



Australian Government

PUALAW001B Protect and preserve incident scene

Revision Number: 2

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Modification History

Release	TP version	Comments
2	PUA12 V1	Layout adjusted. Application reviewed.
1	PUA00 V8.1	Primary release on TGA.

Unit Descriptor

This unit covers the competency required, on arrival at the scene of an accident or incident, to conduct initial assessment, take action to maintain public safety and preserve the scene, and note and record details and information.

The unit is particularly applicable in cases where organisation personnel are the first to arrive at the scene of an accident or incident.

Application of the Unit

This unit applies to all public safety workers at an incident who need to understand the importance of maintaining the legal integrity of the scene. It is not a specialist Crime Scene Investigation unit.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

1. Secure and preserve scene

1.1 Initial ***assessment*** is participated in to identify ***factors which will impact*** on public safety and scene preservation.

1.2 ***Incident/accident scene*** is effectively secured to ***preserve the scene*** and maintain public safety in line with legislative requirements.

2. Record and report details of incident scene

2.1 ***Details of the scene*** are noted, ***recorded and reported*** according to organisation's policies and procedures.

2.2 ***Witness details*** and information volunteered are recorded in accordance with ***organisational and legislative requirements***.

2.3 Information is communicated to ***relevant personnel*** in line with organisation's procedures.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required Skills

- listening
- note taking
- observation
- questioning
- reporting

Required Knowledge

- legislative and organisation requirements relating to scene preservation
- methods of securing scene
- organisation requirements for taking witness details and information
- regulatory requirements for taking witness details and information
- techniques for estimating distance
- techniques for removing public from scene
- types of information which may assist in investigations

Evidence Guide

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Demonstrated ability to effectively secure scene and record and report details in accordance with the organisation's policies and procedures.

Consistency in performance

Evidence should be gathered over a period of time in a range of actual or simulated workplace environments.

Context of and specific resources for assessment

Context of assessment

Performance at an incident, exercise or simulation is required to demonstrate competence in this unit. Written or verbal questions may be used as supporting evidence.

Specific resources for assessment

No special requirements.

Range Statement

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

- Incident scene*** may include:
- urban fire
 - wild fire
 - vehicle fire
 - crime scene
 - search for missing persons or evidence
 - vehicle accident
 - natural disaster
 - industrial/mining accident
 - incident involving death or injury to person or damage to property
 - urban scene
 - rural scene
 - indoor scene
 - outdoor scene
 - animal incident
 - marine
 - aircraft
 - train
 - explosions
 - hazardous materials
- Assessment of scene*** may be conducted:
- at scene
 - en route to and from scene
- Factors impacting*** may include:
- public safety risk factors including factors that could impact on the safety of investigators
 - response team
 - the security/preservation of the actual site
 - the security and preservation of situational evidence
 - traffic
 - tactical factors affecting the quality of the investigation including environmental circumstances
 - chronology of events
 - access to scene
 - number of persons at scene
 - availability of support services
 - boundaries
- Persons at scene*** may
- incident scene specialists
 - forensic experts

include:

- potential witnesses
- victims
- other bystanders
- personnel from other organisations
- media
- coroners
- pathologists
- medical practitioners
- undertakers
- forensic accountants
- information technology consultants
- legal officers
- owners and/or occupiers

Security of scene may be affected by:

- topography
- climatic conditions
- human interference
- animal interference
- preservation of life/property
- structural integrity
- availability of personnel

Securing scene may include:

- removing non-emergency personnel from scene
- isolating scene
- erecting barriers

Details of scene may include:

- date
- time
- location
- damage
- persons present
- property involved
- possible causes
- items of evidence
- injuries
- status of utilities services such as broken water pipes
- animal species present
- flora
- fauna
- size and construction of building
- occupancy
- insurance details

Witness details may include:

- name
- contact details
- other details in accordance with organisation's

- Relevant personnel** may include:
- policies and procedures
 - supervisor
 - team leader
 - police
 - investigating officer
 - other organisation's personnel
- Communication** may include:
- verbal
 - completing standard forms
 - written
- Recording and reporting** may include:
- taking notes
 - completing standard forms
 - making sketches
 - taking photographs
 - taping
 - electronic videoing
- Preserving scene** may include:
- preserving evidence and the area of origin
- Organisational and legislative requirements** may vary between sectors and organisations and may include:
- legislation relevant to the operation/incident/response
 - legislation relevant to the organisation
 - operational
 - corporate and strategic plans
 - operational procedures
 - operational performance standards
 - organisation's personnel practices and guidelines
 - organisation's quality standards

Unit Sector(s)

Not applicable.