



Australian Government

RIIERR504E Manage major incidents and emergencies

Release: 1

RIIERR504E Manage major incidents and emergencies

Modification History

This unit replaces RIIERR504D Manage major incidents and emergencies. Minor endorseable amendments have been made to Elements, Performance Criteria, Foundation Skills, Performance Evidence and Knowledge Evidence to better reflect current industry practices and clarify training outcomes.

Application

This unit describes the skills and knowledge required to plan and coordinate responses to major incidents and emergencies and apply post-incident management and audit procedures in resources and infrastructure industries.

It applies to those who work in management roles. They are generally responsible for the outcomes of others and contribute to the development of solutions to non-routine problems.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Plan and prepare to manage major incidents and emergencies	1.1 Access, interpret and apply documentation required to manage major incidents and emergencies 1.2 Obtain, interpret and confirm work requirements 1.3 Identify and address potential risks, hazards and environmental issues and implement control measures 1.4 Select and wear personal protective equipment appropriate for work activities 1.5 Identify, interpret and assess the suitability of the emergency preparedness and response plan for the emergency/incident, liaise with specialists, and implement recommended changes 1.6 Identify, interpret and assess the suitability of the organisational structure for the management of emergency preparedness and response systems, liaise with specialists, and implement recommended changes 1.7 Identify and communicate roles and responsibilities of others in the emergency preparedness and response plans 1.8 Identify, interpret and assess, emergency response

ELEMENT	PERFORMANCE CRITERIA
	procedures for management of decision-making processes and decision monitoring systems, liaise with stakeholders, and implement requested changes 1.9 Review and confirm plans with stakeholders and specialists 1.10 Identify training needs of individuals and prepare training plans within scope of own role
2. Manage incident/emergency response	2.1 Obtain, clarify and confirm information receipts and recording systems for the emergency/incident 2.2 Access, interpret, confirm and apply emergency response and evacuation plans/procedures 2.3 Coordinate incident operations facilities and communications 2.4 Apply action planning processes to manage the emergency/incident 2.5 Identify, locate and obtain required personnel, equipment and resources for the incident
3. Access and respond to information, advice and support	3.1 Coordinate specialist technical and professional staff to review emergency/incident 3.2 Develop and implement action plans to deal with immediate areas of concern 3.3 Clarify and confirm individual roles and responsibilities
4. Apply post-incident management and audit procedures	4.1 Implement post-incident management processes/procedures 4.2 Investigate the cause of emergency/incident 4.3 Audit incident/emergency management response processes effectiveness and compliance 4.4 Audit recording and reporting systems for effectiveness and compliance 4.5 Review and implement recommended changes to schedule of system audits 4.6 Identify and respond to instances of non-compliance or other discrepancies/deficiencies revealed by audit 4.7 Maintain written records, reports and policy documentation according to workplace policies and procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Problem solving	Applies problem solving processes to identify risks, evaluate options and determine solutions
Writing	Prepares specific information that complies with a range of regulatory requirements, using sector-specific terminology
Oral communication	Conveys information and requirements clearly, and listens carefully
Reading	Identifies and interprets relevant information from workplace procedures, documentation, legislation and regulations

Unit Mapping Information

Supersedes and is equivalent to RIIERR504D Manage major incidents and emergencies.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272>