



Fire & Rescue Services ITO

Assessor Assessment Guide Unit Standard 3317 Exercise initial command and control at structure fires (Level 5, Credit 10, 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 knowledge of the initial incident controller's obligations for health and safety at structure fire incidents; analyse incidents, select strategy, implement tactics and prepare incident action plan; and manage incident action plan at structure fires.

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

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

- Assessor Assessment Guide
- Learner Assessment Guide

Assessors: General Notes:

- Candidate must hold Unit Standard Unit 4651, *Apply knowledge of structural fire behaviour*, and Unit Standard 3315, *Carry out Incident Ground Safety Officer duties* before this unit can be registered on their NZQA Record of Learning.

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

Level Descriptor

Level	Process	Employing	Responsibility
5	Carrying out processes that: <ul style="list-style-type: none"> Require a range of well developed skills Offer a significant choice of procedures Are employed within a range of familiar contexts 	Employing: <ul style="list-style-type: none"> Some relevant theoretical knowledge Interpretation of available information Discretion and judgement A range of known responses to familiar problems 	Applied: <ul style="list-style-type: none"> In directed activity with some autonomy Under general supervision and quality checking With significant responsibility for the quantity and quality of output With possible responsibility for the output of others

	Information or actions that may provide support for competency	
General	Has the candidate: <ul style="list-style-type: none"> <input type="checkbox"/> Gained Unit Standard Prerequisites: Unit 4651, <i>Apply knowledge of structural fire behaviour</i> <input type="checkbox"/> Gained Unit Standard 3315, <i>Carry out Incident Ground Safety Officer duties</i> or demonstrate equivalent knowledge and skills. <input type="checkbox"/> Satisfactorily completed a pre course self test? <input type="checkbox"/> Satisfactorily completed an oral or written on course or post knowledge assessment? <input type="checkbox"/> Satisfactorily completed simulation exercises? <input type="checkbox"/> Attend a course covering the Unit Standard subject matter? <input type="checkbox"/> Provided proof of experience through records? <input type="checkbox"/> Practically demonstrated in a practical scenario? <input type="checkbox"/> Other (please list)? <hr/> <hr/>	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
1	Demonstrate knowledge of the initial incident controller's obligations for health and safety at structure fire incidents.		
1.1	Candidate must define the principles of risk management are in terms of limits of risk in accordance with the National Commander's Instructions. Did the candidate: <ul style="list-style-type: none"> <input type="checkbox"/> Define principles of risk management appropriately? Assessor notes:	Define the principles of risk management are in terms of limits of risk in accordance with the National Commander's Instructions.	

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
1.2	<p>Candidate must explain the allocation of tasks is with consideration for personnel training and equipment in accordance with the SOPs.</p> <p>Range:</p> <ul style="list-style-type: none"> <input type="checkbox"/> New Zealand fire service personnel <input type="checkbox"/> other agencies <input type="checkbox"/> general public <p>Consider the following:</p> <ul style="list-style-type: none"> • Organisational role • Legal authority and responsibility • Situation on arrival • Information received • Personnel training • Equipment availability and suitability • Availability of assistance <p>Did the candidate:</p> <p><input type="checkbox"/> Satisfy the requirements of the range?</p> <p>Assessor notes:</p>	<p>Explain the allocation of tasks is with consideration for personnel training and equipment in accordance with the SOPs.</p>	
1.3	<p>Candidate must identify actual or potential hazards and the action to be taken to mitigate the hazard is explained for five given situations associated with structural fires in accordance with requirements of the SOPs.</p> <p>Consider the following:</p> <ul style="list-style-type: none"> • Back draft • Flashover • Structural collapse • Falling glass • Mushrooming • Exposure ignition <p>Did the candidate:</p> <p><input type="checkbox"/> Identify actual or potential hazards appropriately?</p> <p>Assessor notes:</p>	<p>Identify actual or potential hazards and the action to be taken to mitigate the hazard is explained for five given situations associated with structural fires in accordance with requirements of the SOPs.</p>	

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2	Analyse incidents, select strategy, implement tactics and prepare incident action plan.		
2.1	<p>Candidate must assess the incident and the situation is communicated in accordance with requirements of the SOPs.</p> <p>Range:</p> <ul style="list-style-type: none"> <input type="checkbox"/> size up <input type="checkbox"/> deduct <input type="checkbox"/> prioritise <p>Consider the following: Size up should include:</p> <ul style="list-style-type: none"> • Information received on response • Reconnoitre of the external of the building • Information received on arrival from occupants or passers by. <p>From this candidates must deduct what immediate actions are required, prioritise these actions and allocate the tasks. Actions may include:</p> <ul style="list-style-type: none"> • Snap rescue • Assist with evacuation • Establish water supply • Protection of exposures • Establish offensive fire attack • Establish defensive fire attack <p>Candidates must demonstrate assertive, accurate and timely communications. This may include:</p> <ul style="list-style-type: none"> • Communications to other appliances en-route • Arrival message • Instructions to crews • Gaining information from occupants, experts or by-standers • Transmitting a Sitrep • Transmitting a make up or greater alarm call <p>Did the candidate:</p> <p><input type="checkbox"/> Satisfy the requirements of the range?</p> <p>Assessor notes:</p>	<p>Assess the incident and the situation is communicated in accordance with requirements of the SOPs.</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
2.2	<p>Candidate must decide on strategy, and tactics and the Incident Action Plan is developed from all available data in accordance with requirements of the SOPs.</p> <p>Consider the following:</p> <ul style="list-style-type: none"> • Rescue • Make up - including the attendance of other services • Water supply • Surrounding the building • Extinguishing the fire • Ventilation • Salvage <p>The strategy adopted will largely depend on:</p> <ul style="list-style-type: none"> • The situation on arrival <ul style="list-style-type: none"> ○ Persons reported ○ Type of fire ○ Size of fire ○ Weather conditions • The available resources <ul style="list-style-type: none"> ○ Firefighters ○ Water ○ Breathing Apparatus ○ Structural firefighting equipment ○ Assistance availability • Likely escalation <p>Tactics may include key points such as:</p> <ul style="list-style-type: none"> • Concentration on rescue and evacuation • Letting the fire burn • Defensive firefighting mode (surround and protect exposures) • Offensive firefighting mode (internal attack) • Confining the spread of fire to a defined point • The use of hand held deliveries • The use of monitors • The use of aerial appliances <p>An Incident Action Plan must be developed in concert with the strategy and tactics.</p> <p>Did the candidate:</p> <p><input type="checkbox"/> Decide strategy and tactics of IAP appropriately?</p> <p>Assessor notes:</p>	<p>Decide on strategy, and tactics and the Incident Action Plan is developed from all available data in accordance with requirements of the SOPs.</p>	

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2.3	<p>Candidate must require resources to implement strategy and tactics are selected in accordance with requirements of the SOPs.</p> <p>Range:</p> <ul style="list-style-type: none"> <input type="checkbox"/> specialist equipment <input type="checkbox"/> water <input type="checkbox"/> other supporting agencies <input type="checkbox"/> personal protective equipment <input type="checkbox"/> greater alarm <p>Consider the following:</p> <ul style="list-style-type: none"> • Make up or greater alarm for: <ul style="list-style-type: none"> ○ Pumping capability ○ Personnel ○ Specialist appliances ○ Breathing Apparatus ○ Firefighting equipment • Attendance of supporting agencies <ul style="list-style-type: none"> ○ Urban fire service ○ Ambulance ○ Police ○ Expert advisors • Water supplies <ul style="list-style-type: none"> ○ Water relay ○ Supplementary supply ○ Alternative source <p>Did the candidate:</p> <p><input type="checkbox"/> Satisfy the requirements of the range?</p> <p>Assessor notes:</p>	<p>Require resources to implement strategy and tactics are selected in accordance with requirements of the SOPs.</p>	

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<p>3</p> <p>3.1</p>	<p>Manage incident action plan at structure fires</p> <p>Candidate must establish facilities and perimeter control and communicate in accordance with the SOPs.</p> <p>Consider the following: This may include:</p> <ul style="list-style-type: none"> • Lobby control point • BA Entry control points • Equipment staging area • Personnel staging area • Appliance staging area • Incident Control Point • Forward command point • Emergency Operations Centre <p>The parameter of the incident ground should be drawn on the Action Plan and (where possible) physically delineated with tape, barriers and/or security personnel</p> <p>Did the candidate:</p> <p><input type="checkbox"/> Communicate incident ground to SOPs?</p> <p>Assessor notes:</p>	<p>Establish facilities and perimeter control and communicated in accordance with the SOPs.</p>	
<p>3.2</p>	<p>Candidate must demonstrate that hazards management practices are employed in accordance with the SOPs.</p> <p>Consider the following: This may include:</p> <ul style="list-style-type: none"> • Allocation of tasks in accordance with training and equipment • Adopting recognised and safe tactics for the incident • All crews under the direction and supervision of an OIC • Incident ground management structure put in place • The appointment of a designated safety officer[s] • Developing a formal hazard identification and management strategy <p>Did the candidate:</p> <p><input type="checkbox"/> Demonstrate employment of hazard management?</p> <p>Assessor notes:</p>	<p>Demonstrate that hazards management practices are employed in accordance with the SOPs.</p>	

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3.3	<p>Candidate must demonstrate that the Incident Action Plan is communicated and managed in accordance with the SOPs.</p> <p>Consider the following:</p> <ul style="list-style-type: none"> • Organising regular briefings involving key incident management personnel such as: <ul style="list-style-type: none"> ○ Operations Manager ○ Logistics Manager ○ Intelligence Officer ○ Safety Officer[s] ○ Heads of supporting agencies ○ Sector Commanders • Having the Action Plan up to date and available <p>Did the candidate:</p> <p><input type="checkbox"/> Demonstrate that IAP is communicated?</p> <p>Assessor notes:</p>	<p>Demonstrate that the Incident Action Plan is communicated and managed in accordance with the SOPs.</p>	
3.4	<p>The candidate must demonstrate that strategies and tactics are reviewed in response to incident variables in accordance with the SOPs.</p> <p>Consider the following: If the situation demands a change in strategy or tactics, the Action Plan must be amended and communicated accordingly.</p> <p>Did the candidate:</p> <p><input type="checkbox"/> Demonstrate that strategies and tactics change in response to incident variables?</p> <p>Assessor notes:</p>	<p>Demonstrate that strategies and tactics are reviewed in response to incident variables in accordance with the SOPs.</p>	

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3.5	<p>The candidate must demonstrate that the fire is extinguished or responsibility is handed over, in accordance with the SOPs.</p> <p>Range:</p> <ul style="list-style-type: none"> <input type="checkbox"/> secure the scene <input type="checkbox"/> scene handover <input type="checkbox"/> recommissioning of equipment and appliance/s <p>Consider the following: Handover to-</p> <ul style="list-style-type: none"> • A more senior officer, or • A peer, or • A junior officer, or • A supporting agency (including security company), or • The building owner or their representative <p>The process of handover should include a one on one briefing with the new Incident Controller or responsible person to discuss relevant issues such as:</p> <ul style="list-style-type: none"> ○ Current state of the emergency ○ Current resource deployment ○ Resource reserve ○ Tactics and strategy employed ○ Action Plan ○ Safety matters ○ Release of information <p>The process of handover may involve taking actions to manage:</p> <ul style="list-style-type: none"> • Scene security, to protect evidence or scene integrity for later investigation and/or to protect against looting or intrusion • Appliance and equipment recommissioning • Crew refreshments and welfare • Drafting and publishing information for Media release <p>When handover is complete, candidates must transmit a radio message to state who now holds responsibility for the incident/building.</p> <p>Did the candidate:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Satisfy the requirements of the range? <p>Assessor notes:</p>	<p>Demonstrate that the fire is extinguished or responsibility is handed over, in accordance with the SOPs.</p>	

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3.6	<p>The candidate must manage the incident to secure and preserve evidence in accordance with the SOPs.</p> <p>Consider the following: Actions may include:</p> <ul style="list-style-type: none"> • Restricting/prohibiting entry to all or parts of the incident ground • Taking photographs/video • Covering items to prevent further damage from the products of fire or the actions of firefighting • Requesting Police to establish scene guard <p>Note: If a scene guard is to be established, candidates must work through Police. They should not call security companies, (the Police may), or use standby fire service crews for this purpose.</p> <p>Candidates must explain the requirements of maintaining a chain of evidence</p> <p>Did the candidate:</p> <p><input type="checkbox"/> Secure and preserve evidence?</p> <p>Assessor notes:</p>	<p>Manage the incident to secure and preserve evidence in accordance with the SOPs.</p>	
3.7	<p>The candidate must collect information to complete reporting requirements in accordance with the SOPs.</p> <p>Did the candidate:</p> <p><input type="checkbox"/> Collect information for reporting requirements?</p> <p>Assessor notes:</p>	<p>Collect information to complete reporting requirements in accordance with the SOPs.</p>	