
Overview

This unit is about ensuring that the information and the resources you use for operational responses are available as required. It covers:

Collecting information on risks in your community

This is about your ability to work as an individual or a team member to collect new, or update existing, information on risks in your community. **Examples** could include:

- 1 sites that contain hazards that need special responses: e.g. chemical, biological and radioactive
- 2 sites that by their nature need special responses: e.g. hospitals, shipyards, zoos, airports
- 3 risks that might lead to an incident: e.g. property that is derelict or unoccupied

Collecting information on resources in your community

This is about your ability to work as an individual or a team member to collect new, or update existing information on resources in your community. **Examples** could include:

- 1 fixed installations
- 2 bulk storage of fire-fighting media
- 3 bulk storage of decontamination media
- 4 storage of fire-fighting equipment
- 5 water supplies and fire service access

Maintaining internal resources

This is about your ability to work as an individual or a team member to test, maintain and commission equipment on or in the following locations:

- 1 stations, for example, spare fire-fighting and rescue equipment and internal resources
- 2 fire and rescue vehicles, for example, fire-fighting and rescue equipment and media

**Performance
criteria**

You must be able to:

Collecting information on risks in your community

- P1 Confirm what you have to do and how you should do it
- P2 Avoid risk to yourself and others
- P3 Check existing information on known and possible risks to make sure it is accurate
- P4 Report any changes or new risks affecting people, property and the environment to relevant people, including process risks

You must be able to:

Collecting information on resources in your community

- P5 Confirm what you have to do and how you should do it
- P6 Avoid risk to yourself and others
- P7 Check existing information on what resources are actually and potentially available
- P8 Report any change in available resources to the relevant people
- P9 Operate within your agreed level of authority and responsibility and follow the agreed procedures to make sure any defects or deficiencies are put right

You must be able to:

Maintaining internal resources

- P10 Confirm what you have to do with the relevant people and keep them updated
- P11 Make best use of your equipment, safely and within its limitations, to carry out any maintenance and testing within your role
- P12 Conduct routine maintenance identified within the agreed levels of your authority and responsibility
- P13 Conduct routine maintenance in areas assessed as fit for purpose
- P14 Conduct routine maintenance within agreed schedules so that resources are ready for operational use
- P15 Leave the work area clean, tidy and ready for use
- P16 Report any shortages of supplies

You must be able to:

In general

- P17 Operate safely within your agreed level of authority and responsibility
- P18 Complete records and make sure they are in the agreed format, accurate, legible and available to authorised people
- P19 Communicate with people in a way that is:
 - P19.1 supportive
 - P19.2 constructive
 - P19.3 positive
 - P19.4 timely

P20 Return equipment and materials to the correct place and make sure they are secure

Knowledge and understanding

You need to know and understand:

Health and Safety

- K1 Hazards and risks within your community and their potential to affect people and the environment
- K2 How to identify risks and apply decisions based on the assessment of risk within your workplace and community
- K3 How to apply practices that maximise the health, safety and welfare of yourself and others

You need to know and understand:

Organisational

- K4 Your organisation's policies, aims and objectives in relation to risks and resources
- K5 Fire Service or other legislation relevant to risks and resources
- K6 Record systems specific to your role and their use
- K7 Sources and availability of information relating to risks and resources
- K8 How to access, interpret and provide relevant information, including feedback

You need to know and understand:

Personal and Interpersonal

- K9 How to communicate clearly and effectively with the range of people involved
- K10 How to treat colleagues and members of the public with respect and consideration, taking account of and accepting diversity
- K11 Lines and methods of communication/reporting in your workplace
- K12 Roles, responsibilities and limits of authority of yourself, others and other agencies in your workplace

You need to know and understand:

Technical

- K13 How to interpret information of different types and from a range of sources
- K14 The causes and effects of hazards in your community
- K15 Your community, - its people, risks, geography and topography
- K16 The provision of appropriate safety arrangements and how to access them
- K17 The capabilities and limitations of personal and operational equipment
- K18 The availability and access to internal and external resources and support
- K19 How to test and maintain internal resources within the limitations of your role
- K20 The requirements for the availability, operational readiness and response of human and physical resources

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Support the effectiveness of operational response

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