



Learner Assessment Guide
Unit Standard 3309
Carry out and report on inspections for fire and rescue risk
planning
(Level 2, Credit 2, Version 3)

Level Descriptor

Level	Process	Employing	Responsibility
2	Carrying out processes that: <ul style="list-style-type: none">• Are moderate in range• Are established and familiar• Offer a clear choice of routine responses	Employing: <ul style="list-style-type: none">• Basic operational knowledge• Readily available information• Known solutions to familiar problems• Little generation of new ideas	Applied: <ul style="list-style-type: none">• In directed activity• Under general supervision and quality control• With some responsibility for the quantity and quality• With possible responsibility for guiding others

Descriptors:

Credit 2 - will require approximately 20 - 24 hours of learning, practice or experience and assessment for a person with no previous knowledge or experience.

Version 3 - This document has been prepared based on version 3 of the Unit Standard.

Elements:

1. Carry out pre incident building inspection for fire and rescue risk planning.
2. Prepare and submit documentation.

Prerequisites:

None.

Assessment Conditions:

An update of an existing plan or proposal for a new plan is to be presented for a real risk.

Resources:

1. Standard forms and writing materials or,
2. Via electronic version under SMS/workplace SOP.
3. NZFS Risk Data Collection Form (from Operational Planning Officers)

Special Notes:

Compliance with the providers Health and Safety policy and procedures are mandatory.

Assessment Brief Instructions:

The assessor may use pre-course, on course, post course or workplace written or oral assessments as evidence towards gaining the knowledge based components of this unit. The assessor will evaluate the relevance of the evidence against the unit standard. The lists below provide an outline of the assessment components a learner should expect to encounter in achieving this unit.

This Learner Assessment Guide is simply a guide and does not determine the sufficiency or validity of evidence the assessor must evaluate using assessment best practice criteria.

LEARNERS SHOULD ALWAYS REVIEW THE REQUIREMENTS CONTAINED IN THE UNIT STANDARD DOCUMENT PRIOR TO REQUESTING ASSESSMENT.

Learners may need the support of an Officer or supervisor/manager to provide a suitable level of authority to set up and monitor a trail evacuation, and to endorse any formal reporting requirements.

Assessing Element 1: Carry out pre incident building inspection for fire and rescue risk planning

Learner will carry out a pre incident building inspection, noting features that could be of significance to fire fighting operations using the NZFS Risk Data Collection Form.

Learner will consider the following information when inspecting:

Access for Fire Service vehicles & personnel
Building construction & orientation
Exposures
Evacuation details
Fixed fire fighting installation(s)
Life risk problems
Location and detail of any special hazards, e.g. gas, fuel, electrical, hazardous substances & their storage, industrial processes
Practical fire fighting water supplies.

Fire-related features are inspected to meet the requirements of the SOPs.

Learner will develop a risk plan to meet requirements of the NZFS Risk Data Collection Form.

Assessing Element 2: Prepare and submit documentation

Learner will prepare and submit the plan using a blank form obtained from Operational Planning Officer.

Information is collated from the inspection and learner completes risk plan using NZFS standard forms with regard to:

Collation of information gathered by crew members;

Building plan(s): Sketches must be

- Drawn to scale
- Appropriate symbols used to identify features (where present). Some examples include: entrances, exists, stairways, Dangerous Goods stores, life safety systems, fire alarm panels, risers, fire extinguishers, static and reticulated water supplies.

Learner will submit the risk plan as required by National Commander's instructions.