

22227VIC Certificate IV in Forensic Investigation

Accredited for the period: 1st January, 2013 to 31st December, 2017 under
Parts 4.4 and 4.6 of the *Education and Training Reform Act 2006*

Course Documentation





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Course developed by:

Course developers / organisation / teaching centre, and,
Education Development and Partnerships, Office of the CEO Executive Director Programs
Chisholm Institute

This qualification has been entered on the TGA (Training.gov.au) being the official National Register of Vocational Education and training in Australia: <http://training.gov.au/>



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Section A: Copyright and course classification information

1. Copyright owner of the course	<p>Copyright of this document is held by the Department of Education and Early Childhood Development (DEECD) Victoria © State of Victoria 2012</p> <p>Day to day contact:</p> <p>Alan Daniel Curriculum Maintenance Manager – Business Industries Chisholm Institute PO Box 684, Dandenong, Victoria, 3175 Ph: (03) 9238 8501 Fax: (03) 9238 8504 email: alan.daniel@chisholm.vic.edu.au</p>
2. Address	<p>Department of Education and Early Childhood Development (DEECD) Executive Director Pathways, Participation and Youth GPO Box 266 Melbourne Victoria, 3001</p>
3. Type of submission	<p>This qualification is being submitted for initial accreditation.</p>
4. Copyright acknowledgement	<p>Copyright of this material is reserved to the Crown in the right of the State of Victoria.</p> <p>© State of Victoria (Department of Education and Early Childhood Development) 2013</p> <p>The following units of competency:</p> <ul style="list-style-type: none"> • MSL973007A: Perform microscopic examination • MSL924001A: Process and interpret data <p>are from the MSL09 Laboratory Operations Training Package, administered by the Commonwealth of Australia. © Commonwealth of Australia, 2009.</p> <p>The following units of competency:</p> <ul style="list-style-type: none"> • PUACOM003B: Manage information • PUALAW001B: Protect and preserve incident scene • PUALAW003B: Give evidence in a judicial or quasi-judicial setting • PUAPOLFC002B: Maintain a safe forensic working environment • PUAPOLFC003B: Detect, record and collect physical evidence <p>are from the PUA12 Public Safety Training Package, administered by the Commonwealth of Australia. © Commonwealth of Australia, 2012.</p> <p>The following units of competency:</p> <ul style="list-style-type: none"> • CPPSEC3026A: Work effectively in investigative services • CPPSEC3027A: Develop investigative plan

	<ul style="list-style-type: none"> • CPPSEC3028A: Compile investigative report <p>are from the CPP07 Property Services Training Package, administered by the Commonwealth of Australia. © Commonwealth of Australia, 2011.</p> <p>The following units of competency:</p> <ul style="list-style-type: none"> • BSBSUS301A: Implement and monitor environmentally sustainable work practices • BSBRES401A: Analyse and present research information <p>are from the BSB07 Business Services Training Package, administered by the Commonwealth of Australia. © Commonwealth of Australia, 2011.</p> <p>The following units of competency:</p> <ul style="list-style-type: none"> • PSPFRAU401B: Monitor data for indicators of fraud • PSPREG404C: Investigate non-compliance • PSPREG407B: Produce formal record of interview • PSPGOV411A: Deal with conflict <p>are from the PSP12 Public Sector Training Package, administered by the Commonwealth of Australia. © Commonwealth of Australia, 2012.</p> <p>The following units of competency:</p> <ul style="list-style-type: none"> • ICAICT203A: Operate application software packages • ICAICT308A: Use advanced features of computer applications <p>are from the ICA11 Information and Communications Technology Training Package, administered by the Commonwealth of Australia. © Commonwealth of Australia, 2011.</p> <p>The following unit of competency:</p> <ul style="list-style-type: none"> • CUFDIG303A: Produce and prepare photo images <p>is from the CUF07 Screen and Media Training Package, administered by the Commonwealth of Australia. © Commonwealth of Australia, 2007.</p>
<p>5. Licensing and franchise</p>	<p>This work is licensed under a Creative Commons Attribution – NoDerivs 3.0 Australia licence: http://creativecommons.org/licenses/by-nd/3.0/au/. You are free to use, copy and distribute to anyone in its original form as long as you attribute the, Department of Education and Early Childhood Development as the author, and you license any derivative work you make available under the same licence.</p> <p>Copies of this publication may be downloaded, free of charge, from the Training Support network website: http://trainingsupport.skills.vic.gov.au</p>
<p>6. Course accrediting body</p>	<p>Victorian Registration and Qualifications Authority (VRQA) P.O. Box 2317, Melbourne Vic 3001 Ph: (03) 9637 2806 Website: http://www.vrqa.vic.gov.au/</p>

7. AVETMISS information	<i>Information for this section will be supplied by TD&A</i>	
	ANZSCO <i>(Australian and New Zealand Standard Classification of Occupations)</i>	<i>442214 Private investigator</i>
	ASCED code <i>(Field of Education)</i>	<i>0199 Other Natural and Physical Sciences</i>
	<i>National course code</i>	<i>22227VIC</i>
8. Period of accreditation	<i>1st Jan, 2013 to 31st December, 2017</i>	



Section B: Course information

1. Nomenclature <i>Standard 1 AQTF Standards for Accredited Courses</i>	
1.1 Name of the qualification	22227VIC Certificate IV in Forensic Investigation
1.2 Nominal duration of the course	595 - 625 hours
2. Vocational or educational outcomes <i>Standard 1 AQTF Standards for Accredited Courses</i>	
2.1 Purpose of the course	<p>This course will provide participants with the ability to meet the current and future industry requirements to effectively work within the forensic investigation sphere; with an intermediate understanding of the science, techniques and management required of forensic investigations.</p> <p>Vocational outcomes of the course are to:</p> <ul style="list-style-type: none"> • Contribute to forensic investigation as applicable to the insurance industry, local government, private investigation and energy sectors • apply effective communication and problem-solving techniques to underpin working with colleagues, clients, relevant experts and other stakeholders across a range of forensic investigation contexts • effectively manage the handling, cataloguing and dissemination of data from forensic investigations to form conclusions • apply forensic investigatory techniques, tools, frameworks and methodologies that are appropriate across a range of investigation contexts • supervise self and others in adherence to ethical standards required within the context of forensic investigation at an operational level • apply effective written and oral communication skills to the preparation and presentation of information, documents and briefs resulting from forensic investigation and interviewing of persons relevant to the investigation • comply with legal and regulatory standards and provisions for work safety within forensic investigation situations
3. Development of the course <i>Standards 1 and 2 AQTF Standards for Accredited Courses</i>	
3.1 Industry /enterprise /community needs	A Certificate IV in Forensic Science has been conducted through Swinburne University (TAFE) for many years. The primary focus of the course was to train people working in the fingerprint branch of Victoria Police.

During discussions arising from the reaccreditation of the latter course, it became apparent that employment opportunities in this field (i.e. related to the fingerprint branch) were diminishing. Further to this, graduates of the course who sought employment as insurance investigators found that the knowledge and skills gained through the Certificate IV in Forensic Science greatly assisted them in their work. This was particularly evident in technical areas such as vehicle collisions and burglary investigations.

It is reported that in the aftermath of the Black Saturday fires, there was a massive void with assessor staff lacking both forensic and investigation skills. For example, in the insurance industry, including workers from major insurance companies, staff were not equipped with the knowledge to preserve an incident scene, or how to approach or manage the forensic aspects of a major catastrophe..

There is no actual investigation course covering forensic skills for people outside the police force. Workers in this type of field do their Certificate III in Investigative Services or in the Public Sector, the Certificate IV in Government (Investigation) where they learn generic investigative skills such as taking a statement etc. but do not have the forensic skills to manage more complex tasks.

It was proposed, therefore, that the abovementioned forensic science course, conducted through Swinburne, should evolve into a purely 'investigative' course, with a reduced emphasis on chemistry, biology and science, and focus more on forensic investigation relating to incident management and response. This would be aimed at training existing workers in this type of investigative and assessor work as well as new workers entering the industry. The industries where this would have relevance might include:

- Local Government
- Private Investigators
- Energy Supply companies
- Insurance sector
- Customs

Subsequently, discussions were held with each of the above referenced industry sectors as to the need for a Certificate IV in Forensic Investigation. Local government, energy supply companies and customs indicated that they were more likely to contract in forensic investigative services rather than train their own. The insurance companies expressed a strong interest, as there is no accredited training for insurance investigators, in the first instance, let alone investigators with a forensic focus.

The professional associations for the private investigators, namely Australian Security Industry Association LTD, Association of Investigators and Security Professionals, and the Australian Institute of Professional Investigators all expressed strong support for the proposed course as ongoing professional development for their members.

It is difficult to predict the actual size of demand however, based on information supplied by the Licensing & Regulation Division of Victoria Police, as of 30/9/2012 there are 1306 licensed private investigators in

Victoria. Also, based on information supplied by the Australian and New Zealand Institute of Insurance and Finance it is estimated that there is Australia wide between 1000 – 1500 personnel in the insurance sector undertaking investigative work.

Verifact, a private RTO specialising in training for the insurance industry, have indicated that they would offer this course on a national basis.

The only nationally endorsed qualifications in forensic investigation exist in the Police Sector of PUA12 Public Safety training package, at a Diploma and Advanced Diploma level. These qualifications are not appropriate for the target group for the proposed Certificate IV in Forensic Investigation.

Accreditation Support Documentation: Course content developed by Stakeholders for details of the skills and knowledge outcomes provided by the proposed course. [1: Course content developed by Stakeholders/Steering Committee Details](#)

Industry support is confirmed through the endorsement and active participation of the Steering Committee. See Accreditation Support Documentation; [2: Minutes of Steering Committee](#) and [3: Letters of support from industry](#) and [4: Signed Course contents endorsement forms](#)

Members of the Steering Committee:

- ~ **Chair:** Peter Johnson: Victorian Manager and ASIAL's Manager for Compliance & Regulatory Affairs, Australian Security Industry Association Ltd.
- ~ Brad Mason: Staff Officer to Director Forensic Services, Victorian Police forensic Services Centre
- ~ Clim Pacheco: General Manager Education and Knowledge Management, Australian and New Zealand Institute of Insurance and Finance
- ~ Geoff Casey: Insurance Australia Group Limited
- ~ Dr. Shane Richardson: Principal Forensic Engineer, Delta V Experts
- ~ Phillip McGlashan: Senior Educator, Swinburne University – TAFE
- ~ Ray Foster: Instructor, Detective Training School, Police Academy, (Nominee of Australian Institute of Professional Investigators (API))
- ~ Andrew Williams: (Works in Local Government – details to follow)
- ~ Graeme Banks: General Manager, KPS and Associates
- ~ Ian Forrester: Fingerprint Branch, Development & Improvement Unit, Victoria Police
- ~ Alan Daniel: Curriculum Maintenance Manager – Business Industries, Department of Tertiary Development and Accreditation, Chisholm Institute

	<p>In Attendance:</p> <p>~ Alvin Rendell: Curriculum Projects Officer, Department of Tertiary Development and Accreditation, Chisholm Institute</p> <p>Refer to Accreditation Support Documentation: 1. Steering Committee Details</p>
<p>3.2 Review for re-accreditation</p>	<p><i>Standards 1 and 2 for Accredited Courses</i></p> <p>Not applicable.</p>
<p>4. Course outcomes <i>Standards 1, 2, 3 and 4 AQTF Standards for Accredited Courses</i></p>	
<p>4.1 Qualification level</p>	<p><i>Standards 1, 2 and 3 AQTF Standards for Accredited Courses</i></p> <p>This qualification is consistent with the criteria and specifications of the AQF Certificate IV as outlined in the <i>Australian Qualification Framework July 2011</i>, as follows:</p> <ul style="list-style-type: none"> • Knowledge: Graduates at this level will have broad factual, technical and theoretical knowledge in a specialised field of work and learning, through: <ul style="list-style-type: none"> ◦ ethics and codes of conduct for forensic investigation contexts ◦ current models and theories of practice and process within a forensic investigation context ◦ the explicit and systematic scientific principles and procedures that underpin forensic investigation of an incident scene ◦ quality system requirements relating to the taking of case notes and the preparing of case files and reports ◦ legal and regulatory standards and provisions for forensic investigation contexts ◦ occupational health and safety legislation, laboratory safety manuals and Australian Standards Series AS2243 ◦ the role and functions of other forensic discipline specialists in the recording, collection, preservation and continuity of physical evidence • Skills: Graduates at this level will have a broad range of cognitive, technical and communication skills to select and apply a range of methods, tools materials and information to: <ul style="list-style-type: none"> ◦ <i>complete routine and non-routine activities</i> such as: developing formal and informal documents and presenting information across a range of circumstances from organisational to courtroom; presenting evidence in a quasi-judicial or judicial setting; following privacy standards, and recognising and responding to specific client needs, e.g. insurance claimants, victims of crime ◦ detect and record physical evidence using observation techniques and appropriate technological methods to find, analyse and interpret data and reach a conclusion ◦ compare the consistency of alleged events with physical

	<p>findings, obtaining additional data as needed</p> <ul style="list-style-type: none"> o acquire primary witness and other memory-based evidence by interview o source relevant specialists to provide assistance in a forensic investigation o provide and transmit solutions to a variety of predictable and sometimes unpredictable problems through effective communication and problem-solving techniques in forensic investigation contexts o use a range of IT and software packages to store, manage and electronically transmit documentation important to the investigation <ul style="list-style-type: none"> • Application of knowledge and skills: Graduates at this level will apply knowledge and skills to demonstrate autonomy, judgement and limited responsibility in known or changing contexts and within established parameters through: <ul style="list-style-type: none"> o working collaboratively with other forensic discipline specialists in the recording, collection, preservation and continuity of physical evidence o identifying and acting upon learning and support opportunities for effective investigation processes and procedures o applying legislative, policy, procedural and quality system requirements for the collection, preservation, security, continuity, receipt and disposal of exhibits o investigating and presenting evidence/information in a variety of formats appropriate to specific forensic investigation contexts o listening, establishing rapport and negotiating to resolve conflict in an investigation environment o adhering to ethical standards specific to forensic investigation environments and contexts <p>Volume of learning is typically between 0.5 and 2 years and incorporates structured training delivery and unstructured learning activities, such as:</p> <ul style="list-style-type: none"> o evaluation of research project in fundamental principles of core sciences and their application to the investigation of incident scenes o evaluation of investigation reports and workplace documentation o practical exercises o evaluation of responses to case studies and scenarios o observation o direct questioning o presentations
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4.2 Employability skills		<i>Standard 4 AQTF Standards for Accredited Courses</i> This qualification has been mapped to national employability skills. Refer to Appendix 2: Employability skills summary		
4.3 Recognition given to the course		<i>Standard 5 AQTF Standards for Accredited Courses</i> Not applicable		
4.4 Licensing / regulatory requirements		<i>Standard 5 for Accredited Courses</i> Not applicable		
5. Course rules		<i>Standards 2, 6, 7 and 9 AQTF Standards for Accredited Courses</i>		
5.1 Course structure		<i>Standards 2, 6 and 7 AQTF Standards for Accredited Courses</i> 22227VIC Certificate IV in Forensic Investigation comprises a total of fifteen (15) units, as follows: <ul style="list-style-type: none"> o thirteen (13) core units o two (2) elective units A Statement of Attainment will be issued for any unit of competency completed if the full qualification is not completed.		
Unit of competency/ module code	Field of Education code (6 digit)	Unit of competency/module title	Pre-requisite	Nominal hours
Complete thirteen core units				
VU21091	0199	Apply basic scientific principles within a forensic investigation	Nil	60
CPPSEC3026A		Work effectively in investigative services	Nil	20
CPPSEC3027A		Develop investigative plan	Nil	25
PUAPOLFC002B		Maintain a safe forensic working environment	Nil	60
PUALAW001B		Protect and preserve incident scene	Nil	20
PUAPOLFC003B		Detect, record and collect physical evidence	Nil	60
MSL924001A		Process and interpret data	Nil	70
PUACOM003B		Manage information	Nil	20
CUFDIG303A		Produce and prepare photo images	Nil	20
PSPGOV411A		Deal with conflict	Nil	30
PSPREG407B		Produce formal record of interview	Nil	60
CPPSEC3028A		Compile investigative report	Nil	20
PUALAW003B		Give evidence in a judicial or quasi-judicial setting	Nil	50
Complete two elective units selected from the following list of units, or units which support the vocational outcomes of this course, selected from an accredited course or current training package that are first packaged at Cert IV or Diploma level.				
MSL973007A		Perform microscopic examination	Nil	50
BSBRES401A		Analyse and present research information	Nil	40
BSBSUS301A		Implement and monitor environmentally sustainable work practices	Nil	40
PSPFRAU401B		Monitor data for indicators of fraud	Nil	40
PSPREG404C		Investigate non-compliance	Nil	50
ICAICT308A		Use advanced features of computer applications	Nil	40
ICAICT203A		Operate application software packages	Nil	60
Total nominal hours				595 - 625

<p>5.2 Entry requirements</p>	<p>Standard 9 AQTF Standards for Accredited Courses</p> <p>There are no entry requirements for the 22227VIC Certificate IV in Forensic Investigation, however, applicants are expected to have:</p> <ul style="list-style-type: none"> • a demonstrated capacity in learning, reading, writing, oracy and numeracy competencies to Level 3 of the Australian Core Skills Framework (ACSF). See http://www.deewr.gov.au • be able to use a personal computer, including basic word processing, spreadsheet, and electronic communication platforms and internet search engines
<p>6. Assessment Standards 10 and 12 AQTF Standards for Accredited Courses</p>	
<p>6.1 Assessment strategy</p>	<p>Standard 10 AQTF Standards for Accredited Courses</p> <p>All assessment will be consistent with the <i>Australian Quality Training Framework Essential Conditions and Standards for Initial/Continuing Registration</i> Standard 1.2.</p> <p>See AQTF User guides to the Essential Conditions and Standards for Initial/Continuing Registration: http://www.training.com.au/documents/AQTF Essential Conditions and Standards for Continuing Registration.pdf</p> <p>Imported units of competency must be assessed according to the rules of the relevant Training Package or accredited course.</p> <p>Assessment methods and collection of evidence will involve application of knowledge and skills to investigative workplaces or simulated environments.</p> <p>All assessment activities will be related to an incident/accident scene context.</p> <p>A range of assessment methods will be used, such as:</p> <ul style="list-style-type: none"> - action learning projects in real, or simulated, forensic investigation settings - research projects in forensic investigation - portfolio - practical exercises - case studies and scenarios - observation - direct questioning - presentation - third party reports <p>Where the learning is conducted in simulated worksites, the individual needs of the learner will be reflected in the assessment methods.</p> <p>Consistent with Standard 1, Element 5 of the <i>Australian Quality Training Framework Essential Standards for Initial/Continuing Registration</i>, RTOs must ensure that Recognition of Prior Learning (RPL) is offered to all applicants in determining competency for Credit.</p> <p>There is no mandatory workplace assessment.</p>

<p>6.2 Assessor competencies</p>	<p>Standard 12 AQTF Standards for Accredited Courses</p> <p>The <i>Australian Quality Training Framework Essential Conditions and Standards for Initial/Continuing Registration</i>, Standard 1.4 states the requirements for the competence of persons assessing the course. See AQTF User guides to the Essential Conditions and Standards for Initial/Continuing Registration: http://www.training.com.au/documents/AQTF Essential Conditions and Standards for Continuing Registration.pdf</p> <p>Assessors of the imported units of competency must meet the guidelines of the relevant Training Package and/or accredited Course Documentation.</p>
<p>7. Delivery Standards 10 and 12 AQTF Standards for Accredited Courses</p>	
<p>7.1 Delivery modes</p>	<p>Standard 11 AQTF Standards for Accredited Courses</p> <p>For the imported units, RTOs must follow the contextualisation arrangements as outlined in the customisation guidelines in the BSB07 Business Services, PUA12 Public Safety, ICA11 Information and Communications Technology, PSP12 Public Sector, CUF07 Screen and Media, CPP07 Property Services and the MSL09 Laboratory Operations.</p> <p>RTOs may also contextualise the units of competency within this course provided the integrity of each unit is not jeopardised. The rules governing these changes are:</p> <ul style="list-style-type: none"> • elements of competency and performance criteria must not be altered or removed • content may be modified or added to identify unique aspects that apply to an industry, enterprise or particular student client group, where this does not contradict the course rules on customisation • the Range Statement may be expanded • the Evidence Guide may be expanded • enterprise-specific equipment, facilities or learning resources may be used • information on the context within which the outcomes can be achieved (eg relating to enterprise, industry or learner requirements) may be added. <p>To maximise the relevance of the units of competency, it is recommended that they be contextualised with industry applications wherever possible, and that demonstrations and practical sessions and/or workplace simulations be incorporated wherever appropriate in the delivery strategy.</p> <p>Delivery of units of competency will take into consideration the individual needs of students and will involve blended delivery mode including:</p> <ul style="list-style-type: none"> - workshops - individual assignments - team-based assignments - applied learning in the workplace or simulated forensic environment

	<p>Learners may be supported through: on-line (internet, social media, email and telephony); face-to-face conferencing, mentoring and interviews; ad hoc arrangements, and regular progress monitoring, particularly for practical work.</p> <p>The course may be delivered part-time or full-time.</p> <p>There is no mandatory workplace delivery.</p>
<p>7.2 Resources</p>	<p><i>Standard 12 AQTF Standards for Accredited Courses</i></p> <p>Resources include:</p> <ul style="list-style-type: none"> • teachers/trainers who meet the <i>Australian Quality Training Framework Essential Conditions and Standards for Initial/Continuing Registration</i> Standard 1.4. See AQTF User guides to the Essential Conditions and Standards for Initial/Continuing Registration: http://www.training.com.au/documents/AQTF Essential Conditions and Standards for Continuing Registration.pdf • access to computers and internet <p>access to workplace or simulated forensic investigation environments</p>
<p>8. Pathways and articulation</p>	<p><i>Standard 8 AQTF Standards for Accredited Courses</i></p> <p>This qualification comprises nationally endorsed units of competency from the following Training Packages.</p> <ul style="list-style-type: none"> • MSL09 Laboratory Operations Training Package • PUA12 Public Safety Training Package • CPP07 Property Services Training Package • BSB07 Business Services Training Package • PSP12 Public Sector Training Package • ICA11 Information and Communications Technology Training Package • CUF07 Screen and Media Training Package <p>Participants who successfully complete any of these units will, upon enrolment, gain credit into other qualifications that require those same units.</p> <p>Likewise, those participants who have successfully completed any of these units of competency from these Training Packages will, upon enrolment into the 22227VIC Certificate IV in Forensic Investigation gain credit for those same units.</p> <p>There are no formal articulation arrangements at present.</p>

9. Ongoing monitoring and evaluation	<p><i>Standard 13 AQTF Standards for Accredited Courses</i></p> <p>The Curriculum Maintenance Manager (CMM), Business Industries is responsible for monitoring and evaluation of the Certificate IV in Forensic Investigation.</p> <p>The 22227VIC Certificate IV in Forensic Investigation will be reviewed at mid-point of accreditation period. Evaluations will involve consultation with:</p> <ul style="list-style-type: none">- course participants- insurance, local government and private investigation sector representatives- teaching staff- assessors <p>Any significant changes to the course resulting from course monitoring and evaluation procedures will be reported to the VRQA through a formal amendment process.</p>
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Section B: Appendices

[Appendix 1: Course content developed by stakeholders](#)

- 1.1: Skills and knowledge overview
- 1.2: Training demand/Job Search
- 1.3: Skills and knowledge mapping

[Appendix 2: Employability skills summary](#)

Appendix 1: Course content developed by Stakeholders

Required skills and knowledge research and mapping to units of competency

1.1 Skills and knowledge overview

Steering Committee and project team members have identified skills and knowledge areas required for practitioners in forensic investigation work that includes core areas and two (2) electives. Both the core and elective units are to provide training in the primary skills and knowledge required to effectively support and conduct forensic investigation.

Table 1.1: Draft Course structure and content

[Developed, amended and confirmed by Steering Committee: See Accreditation Support Documentation: Minutes of Steering Committee Meetings #1 - 26/6/2012 and #2 – 26/11/2012]

Course title	Certificate IV in Forensic Investigation
Job role	<ul style="list-style-type: none"> • Forensic Investigation Officer / Insurance sector • Forensic Investigator / Crime • Fraud Risk Manager / Insurance sector • Skills deepening for Private Investigators • Forensic skills development within the career portfolios of: insurance investigation, private investigation and local government.
Course structure	<p>Thirteen (13) core units</p> <p>Two (2) elective units</p>
Core units To be based on primary aspects of forensic investigation work	<p>Incident investigation</p> <ul style="list-style-type: none"> – <i>Securing and preserving scene</i> – <i>Recording and reporting details of incident scene</i> – <i>Identifying scope of investigation</i> – <i>Determining method of investigation</i> – <i>Developing investigation plan</i> – <i>Using basic maths, physics and science to analyse scene</i> <p>Evidence collection</p> <ul style="list-style-type: none"> – <i>Detecting and recording physical evidence</i> – <i>Collecting physical evidence</i> – <i>Packaging physical evidence</i> <p>Evidence analysis</p> <ul style="list-style-type: none"> – <i>Interpreting test requirements</i> – <i>Setting up work area for preparation and examination of samples</i> – <i>Preparing samples for examination</i> – <i>Observing, identifying and reporting sample characteristics</i> <p>Fraud and non-compliance</p> <ul style="list-style-type: none"> – <i>Interrogating data</i> – <i>Checking standards and guidelines for non-compliance</i> – <i>Monitoring for indicators of fraud and corruption</i> – <i>Initiating preliminary investigation to confirm non-compliance</i>

	<p>Information management</p> <ul style="list-style-type: none"> – <i>Gathering and organising information</i> – <i>Compiling investigative report</i> – <i>Researching and analysing information</i> – <i>Identifying information needs and sources</i> – <i>Collecting and analysing information</i> – <i>Using management information systems</i> – <i>Accessing and use support resources</i> – <i>Recording and supporting information</i> – <i>Using appropriate word-processing software</i> – <i>Using appropriate spreadsheet software</i> <p>Present evidence in judicial setting</p> <ul style="list-style-type: none"> – <i>Preparing for proceedings</i> – <i>Presenting evidence</i> – <i>Following up outcomes of proceedings</i> <p>The workplace</p> <ul style="list-style-type: none"> – <i>Interpreting and complying with legal and procedural requirements</i> – <i>Developing and maintaining investigative competence</i> – <i>Managing own work</i> – <i>Developing and maintaining own expertise</i> – <i>Maintaining work effectiveness</i> – <i>Promoting cooperation</i> – <i>Contributing to improving workplace and quality of outcomes</i> – <i>Following workplace procedures for hazard identification and risk control</i> – <i>Contributing to participative arrangements for the management of occupational health and safety (OHS)</i>
<p>Suggested Elective units:</p>	
<p>All units underpinned with primary aspects of forensic investigation work</p>	<p>Digital photo acquisition and manipulation</p> <ul style="list-style-type: none"> – <i>Using scanner to capture photo images</i> – <i>Using digital camera to create photo images</i> – <i>Editing photo images</i> – <i>Preparing photo image assets</i> <p>Risk assessment</p> <ul style="list-style-type: none"> – <i>Identifying, analysing and evaluating risk</i> – <i>Monitoring and reviewing risk</i> <p>Conflict resolution</p> <ul style="list-style-type: none"> – <i>Identifying the cause of conflict</i> – <i>Establishing and implementing strategies for dealing with conflict</i> – <i>Evaluating response and outcome</i> <p>Sustainable investigative practices</p> <ul style="list-style-type: none"> – <i>Investigating current practices in relation to resource usage</i> – <i>Setting targets for improvements</i> – <i>Implementing performance improvement strategies</i> – <i>Monitoring performance</i>

1.2 Training demand/Job Search

Enrolment information

Industry has identified the need for personnel trained in forensics and the investigative skills to expertly examine and assist in the preservation of a crime or disaster scene for the accurate assessment of insurance claims, prosecution or other. For example, industry identified a critical skills shortage in these areas in the wake of the fire, flood, storm and other wide-spread disasters that occurred across Australia in recent years. There is a strong projection for enrolments of currently employed personnel who find that their portfolios are increasingly moving into areas that require formal training in forensics and incident scene investigation and analysis.

Labour market information / Job search

The field of forensic investigation more often than not sits within a portfolio of functions and duties of professions such as insurance or civil and criminal law. As previously stated, the vocational outcomes of this qualification are primarily aimed at practising professionals seeking professional development in forensic investigation and incident scene analysis skills and knowledge. There is no prohibition, however, on applicants with no experience in the abovementioned fields applying for the course. The course is innovative and therefore addresses a multi-speciality / multi-disciplinary cohort not simply reflected in advertised position nomenclature.

Nevertheless, as stated in Section B: 3.2, Industry has confirmed through experience and professional currency that there is a strong market demand for the learning outcomes of this qualification.

Table 1.2 comprises a representative sample of related job positions researched through: <http://australia.recruit.net/>; <http://jobsearch.careerone.com.au>, and <http://www.seek.com.au/>, between 9th May 2012 and 3rd October, 2012.

Key words and phrases in **bold** indicate matches to skills and knowledge identified by the Steering Committee. See Appendix 1.1 Skills and knowledge overview

Table 1.2: Alignment of course content to labour market skills and knowledge requirements

Industry sector / Position title	Responsibilities
Insurance: Forensic Investigation Officer General insurance investigation	<ul style="list-style-type: none"> – Planning for forensic investigation of an incident or claim – Assessing, controlling and examining incident scenes – Photographing incident scene – Forensically investigating scenes and circumstances relevant to insurance claims – Conducting microscopic examination and analysis of materials and evidence from forensic examination of incident scene – Data processing and interpretation of materials examination – Preparing the interviews – Identifying, locating and interviewing relevant witnesses – Identifying and obtaining all relevant documents from various parties – Keeping detailed and accurate investigation notes – Obtaining written statements from witnesses – Preparing, negotiating and settling material damage and business interruption claims – Drafting grammatically correct, concise, impartial and objective reports

	<ul style="list-style-type: none"> – Giving evidence in a quasi-judicial or judicial setting
<p>Forensic skills development within the career portfolio of an accountant: Forensic Accountant</p>	<ul style="list-style-type: none"> – Investigating of the pre and post loss financial impact of insured interpretations – Investigative auditing in actual or anticipated disputes or litigation – Preparing loss analysis details in accordance with insurance policies – Giving forensic accounting evidence in a judicial or quasi judicial setting – Forensic accounting engagements in: <ul style="list-style-type: none"> – economic damages calculations in breaches of contract – post acquisition disputes – bankruptcy, insolvency and re-organisations – securities fraud – business valuation – computer forensics – analysis of spousal lifestyle for the calculation of child support and equitable distribution – procurement and analysis of electronic data to reconstruct, detect, or otherwise support a claim of financial fraud
<p>Forensic skills development within the career portfolio of a: Fraud and Compliance Manager</p>	<ul style="list-style-type: none"> – Forensic compliance reviews of organisations receiving funding for a large number of government departments – Involvement in fraud investigations for both public and private organisations – Liase with the AFP and provision of financial assistance in interviewing suspect; – Assist with code of conduct investigations – Fraud risk assessments – Develop fraud control plans for government department – Developing, supporting and maintaining analytical frameworks and quantitative analytics techniques to identify and quantify client fraud risks – Extracting, validating, transforming and loading data from multiple sources for analytics – Development of new reports, metrics and segmentations for clients to assist them in addressing fraud – Undertake extensive analytical reviews of client data to uncover anomalies and unusual behaviour – procurement and analysis of electronic data to reconstruct, detect, or otherwise support a claim of financial fraud – Management and tasking of junior staff
Private investigation	<ul style="list-style-type: none"> – Circumstance and Surveillance Investigation
Career development	<ul style="list-style-type: none"> – Forensic skills development within the career portfolios of: accountancy, police, private investigation etc.

1.3 Skills and knowledge mapping

The following table shows the mapping of the key skills and knowledge areas of forensic investigation, identified by the Steering Committee and stakeholders, and supported by labour market research, against nationally endorsed Training Packages and accredited qualifications. Where identified skills and knowledge areas are not covered by existing Training Package and Accredited qualifications, new units of competency have been developed.

Table 1.3: Required skills and knowledge mapping to course content

Knowledge and skill areas	Mapped to endorsed/accredited units	Mapped to new unit
Incident investigation	PUAFOR007B Assess, control and examine incident scenes PUALAW001B Protect and preserve incident scene CPPSEC3027A Develop investigative plan	VU21091: Apply basic scientific principles within an incident scene investigation
Evidence collection	PUAPOLFC003B Detect, record and collect physical evidence	VU21091: Apply basic scientific principles within an incident scene investigation
Evidence analysis and evaluation	PMLTEST308A Perform microscopic examination MSL924001A Process and interpret data BSBRES401A Analyse and present research information	VU21091: Apply basic scientific principles within an incident scene investigation
Fraud and non-compliance	PSPFRAU401B Monitor data for indicators of fraud PSPREG404C Investigate non-compliance	
Research and Information management	ICAICT203A Operate application software packages ICAICT308A Use advanced features of computer Applications PUACOM003B Manage information CPPSEC3028A Compile investigative report	VU21091: Apply basic scientific principles within an incident scene investigation

Presenting evidence	PUALAW003B Give evidence in a judicial or quasi-judicial setting BSBRES401A Analyse and present research information	
Forensic investigation workplaces	CPPSEC3026A Work effectively in investigative services PUATEA004D Work effectively in a public safety organisation PUAOHS001C Follow defined occupational health and safety policies and procedures	VU21091: Apply basic scientific principles within an incident scene investigation
Digital photo acquisition and manipulation	CUFDIG303A Produce and prepare photo images ICAICT203A Operate application software packages ICAICT308A Use advanced features of computer applications	
Forensic risk assessment	PUAEMR002B Identify, analyse and evaluate risk	Unit 1 VU21091 within an incident scene investigation
Conflict resolution	PSPGOV411A Deal with conflict	
Sustainable forensic investigative practices	BSBSUS301A Implement and monitor environmentally sustainable work practices	VU21091: Apply basic scientific principles within an incident scene investigation

Appendix 2: Employability Skills Summary



Employability Skills Summary

Qualification Code: 22227VIC

Qualification Title: Certificate IV in Forensic Investigation

The following table contains a summary of the employability skills required for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The Employability Skills facets described here are broad industry requirements that may vary depending on the packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include the following facets:
<p>Communication that contributes to productive and harmonious relations across employees and customers</p>	<ul style="list-style-type: none"> • recording crime or accident scene using notes, photographs, sketches and, possibly, plans and video • preparing documentation and exhibits in accordance with legislative requirements and organisation's policies and procedures • preparing evidence in a clear, concise and articulate manner • listening, establishing rapport, negotiating, resolving conflict • liaising, listening and consulting to communicate ideas and develop strategies to achieve agreed outcomes • using language appropriate to the needs of others and the investigation environment • responding to feedback and instructions • assessing scientific information about the case to determine client needs • researching and evaluating information to prepare reports and documents required across a range of forensic investigation situations
<p>Teamwork that contributes to productive working relationships and outcomes</p>	<ul style="list-style-type: none"> • interacting effectively with others, as an individual or as a team member, to achieve a shared goal • working effectively in diverse teams and with individual differences • effectively acknowledging cultural protocols and legal protocols • understanding the role and functions of other forensic discipline specialists in the recording, collection, preservation and continuity of physical evidence • working collaboratively with, and recognising and supporting the contribution of, relevant professionals

<p>Problem solving that contributes to productive outcomes</p>	<ul style="list-style-type: none"> • finding, analysing and interpreting data to reach a conclusion • evaluating and challenging ideas for effective solutions • sourcing relevant specialists to provide assistance where required • identifying potential physical, chemical and biological hazards and employing risk management strategies • assessing the circumstances surrounding the collection and preservation of the evidence to determine any potential contamination of the exhibit • analysing relevant workplace data in order to identify hazards to and monitor risks • maintaining monitoring, analysis and data evaluation systems
<p>Initiative and enterprise that contribute to innovative outcomes</p>	<ul style="list-style-type: none"> • applying learning about support processes, procedures and continuous improvement • designing reports and documents to effectively present information within forensic investigation contexts • identifying and acting upon learning and support opportunities for effective investigation processes and procedures • identifying and accessing required resources in accordance with organisation's policy and procedures • preserving continuity of evidence • assessing information about the case • evaluating the relevance, reliability and authority of information and research
<p>Planning and organising that contribute to long and short-term strategic planning</p>	<ul style="list-style-type: none"> • organising tasks, resources, equipment and time lines • moving exhibits for examination, according to organisational procedures, to ensure continuity, security and integrity • organising and confirming arrangements, roles and involvement in proceedings • presenting and checking physical evidence for examination to ensure the integrity of the exhibit has not been compromised • storing physical evidence, according to organisational guidelines, to ensure its continuity, integrity and security • accessing and systematically searching electronic databases

<p>Self-management that contributes to employee satisfaction and growth</p>	<ul style="list-style-type: none"> • evaluating and taking responsibility for own performance and identifying areas for improvement • responding appropriately to constructive feedback on performance • applying legislative, policy, procedural and quality system requirements for the collection, preservation, security, continuity, receipt and disposal of exhibits • applying occupational health and safety practices when recording, collecting and packaging physical evidence
<p>Learning that contributes to ongoing improvement and expansion in employee and company operations and outcomes</p>	<ul style="list-style-type: none"> • participating in professional development opportunities to obtain and maintain knowledge and skills • developing knowledge of the investigative industry • learning about quality system requirements relating to the taking of case notes and the preparing of case files and reports • learning about occupational health and safety legislation, laboratory safety manuals and Australian Standards
<p>Technology that contributes to the effective carrying out of tasks</p>	<ul style="list-style-type: none"> • using IT programs and electronic communication platforms relevant to performance requirements within the a forensic investigation context • ordering and maintaining computerised and manual records • using equipment and resources safely in an appropriate environment relevant to forensic investigation • entering relevant information into the case management system in accordance with organisational procedures • detecting physical evidence using observation techniques and appropriate technological methods • transmitting documentation electronically



Section C: Units of Competency

UNITS OF COMPETENCY DEVELOPED FOR THIS COURSE:

VU21091: Apply basic scientific principles within an incident scene investigation

IMPORTED UNITS FROM TRAINING PACKAGES:

MSL09 Laboratory Operations Training Package

- MSL973007A: Perform microscopic examination
- MSL924001A: Process and interpret data

PUA12 Public Safety Training Package

- PUACOM003B: Manage information
- PUALAW001B: Protect and preserve incident scene
- PUALAW003B: Give evidence in a judicial or quasi-judicial setting
- PUAPOLFC002B: Maintain a safe forensic working environment
- PUAPOLFC003B: Detect, record and collect physical evidence

CPP07 Property Services Training Package

- CPPSEC3026A: Work effectively in investigative services
- CPPSEC3027A: Develop investigative plan
- CPPSEC3028A: Compile investigative report

BSB07 Business Services Training Package

- BSBSUS301A: Implement and monitor environmentally sustainable work practices
- BSBRES401A: Analyse and present research information

PSP12 Public Sector Training Package

- PSPFRAU401B: Monitor data for indicators of fraud
- PSPREG404C: Investigate non-compliance
- PSPREG407B: Produce formal record of interview
- PSPGOV411A: Deal with conflict

ICA11 Information and Communications Technology Training Package

- ICAICT203A: Operate application software packages
- ICAICT308A: Use advanced features of computer applications

CUF07 Screen and Media Training Package

- CUFDIG303A: Produce and prepare photo images

VU21091: Apply basic scientific principles within an incident scene investigation

Unit Descriptor

This unit describes skills and basic knowledge required to observe and employ basic principles of the core sciences of biology, mathematics and physics along with relevant OHS practices to support investigations at incident scenes.

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

Employability Skills

The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this unit is included will assist in identifying employability skill requirements.

Application of the Unit

This unit supports the work of practitioners in investigative support roles who are required to observe the principles of biology, physics and mathematics when collecting and collating evidence at incident scene investigations, in preparation for further analysis. Also, such practitioners are required to adhere to OHS legislation, standards and organisational policies and procedures especially in the handling of chemical and biological material.

ELEMENT

Elements describe the essential outcomes of a unit of competency.

PERFORMANCE CRITERIA

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 required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

- | | |
|--|---|
| 1. Establish parameters of investigation | 1.1 Communication is established with the client and liaison is maintained throughout the investigation

1.2 The <i>requirements and purpose</i> of the investigation are defined and inform investigation strategy

1.3 <i>Appropriate arrangements</i> for incident scene access and exit are established and maintained.

1.4 <i>Incident scene</i> is correctly assessed for future investigative requirements and appropriate persons notified |
| 2. Detect, sample and record biological evidence | 2.1 Incident scene is examined for chemical and/or <i>biological contamination</i> that may constitute evidence in a judicial, or quasi-judicial, hearing

2.2 <i>Biological and/or chemical material</i> is collected, and preserved to prevent contamination or loss, for examination by <i>specialists</i>

2.3 Any <i>hazards and risks</i> associated with biological contaminants are identified and <i>managed</i> according to legislative and organisational requirements

2.4 <i>Control reference samples</i> are collected, where available and appropriate |

- | | | |
|--|-----|--|
| | 2.5 | Samples collected are sufficient in quantity, where possible, to allow all potential examinations/analysis to be carried out by specialists |
| | 2.6 | Documented record of the biological evidence is produced in line with organisational policies and procedures |
| 3. Apply basic physics principles to support incident scene analysis | 3.1 | Basic principles of physics are delineated and considered for application to the analysis of incident scene/s |
| | 3.2 | Physics observations supporting analysis are recorded in line with organisational procedures |
| | 3.3 | Where required, the services of qualified specialists or other experts are identified and accessed in consultation with relevant people |
| 4. Use fundamental mathematics to support incident scene analysis | 4.1 | Relevant fundamentals of mathematics are delineated and considered for application in supporting analysis of incident scene/s |
| | 4.2 | Incident scene measurements are taken and documented to support analysis of collected evidence |
| | 4.3 | Collected evidence is mathematically analysed to inform and/or support conclusions in consultation with relevant people |
| 5. Contribute to the safety of an incident scene investigation | 5.1 | Incident scene is assessed to determine risk to safety of self and others and OHS strategies employed according to legislative and organisational requirements |
| | 5.2 | Waste is handled in accordance with Material Safety Data Sheet information and environmental protection requirements |
| | 5.3 | Evidence is handled according to organisational policies and procedures |
| | 5.4 | Tasks that should be undertaken by a qualified specialist are identified and specialist sourced |

REQUIRED SKILLS AND KNOWLEDGE

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

Required Skills

- communication skills to work with clients, colleagues, management, relevant specialist personnel under direction, independently, or within a team
- organisational and interpersonal skills to follow written and verbal instructions and to seek advice where necessary
- communication and analytical skills to recognise the need to consult with, and/or access the services of, differently skilled forensic-related practitioners/scientists in relation to an investigation

- technical and scientific analysis skills to discern appropriate application of fundamentals principles of core sciences within incident scene investigation environments
- core scientific principles skills to interpret and/or reconstruct scenes and to assess them in order to determine required examination methods
- reading and comprehension skills to interpret relevant standards, provisions and organisational policies and procedures
- OHS and problem-solving skills to identify, report and manage risks at an operational level
- scientific, technological and hazard management skills to support the preservation of evidence integrity and security
- technological skills to use relevant scientific apparatus, such as microscopes and/or macroscopes (magnifiers)
- writing and technical skills to develop technical documents, reports and records

Required Knowledge

- fundamental principles of core sciences of biology, physics and mathematics relevant to incident scene investigation environments
- relevant Federal, State and local legislation, standards, regulations and provisions
- International Standards Organisation (ISO) standards related to incident scene investigation
- current organisational policies and procedures related to:
 - incident scene management
 - examinations, testing and equipment
 - occupational health and safety
 - sourcing and utilising material safety data sheets
- safe work practices
- relevant forensic/scientific professional networks

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.

The ***requirements and purpose*** may include:

- description and specification of work, including constraints and due date
- interviewing and collecting information from the client, including background information relevant to the investigation
- keeping records, request forms and notes
- form in which results of investigation are delivered

Appropriate arrangements may include:

- a clear brief as to who has control of access
- physical barriers restricting access to site
- roster guards
- delegation of authority to control entry
- recording all persons who enter or depart the incident scene

Incident scene may include:

- natural disaster
- structural fire
- vehicle fire
- wild fire
- crime scene
- industrial/ mining accidents and incidents
- accident/incident involving death or injury to person or damage to property

Incident scene may be:

- indoor or outdoor
- in a rural or urban environment

Incident scene may be affected by:

- weather conditions and require additional resources to protect and preserve incident scene
- first people on the scene

Biological contamination may include:

- contact trace material (CTM)
- fingerprints
- hairs
- body and physiological fluids

Biological material may include:

- vomit
- saliva
- urine
- blood

Chemical material may refer to:

- gases
- liquids

Specialist may include:

- qualified experts, such as:
 - forensic scientist
 - fraud detection specialist
 - forensic accountant
 - fingerprinting specialist
 - OHS specialist
 - environment protection specialist

Hazards and risk (due to biological/chemical contaminates at an incident scene) may refer to:

- hazards associated with viruses and bacteria
- biological material on sharp objects
- inhalation of vapours or gases

Managed (hazards and risk) may refer to:

- handling
- storage
- transportation
- collection

Control reference samples may include:

- control samples which represent background contaminants
- samples collected from a known source (such as elimination fingerprints, hairs from the victim and suspect)

Basic principles of physics may include:

- application of light source theory
- absorption
- phosphorescence
- luminescence
- refraction
- reflection
- wave lengths (spectrum)
- fluorescence
- temperature of light
- application of filters
- magnification and lens theory
- laws of physics
- effects related to Newton's law, including:
 - motion
 - gravity
 - force-including magnetism
- force energy, including kinetic and thermal
- trajectory determination and friction
- relevant principles of electricity
- current
- resistance
- conductivity
- voltage
- electrical safety

Relevant people may include:

- client
- law enforcement personnel
- Insurance company case manager
- insurance claimant
- management
- colleagues
- experts, such as:
 - forensic examiners
 - scientists
 - technologist
 - OHS representatives
- planners
- advisors
- consultants
- regulators

Fundamentals of mathematics may refer to:

- branches of mathematics, including:
 - algebra
 - geometry, such as the calculation of angles
 - complex calculations, such as the calculation of ratios

Incident scene measurements may include:

- floor plans
- objects
- heights
- length
- scale
- volume

Conclusions may be:

- insurance claim based on analysis of evidence and data
- prosecution hypothesis based on analysis of evidence and data
- defence hypothesis based on analysis of evidence and data

Handled may refer to:

- collecting
- storing
- transporting
- disposing
- preserving

Material Safety Data Sheet are:

- document, usually provided by the supplier of a material/product, that describes the chemical and physical properties of a material and provide advice on its safe storage, handling and use

Evidence may include:

- any and all objects, materials or substances
- objects gross or microscopic in size
- fire accelerant
- liquid or gas, including the relationship between all such objects
- living or inanimate objects
- solid or hard evidence, such as:
 - tyre marks
 - shoe marks
 - tool marks
 - fingerprints
 - fibres
 - biological tissue
 - blood stain analysis
 - vehicle examinations
 - paint
 - clothing
 - fire debris
 - documents

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, Range Statement and the Assessment Guidelines of this qualification.

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

A person who demonstrates competency in this unit must provide evidence of:

- applying relevant fundamentals of biology, physics and mathematics to support analysis of an incident scene in order to maximise the potential value of the evidence in reaching a conclusion
- following legislative and organisational policies, procedures and provisions to preserve the integrity and security of evidence
- keeping required records and documentation
- applying safe work practices at an incident scene
- knowledge of aspects of core sciences of biology, physics and mathematics relevant to incident investigations
- knowledge of relevant legislation, standard, regulations, provisions and organisational policies and procedures

Context of and specific resources for assessment	<p>Assessment must ensure:</p> <ul style="list-style-type: none"> • activities are related to actual accident/incident scenes or simulated scenarios. <p>Resources implications for assessment include access to:</p> <ul style="list-style-type: none"> • suitable simulated or real workplace opportunities • required apparatus and equipment, such as: <ul style="list-style-type: none"> ◦ computers ◦ personal protection equipment ◦ other equipment, such as light sources • relevant legislation, standards, regulation, provisions and organisational policies and procedures
Method of assessment	<p>A range of assessment methods should be used to assess practical skills and knowledge. The following assessment methods are appropriate for this unit:</p> <ul style="list-style-type: none"> • evaluation of research project in fundamental principles of core sciences and their application to the investigation of incident scenes • evaluation of investigation reports • evaluation of investigation journals and workplace documentation • practical exercises • evaluation of responses to case studies and scenarios • observation • direct questioning • presentations • third party reports
Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended. Suggested units may include but are not limited to:</p> <ul style="list-style-type: none"> ◦ <i>PUAPOLFC002B Maintain a safe forensic working environment</i> ◦ <i>MSL924001A Process and interpret data</i>