

Victorian Purchasing Guide
for
PUA Public Safety
Training Package
Release 1

December 2019

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Victorian Purchasing Guide — Release History

Note: RTOs should refer to the [National Register](#) for the detail of changes made in each Release.

Training Package Release	Date VPG Approved	Comments
PUA Public Safety Training Package Release No 1	6 December 2019	<p>PUA Public Safety Training Package Release 1 supersedes PUA12 Public Safety Training Package and consists of recoded qualifications and units of competency in accordance with the <i>Standards for Training Packages</i>. This guide also reflects changes made from Maximum Nominal Hours to Maximum Payable Hours and includes:</p> <ul style="list-style-type: none"> ▪ Thirty one (31) qualifications consisting of one (1) new and thirty (30) transitioned. Nine (9) transitioned qualifications were deemed not equivalent. Twenty one (21) transitioned qualification were deemed equivalent. ▪ Two hundred and forty (240) units of competency consisting of fifteen (15) new, two hundred and twenty (220) transitioned/reviewed. Five (5) transitioned units of competency were deemed not equivalent. Two hundred and twenty (20) transitioned units of competency were deemed equivalent. <p>The new qualification is:</p> <ul style="list-style-type: none"> ▪ PUA80119 - Graduate Diploma of Crisis Leadership <p>Further details in regards to the mapping of qualifications and units between PUA Release 1 and PUA12 Release 2 please click here.</p>

PUA Public Safety Training Package Release 1 Victorian Purchasing Guide

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INTRODUCTION

What is a Victorian Purchasing Guide?

The Victorian Purchasing Guide provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

- The maximum and minimum payable hours available for each qualification.
- Nominal hours for each unit of competency within the Training Package.

Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and Statements of Attainment under the Australian Qualifications Framework (AQF).

The VRQA is the regulatory authority in Victoria responsible for the registration of Vocational Education and Training (VET) providers who offer courses to domestic students in Victoria only.

ASQA is the regulatory authority responsible for the registration of VET providers who offer training in Victoria, nationally and / or internationally.

Transition

The relationship between new units and any superseded or replaced units from the previous version of **PUA Public Safety Training Package Release 1** is provided in the Training Package Companion Volume Implementation Guide, available [here](#).

Information regarding transition arrangements can be obtained from the state or national VET Regulatory Authority (see Contacts and Links section).

RTOs must ensure that all training and assessment leading to issuance of qualifications or Statements of Attainment from the **PUA Public Safety Training Package Release 1** is conducted against the Training Package units of competency and complies with the assessment requirements.

QUALIFICATIONS

Code	Title	Minimum Payable Hours	Maximum Payable Hours
PUA20119	Certificate II in Public Safety (Aquatic Rescue)	163	172
PUA20219	Certificate II in Public Safety (SES)	188	198
PUA20619	Certificate II in Public Safety (Firefighting and Emergency Operations)	405	426
PUA20719	Certificate II in Public Safety (Firefighting Operations)	502	528
PUA30319	Certificate III in Public Safety (Aquatic Search and Rescue)	286	301
PUA30419	Certificate III in Public Safety (SES Rescue)	316	333
PUA30519	Certificate III in Public Safety (SES Operations)	352	370
PUA30619	Certificate III in Public Safety (Firefighting and Emergency Operations)	477	502
PUA30719	Certificate III in Public Safety (Firefighting Operations)	755	795
PUA30819	Certificate III in Public Safety (Emergency Communications Centre Operations)	309	325
PUA30919	Certificate III in Public Safety (Biosecurity Emergency Response Operations)	342	360
PUA31419	Certificate III in Public Safety (Community Safety)	352	370
PUA40119	Certificate IV in Public Safety (Emergency Communications Centre Operations)	380	400
PUA40219	Certificate IV in Public Safety (SES Leadership)	385	405
PUA40319	Certificate IV in Public Safety (Firefighting Supervision)	396	417
PUA40419	Certificate IV in Public Safety (Biosecurity Emergency Response Leadership)	627	660
PUA41019	Certificate IV in Public Safety (Leadership)	423	445
PUA41119	Certificate IV in Public Safety (Community Safety)	656	690
PUA42619	Certificate IV in Public Safety (Aquatic Search and Rescue Management)	361	380
PUA50119	Diploma of Public Safety (Emergency Management)	399	420

Code	Title	Minimum Payable Hours	Maximum Payable Hours
PUA50219	Diploma of Public Safety (Biosecurity Emergency Response Management)	684	720
PUA50419	Diploma of Public Safety (SES Operations Management)	442	465
PUA50519	Diploma of Public Safety (Firefighting Management)	632	665
PUA50919	Diploma of Public Safety (Search and Rescue - Coordination)	437	460
PUA51019	Diploma of Public Safety (Community Safety)	831	875
PUA60119	Advanced Diploma of Public Safety (Emergency Management)	513	540
PUA60219	Advanced Diploma of Public Safety (Search and Rescue - Management)	575	605
PUA60519	Advanced Diploma of Public Safety (Firefighting Management)	589	620
PUA60719	Advanced Diploma of Public Safety (Community Safety)	822	865
PUA60919	Advanced Diploma of Public Safety (Fire Investigation)	584	615
PUA80119	Graduate Diploma of Crisis Leadership	1539	1620

UNITS OF COMPETENCY AND NOMINAL HOURS

Unit Code	Unit Title	Nominal Hours
PUAAMS001	Work in an aviation environment	20
PUAAMS002	Search as a member of an air search team	20
PUAAMS003	Conduct stores dropping operations	20
PUAAMS006	Coordinate search and rescue resources	60
PUAAMS007	Coordinate search and rescue operations	70
PUAAMS008	Manage search and rescue operations	90
PUABIO001	Conduct planning in a biosecurity emergency response	50
PUACOM001	Communicate in the workplace	30
PUACOM002	Provide services to clients	15
PUACOM003	Manage information	20
PUACOM004	Manage organisational communication strategies	25
PUACOM005	Foster a positive organisational image in the community	30
PUACOM006	Plan and conduct a public awareness program	20
PUACOM007	Liaise with other organisations	20
PUACOM008	Develop and organise public safety awareness programs	40
PUACOM009	Manage media requirements at major incident	50
PUACOM010	Promote the organisation's mission and services	15
PUACOM011	Develop community awareness networks	30
PUACOM012	Liaise with media at a local level	20
PUACOM013	Administer a local public safety group	30
PUACOM014	Contribute to community safety	20

Unit Code	Unit Title	Nominal Hours
PUACOM015	Conduct community safety activities	20
PUAECL001	Evaluate societal threats, uncertainty and surprise	360
PUAECL002	Lead and manage programs that develop resilience	180
PUAECL003	Deliver value in crisis	180
PUAECL004	Lead in a crisis	180
PUAECL005	Support communities for crisis	180
PUAECL006	Recognise personal effectiveness in a crisis	180
PUAECL007	Define crisis context	180
PUAECO001	Operate telephony systems	10
PUAECO002	Process emergency incident calls and enquiries	30
PUAECO003	Operate and control radio networks	10
PUAECO004	Operate computer aided dispatch system	40
PUAECO005	Dispatch resources from within an emergency communications centre	20
PUAECO006	Read and interpret maps	10
PUAECO007	Respond to and maintain monitored automatic notification system	10
PUAECO008	Receive and action notification of uncontrolled hazardous materials situations	10
PUAECO009	Coordinate emergency communications centre operations	30
PUAECO010	Maintain standards of emergency service delivery	40
PUAECO011	Support logistics in the field	8
PUAEME001	Provide emergency care	40

Unit Code	Unit Title	Nominal Hours
PUAEME002	Manage injuries at emergency incident	20
PUAEME003	Administer oxygen in an emergency	20
PUAEME004	Provide emergency care for suspected spinal injury	8
PUAEME005	Provide pain management	6
PUAEMR001	Establish context for emergency risk assessment	50
PUAEMR002	Assess emergency risk	50
PUAEMR003	Develop treatment options for emergency risk	50
PUAEMR004	Manage risk treatment implementation	50
PUAEMR005	Treat operational risk	25
PUAEMR006	Assess operational risk	25
PUAEMR007	Develop emergency management plans	50
PUAEMR008	Contribute to an emergency risk management process	50
PUAEMR009	Facilitate emergency risk assessment	80
PUAEMR010	Plan and implement a treatment measure	50
PUAEMR011	Manage and evaluate emergency management exercises	40
PUAEMR012	Determine treatment options	50
PUAEMR013	Design emergency management exercises	40
PUAEMR014	Deliver recovery services	25
PUAEMR015	Establish and manage a recovery centre	40
PUAEMR016	Facilitate community involvement in recovery	25
PUAEMR017	Manage recovery functions and services	25

Unit Code	Unit Title	Nominal Hours
PUAEMR018	Work in an emergency management context	25
PUAEMR021	Facilitate emergency planning processes	50
PUAEQU001	Prepare, maintain and test response equipment	20
PUAFER001	Identify, prevent and report potential facility emergency situations	2
PUAFER002	Ensure facility emergency prevention procedures, systems and processes are implemented	8
PUAFER003	Manage and monitor facility emergency procedures, equipment and other resources	28
PUAFER004	Respond to facility emergencies	2
PUAFER005	Operate as part of an emergency control organisation	7
PUAFER006	Lead an emergency control organisation	14
PUAFER007	Manage an emergency control organisation	7
PUAFER008	Confine small emergencies in a facility	7
PUAFER009	Participate as a member of a facility emergency response team	35
PUAFER010	Lead a facility emergency response team	70
PUAFER011	Manage facility emergency response teams	28
PUAFIR201	Assist with prescribed burning	30
PUAFIR202	Use Class A foam in wildfire operations and non-structural applications	8
PUAFIR203	Respond to urban fire	170
PUAFIR204	Respond to wildfire	60
PUAFIR205	Respond to aviation incident (specialist)	90
PUAFIR206	Check installed fire safety systems	25

Unit Code	Unit Title	Nominal Hours
PUAFIR207	Operate breathing apparatus open circuit	60
PUAFIR208	Participate in community safety activities	10
PUAFIR209	Work safely around aircraft	8
PUAFIR210	Prevent injury	8
PUAFIR211	Undertake hover-exit operations from helicopter	30
PUAFIR212	Rappel from helicopter	40
PUAFIR219	Undertake helicopter winch operations	30
PUAFIR220	Respond to isolated structure fire	40
PUAFIR301	Undertake community safety activities	20
PUAFIR302	Suppress urban fire	80
PUAFIR303	Suppress wildfire	80
PUAFIR304	Respond to marine emergencies	80
PUAFIR305	Respond to aviation incidents (general)	40
PUAFIR306	Identify, detect and monitor hazardous materials at an incident	24
PUAFIR307	Operate aerial appliance	80
PUAFIR308	Employ personal protection at a hazardous materials incident	8
PUAFIR309	Operate pumps	80
PUAFIR310	Operate specialist appliance	40
PUAFIR311	Dispatch rappel personnel and equipment from a helicopter	40
PUAFIR312	Operate aerial ignition equipment in an aircraft	40
PUAFIR313	Operate aviation support equipment	40

Unit Code	Unit Title	Nominal Hours
PUAFIR314	Utilise installed fire safety systems	60
PUAFIR315	Navigate from an aircraft	40
PUAFIR323	Take local weather observations	8
PUAFIR324	Render hazardous materials incidents safe	40
PUAFIR325	Operate heavy plant in fire control operations	40
PUAFIR326	Push trees with machines in forest fire control operations	40
PUAFIR401	Obtain incident intelligence	16
PUAFIR402	Conduct simple prescribed burns	30
PUAFIR403	Assess building plans	40
PUAFIR404	Inspect dangerous goods facilities	80
PUAFIR405	Collect, analyse and provide regulatory information	20
PUAFIR406	Develop simple prescribed burn plans	60
PUAFIR407	Interpret and analyse fire weather information	24
PUAFIR408	Plan aircraft operations	40
PUAFIR409	Develop air attack strategies	40
PUAFIR410	Provide safety advice at a rural/land management incident	20
PUAFIR411	Provide safety advice at an urban incident	20
PUAFIR417	Supervise machinery use in wildfire operations	24
PUAFIR418	Supervise specialist response to aviation accidents and incidents	80
PUAFIR501	Conduct fire investigation and analysis activities	120
PUAFIR502	Develop incident control strategies	40

Unit Code	Unit Title	Nominal Hours
PUAFIR503	Coordinate human resource management activities	45
PUAFIR504	Assist with formulation and implementation of plans and policies	45
PUAFIR505	Administer cost centre's financial resources	20
PUAFIR506	Conduct complex prescribed burns	120
PUAFIR507	Inspect building fire safety systems	150
PUAFIR508	Develop and analyse the behaviour and suppression options for a wildfire	60
PUAFIR509	Implement prevention strategies	200
PUAFIR510	Inspect for legislative compliance	120
PUAFIR515	Develop complex prescribed burn plans	80
PUAFIR516	Assess and evaluate a facility's fire and incident safety management systems	240
PUAFIR517	Conduct an inspection of a performance based design building	200
PUAFIR518	Conduct and record a bushfire attack level (BAL) assessment	30
PUAFIR519	Supervise incendiary operations during aerial ignition	80
PUAFIR601	Develop and administer organisational policies, procedures and practices	100
PUAFIR602	Manage the implementation of community safety strategies	80
PUAFIR603	Determine origin and cause of wildfire	60
PUAFIR604	Determine origin and cause of structure fire	60
PUAFIR605	Determine origin and cause of mobile property fire	30
PUAFIR606	Apply principles of combustion and fire dynamics to fire scene investigation	40

Unit Code	Unit Title	Nominal Hours
PUAFIR607	Apply electrical/electronic knowledge to fire investigations	40
PUAFIR608	Investigate fatal fires	40
PUAFIR609	Collect, record and coordinate the analysis of physical evidence	40
PUAFIR610	Manage imaging and electronic data	40
PUAFIR611	Process and analyse fire scene data and laboratory results	40
PUAFIR612	Undertake post incident analysis	40
PUALAW001	Protect and preserve incident scene	20
PUALAW002	Conduct initial investigation at incident scene	30
PUALAW003	Give evidence in a judicial or quasi-judicial setting	50
PUALAW004	Represent the organisation in a judicial or quasi-judicial setting	30
PUAMAN001	Manage the organisation's public safety responsibilities	60
PUAMAN002	Administer allocation of resources	50
PUAMAN003	Manage human resources	70
PUAMAN004	Manage procurement	80
PUAMAN005	Manage projects	80
PUAMAN006	Manage and facilitate change	80
PUAMAN007	Manage financial resources	80
PUAMAN008	Manage physical resources	80
PUAOIL202	Use basic equipment operations for oil spill response	20
PUAOIL303	Apply health, safety and risk controls when working on oiled shorelines	20
PUAOIL304	Use advanced equipment operations for oil spill response	40

Unit Code	Unit Title	Nominal Hours
PUAOIL404	Apply decision making strategies in an oil spill response	40
PUAOIL405	Apply oiled shoreline assessment strategies in an oil spill response	20
PUAOIL406	Lead a team in oiled shoreline clean up	20
PUAOPE001	Manage the investigation function at an incident	30
PUAOPE002	Manage the finance function at an incident	25
PUAOPE003	Manage the public information function at an incident	40
PUAOPE004	Manage the intelligence function at an incident	40
PUAOPE006	Control multi-agency emergency situations	80
PUAOPE007	Command organisational personnel within a multi-agency emergency response	80
PUAOPE009	Navigate in an aquatic environment	50
PUAOPE010	Operate an automated external defibrillator in an emergency	8
PUAOPE011	Inspect property and facilities	30
PUAOPE012	Control a level 1 incident	40
PUAOPE013	Operate communications systems and equipment	15
PUAOPE014	Navigate to an incident	15
PUAOPE015	Conduct briefings and debriefings	20
PUAOPE016	Manage a multi-team sector	40
PUAOPE017	Coordinate resources for a multi-agency incident	50
PUAOPE018	Control a level 2 incident	40
PUAOPE019	Control a level 3 incident	60
PUAOPE020	Lead a crew	20

Unit Code	Unit Title	Nominal Hours
PUAOPE022	Manage logistics for a complex incident	40
PUAOPE023	Manage operations for a level 2 incident	40
PUAOPE024	Manage operations for a level 3 incident	40
PUAOPE025	Manage planning for a complex incident	40
PUAOPE026	Provide strategic safety advice at an incident	40
PUAOPE027	Undertake beach safety management activities	24
PUAPRO001	Promote a learning environment in the workplace	30
PUAPRS205	Manage marketing requirements	80
PUASAR001	Perform land based swiftwater and floodwater rescue and recovery	12
PUASAR002	Undertake swiftwater and floodwater rescue and recovery	60
PUASAR003	Develop plans for deployment of a USAR team	50
PUASAR004	Implement and monitor USAR operation plans	50
PUASAR005	Review USAR team plans implemented at an incident	50
PUASAR011	Search as a member of an aquatic search team	30
PUASAR012	Apply surf awareness and self-rescue skills	30
PUASAR013	Participate in an aquatic rescue operation	15
PUASAR014	Operate and maintain a small powercraft and motor for rescue operations	36
PUASAR015	Crew small powercraft in a rescue operation	20
PUASAR016	Operate and maintain a personal water craft for rescue operations	20
PUASAR017	Undertake advanced surf rescue	26

Unit Code	Unit Title	Nominal Hours
PUASAR018	Select and maintain canines to be part of a canine search team for USAR incidents	110
PUASAR019	Train canines to work in a USAR environment	180
PUASAR020	Develop a canine search team for USAR incidents	180
PUASAR021	Search as part of a canine search team at USAR incidents	160
PUASAR022	Participate in a rescue operation	20
PUASAR023	Participate in a first response urban search and rescue Category 1	20
PUASAR024	Undertake road crash rescue	20
PUASAR025	Undertake confined space rescue	40
PUASAR026	Undertake industrial and domestic rescue	20
PUASAR027	Undertake land search rescue	10
PUASAR028	Undertake rescue from a partial structural collapse	20
PUASAR029	Undertake a complex transport rescue	40
PUASAR030	Undertake trench rescue	30
PUASAR031	Undertake an urban search and rescue Category 2 rescue technician	100
PUASAR032	Undertake vertical rescue	40
PUASES008	Undertake storm and water damage operations	30
PUASES009	Undertake inland floodboat operations	50
PUASES010	Plan, activate and maintain a communications network	40
PUASES011	Manage emergency operations	70
PUASES012	Work as a team member in an emergency operations centre	25

Unit Code	Unit Title	Nominal Hours
PUASES013	Undertake storm and water damage operations performed at heights	40
PUASES014	Apply flood and fast moving water safety techniques	24
PUASES015	Operate over-snow vehicle	40
PUASES016	Apply snowcraft skills when performing search operations	50
PUATEA001	Work in a team	20
PUATEA002	Work autonomously	30
PUATEA003	Lead, manage and develop teams	50
PUATEA004	Work effectively in a public safety organisation	15
PUATEA005	Manage own professional performance	50
PUATEA006	Lead a functional unit at an incident	25
PUAVEH001	Drive vehicles under operational conditions	80
PUAWHS001	Follow defined work, health and safety policies and procedures	20
PUAWHS002	Maintain safety at an incident scene	25
PUAWHS003	Implement and monitor organisational work, health and safety policies, procedures and programs	30
PUAWHS004	Establish and maintain the work, health and safety system	50

CONTACTS AND LINKS

Curriculum Maintenance Manager (CMM)		
Business Industries	The CMM Service is provided on behalf of Higher Education and Skills. CMM Service Executive Officers can assist with questions on payable and nominal hours.	Alan Daniel Executive Officer C/- Chisholm Institute P O Box 684 Dandenong VIC 3175 Ph: (03) 9238 8501 Email: Alan Daniel
Service Skills Organisation (SSO)		
Australian Industry Standards	This SSO is responsible for developing this PUA Public Safety Training Package and can be contacted for further information.	Phone: (03) 9604 7200 Email: here SSO website can be found here .
National Register for VET in Australia		
Training.gov.au (TGA)	TGA is the Australian government's official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs.	National Register website can be found here .
Australian Government		
Department of Employment, Skills, Small and Family Business	The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training.	The Commonwealth Department of Employment, Skills, Small and Family Business website can be found here
State Government		
Department of Education and Training (DET)	DET is the State Training Authority responsible for supporting implementation of Vocational Education and Training (VET) in Victoria.	(03) 9637 2000 The Victorian Department of Education and Training website can be found here
National VET Regulatory Authority		
Australian Skills Quality Authority (ASQA)	ASQA is the national regulator for Australia's VET sector.	Info line: 1300 701 801 ASQA's website can be found here
Victorian VET Regulatory Authority		
Victorian Registration and Qualifications Authority (VRQA)	The VRQA is a statutory authority responsible for the registration and regulation of Victorian RTOs and for the regulation of apprenticeships and traineeships in Victoria.	(03) 9637 2806 VRQA's website can be found here

GLOSSARY

Code	Nationally endorsed Training Package qualification code.
Title	Nationally endorsed Training Package qualification title.
Unit Code	Nationally endorsed Training Package unit code.
Unit Title	Nationally endorsed Training Package unit title.
Maximum Payable Hours	<p>The maximum number of hours the Victorian Government will subsidise under Skills First funding for the achievement of the minimum realistic vocational outcome of the qualification, as determined by the qualification packaging rules. The Maximum Payable Hours do not cover every possible combination of core and elective units available for a specific qualification.</p> <p>Minimum payable hours reflect a calculated minimum number of hours that could deliver a minimum realistic vocational outcome, based on efficiencies of contextualisation and integration.</p>
Scope of Registration	Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide.
Nominal Hours	Nominal hours reflect the anticipated time taken to deliver and assess the outcomes of a unit of competency excluding unsupervised delivery or the time taken for repeated practical application of skills. Nominal hours are determined by the Victorian State Training Authority (DET) and are primarily developed for funding purposes in Victoria.