



Fire & Rescue Services ITO

## Assessor Assessment Guide Unit Standard 3300 Command vegetation fire incidents (Level 6, Credit 8, 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 develop an incident action plan (IAP) for vegetation fire incidents; implement the incident action plan for vegetation fire incidents; re-evaluate IAP; and manage communications and reporting during vegetation fire incidents.

This assessment may take place at a real fire where defensive control is employed 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**

For this unit the following resources are available from FRSITO to assist Learners, Instructors and Assessors:

- Assessor Assessment Guide
- Learner Assessment Guide

References for this unit standard are *The New Zealand Coordinated Incident Management System (CIMS)*, 1998; New Zealand Fire Service Commission and National Rural Fire Authority, *Rural Fire Management Handbook*. These references are available from FRSITO, PO Box 11988, Wellington, or from the NRFA, PO Box 2133, Wellington.

### Assessors General Notes:

Candidates must hold prerequisites:

Prerequisite: Unit 4648, *Demonstrate knowledge of vegetation fire behaviour*, or demonstrate equivalent knowledge and skills.

Recommended: Unit 14564, *Demonstrate knowledge of the fire environment on vegetation fire behaviour*.

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

**Level Descriptors**

Level	Process	Employing	Responsibility
6	<p><b>Carrying out processes that:</b></p> <ul style="list-style-type: none"> <li>• Require a command of wide-ranging highly specialised technical or scholastic skills</li> <li>• Involve a wide choice of standard and non-standard procedures, often in non-standard combinations</li> <li>• Are employed in highly variable routine and non-routine contexts</li> </ul>	<p><b>Employing:</b></p> <ul style="list-style-type: none"> <li>• Specialised knowledge with depth in more than one area</li> <li>• The analysis, reformatting and evaluation of a wide range of information</li> <li>• The formulation of appropriate responses to resolve both concrete and abstract problems</li> </ul>	<p><b>Applied:</b></p> <ul style="list-style-type: none"> <li>• In managing processes</li> <li>• within broad parameters for defined activities</li> <li>• With complete accountability for determining and achieving personal and/or group outcomes</li> </ul>

	Information or actions that may provide support for competency	
General	<p><b>Has the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Satisfactorily completed a pre course self test?</li> <li><input type="checkbox"/> Completed Unit Standard 4648?</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> <p>_____</p> <p>_____</p>	Assessor Notes:

Element and PC	Evidence Typical answer/product/performance expected from the learner/candidate(s)	Judgement Statement (A statement that defines the standard to be achieved)	Result C/NYC
<b>1</b>	<b>Assume control and organise an incident management team.</b>		
1.1	<p>The candidate receives situation briefing and assumes incident controller position in accordance with the references.</p> <p><b>Consider the following:</b> Using available information suppression strategy and priorities are decided.</p> <p>Available information should include, fire plan, planning specialists, support services.</p> <p>Must liaise with ground ops manager and/or a air ops manager and/or support services manager and/or planning manager.</p> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Receive situation briefing?</li> <li><input type="checkbox"/> Assume incident controller position as required?</li> <li><input type="checkbox"/> Advise key staff in incident management roles of change?</li> <li><input type="checkbox"/> Advise higher authority?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Receive situation briefing and assume incident controller position in accordance with the references.</b></p>	
1.2	<p>The candidate assesses current situation and determine immediate priorities in accordance with the references.</p> <p><b>Consider the following:</b></p> <ul style="list-style-type: none"> <li>• Monitoring of fire status</li> <li>• Monitor changes in fire behaviour</li> <li>• Fire weather</li> <li>• Suppression effectiveness</li> <li>• Weather forecasts and fire behaviour predictions</li> </ul> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assess situation?</li> <li><input type="checkbox"/> Determine priorities as required?</li> <li><input type="checkbox"/> Consulted staff and gained additional reports?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Assess current situation and determine immediate priorities in accordance with the references. Consulted, advised and assumed control.</b></p>	

<b>Element and PC</b>	<b>Evidence Typical answer/product/performance expected from the learner/candidate(s)</b>	<b>Judgement Statement (A statement that defines the standard to be achieved)</b>	<b>Result C/NYC</b>
1.3	<p>The candidate establishes incident control protocols in accordance with the references.</p> <p><b>Consider the following:</b></p> <ul style="list-style-type: none"> <li>• Briefing to all operations managers</li> <li>• Fire suppression strategy</li> <li>• Command structure</li> <li>• Individual objectives</li> </ul> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Establish protocols as required?  <input type="checkbox"/> Roles of attending agencies defined?  <input type="checkbox"/> Control established?</p> <p><b>Assessor notes:</b></p>	<p><b>Establish incident control protocols in accordance with the references.</b></p>	
1.4	<p>The candidate appoints an incumbent incident management team in accordance with the references.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Appoint IMT as required?  <input type="checkbox"/> Appoint in skill/experience required for role?  <input type="checkbox"/> Requested additional IMT staff when situation required?</p> <p><b>Assessor notes:</b></p>	<p><b>An incumbent incident management team is appointed in accordance with the references.</b></p>	

Element and PC	Evidence Typical answer/product/performance expected from the learner/candidate(s)	Judgement Statement (A statement that defines the standard to be achieved)	Result C/NYC
<b>2</b>	<b>Develop an incident action plan (IAP) for vegetation fire incidents.</b>		
2.1	<p>The candidate collects and analyses data and information in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Range:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> fire plan</li> <li><input type="checkbox"/> planning specialist advice</li> <li><input type="checkbox"/> reports from incident management team</li> </ul> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Collect and analyse data as required?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Collect and analyse data and information in accordance with the requirements of the Rural Fire Authority.</b></p>	
2.2	<p>The candidate ensures development of objectives, strategy and priorities is carried out in liaison with incident management team in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Develop strategy and priorities as required?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Development of objectives, strategy and priorities is carried out in liaison with incident management team in accordance with the requirements of the Rural Fire Authority.</b></p>	
2.3	<p>The candidate develops an incident action plan in accordance with the principles of Coordinated Incident Management System (CIMS) and the Rural Fire Authority policy.</p> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Develop incident plan as required?</li> <li><input type="checkbox"/> Ensure plan meets agreed objectives?</li> <li><input type="checkbox"/> Plan contains agreed strategies to meet objectives?</li> <li><input type="checkbox"/> All elements included?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Incident action plan is developed in accordance with the principles of Coordinated Incident Management System (CIMS) and the Rural Fire Authority policy.</b></p>	

Element and PC	Evidence Typical answer/product/performance expected from the learner/candidate(s)	Judgement Statement (A statement that defines the standard to be achieved)	Result C/NYC
<b>3</b>	<b>Implement the incident action plan for vegetation fire incidents.</b>		
3.1	<p>The candidate ensures incident managers are briefed with respect to the incident action plan in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Range:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> fire suppression strategies</li> <li><input type="checkbox"/> objectives of operation</li> </ul> <p><b>Consider the following:</b></p> <ul style="list-style-type: none"> <li>• Communication is clear, concise accurate and regular.</li> <li>• Communication to aerial operations</li> <li>• Communication to ground operations</li> <li>• Communication to planning specialist</li> <li>• Communication to support services</li> </ul> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Brief incident managers as required?</li> <li><input type="checkbox"/> Incident managers informed about objectives /strategies?</li> <li><input type="checkbox"/> Incident managers brief own units?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Incident managers are briefed with respect to the incident action plan in accordance with the requirements of the Rural Fire Authority.</b></p>	

<b>Element and PC</b>	<b>Evidence Typical answer/product/performance expected from the learner/candidate(s)</b>	<b>Judgement Statement (A statement that defines the standard to be achieved)</b>	<b>Result C/NYC</b>
3.2	<p>The candidate ensures incident is monitored and activities are recorded in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Range:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> fire suppression achievements</li> <li><input type="checkbox"/> coordination of activities</li> <li><input type="checkbox"/> fire behaviour</li> </ul> <p><b>Consider the following:</b> Achievements of the following against fire suppression strategies, aerial operations, ground operations, planning specialists, support services.</p> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Monitor incident in accordance with range and requirements?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Incident is monitored and activities are recorded in accordance with the requirements of the Rural Fire Authority.</b></p>	
3.3	<p>The candidate ensures planning meetings are held with the IAP team in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure planning meetings are held as required?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Planning meetings are held with the IAP team in accordance with the requirements of the Rural Fire Authority.</b></p>	
3.4	<p>The candidate ensures planning for the ongoing IAP to cover fire ground mop up and patrol until the fire is declared out is in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Consider the following:</b></p> <p>Once fire is contained, fire mop up is commenced and arrangements made for fire patrols until fire is declared out.</p> <p><b>Did the candidate:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Planning for on-going IAP occurs in accordance with requirements?</li> <li><input type="checkbox"/> Requirements include post suppression activities?</li> </ul> <p><b>Assessor notes:</b></p>	<p><b>Planning for the ongoing IAP to cover fire ground mop up and patrol until the fire is declared out is in accordance with the requirements of the Rural Fire Authority.</b></p>	

Element and PC	Evidence Typical answer/product/performance expected from the learner/candidate(s)	Judgement Statement (A statement that defines the standard to be achieved)	Result C/NYC
3.5	<p>The candidate ensures operational costs are monitored and recorded against the IAP in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Monitor operational costs as required? <input type="checkbox"/> Monitor team logs?</p> <p><b>Assessor notes:</b></p>	<p><b>Operational costs are monitored and recorded against the IAP in accordance with the requirements of the Rural Fire Authority.</b></p>	

Element and PC	Evidence Typical answer/product/performance expected from the learner/candidate(s)	Judgement Statement (A statement that defines the standard to be achieved)	Result C/NYC
<b>4</b>	<b>Re-evaluate IAP.</b>		
4.1	<p>The candidate ensures the IAP is reviewed in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Review IAP as required?</p> <p><b>Assessor notes:</b></p>	<p><b>The IAP is reviewed in accordance with the requirements of the Rural Fire Authority.</b></p>	
4.2	<p>The candidate ensures the IAP is revised as decided by the incident management team in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Revise IAP as required?</p> <p><b>Assessor notes:</b></p>	<p><b>The IAP is revised as decided by the incident management team in accordance with the requirements of the Rural Fire Authority.</b></p>	

Element and PC	Evidence Typical answer/product/performance expected from the learner/candidate(s)	Judgement Statement (A statement that defines the standard to be achieved)	Result C/NYC
4.3	<p>The candidate ensures the demobilisation is planned and incorporated in the IAP in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Plan demobilisation as required?</p> <p><b>Assessor notes:</b></p>	<p><b>The demobilisation is planned and incorporated in the IAP in accordance with the requirements of the Rural Fire Authority.</b></p>	

Element and PC	Evidence Typical answer/product/performance expected from the learner/candidate(s)	Judgement Statement (A statement that defines the standard to be achieved)	Result C/NYC
<b>5</b>	<b>Manage communications and reporting during vegetation fire incidents.</b>		
5.1	<p>The candidate ensures the communication plan is developed and maintained in accordance with the principles of CIMS.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Develop communication plan as required?</p> <p><b>Assessor notes:</b></p>	<p><b>The communication plan is developed and maintained in accordance with the principles of CIMS.</b></p>	
5.2	<p>The candidate ensures public announcements are provided in accordance with the requirements of the Rural Fire Authority.</p> <p><b>Consider the following:</b></p> <p>Any media communications demonstrate knowledge of SOPs for communication and may include restricting comments to actual fire suppression, operational reports and no personal comments or personal opinions.</p> <p><b>Did the candidate:</b></p> <p><input type="checkbox"/> Provide public information as required?</p> <p><b>Assessor notes:</b></p>	<p><b>Public announcements are provided in accordance with the requirements of the Rural Fire Authority.</b></p>	

<b>Element and PC</b>	<b>Evidence</b> <b>Typical answer/product/performance expected from the learner/candidate(s)</b>	<b>Judgement Statement</b> <b>(A statement that defines the standard to be achieved)</b>	<b>Result</b> <b>C/NYC</b>
5.3	Information for the incident report and incident debrief is provided to the Rural Fire Authority.  <b>Did the candidate:</b>  <input type="checkbox"/> Debrief as required?  <b>Assessor notes:</b>	<b>Information for the incident report and incident debrief is provided to the Rural Fire Authority.</b>	