



Australian Government

PUA41012 Certificate IV in Public Safety (Leadership)

Release 2

PUA41012 Certificate IV in Public Safety (Leadership)

Modification History

Release	TP version	Comments
2	PUA12 V2.1	Imported units updated.
1	PUA12 v1	New release of existing qualification from PUA00 v8.1: PUA41004. Packaging rules wording revised, imported units updated, elective groupings changed. Equivalent.

Description

Not applicable.

Pathways Information

Not applicable.

Licensing/Regulatory Information

Not applicable.

Entry Requirements

Not applicable.

Employability Skills Summary

Employability Skills are part of a unit of competency.

Employability Skills statements from a selection of units of competency from the PUA41012 Certificate IV in Public Safety (Leadership) have been reproduced in the table below.

This table provides an example of Employability Skills for the qualification because Employability Skills within a qualification will vary depending on the qualification packaging options.

Employability Skill	Employability Skills Statement
Communication	<ul style="list-style-type: none"> • advise and involve the community in public safety activities, presentations at community group gatherings, special interest forums, other organisation forums, community events and festivals • explain and promote the organisation's activities • participate in conferences • represent the organisation's position on particular issues in a way which acknowledges community concerns and promotes community awareness • write reports
Teamwork	<ul style="list-style-type: none"> • allocate resources, which may include considering urgency, cost effectiveness, accessibility, maintenance demands, availability and deployment time • collect timely information that is relevant to the needs of individuals/teams • determine the information needs of individuals/teams and identify the sources • gather and disseminate information to appropriate personnel within the specified timeframe
Problem solving	<ul style="list-style-type: none"> • allocate resources to facilitate required outcomes • analyse feedback and cooperation with community groups • analyse, which may include problem solving • brief and debrief content and format, which may include problem based approaches • provide advice that takes into account type of risk, locality, and protection of life, property and the environment • review activity against the policies, practices and training of the organisation to identify any discrepancies • review information held by the organisation to determine suitability and accessibility
Initiative and enterprise	<ul style="list-style-type: none"> • identify and act upon briefing and debriefing follow-up actions in a timely manner • prepare plans to obtain information which is not available or accessible within the organisation

	<ul style="list-style-type: none"> • report the results of information gathering, analysis and synthesis so they can be input to policy development and organisation's decision making • select an appropriate location for the brief/debrief
Planning and organising	<ul style="list-style-type: none"> • conduct inspections to provide for relevant information for pre-incident planning • evaluate resource usage against targets and organisational standards • gather, analyse, synthesise and report information within specified timeframes and to the standard defined by the organisation • monitor resource usage • plan and prepare a briefing/debriefing in accordance with organisation's policy and procedures • report the results of information gathering, analysis and synthesis so they can be input to policy development and organisation's decision making • store equipment stock and supplies in accordance with organisation's policy and procedures
Self-management	<ul style="list-style-type: none"> • analyse needs • manage and store equipment stock and supplies in accordance with organisation's policy and procedures • provide leadership to individuals and teams • voice personal view to the review process
Learning	<ul style="list-style-type: none"> • learn about legislative requirements relevant to emergency management • learn about organisation's policies • learn about organisation's procedures for activity debriefing • learn about practices and training processes in relation to activity • learn about reporting procedures of the organisation • learn about techniques for the prioritisation and evaluation of public safety risk management systems • maintain records of resource allocation and usage in accordance with relevant legislation and organisational guidelines • support and participate in development activities
Technology	<ul style="list-style-type: none"> • ensure that computer-based tools are used to produce resource reports • use basic statistical information • use communication channels • use information technology effectively • use management information systems that may include computers • use management information systems to store and retrieve data

	<p>for decision making</p> <ul style="list-style-type: none">• use market trends• use records management systems, registries and file records
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Packaging Rules

13 units of competency are required for this qualification including:

- 5 core units
- 8 elective units

Choose 1 elective unit from the Group A list below.

Choose a minimum of 5 elective units from the Group B list below.

Choose the remaining 2 elective units from either the Group B elective list below or elsewhere within this training package, or another endorsed training package, or accredited course.

All elective units selected from outside this qualification must be from an equivalent qualification level or higher.

Elective units selected must not duplicate content already covered by other units in this qualification.

Where a pre-requisite unit is attached to a unit it is identified by this symbol ⊥.

The pre-requisite units attached to any of the units must be undertaken and are additional to the number of units required for the qualification.

Code	Core Units
PUACOM001C	Communicate in the workplace
PUACOM003B	Manage information
PUACOM005B	Foster a positive organisational image in the community
PUAMAN002B	Administer work group resources
PUAOPE015A	Conduct briefings and debriefings
Code	Elective Units
Group A	
PUATEA003B	Lead, manage and develop teams
BSBWOR402A	Promote team effectiveness
Code	Elective Units
Group B	
PUAAMS007B	Coordinate search and rescue operations
PUACOM002B	Provide services to clients
PUACOM008B	Develop and organise public safety awareness programs
PUACOM012B	Liaise with media at a local level

PUACOM013B	Administer a local public safety group
PUAEMR008B	Contribute to an emergency risk management process
PUAEMR026	Treat operational risk └ PUAEMR027 Assess operational risk
PUAEMR029	Plan and implement a treatment measure
PUAEMR030	Manage and evaluate emergency management exercises
PUAEMR031	Design emergency management exercises
PUALAW001B	Protect and preserve incident scene
PUALAW002B	Conduct initial investigation at incident scene
PUALAW003B	Give evidence in a judicial or quasi-judicial setting
PUAMAN007B	Manage financial resources
PUAMAN008B	Manage physical resources
PUAPRO001B	Promote a learning environment in the workplace
PUASES010A	Plan, activate and maintain a communications network └ PUAOPE013A Operate communications systems and equipment
PUASES012A	Work as a team member in an emergency operations centre
PUAVEH001B	Drive vehicles under operational conditions
TAEDEL301A	Provide work skill instruction
For the purposes of gaining a qualification the following three units count as one unit*:	
TAEASS401B *	Plan assessment activities and processes
TAEASS301B *	Contribute to assessment
OR	
TAEASS402B *	Assess competence
TAEASS403B *	Participate in assessment validation

