



## Assessor Assessment Guide Unit Standard 16937

### Demonstrate knowledge of community risk management elements in fire and rescue services (Level 4, Credit 4, Version 3)

In order to achieve competency in this unit standard a candidate must display an understanding of the knowledge components by completing an oral or written assessment and practically demonstrate the performances required to evaluate the use of community risk management elements in organisational policy and procedures; apply risk management elements to identified actual and potential risks affecting the local community; and apply risk management elements to identified actual and potential risks affecting the wider community.

This assessment may take place at a real or at a simulated practical event.

The assessor may elect to question candidates during completion of the practical assessment to ensure theoretical knowledge can be applied during practice. This technique also provides the assessor with reinforcement that knowledge has been retained.

Where a candidate is being assessed on the basis of a RCC process evidence must be produced that indicates a candidate has successfully directed operations at a defensively controlled fire at both structure and vehicle fires in a safe manner without causing avoidable environmental or equipment damage.

**Assessors may use this guide to record evidence of a candidates overall performance but should be aware that this may not, on its own be an adequate record for moderation purposes without appropriate notes or appendices. Notes should include a summary of the process used and a statement about the quality of the candidate's performance.**

#### **ASSESSORS SHOULD ALWAYS REVIEW THE REQUIREMENTS CONTAINED IN THE UNIT STANDARD DOCUMENT PRIOR TO CONDUCTING ASSESSMENTS**

The term *community risk management* is used to describe a methodology that can be applied to manage natural and manmade conditions that present risk or danger to the public, property, commerce, or the environment. The reference for community risk management is AS/NZS 4360:1999.

The term *local community* is used to describe the candidate's own Fire and Rescue District. The term *wider community* is used to describe immediately adjacent locations outside of the candidate's own Fire and Rescue District. The term *single agency* is used to describe the candidate's own service provider organisation.

*Risks* refers to hazards and/or dangers that may affect the safety and wellbeing of people, the continuity of services to the community, and the stability of the environment. For the purposes of assessment candidates will be required to demonstrate knowledge of community risk management issues in their local community.

*Treatments* refers to the actions, remedies, and solutions designed and applied to control, lessen, and in some cases mitigate identified hazards and risks.

Treatments are recognised as not always mitigating identified hazards and risks due to the circumstances of the hazards and risks. For the purposes of assessment, where treatments are impractical for mitigating hazards and risks (due to the size and nature of the hazards and risks) the treatments should be designed and applied to control and lessen the hazards and risks.

Assessors: General Notes:

- Recommended: Unit 16936, *Demonstrate knowledge of community risk management elements in fire and rescue services*, or demonstrate equivalent knowledge and skills. before attempting this Unit Standard

|                    |       |              |       |
|--------------------|-------|--------------|-------|
| Assessors Name     | _____ | Assessor No. | _____ |
| Candidate Name     | _____ | NZQA No.     | _____ |
| Date of Assessment | _____ | Final Result | _____ |

**Level Descriptor**

| Level | Process                                                                                                                                                                                                                                                   | Employing                                                                                                                                                                                                                                                                                                     | Responsibility                                                                                                                                                                                                                                                                                              |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4     | <b>Carrying out processes that:</b> <ul style="list-style-type: none"> <li>Require a wide range of scholastic skills</li> <li>Offer a considerable choice of procedures</li> <li>Are employed in a variety of familiar and unfamiliar contexts</li> </ul> | <b>Employing:</b> <ul style="list-style-type: none"> <li>A broad knowledge base incorporating some theoretical concepts</li> <li>Analytical interpretation of information</li> <li>Informed judgement</li> <li>A range of sometimes innovative responses to concrete but often unfamiliar problems</li> </ul> | <b>Applied:</b> <ul style="list-style-type: none"> <li>In directed activity</li> <li>Under broad guidance and evaluation</li> <li>With complete responsibility for the quantity and quality of output</li> <li>With possible responsibility for the quantity and quality of the output of others</li> </ul> |

|         | Information or actions that may provide support for competency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| General | <b>Has the candidate:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Satisfactorily completed a pre course self test?</li> <li><input type="checkbox"/> Satisfactorily completed an oral or written on course or post knowledge assessment?</li> <li><input type="checkbox"/> Satisfactorily completed simulation exercises?</li> <li><input type="checkbox"/> Attend a course covering the Unit Standard subject matter?</li> <li><input type="checkbox"/> Provided proof of experience through records?</li> <li><input type="checkbox"/> Practically demonstrated in a practical scenario?</li> <li><input type="checkbox"/> Other (please list)?</li> </ul><br>_____<br>_____ | Assessor Notes: |

| Element and PC | Evidence<br>Typical answer/product/performance expected from the learner/candidate(s)                                                                                                                                                                                                                                                              | Judgement Statement<br>(A statement that defines the standard to be achieved)                                                                              | Result<br>C/NYC |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>1</b>       | <b>Evaluate the use of community risk management elements in organisational policy and procedures</b>                                                                                                                                                                                                                                              |                                                                                                                                                            |                 |
| 1.1            | <p>Candidate must evaluate the organisation's policies and procedures in terms of their use of community risk management elements.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Evaluate organisation's policies and procedures in terms of their use of community risk management elements?</p> <p><b>Assessor notes:</b></p> | <p><b>Evaluate the organisation's policies and procedures in terms of their use of community risk management elements.</b></p>                             |                 |
| 1.2            | <p>Candidate must identify the relationship between organisational readiness and community risk management in the organisation's policies and procedures.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Identify relationship between organisational readiness and community risk management?</p> <p><b>Assessor notes:</b></p> | <p><b>The relationship between organisational readiness and community risk management in the organisation's policies and procedures is identified.</b></p> |                 |

| Element and PC | Evidence<br>Typical answer/product/performance expected from the learner/candidate(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Judgement Statement<br>(A statement that defines the standard to be achieved)                                                     | Result<br>C/NYC |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----------------|
| 2              | <b>Apply risk management elements to identified actual and potential risks affecting the local community.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                   |                 |
| 2.1            | <p>Candidate must identify actual and potential risks affecting the local community, consistent with the local community demography.</p> <p><b>Range: Demography may include but is not limited to:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> population densities</li> <li><input type="checkbox"/> cultural diversities</li> <li><input type="checkbox"/> socio-economic levels</li> <li><input type="checkbox"/> transport infrastructure</li> <li><input type="checkbox"/> public and community services</li> </ul> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Satisfy the requirements of the range?</p> <p><b>Assessor notes:</b></p> | <p><b>Identify actual and potential risks affecting the local community, consistent with the local community demography.</b></p>  |                 |
| 2.2            | <p>Candidate must apply risk management elements to establish treatments for identified local community actual and potential risks.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Apply risk management elements to establish treatments as required?</p> <p><b>Assessor notes:</b></p>                                                                                                                                                                                                                                                                                                                                                                                  | <p><b>Risk management elements applied to establish treatments for identified local community actual and potential risks.</b></p> |                 |

| Element and PC | Evidence<br>Typical answer/product/performance expected from the learner/candidate(s)                                                                                                                                                                                                                            | Judgement Statement<br>(A statement that defines the standard to be achieved)                                                                                 | Result<br>C/NYC |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| 3              | <b>Apply risk management elements to identified actual and potential risks affecting the wider community. Range: may include but not limited to –</b><br><input type="checkbox"/> local agreements<br><input type="checkbox"/> task force operations<br><input type="checkbox"/> mutual aid provisions           |                                                                                                                                                               |                 |
| 3.1            | Candidate must identify actual and potential risks profiled reflect wider community conditions and environmental factors.<br><br><b>Did the candidate:</b><br><br><input type="checkbox"/> Identify actual and potential risks?<br><br><b>Assessor notes:</b>                                                    | <b>Identify actual and potential risks profiled reflect wider community conditions and environmental factors.</b>                                             |                 |
| 3.2            | Candidate must identify that risk management elements are applied to establish treatments for identified wider community and environmental actual and potential risk.<br><br><b>Did the candidate:</b><br><br><input type="checkbox"/> Apply risk management elements as required?<br><br><b>Assessor notes:</b> | <b>Identify that risk management elements are applied to establish treatments for identified wider community and environmental actual and potential risk.</b> |                 |