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REPORT TO MAJOR NIGEL CAPEL

STANDARDS SETTING BODY FOR

**EXPLOSIVES, MUNITIONS AND SEARCH
OCCUPATIONS**

NATIONAL OCCUPATIONAL STANDARDS:

**MUNITION CLEARANCE & SEARCH (KEY ROLE
12)**

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UNIT 12.1 Plan munition clearance and search operations and programmes

- Contexts:**
- immediate response to an incident; planned response to a request
 - benign environments; hazardous environments
 - resources: human; equipment; time
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b obtain and verify the information needed to develop the plan
- c liaise with and brief effectively relevant colleagues, agencies and other interested parties
- d identify objectively the potential risks and the consequences of non-action in accordance with organizational requirements
- e challenge or confirm the mission or objectives
- f establish what resources you have and what you need
- g establish the nature of the contributions of other agencies
- h review all practical options and select the optimum course of action for the circumstances
- i identify from the plan and source suitable resources to be allocated
- j calculate realistically the timespan required to complete the operation or programme
- k prioritize your resources to meet your objectives
- l revise and communicate your plan and risk assessment, incorporating consultees' feedback
- m keep accurate and up to date records in the appropriate format

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the overall strategy, your mission and objectives
- v a comprehensive appreciation of the risks and who may be affected by your plan
- vi the potential impact of changing operational priorities and tempos
- vii the importance of the sustainability of the operation or programme
- viii the role, capabilities, modus operandi and limitations of interested parties and agencies
- ix operational requirements and organizational procedures

UNIT 12.2 Manage munition clearance and search operations and programmes

- Contexts:**
- benign environments; hazardous environments
 - interested parties who may further your objectives; parties who are unlikely to further your objectives; parties that are likely to prevent you from achieving your objectives
 - meeting your objectives according to the plan; adapting the plan to meet changing circumstances
 - resources: human; equipment; time
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b establish accurately the role and likely nature of interest of the interested parties
- c agree and develop communication arrangements and working practice if required in accordance with organizational procedures
- d prioritize, allocate and manage munition clearance resources to meet your objectives in accordance with organizational procedures
- e monitor the operation or programme effectively
- f evaluate the implications of changes on your ability to deliver your objectives and adapt your plan to meet changing circumstances
- g communicate progress and changes to the plan effectively to interested parties
- h manage the sustainability of the operation or programme to meet your objectives within the agreed timescale

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the possible contribution that interested parties could make and the different types of working relationship (eg contracted, informal)
- v operational requirements and organizational procedures
- vi communication techniques
- vii your personal role and level of authority
- viii the requirements of the plan
- ix the importance of the sustainability of the operation or programme

UNIT 12.3 Evaluate and improve the effectiveness of munition clearance and search operations and programmes

Contexts:

- during operations; post operations

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b monitor the operation effectively
- c collect and analyse objectively relevant information
- d draw out the lessons identified for future reference
- e record your findings and make recommendations through the appropriate channels
- f implement and monitor changes effectively

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv operational requirements and organizational procedures
- v monitoring techniques and procedures
- vi the scope for improvement
- vii your personal level of authority
- viii how to identify and prioritize any changes required
- ix how to implement changes

UNIT 12.4 Provide advice on munition clearance and search-related matters

Contexts:

- those who are authorized to receive advice; those who are not authorized

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b establish the enquirer's right to receive the advice and determine accurately the basis on which the advice is to be given
- c establish accurately the nature of the advice needed
- d give advice that is accurate and factually correct within your level of competence and authority
- e present your advice clearly in a way that your audience can readily understand and check that they have understood
- f carry out research when necessary to enable you to provide the information or advice

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv customer needs and how they may use the information
- v sources of information and how to access them
- vi when and why it is important to ensure that your advice is consistent with other collaborating organizations qualified to give such advice
- vii what format is appropriate for giving advice
- viii operational requirements and organizational procedures
- ix your own level of authority in releasing advice
- x to whom to refer enquirers if the request is beyond your level of responsibility or expertise

UNIT 12.5 Define the boundaries of the area to be searched for munitions

- Contexts:**
- immediate response to an incident; planned response to a request
 - benign environments; hazardous environments
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b verify the information you receive
- c liaise effectively with relevant agencies and other interested parties
- d carry out further research and activities to fill gaps in the information or to refine further your understanding of the problem
- e carry out an initial threat assessment
- f assess accurately whether the task is within your capabilities and refer it to the appropriate authority or agency if it is not
- g categorize and allocate a priority for the area to be searched according to agreed criteria
- h ensure that your definition meets operational requirements and organizational procedures
- i communicate the definition of the area to be searched clearly and in the appropriate format
- j identify and describe the local environment, ingress and egress and potential secondary hazards

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the history of the area and sources of information
- v characteristics of the environment
- vi the type of information needed and how to interpret it (eg maps, charts, drawings or photographic images)
- vii who are the interested parties and their likely interest
- viii how to carry out a threat assessment and why it is important to do so
- ix your personal level of authority
- x the capabilities and limitations of personnel and equipment
- xi to whom to refer the task and the correct procedures for doing so

UNIT 12.6 Identify and record the location and disposition of potential munitions within boundaries

- Contexts:**
- with full information; with a restricted availability of information
 - formats: in writing; graphically
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b establish your precise location
- c gather, analyse and interpret local information in order to re-assess the extent of the task
- d ensure that the defined or re-defined area meets operational requirements and local conditions
- e record and communicate the defined/re-defined area clearly
- f ensure that the information is recorded in the appropriate format
- g ensure that the records meet operational requirements and organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv how to interpret information (eg maps, charts, drawings or photographic images etc)
- v sources of information and how to access them
- vi different methods of confirming that you are in the correct location
- vii who needs to be informed of the defined area and any changes to it
- viii operational requirements and organizational procedures

UNIT 12.7 **Contribute to locating the disposition of potential munitions**

Contexts: • with full information; with a restricted availability of information

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b assist in carrying out an appropriate survey of the local environment and report the findings
- c implement the plan as directed
- d assist in the selection of the most appropriate detection method and resources
- e use the appropriate equipment effectively to the recognized standards and manufacturer's instructions
- f report inconsistencies or anomalies of information
- g take prompt corrective action in the event of problems arising
- h mark the location of the potential munition
- i confirm that the area has been searched within the stated criteria

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv how to interpret information
- v the nature of any hazards
- vi operational requirements and organizational procedures
- vii the capabilities and limitations of resources
- viii the interaction between suites of equipment
- ix the stated criteria for searching the area and their implications

UNIT 12.8 Confirm the presence of munition(s)

- Contexts:**
- benign environments; hazardous environments
 - suitably equipped; with limited resources

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b review and update your threat assessment
- c assess objectively the feasibility of the operation
- d manage hazards effectively
- e select and use appropriate resources and equipment
- f gain safe access to the potential munition(s) by the optimum means
- g define/mark the route
- h pinpoint the position of the potential munition(s) to such proximity as to enable confirmation
- i challenge inconsistencies or anomalies of information
- j use alternative methods to corroborate your evidence
- k take prompt, corrective action in the event of problems arising
- l communicate progress to relevant agencies

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the possible range and effects of hazards
- v why a particular detection method and certain resources are appropriate to the occasion
- vi the basis on which you might challenge the accuracy or consistency of information
- vii which agencies may be relevant and why
- viii the capabilities, limitations and availability of resources
- ix operational requirements and organizational procedures

UNIT 12.9 **Contribute to confirming the presence of munition(s)**

- Contexts:**
- benign environments; hazardous environments
 - suitably equipped; with limited resources

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b manage hazards effectively
- c contribute to the selection and correct use of appropriate resources and equipment
- d gain safe access to the potential munition(s) by the optimum means
- e define/mark the route
- f pinpoint and mark the position of the potential munition(s) to such proximity as to enable confirmation
- g report or challenge inconsistencies or anomalies of information
- h take prompt, corrective action in the event of problems arising
- i communicate progress to colleagues

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the possible range and effects of hazards
- v why a particular detection method and certain resources are appropriate to the occasion
- vi the interaction between suites of equipment
- vii the basis on which you might report or challenge the accuracy or consistency of information
- viii the correct use, capabilities and limitations of equipment
- ix the stated criteria for searching the area and their implications
- x operational requirements and organizational procedures

UNIT 12.1A Plan specified targets search operations

- Contexts:**
- immediate response to an incident; planned response to a request
 - benign environments; hazardous environments
 - resources: human; equipment; time
 - high risk operations; low risk operations
-

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b validate the information you receive
- c liaise with and brief effectively relevant colleagues, agencies and other interested parties
- d categorize and allocate a priority for the area to be searched according to the agreed criteria
- e identify objectively the potential consequence of the risk and of non-action
- f develop and record a plan that addresses the identified risk(s) in accordance with organizational requirements
- g communicate your plan to those who need to know through the appropriate channels
- h identify from the plan and source suitable resources to be allocated
- i calculate realistically the timespan required to complete the task
- j prioritize your resources to meet your objectives

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the relevant history and sources of information
- v characteristics of the environment
- vi who are the interested parties and their likely interest
- vii what are your responsibilities, capabilities and limitations
- viii the requirements of the appropriate regulations and procedures
- ix the overall strategy, your mission and objectives
- x the potential impact of changing operational priorities and tempos
- xi the different requirements for addressing high risk and low risk operations
- xii what are the acceptable risks
- xiii the role, capabilities, modus operandi and limitations of adversaries, interested parties and agencies
- xiv how to identify and minimize risk
- xv operational requirements and organizational procedures

UNIT 12.2A Manage specified targets search operations

Contexts:

- interested parties who may further your objectives; parties who are unlikely to further your objectives; parties that are likely to prevent you from achieving your objectives
- meeting your objectives according to the plan; adapting the plan to meet changing circumstances
- high risk operations; low risk operations

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b develop and maintain the relationship by communicating effectively
- c monitor the operation effectively
- d evaluate the implications of changes on the requirement or on your ability to deliver your objectives
- e communicate effectively any changes to the plan
- f manage resources and implement any necessary changes to the plan effectively
- g ensure that the records meet operational requirements and organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv who are the interested parties and the nature of their interest
- v the factors affecting your decision with whom to establish working relationships
- vi operational requirements and organizational procedures
- vii your personal level of authority
- viii the different requirements for addressing high risk and low risk operations
- ix the requirements of the plan
- x the possible changes on your operation and their likely effects
- xi the criteria for evaluating the implications of change
- xii the appropriate formats for recording information (eg maps, charts, drawings, photographic images)

UNIT 12.3A Organize and supervise the delivery of specified targets search plans

Introduction

This unit comprises the following elements:

12.3A.1 Draw up plans to counter identified risks

12.3A.1 Supervise the delivery of specified targets search plans

UNIT 12.3A Organize and supervise the delivery of specified targets search plans

Element 12.3A.1 Draw up plans to counter identified risks

- Contexts:**
- immediate response to an incident; planned response to a request
 - resources: human; equipment
-

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b develop a plan in accordance with organizational requirements
- c liaise with and brief effectively other agencies and interested parties
- d prioritize your allocation of resources to meet your objectives
- e calculate realistically the timespan required to complete the task
- f record your plan in accordance with organizational requirements

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the requirements of the task mission and your objectives and what are the potential risks
- v methods of minimizing risks to an acceptable level
- vi what are your responsibilities, capabilities and limitations
- vii the requirements for addressing low risk operations
- viii the role, capabilities, modus operandi and limitations of adversaries, interested parties and agencies
- ix your resources and any constraints attached to them
- x operational requirements and organizational procedures
- xi the potential impact of changing operational priorities and tempos
- xii the relevant history and sources of information
- xiii characteristics of the environment
- xiv what are the acceptable risks

UNIT 12.3A Organize and supervise the delivery of specified targets search plans

Element 12.3A.2 Supervise the delivery of specified targets search plans

- Contexts:**
- immediate response to an incident; planned response to a request
 - meeting your search objectives according to the plan; adapting the plan to meet changing circumstances

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b develop and maintain the relationship by communicating effectively
- c monitor the operation effectively
- d evaluate the implications of changes on the requirement or on your ability to deliver your objectives
- e communicate effectively any changes to the plan
- f manage resources and implement any necessary changes to the plan effectively
- g ensure that the records meet operational requirements and organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv who are the interested parties and the nature of their interest
- v the factors affecting your decision with whom to establish working relationships
- vi operational requirements and organizational procedures
- vii your personal level of authority
- viii the requirements for addressing low risk operations
- ix the requirements of the plan
- x the possible changes on your operation and their likely effects
- xi the criteria for evaluating the implications of change
- xii the appropriate formats for recording information (eg maps, charts, drawings, photographic images)

UNIT 12.4A Evaluate the effectiveness of specified targets search operations

Contexts:

- during operations; post operations

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b collect sufficient information to enable you to make a valid analysis
- c analyse the information objectively against the agreed evaluation criteria
- d review and make recommendations for refinements to current procedures
- e implement effectively any necessary changes, obtaining approval where needed
- f record your findings and report your recommendations through the appropriate channels

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv operational requirements and organizational procedures
- v the scope for possible change and any limitations
- vi your personal level of authority
- vii the operational objectives and the criteria for evaluation
- viii when and to whom to refer your findings and recommendations

UNIT 12.5A Provide advice on specified targets search matters

Contexts: • those who are authorized to receive advice; those who are not authorized

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b establish the enquirer's right to receive the advice and determine accurately the basis on which the advice is to be given
- c establish accurately the nature of the advice needed
- d present your advice clearly in a way that your audience can readily understand and check that they have understood
- e carry out research when necessary to enable you to provide the necessary advice or information

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv customer needs and how they may use the information
- v sources of information and how to access them
- vi what format is appropriate for giving advice
- vii communication techniques
- viii operational requirements and organizational procedures
- ix your own level of authority in releasing information
- x to whom to refer enquirers if the request is beyond your level of responsibility of expertise

UNIT 12.6A Identify and describe the area to be searched

- Contexts:**
- immediate response to an incident; planned response to a request
 - benign environments; hazardous environments

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b validate the information you receive
- c liaise effectively with relevant agencies and other interested parties
- d carry out further research to fill gaps in the information or to refine further your understanding of the problem
- e prioritize the area to be searched according to the agreed criteria
- f ensure that your definition meets operational requirements and organizational procedures
- g communicate the definition of the area to be searched clearly and in the appropriate format
- h identify and describe the local environment and potential secondary hazards

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the relevant history and sources of information
- v how to interpret information (eg maps, charts, drawings or photographic images)
- vi characteristics of the environment
- vii who are the interested parties and their likely interest
- viii what are your responsibilities, capabilities and limitations

UNIT 12.7A **Contribute to identifying and describing the area to be searched**

- Contexts:**
- immediate response to an incident; planned response to a request
 - benign environments; hazardous environments
-

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b validate the information you receive
- c carry out further research to fill gaps in the information or to refine further your understanding of the problem as directed
- d ensure that your definition meets operational requirements and organizational procedures
- e identify potential hazards
- f assist in drawing up diagrams of the specific area to be searched according to organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the characteristics and possible effects on equipment of the environment
- v how to interpret technical information (eg maps, charts, drawings or photographic images)
- vi what are your responsibilities, capabilities and limitations
- vii organizational procedures and operational requirements

UNIT 12.8A Detect and locate specified targets and other risks

Introduction

This unit comprises the following elements:

- 12.8A.1 Gain safe access to specified targets
- 12.8A.2 Confirm or deny the presence of specified targets
 and other risks

UNIT 12.8A Detect and locate specified targets and other risks

Element 12.8A.1 Gain safe access to specified targets

Contexts:

- benign environments; hazardous environments

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b identify the likely threat posed by the specified target when possible and appropriate
- c take optimum practical precautions to manage the hazards posed by the environs within organizational procedures and the current constraints
- d select and use appropriate resources and personal protective equipment that is likely to be suitable for the task
- e plan to gain access to the specified target by the optimum route
- f implement the plan and re-evaluate it with regard to additional hazards
- g mark the access route when appropriate

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the capabilities and limitations of the resources
- v operational requirements and organizational procedures
- vi the range of likely hazards you may be expected to encounter in the circumstances

UNIT 12.8A Detect and locate specified targets and other risks

Element 12.8A.2 Confirm or deny the presence of specified targets and other risks

- Contexts:**
- benign environments; hazardous environments
 - suitably equipped; with limited resources

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b implement the plan and re-evaluate it in the light of changing circumstances
- c take prompt, corrective action in the event of problems arising
- d verify the presence or absence of specified targets by alternative methods
- e ensure the correct use of appropriate equipment to the recognized standards and manufacturer's instructions
- f mark the location of identified or potential specified targets
- j plot the location of the specified target
- k confirm that the area has been searched within the stated criteria

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the capabilities and limitations of resources and the search method used
- v operational requirements and organizational procedures
- vi why a particular detection method and certain resources are appropriate to the occasion
- vii the verification process and its importance
- viii the probable nature and extent of the risk or hazard
- ix how to use the equipment
- x the search criteria
- xi when and why it may be appropriate to mark and plot the location of specified targets
- xii what follow-on action is appropriate

UNIT 12.9A Contribute to locating and gaining access to specified targets

Introduction

This unit comprises the following elements:

- 12.9A.1 Contribute to gaining safe access to specified targets
- 12.9A.2 Contribute to confirming or denying the presence of specified targets and other risks

UNIT 12.9A **Contribute to locating and gaining access to specified targets**

Element 12.9A.1 Contribute to gaining safe access to specified targets

Contexts: • benign environments; hazardous environments

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b identify and address likely threats posed by the environment
- c contribute to the selection and use of appropriate resources and personal protective equipment
- d contribute to the implementation of the plan as directed
- e mark the access route when appropriate to do so according to organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the range of likely hazards you may be expected to encounter in the circumstances
- v the capabilities and limitations of resources
- vi your role, responsibilities and limitations in the task
- vii organizational procedures and operational requirements

UNIT 12.9A **Contribute to locating and gaining access to specified targets**

Element 12.9A.2 **Contribute to confirming or denying the presence of specified targets and other risks**

- Contexts:**
- benign environments; hazardous environments
 - suitably equipped; with limited resources
-

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b implement the plan as directed
- c take prompt, corrective action in the event of problems arising
- d use the appropriate equipment correctly to the recognized standards and manufacturer's instructions
- e plot the location of the specified target where required according to organizational procedures
- f mark the location of the specified target if required to do so according to organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the capabilities and limitations of the resources
- v why a particular detection method and resources are appropriate to the occasion
- vi the probable nature and extent of the risk or hazard
- vii how to use the equipment
- viii when and why it may be appropriate to mark and plot the location of specified targets
- ix what follow-on action is appropriate

UNIT 12.10A Assist in searching for specified targets

Contexts: • manual search; using equipment

Performance Criteria

You need to:

- a work safely at all times, complying with health and safety, environmental and other relevant regulations, legislation and guidelines
- b liaise effectively with colleagues and managers as directed
- c identify and address likely threats posed by the environment
- d use the appropriate resources and personal protective equipment
- e contribute to the implementation of the plan as directed
- f mark the access route when appropriate to do so according to organizational procedures
- g record the search task according to organizational procedures
- h refer suspect cases to a higher authority according to organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the requirements of the task to be carried out
- v the range of likely hazards you may be expected to encounter in the circumstances
- vi the capabilities and limitations of resources
- vii what type of personal protective equipment may be appropriate
- viii your role, responsibilities and limitations in the task
- ix organizational procedures and operational requirements

UNIT 12.10 Remove the threat of munitions

Introduction

This unit comprises the following elements:

- 12.10.1 Confirm the threat posed by munitions
- 12.10.2 Implement protective measures
- 12.10.3 Render safe or dispose of munitions

UNIT 12.10 Remove the threat of munitions

Element 12.10.1 Confirm the threat posed by munitions

Contexts: • immediately identifiable munitions; those that require further investigation

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b achieve a positive identification of the munition types(s)
- c establish objectively the status by the optimum means when possible to do so
- d when it is not possible to achieve a positive identification, you:
 - assess the status of the munition when possible
 - inspect and record sufficient details as to enable you to carry out further research
 - obtain and analyse the information to enable you to achieve a positive identification where possible
- e re-evaluate the threats posed by the munition in the light of the additional knowledge
- f identify and report the threat posed by the item when it is beyond the scope of your expertise and the availability of resources
- g record and report your findings in accordance with operational requirements and organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the importance of establishing the status (ie the condition and situation) of the munition
- v changing operational tempos and priorities
- vi sources of information on munition types
- vii how to interpret the possible effect posed by the munition on the local scenario
- viii the responsibilities, capabilities and limitations of other agencies
- ix operational requirements and organizational procedures
- x to whom to report threats posed by non-munition hazards

UNIT 12.10 Remove the threat of munitions

Element 12.10.2 Implement protective measures

- Contexts:**
- benign environments; hazardous environments
 - suitably equipped; with limited resources

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b define objectively what protective measures are required that are consistent with the threat
- c confirm the availability of resources to implement the protective measures
- d take into account the possible impact on the environment of the protective measures
- e develop and execute an implementation plan in accordance with operational requirements and organizational procedures
- f maintain effective liaison with and advise other agencies and individuals to ensure that the required protective measures can be implemented
- g evaluate the effectiveness of your plan, adapting it where necessary

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv changing operational tempos and priorities
- v improvisation methods
- vi the role of appropriate agencies
- vii how to brief your team and other relevant people
- viii the capabilities, limitations and uses of the resources and protective measures
- ix sources of technical information
- x how to interpret technical information
- xi the minimum safety distance for various threats
- xii when and why you might review and change the minimum safety distance

UNIT 12.10 Remove the threat of munitions

Element 12.10.3 Render safe or dispose of munitions

- Contexts:**
- benign environments; hazardous environments
 - different disposal methods: energetic; non-energetic

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b develop an effective plan for the disposal of the munition
- c confirm the availability of resources to implement the plan
- d ensure that your plan meets operational requirements and organizational procedures
- e carry out the “render safe” or “final disposal” procedures in accordance with the plan
- f confirm the plan’s effectiveness and take appropriate action when ineffective
- g record and report the disposal according to organizational procedures

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the functioning of the munition and the relevant “render safe” procedures
- v operational requirements and organizational procedures
- vi the capabilities, limitations and uses of resources
- vii with whom to maintain effective liaison and why you should do so
- viii the effect of a successful disposal and the consequences of an unsuccessful disposal

UNIT 12.11 **Contribute to removing the threat of munitions**

- Contexts:**
- benign environments; hazardous environments
 - suitably equipped; with limited resources
 - different disposal methods: energetic; non-energetic

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b contribute to achieving a positive identification of the munition
- c contribute to establishing objectively the status by the optimum means
- d report your findings in accordance with operational requirements and organizational procedures
- e confirm the availability of resources to complete the task
- f implement the protective measures in accordance with operational requirements and organizational procedures
- g take into account the possible impact on the environment of the protective measures
- h contribute to the development of an effective plan for the disposal of the munition
- i assist in carrying out the “render safe” or “final disposal” procedures in accordance with the plan

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the importance of establishing the status (ie the condition and situation) of the munition
- v sources of information on munition types
- vi the generic functioning of the munition and the relevant “render safe” procedures
- vii how the munition might affect the local scenario
- viii operational requirements and organizational procedures
- ix changing operational tempos and priorities
- x improvisation methods
- xi the capabilities, limitations and uses of resources and protective measures
- xii the effect of a successful disposal and the consequences of an unsuccessful disposal

UNIT 12.12 Move and transport munitions

Introduction

This unit comprises the following elements:

- 12.12.1 Determine whether to move munitions
- 12.12.2 Supervise the movement and transportation of munitions

UNIT 12.12 Move and transport munitions

Element 12.12.1 Determine whether to move munitions

Contexts:

- known munitions; unknown munitions

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b determine whether it is desirable to move the munition
- c ensure that your decision as to whether or not to move the munition is based upon:
 - the status of the munition
 - operational expediency
 - an assessment of secondary hazards
 - the practicality of transporting the munition
 - an assessment of the risks to the local environs

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the nature of the risk posed by moving the munition
- v the nature of the risk posed by secondary hazards
- vi why it might be desirable to move the munition
- vii what constitutes suitable transport

UNIT 12.12 Move and transport munitions

Element 12.12.2 Supervise the movement and transportation of munitions

- Contexts:**
- benign environments; hazardous environments
 - different methods of moving munitions: remotely; manually
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b develop and implement an effective plan to move or transport the munition that addresses the identified risks
- c liaise effectively with other agencies and individuals
- d confirm the availability of resources to implement the plan
- e ensure that your plan meets operational requirements and organizational procedures
- f evaluate the effectiveness of the plan and make appropriate changes in the light of changing circumstances

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the status of the munition and the “render safe” procedure that has been carried out
- v the capabilities, limitations and uses of the resources
- vi with whom you should maintain effective liaison and why
- vii the destination and the optimum route

UNIT 12.13 **Contribute to the movement or transportation of munitions**

- Contexts:**
- benign environments; hazardous environments
 - different methods of moving munitions: remotely; manually
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b contribute to the implementation of the plan to move or transport the munition according to organizational procedures
- c use resources in accordance with the plan
- d contribute to the effectiveness of the plan and suggest appropriate changes in the light of changing circumstances

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the status of the munition and the “render safe” procedure that has been carried out
- v the capabilities, limitations and uses of the resources
- vi how to load and secure the munition for movement or transportation
- vii with whom to maintain effective liaison and why

UNIT 12.14 Enable areas cleared of munitions or specified targets to be remediated¹

- Contexts:**
- where there are no communication difficulties; where there are communication difficulties
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b establish objectively the limits of your responsibility
- c establish objectively the effect of the operation on the environment
- d provide information or advice that is:
 - realistic
 - practicable
 - objective
- e agree with relevant parties what action will be taken
- f contribute to the development of an appropriate remediation plan to the agreed standard within the limits of your capabilities
- g implement your agreed actions and adapt to changing circumstances
- h communicate in a way that the audience can readily understand
- i maintain an ongoing and accurate record of actions taken
- j liaise with relevant quality assurance personnel

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the effects of search or clearance operations
- v who are your audiences and their likely communication needs
- vi operational requirements and organizational procedures
- vii which method and standards of remediation are appropriate for the area
- viii your responsibilities, capabilities, limitations and resources
- ix the relevant parties and their areas of interest
- x the role of quality assurance personnel

¹ ie the restoration of an area to a fit state, to agreed standards

UNIT 12.15 Complete munition or specified targets search reports

- Contexts:**
- different formats: standard forms; narrative descriptions
 - different recipients: technical experts; non-technical audiences

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b use information that is complete, valid, accurate and reliable
- c identify the audiences and likely uses of the report (eg data evaluation, court proceedings, media responses)
- d ensure that your report meets the requirements of the audience
- e present your report in the appropriate format
- f produce your report within the agreed timescale

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the requirements of different audiences and uses of the report
- v what format is appropriate
- vi the reason for the timescale for presenting your report
- vii the importance of accurate record keeping
- viii applicable constraints

UNIT 12.16 Assist in locating the position of the munition

Contexts: ▪ benign environments; hazardous environments

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b remove any obstacles that might impede the task
- c mark out the area and/or access route as directed by your instructions using the appropriate method
- d ensure that the area you mark is accurate to within the prescribed tolerances
- e report any potential problems to the appropriate authority
- f implement protective measures within your area of responsibility
- g pinpoint the position of the munition to such proximity as to enable it to be identified
- h use appropriate equipment and resources effectively to the recognized standards and manufacturer's instructions
- i mark the location of the munition if required to do so
- j plot the location of the munition to the prescribed accuracy if required to do so
- k confirm that the area has been searched within the stated criteria

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv what method may be appropriate for marking out the area (eg tapes, spray paint, stakes etc)
- v how to interpret information (eg diagrams)
- vi what might constitute a problem and in what way it might affect the task
- vii how to prepare and use the resources and equipment
- viii your role and responsibility in the task
- ix the range of likely hazards you may be expected to encounter
- x the interaction between suites of equipment
- xi when and why it may be appropriate to mark and plot the location of munitions
- xii the stated criteria for searching the area

UNIT 12.17 Assist with the movement and transportation of munitions

Contexts:

- different methods of moving munitions: remotely; manually

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b confirm the availability of resources to implement the plan
- c use appropriate equipment and resources effectively to the recognized standards and manufacturer's instructions
- d assist in the implementation of the plan as directed

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the capabilities, limitations and uses of equipment and resources
- v the effects of a successful plan, and the consequences of an unsuccessful one
- vi methods of packaging, loading and transporting munitions

UNIT 12.18 Use and maintain search or munition clearance equipment

- Contexts:**
- different types of equipment: hand; powered
 - benign environments; hazardous environments
 - suitably equipped; with limited resources
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b ensure the serviceability of the equipment, reporting any defective equipment through the appropriate channels
- c prepare, operate and maintain the equipment correctly according to the manufacturer's instructions
- d meet operational requirements and organizational procedures
- e take readings and measurements accurately
- f report any inaccuracies or inconsistencies of information
- g monitor consumables continuously and arrange for their replenishment

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv the environment in which the task will take place
- v how to inspect, test, prepare and operate equipment
- vi acceptable tolerances of accuracy of the equipment
- vii operational requirements and organizational procedures
- viii the capabilities, limitations and uses of resources
- ix the requirements of the servicing schedule
- x how to report any defective equipment and the importance of following up

UNIT 12.19 Assist with the preparation, maintenance and use of search or munition clearance equipment

- Contexts:**
- different types of equipment: hand; powered
 - benign environments; hazardous environments
-

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b prepare, operate and maintain the equipment correctly according to the manufacturer's instructions
- c report any defective equipment through the appropriate channels
- d meet operational requirements and organizational procedures
- e take readings and measurements accurately
- f report any inaccuracies or inconsistencies of information

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv how to inspect, test, prepare, operate and maintain equipment
- v operational requirements and organizational procedures
- vi how to report any defective equipment

UNIT 12.20 Work safely

Introduction

This unit comprises the following elements:

- 12.20.1 Minimize the risks to health and safety
- 12.20.2 Minimize the risks to the environment in the workplace

This unit is taken from National Occupational Standards in Packaging Operations (unit 4.9).

To perform competently, you will need to show that you can operate in a range of conditions:

- workplace health and safety policies covering smoking, eating, drinking and drugs, the use of safe working methods and equipment, and the safe use of hazardous substances
- personal presentation covering personal hygiene, personal protective equipment and clothing and accessories
- legal and workplace environmental procedures covering the use of safe working methods and equipment, the use of personal protection equipment, what to do in the event of an emergency involving materials hazardous to the environment, and authorisation for handling, storing or using hazardous materials, products or equipment
- reporting procedures covering verbal and written reports

UNIT 12.20 Work safely

Element 12.20.1 Minimize the risks to health and safety

Contexts:

See unit introduction

Performance Criteria

You need to:

- a carry out your working practices in accordance with legal requirements
- b follow the most recent workplace health and safety policies for your job role
- c rectify those health and safety risks within your capability and job responsibility limits
- d pass on any suggestions for reducing risks to health and safety within your job role to the responsible persons
- e ensure that your personal conduct around the workplace does not endanger the health and safety of yourself or other persons
- f follow the workplace policies and suppliers' or manufacturers' instructions for the safe use of equipment, materials and products
- g ensure that your personal presentation at work assures the health and safety of yourself and others, meets any legal duties, and is in accordance with workplace health and safety policies

Knowledge Requirements

You need to know and understand:

- i your legal duties for health and safety in the workplace (Health and Safety at Work Act 1974)
- ii your duties for health and safety as defined by any specific legislation covering your job role
- iii what are safe working practices for your own job role
- iv your scope and responsibility in rectifying risks
- v what the workplace procedures are for handling risks with which you are unable to deal
- vi the importance of your personal conduct in maintaining the health and safety of yourself and others
- vii what the specific organizational health and safety policies are covering your job role
- viii what the suppliers' and manufacturers' instructions are for the safe use of equipment, materials and products
- ix what the particular health and safety risks are which may be present in your own job role and the precautions you must take
- x what the importance is of dealing with or promptly reporting risks
- xi what the importance is of your personal presentation in maintaining health and safety of yourself and others

UNIT 12.20 Work safely

Element 12.20.2 Minimize the risks to the environment in the workplace

Contexts:

See unit introduction

Performance Criteria

You need to:

- a follow the up-to-date legal requirements and workplace environmental procedures for your job role
- b control those environmental hazards within your capability and job responsibility limits
- c report promptly environmental hazards with which you are unable to deal
- d pass on any suggestions for limiting risks to the environment within your job role to the responsible person
- e follow suppliers', manufacturers' and workplace instructions for the safe use and storage of materials, products and equipment
- f follow the correct procedures for handling and disposing of materials and products hazardous to the environment

Knowledge Requirements

You need to know and understand:

- i what the specific workplace environmental procedures are which cover your job role
- ii what the working practices are for your own job role
- iii what your responsibilities are for the environment as defined by any specific legislation covering your job role
- iv your own responsibility for rectifying hazards to the environment
- v workplace requirements for handling hazards to the environment with which you are unable to deal
- vi what aspects of the Environmental Protection Act are relevant to your job and any relevant regulations which will affect the workplace
- vii the suppliers', manufacturers' and workplace instructions for the use and storage of materials and products hazardous to the environment and for the use of equipment
- viii what substances and processes might be categorised as hazardous to the environment
- ix what the procedures are for correct disposal of hazardous materials

UNIT 12.21 Evacuate casualties

Contexts: • benign environments; hazardous environments

Performance Criteria

You need to:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b identify and address the risks of hazards surrounding the casualty
- c analyse the available information of injury type and cause and draw reasoned conclusions as to the nature of the problem
- d identify and address the risks associated with evacuating the casualty
- e co-ordinate the appropriate medical support services and the likely action needed
- f develop and implement an effective and prioritized evacuation process
- g implement the correct first aid procedure

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv how the evidence may indicate the nature of the problem
- v what kind of first aid may be needed
- vi which medical support services should be contacted and the nature of their help
- vii the resources at your disposal for dealing with the casualty
- viii the factors that need to be taken into account to evacuate the casualty (eg access to the casualty, the nature of secondary hazards) and possible consequences of the evacuation (eg contamination control or access issues)
- ix the order of your priorities in dealing with the casualty/ies
- x the requirements of the appropriate first aid procedure
- xi the importance of effective communication

UNIT 12.22 **Develop your competence in working with munitions or specified targets**

- Contexts:**
- developing munitions or specified targets knowledge; developing munitions or specified targets competence
 - organizational requirements and priorities; personal professional objectives
-

Performance Criteria

You must ensure that you:

- a work safely at all times, complying with relevant health and safety, environmental and other regulations, legislation and guidelines
- b identify your current level of skills, knowledge and competence
- c identify your professional development needs in relation to explosives or specified targets
- d ensure that your professional development plan contains specific, measurable and realistic objectives
- e carry out development activities which are consistent with your plans for meeting your professional needs
- f use feedback to enhance your performance
- g maintain the currency of your technical knowledge and competence (eg tactics, techniques and procedures)
- h maintain accurate and complete records of the munitions or specified targets developmental activities you have completed
- i keep your professional development plan up to date

Knowledge Requirements

You need to know and understand:

- i the health, safety and environmental and other statutory legislation, regulations and safe working practices and procedures and their implications for your area of work
- ii the relevance of personal protective equipment (PPE)
- iii the actions to be taken in response to an unplanned event
- iv your organization's current and likely future competence requirements and standards
- v your personal professional goals and career aspirations
- vi the uses and benefits of a personal development plan
- vii the advantages and disadvantages of different types of development activities
- viii the importance of feedback on your performance
- ix the importance of keeping professional development records