

2011 Emergency Management Short Awards



A guide to
Tai Poutini Polytechnic
Emergency Management
Short Awards



The Emergency Management Department is a department of:

Tai Poutini Polytechnic
Private Bag 607
Greymouth
New Zealand

Emergency Management Department
Tai Poutini Polytechnic
Free Call 0800 4 EMANZ (0800 436-269) • Phone 06 353-1469 • Fax 06 353-1462
emanz_info@tpp.ac.nz • www.emanz.ac.nz

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Introduction

What is a short award?

A short award is a bundle of learning which may be less than a full qualification (such as a certificate or diploma) but is recognised as a valid completion by the Tertiary Education Commission. Short awards are also recognised by employers.

Short awards must comprise a minimum of 20 credits, by comparison, certificates must have a minimum of 40 credits.

Why has Tai Poutini Polytechnic developed Short Awards?

Tai Poutini Polytechnic (TPP) and its Emergency Management department believe it is important to recognise the skills and knowledge that learners have gained while studying even if their study does not have enough credits to award a full certificate or diploma.

There is a great deal of research that suggests that learners who complete a small or lower level qualification are more likely to go on to higher level qualifications, because the belief in their own ability to complete a programme of study has been reinforced.

How does a course differ from a short award?

A course is an event that takes place which provides people with the opportunity to learn new knowledge and skills and allows for assessment against a set of pre-determined standards (unit standards, provider standards or a combination of the two). Often a course is comprised of one or more block courses. Block courses are the contact, or face-to-face sessions that are delivered by a tutor.

A short award is the outcome of completing a programme of study which comprises one or more courses: it is a recognised credential, the tangible piece of paper that you can hang on your wall.

The Emergency Management Short Awards allow for some flexibility by having a set of elective standards which learners or organisations can choose from, as well as a set of compulsory standards which must be achieved.

Example

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While two students who have both been awarded the same short award will have the same general knowledge and skills, however there may be some differences regarding the related areas of learning. For example:

Both Jim and Samantha recently received their Short Award in Emergency Storm Response. Both learners can now competently explain safe working practices for working at height (17600), can inspect and maintain rope access equipment (19359), and can carry out temporary building repairs after a storm event has occurred (23694). Essentially both learners can carry out emergency storm response (which is the title of the short award).

The difference is that the response team that Jim is part of has a greater support role during emergencies where Samantha's response team focuses more on technical response skills.

As a result, Jim has a very good understanding of the legislation around the movement of people and vehicles (7332), can assist with temporary traffic management for low volume roads (20878), can navigate in rural and urban areas (23963), and can operate a GPS in emergency situations (provider standard OPS66).

On the other hand, Samantha is a competent chainsaw operator who is able to: demonstrate knowledge of the code of practice relating to chainsaw use (6916), can operate a chainsaw (6917), and has a knowledge of electrical safety (17586).

In essence, both learners are competent to respond to emergency storm damage events, but both have different related skills and knowledge.

Short Awards and Related Courses

This document outlines the Emergency Management Short Awards and lists courses which will enable students to meet the requirements of each short award. Detailed information regarding each of the short awards is contained in Emergency Management Curriculum Document, which is available on request.

General Requirements and Information Regarding Short Awards

Compulsory requirements (courses in green)

Students must be deemed competent in all standards listed in the Compulsory section of the short award being applied for. The courses in green will meet the compulsory section of the specified short award.

Elective requirements (courses in blue)

Most short awards require additional standards to be completed in order to achieve an award total of 20 or more credits. The Elective section allows the learner or organisation to choose from a range of standards for this purpose. The courses in blue are aligned to the Elective section for the specified short award.

Direct Credit

For each award, students must complete at least 25% of the compulsory credit value through Tai Poutini Polytechnic. The remainder of the short award credit value can be obtained through other accredited providers where necessary, unless otherwise stated.

Assessment of prior learning

Assessment of prior learning refers to a range of processes where the applicant provides evidence that they already have the skills, knowledge and/or abilities to be awarded specific learning outcomes within a programme. The “learning” referred to does not have to be from enrolment in a formal teaching process, it may be “learning from experience” in a particular role. In this context, this term is equivalent to recognition of current competency.

The assessment must be conducted under the same conditions (or as near to as possible) as other assessments in the programme. Assessment options may include completing the existing assessment task(s); compiling a portfolio of evidence; and professional conversation.

Pre-requisites

Please note that many of the unit or provider standards require you to complete other standards first.

Pre-requisite information for unit standards can be found at www.nzqa.govt.nz and for provider standards the TPP Certificates in Emergency Management Curriculum Document, which is available on request.

Entry

Each award is open entry unless otherwise specified or as required by standard pre-requisites.

Awarding short awards

A Short award can be issued at any time throughout the year, although students will have the option to be presented their award at a TPP graduation ceremony.

A list of the locations and dates of planned graduation ceremonies will be posted on the TPP website at the beginning of each year. Student’s achievements will also be recognised in the Emergency Management Department newsletter, Epicentre.



Short Award in CDEM Emergency Preparedness (Level 2, 20 Credits)



The Short Award in CDEM Emergency Preparedness (Level 2, 20 Credits) is intended for any person who is involved in the Civil Defence and Emergency Management sector and provides a good foundation for any person who may be required to respond during an emergency.

You will meet the requirements of this short award by completing the courses in green, and one or more of the courses in blue to achieve an award total of at least 20 credits.

Core Skills

Intended for any person who has a role or interest in Civil Defence Emergency Management.

This course covers: Coordinated Incident Management System; introduction to Civil Defence Emergency Management in New Zealand; personal and family readiness for disasters; occupational safety and health responsibilities; stress management; two way radio operation; and incident reporting.

Incorporates standards: 497, 528, 3490, 4573, 7334, 12355, and 17279.

Block course duration: 2 days, followed by post course assignments.



15 credits

Workplace First Aid

Any workplace first aid course where the unit standards will be issued.

This course covers: CPR, bleeding, burns, strains, sprains, fractures, medical conditions, spinal management, hypothermia/hyperthermia, and scenarios.

Incorporates standards: 6400, 6401, and 6402.

Block course duration: 2 days.



4 credits

CDEM Welfare

For any person assisting in the operation of a Civil Defence Emergency Management Welfare Centre.

This course covers: welfare organisations and CDEM functions within New Zealand; layout and flow of a Welfare Centre; and welfare centre functions.

Incorporates standards: 1304, 3483, and 7336.

Block course duration: 1 day, followed by post course assignments and activities.



6 credits

Aircraft Safety

For any person who may work around, or travel in, fixed wing (aeroplane) or rotary wing (helicopter) aircraft during an emergency.

This course covers: Civil Aviation Authority briefing requirements; fixed wing and rotary wing hazards; aircraft entry; seating and exiting; emergency equipment, storage and operation; helipad establishment at emergencies; and NREFA approved marshalling signals.

Incorporates standards: 423 and 20388.

Block course duration: 1/2 day, followed by post course assignment.



5 credits

Cordon & Movement Control

For any person who may assist with the movement of people and vehicles during an emergency.

This course covers: legislation affecting cordon establishment and operation; and planning, establishment, expansion, reduction and termination of cordons.

Incorporates standards: 7332, and 20878.

Block course duration: 1 day, followed by post course assignments.



5 credits

Fire Extinguisher (Palmerston North only)

For any person who may be required to use a fire extinguisher or hose reel.

This course covers: hazard identification; classes of fire; fire extinguisher types and selection; initial action for fire situations, and practical use of fire extinguishers.

Incorporates standard: 3271.

Block course duration: 1/2 day, followed by post course assignment.



1 credit

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Demonstrate knowledge of the civil defence emergency management (CDEM) general rescue function	2	7317
Process information during an emergency	4	7321
Demonstrate knowledge of the role and powers of a Controller in a Civil Defence emergency	2	7335
Operate satellite phone system	2	EM07

Short Award in CDEM Emergency Driving (Level 2, 20 Credits)

The Short Award in CDEM Emergency Driving (Level 2, 20 Credits) is intended for any person who may be required to drive vehicles while undertaking Civil Defence and Emergency Management response activities.

You will meet the requirements of this short award by completing the course in green, and one or more of the courses in blue to achieve an award total of at least 20 credits.



CDEM Driving

For any person who may drive Civil Defence Emergency Management vehicles during an emergency.

This course covers: CDEM emergency driving legislation; vehicle loading; pre-drive vehicle checks; safe driving techniques; responding to an emergency; advanced driving skills; basic four wheel driving; incident vehicle positioning; and post incident documentation.

Incorporates standards: 3469, 17676, 23691, and 23692.

Block course duration: 3 days, followed by post course assignments.



13 credits

Navigation

For any person who may be required to respond in the field to unfamiliar locations during an emergency event.

This course covers: navigating using a GPS; and basic urban and rural navigation.

Incorporates standards: 23693 and OPS66.

Block course duration: 1 day, followed by post course assignment.



5 credits

Swift Water Safety

For any emergency personnel, park ranger, hydro electricity worker or outdoor recreation leader who may work around rivers or moving water. This is not considered a rescue or public safety responder qualification.

This course covers: hydrology; equipment; water crossings; swimming techniques; throw bag use; and strainer drills (time permitting).

Incorporates standard: TEC8.

Block course duration: 1 day, followed by post course assignments.



5 credits

CDEM Communications

For any person who may be required to communicate by radios or satellite phone during an emergency event

This course covers: communications systems, plans, logs, and fault reporting; inter operability; satellite phones; and equipment familiarisation.

Incorporates standards: 4573, 20854, and EM07.

Block course duration: 1 day, followed by post course assignments.



6 credits

Cordon & Movement Control

For any person who may assist with the movement of people and vehicles during an emergency.

This course covers: legislation affecting cordon establishment and operation; and planning, establishment, expansion, reduction and termination of cordons.

Incorporates standards: 7332 and 20878.

Block course duration: 1 day, followed by post course assignments.



5 credits

Aircraft Safety

For any person who may work around, or travel in, fixed wing (aeroplane) or rotary wing (helicopter) aircraft during an emergency.

This course covers: Civil Aviation Authority briefing requirements; fixed wing and rotary wing hazards; aircraft entry; seating and exiting; emergency equipment, storage and operation; helipad establishment at emergencies; and NRFA approved marshalling signals.

Incorporates standards: 423 and 20388.

Block course duration: 1/2 day, followed by post course assignment.



5 credits

Four Wheel Driving

For any person who may be required to drive a four wheel drive vehicle on or off road.

This course covers: hazard awareness; driving four wheel drive vehicles on and off road; and water crossings.

Incorporates standards: 17678, 17978, and 20848.

Block course duration: 2 days. Requires pre and post course assignments and activities.



11 credits

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Describe human risk factors in terms of a self-management strategy for a driver	3	3464
Apply risk reduction techniques and strategies while driving	4	3466
Demonstrate knowledge of the role and powers of a Controller in a Civil Defence emergency	2	7335
Drive on snow and/or ice	3	8638
Fit and remove vehicle chains	2	18138
Develop and execute a plan for a four wheel drive (4WD) vehicle extraction	5	20620

Short Award in Emergency Flood Response (Level 3, 20 Credits)

The Short Award in Emergency Flood Response (Level 3, 20 Credits) is intended for any person or team that may be required to assist or carry out temporary flood control activities during an event.

You will meet the requirements of this short award by completing the course in green, one of the courses in orange, and if required one or more of the courses in blue to achieve an award total of at least 20 credits.



Flood Response (Advanced)

For any person who may respond to control flooding emergencies, including emergency responders and civil contractors.

This course covers: types of flooding; methods of flood control; pump operations; product selection, installation and monitoring; traditional sand bagging techniques; and contemporary demountable flood protection systems (presented by HydroResponse).

Incorporates standards: 22297, 22298, and OPS57.

Block course duration: 2 days, followed by post course assignments and activities.



13 credits

Swift Water Safety

For any emergency personnel, park ranger, hydro electricity worker or outdoor recreation leader who may work around rivers or moving water. This is not considered a rescue or public safety responder qualification.

This course covers: hydrology; equipment; water crossings; swimming techniques; throw bag use; and strainer drills (time permitting).

Incorporates standard: TEC8¹.

Block course duration: 1 day, followed by post course assignments.



5 credits

Swiftwater Responder™

For any emergency personnel who may come across, or respond to, a river or flood rescue incident.

This course covers: rescue philosophy; hydrology; equipment; water crossings; river swimming; throw bag use; entrapment drills; spinal rolls; zip lines; boat on tether; and strainer drills.

Incorporates standards: TEC8¹, TEC20¹ and Rescue 3 International certification.

Block course duration: 2 days, followed by post course assignments and activities.



10 credits

Navigation

For any person who may be required to respond in the field to unfamiliar locations during an emergency event.

This course covers: navigating using a GPS; and basic urban and rural navigation.

Incorporates standards: 23693 and OPS66.

Block course duration: 1 day, followed by post course assignment.



5 credits

Aircraft Safety

For any person who may work around, or travel in, fixed wing (aeroplane) or rotary wing (helicopter) aircraft during an emergency.

This course covers: Civil Aviation Authority briefing requirements; fixed wing and rotary wing hazards; aircraft entry; seating and exiting; emergency equipment, storage and operation; helipad establishment at emergencies; and NREFA approved marshalling signals.

Incorporates standards: 423 and 20388.

Block course duration: 1/2 day, followed by post course assignment.



5 credits

CDEM Communications

For any person who may be required to communicate by radios or satellite phone during an emergency event

This course covers: communications systems, plans, logs, and fault reporting; inter operability; satellite phones; and equipment familiarisation.

Incorporates standards: 4573, 20854, and EM07.

Block course duration: 1 day, followed by post course assignments.



6 credits

Cordon & Movement Control

For any person who may assist with the movement of people and vehicles during an emergency.

This course covers: legislation affecting cordon establishment and operation; and planning, establishment, expansion, reduction and termination of cordons.

Incorporates standards: 7332 and 20878.

Block course duration: 1 day, followed by post course assignments.



5 credits

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Demonstrate knowledge of the civil defence emergency management (CDEM) general rescue function	2	7317
Demonstrate knowledge of the role and powers of a Controller in a Civil Defence emergency	2	7335
Demonstrate knowledge of electrical awareness in the workplace	4	17586

¹ Students who already hold TEC9 Provide initial response at swift water rescue incidents, may apply for cross-credit for TEC8 and TEC20.

Short Award in Emergency Storm Response (Level 3, 20 Credits)

The Short Award in Emergency Storm Response (Level 3, 20 Credits) is intended for any person or team that may be required to perform temporary storm damage repairs on low rise structures during, or just following a significant storm event.

You will meet the requirements of this short award by completing the course in green, and one or more of the courses in blue to achieve an award total of at least 20 credits.



Storm Response

For any emergency responder or civil contractor who may be required to carry out temporary storm damage repairs to domestic structures.

This course covers: height safety legislation; fall protection equipment; rigging fall protection equipment; temporary repairs to buildings; salvage techniques; and emergency procedures.

Incorporates standards: 17600, 19359, and 23694.

Block course duration: 2 days, followed by post course assignments and activities.



10 credits

Flood Response

For any emergency responder or civil contractor who may be to respond to a flooding emergency.

This course covers: types of flooding; pump operations; traditional sand bagging techniques; river safety, river swimming; throw bag use; spinal rolls; and strainer drills.

Incorporates standards: 22297, 22298, and TEC8.

Block course duration: 2 days, followed by post course assignments.



11 credits

Navigation

For any person who may be required to respond in the field to unfamiliar locations during an emergency event.

This course covers: navigating using a GPS; and basic urban and rural navigation.

Incorporates standards: 23693 and OPS66.

Block course duration: 1 day, followed by post course assignment.



5 credits

CDEM Communications

For any person who may be required to communicate by radios or satellite phone during an emergency event.

This course covers: communications systems, plans, logs, and fault reporting; inter operability; satellite phones; and equipment familiarisation.

Incorporates standards: 4573, 20854, and EM07.

Block course duration: 1 day, followed by post course assignments.



6 credits

USAR Awareness

For any emergency responder who may respond to a structural collapse incident such as an earthquake or landslide.

This course covers: NZ USAR structure; building construction types; collapse patterns; structural collapse safety; United Nations marking systems; reconnaissance and information gathering; communication signals; rubble crawl and search.

Incorporates standards: 7317, 18426, and 18516.

Block course duration: 2 days, followed by post course assignments and activities.



9 credits

Cordon & Movement Control

For any person who may assist with the movement of people and vehicles during an emergency.

This course covers: legislation affecting cordon establishment and operation; and planning, establishment, expansion, reduction and termination of cordons.

Incorporates standards: 7332 and 20878.

Block course duration: 1 day, followed by post course assignments.



5 credits

Chainsaw Operations

For any emergency responder or civil contractor who may be required to use a chainsaw infrequently to clear roads, stabilise an incident, or make access to structures.

This course covers: Approved Code of Practice; transport and storage; personal protection; chainsaw parts and functions; chainsaw hazards; electrical awareness and safety.

Incorporates standards: 6916, 6917, and 17586.

Block course duration: 3 days, followed by post course assignments.



14 credits

Hazmat Safety

For any person who may need to respond to hazardous material spills and in doing so needs to wear hazardous material protective equipment and clothing.

This course covers: Identification of potential hazards; hazmat identification systems; knowledge of personal safety at emergency incidents; types of protective clothing; putting on, wearing and removing protective clothing; introduction to decontamination and practical activities.

Incorporates standard: 3283.

Block course duration: 1 day followed by post course assignment.



4 credits

Elevated Work Platforms

For any emergency responder or civil contractor who may be required to gain access to, or work from heights by means of a trailer mounted elevated work platform (EWP).

This course covers: legislation; EWP types; preparation of work area; use of a trailer mounted EWP; fault reporting; and electrical awareness and safety.

Incorporates standards: 17586, 23963, and 23966.

Block course duration: 2 days, followed by post course assignments.



10 credits

Confined Space Awareness

For any person who may work in or around confined spaces.

This course covers: legislation, standards, permitting requirements, standby person duties, communications, and safety and emergency procedures.

Incorporates standards: 18426.

Block course duration: 1 day, followed by post course assignments.



4 credits



Short Award in Emergency Rescue (Level 3, 20 Credits)

The Short Award in Emergency Rescue (Level 3, 20 Credits) is intended for any person or team that may be required to carry out improvised rescue techniques during a Civil Defence and Emergency Management or Urban Search and Rescue emergency.

You will meet the requirements of this short award by completing the courses in green. You may also choose one or more of the courses in blue to achieve an award total of more than 20 credits.



USAR Awareness

For any emergency responder who may respond to a structural collapse incident such as an earthquake or landslide.

This course covers: NZ USAR structure; building construction types; collapse patterns; structural collapse safety; United Nations marking systems; reconnaissance and information gathering; communication signals; rubble crawl and search.

Incorporates standards: 7317, 18426, and 18516.

Block course duration: 2 days, followed by post course assignments and activities.



9 credits

Workplace First Aid

Any workplace first aid course where the unit standards will be issued.

This course covers: CPR, bleeding, burns, strains, sprains, fractures, medical conditions, spinal management, hypothermia/hyperthermia, and scenarios.

Incorporates standards: 6400, 6401, and 6402.

Block course duration: 2 days.



4 credits

General Rescue

For any emergency or workplace responder who may respond to a structural collapse incident such as an earthquake or a landslide, and who may be required to perform improvised disaster rescue from damaged structures and low height environments.

This course covers: purpose of General Rescue; safety in General Rescue; lifts, drags, and carries; knots; ladder operation; reconnaissance and search methods; improvised low height rescues; stretcher loading and securing.

Incorporates standards: 10618, 20473, and 24500

Block course duration: 4 days, followed by post course assignments and activities .



12 credits

START Triage

For any emergency or workplace responder who may be required to perform emergency casualty assessment during mass casualty emergency in the absence of ambulance personnel or other health professionals; to determine the prioritisation for rescue and referral to further medical care.

This course covers: START triage process; patient rights; and exercises.

Incorporates standards: 7319 and 23686

Block course duration: 1 day, followed by post course assignments.



4 credits

CDEM Communications

For any person who may be required to communicate by radios or satellite phone during an emergency event.

This course covers: communications systems, plans, logs, and fault reporting; inter operability; satellite phones; and equipment familiarisation.

Incorporates standards: 4573, 20854, and EM07.

Block course duration: 1 day, followed by post course assignments.



6 credits

Navigation

For any person who may be required to respond in the field to unfamiliar locations during an emergency event.

This course covers: navigating using a GPS; and basic urban and rural navigation.

Incorporates standards: 23693 and OPS66.

Block course duration: 1 day, followed by post course assignment.



5 credits

Aircraft Safety

For any person who may work around, or travel in, fixed wing (aeroplane) or rotary wing (helicopter) aircraft during an emergency.

This course covers: Civil Aviation Authority briefing requirements; fixed wing and rotary wing hazards; aircraft entry; seating and exiting; emergency equipment, storage and operation; helipad establishment at emergencies; and NRFA approved marshalling signals.

Incorporates standards: 423 and 20388.

Block course duration: 1/2 day, followed by post course assignment.



5 credits

Cordon & Movement Control

For any person who may assist with the movement of people and vehicles during an emergency.

This course covers: legislation affecting cordon establishment and operation; and planning, establishment, expansion, reduction and termination of cordons.

Incorporates standards: 7332 and 20878.

Block course duration: 1 day, followed by post course assignments.



5 credits

Confined Space Entry

For any person who may work in or around confined spaces. This can be run over two consecutive days or split into a one day awareness session and a one day entry session.

This course covers: legislation, permitting requirements, basic Job Safety Analysis, lock out and tag out concepts, atmospheric monitoring, Entrant duties, Standby Person duties, safety and emergency procedures.

Incorporates standards: 17599, 18426, and 25510.

Block course duration: 2 days.



9 credits

Pre-Hospital Emergency Care (PHEC)

For any emergency personnel who may be required to provide medical care in an emergency situation.

This course covers: scene assessment and management; patient assessment and management; patient monitoring; moving patients for transport; and use of an automated external defibrillator (AED).

Incorporates standards: 14473, 25411, and 25412

Block course duration: 2 days, followed by post course assignments.



8 credits

CIMS Level 2

Intended for any person who may be required to operate at an incident that uses the Coordinated Incident Management System.

This course covers: the roles and purpose of CIMS; knowledge of the elements, terminology, structure of CIMS; and incident control procedures in CIMS operating environments.

Incorporates standard: 17279.

Block course duration: 1/2 day, followed by post course assignments.



2 credits

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Demonstrate knowledge of personal safety at fire and emergency incidents	4	3283
Demonstrate knowledge of the role and powers of a Controller in a Civil Defence emergency	2	7335
Demonstrate knowledge of electrical awareness in the workplace	4	17586
Explain safe work practices for working at heights	3	17600
Inspect and maintain industrial rope access equipment	3	19359
Demonstrate knowledge of the United Nations Disaster Response system	2	EM02



Short Award in Workplace Emergency Response (Level 3, 20 Credits)

The Short Award in Workplace Emergency Response (Level 3, 20 Credits) is intended for any person or workplace team that may be required to respond to site specific emergencies.

You will meet the requirements of this short award by completing the courses in green, and one or more of the courses in blue to achieve an award total of at least 20 credits.



Workplace Emergency Response

This block course will be tailored around the electives chosen to meet the site specific requirements. It can be run over two consecutive days or split into two one day sessions.

This course covers: identifying potential hazards and emergencies, preparing for potential emergencies, assessing small emergencies, taking action to contain an emergency, evacuations, recording and reporting, maintenance of equipment and scenarios.

Incorporates standards: 16797, 16798, 16800, and 16802.

Block course duration: 2 days.



14 credits

Workplace First Aid

Any workplace first aid course where the unit standards will be issued.

This course covers: CPR, bleeding, burns, strains, sprains, fractures, medical conditions, spinal management, hypothermia/hyperthermia, and scenarios.

Incorporates standards: 6400, 6401, and 6402.

Block course duration: 2 days.



4 credits

Workplace Emergency Warden

For any person who may be required to carry out the duties of a workplace emergency warden.

This course covers: roles and responsibilities of wardens and occupants; management of visitors and people with disabilities; fire safety legislation; initial action for emergencies.

Incorporates standards: 16798 and 16799.

Block course duration: 1 day, followed by post course assignments and activities.



4 credits

CIMS Level 2

Intended for any person who may be required to operate at an incident that uses the Coordinated Incident Management System.

This course covers: the roles and purpose of CIMS; knowledge of the elements, terminology, structure of CIMS; and incident control procedures in CIMS operating environments.

Incorporates standard: 17279.

Block course duration: 1/2 day, followed by post course assignments.



2 credits

Hazmat Safety

For any person who may need to respond to hazardous material spills and in doing so needs to wear hazardous material protective equipment and clothing.

This course covers: Identification of potential hazards; hazmat identification systems; knowledge of personal safety at emergency incidents; types of protective clothing; putting on, wearing and removing protective clothing; introduction to decontamination and practical activities.

Incorporates standard: 3283.

Block course duration: 1 day followed by post course assignment.



4 credits

Operate Breathing Apparatus

For any person who may be required to wear breathing apparatus during an emergency.

This course covers: the physiological effects of wearing breathing apparatus (BA) on the human body; starting up, performing checks and wearing BA; managing the use of BA for safety and survivability; shutting down and recommissioning the equipment.

Incorporates standard: 3272.

Block course duration: 2 days, followed by post course assignments and activities.



4 credits

Ground-based rescue

For any emergency or workplace responder who may respond to an incident such as an earthquake or a landslide, and who may be required to perform improvised disaster rescue.

This course covers: purpose of General Rescue; safety in General Rescue; lifts, drags, and carries; knots; reconnaissance and search methods; and stretcher loading and securing.

Incorporates standards: 7317 and 20473.

Block course duration: 1 day followed by post course assignment.



5 credits

Command Tactics

For any senior responder or manager who is responsible for the implementation of workplace/team emergency procedures and the subsequent coordination of the team.

This course covers: procedures; responding to emergencies; coordinating response activities; hazard management; emergency equipment; supervising team members during emergencies; emergency management; debriefing; and reporting.

Incorporates standard: 16803 and 16808.

Block course duration: 2 days, followed by post course assignments and activities.



13 credits

Confined Space Awareness

For any person who may work in or around confined spaces.

This course covers: legislation, standards, permitting requirements, standby person duties, communications, and safety and emergency procedures.

Incorporates standards: 18426.

Block course duration: 1 day, followed by post course assignments.



4 credits

Confined Space Entry

For any person who may work in or around confined spaces. This can be run over two consecutive days or split into a one day awareness session and a one day entry session.

This course covers: legislation, permitting requirements, basic Job Safety Analysis, lock out and tag out concepts, atmospheric monitoring, Entrant duties, Standby Person duties, safety and emergency procedures.

Incorporates standards: 17599, 18426, and 25510.

Block course duration: 2 days.



13 credits

Fire Extinguisher (Palmerston North only)

For any person who may be required to use a fire extinguisher or hose reel.

This course covers: hazard identification; classes of fire; fire extinguisher types and selection; initial action for fire situations, and practical use of fire extinguishers.

Incorporates standard: 3271.

Block course duration: 1/2 day, followed by post course assignment.



1 credit

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Demonstrate knowledge of workplace health and safety requirements	3	497
Communicate information in a specified workplace	3	1277
Be assertive in a range of specified situations	4	1299
Communicate in the outdoors using two-way radio	1	4573
Apply the HSE Act 1992 as an employee in a compliance and/or regulatory control workplace	2	10425
Perform specialist rescues in confined spaces	5	14562
Participate in a workplace emergency response team	4	16801
Lead an emergency response team to protect people in situations of critical risk	6	16807
Demonstrate knowledge of electrical safety in the workplace	4	17586
Apply safe work practices in the workplace	3	17593
Explain safe work practices for working at heights	3	17600
Apply hazard identification and risk assessment procedures in the workplace	4	17602
Inspect and maintain industrial rope access equipment	3	19359

Short Award in Emergency Welfare Centre Supervisor (Level 4, 20 Credits)

The Short Award in Emergency Welfare Centre Supervisor (Level 4, 20 Credits) is intended for any person who may be required to take a supervising role within a designated welfare centre during an emergency.

You will meet the requirements of this short award by completing the courses in green. You may also choose the courses in blue to achieve an award total of more than 20 credits.



Introduction to CDEM

For any person who may be required to support Civil Defence and Emergency Management operations.

This course covers: introduction to Civil Defence Emergency Management in New Zealand; occupational safety and health responsibilities; and two way radio operation.

Incorporates standards: 497, 4573, and 7334.

Block course duration: 1 day, followed by post course assignments



6 credits

CDEM Welfare

For any person assisting in the operation of a Civil Defence Emergency Management Welfare Centre.

This course covers: welfare organisations and CDEM functions within New Zealand; layout and flow of a Welfare Centre; and welfare centre functions.

Incorporates standards: 1304, 3483, and 7336.

Block course duration: 1 day, followed by post course assignments and activities.



7 credits

CDEM Welfare Supervisor

For any person establishing and supervising the operation of a Civil Defence Emergency Management Welfare Centre.

This course covers: welfare centre activation; developing staff rosters; welfare centre supervision; and linkages and information flow with the EOC welfare managers.

Incorporates standards: 7330 and 7335.

Block course duration: 1 day, followed by post course assignments.



7 credits

Workplace First Aid

Any workplace first aid course where the unit standards will be issued.

This course covers: CPR, bleeding, burns, strains, sprains, fractures, medical conditions, spinal management, hypothermia/hyperthermia, and scenarios.

Incorporates standards: 6400, 6401, and 6402.

Block course duration: 2 days.



4 credits

You may also achieve the standards below by undergoing an assessment of prior learning to achieve more than 20 credits. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Process information during an emergency	4	7321
Provide companion animal welfare during a CDEM emergency	3	23695
Coordinate and manage spontaneous volunteers during a CDEM emergency	5	23702

Short Award in CDEM Response Leadership (Level 4, 21 Credits)

The Short Award in CDEM Response Leadership (Level 4, 21 Credits) is intended for those persons who hold or intend to hold a leadership role in a Civil Defence Emergency Management response.

You will meet the requirements of this short award by completing the courses in green. You may also choose one or more of the courses in blue to achieve an award total of more than 21 credits.



Leadership

This is a leadership block course aimed at anyone who performs or intends to perform a leadership role in an operational environment. It is not specifically emergency management focused and is suitable for leaders from a range of industries.

This course covers: role and responsibilities of leaders; leadership styles; team dynamics; influence of leadership; debriefing systems; group discussions; and applied leadership exercises.

Incorporates standards: 23690 and 23698.

Block course duration: 2 days, followed by post course assignments and activities



11 credits

CIMS Level 4

For any senior responder or manager who may act as part of an incident management team in New Zealand.

This course covers: refresher of the Coordinated Incident Management System; legislation affecting emergency management in New Zealand; Targeted Incident Planning System (TIPS™); situation reporting; knowledge and application of the Incident Controller, Operations Manager, Planning/Intelligence Manager and Logistics Manager roles; shift management; and simulations.

Incorporates standards: 7335, 9677, 11101, 17279, and 22445.

Block course duration: 3 days, requires pre and post course assignments.



15 credits

Command Tactics

For any senior responder or manager who is responsible for the implementation of workplace/team emergency procedures and the subsequent coordination of the team.

This course covers: procedures; responding to emergencies; coordinating response activities; hazard management; emergency equipment; supervising team members during emergencies; emergency management; debriefing; and reporting.

Incorporates standard: 16803 and 16808.

Block course duration: 2 days, followed by post course assignments and activities.



13 credits

CDEM Welfare Supervisor

For any person establishing and supervising the operation of a Civil Defence Emergency Management Welfare Centre.

This course covers: welfare centre activation; developing staff rosters; welfare centre supervision; and linkages and information flow with the EOC welfare managers.

Incorporates standards: 7330 and 7335.

Block course duration: 1 day, followed by post course assignments.



5 credits

Media Awareness

For any emergency management personnel who may be interviewed by the media during an emergency incident.

This course covers: the role of the media in relation to emergency management; planning, preparing for, and being interviewed by the media; and two media interview simulations.

Incorporates standards: 1294 and OPS90.

Block course duration: 1 day, followed by post course assignments



6 credits

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Process information during an emergency	4	7321
Lead an emergency response team to protect people in situations of critical risk	3	16807
Manage spontaneous volunteers	5	23702
Administer CDEM volunteers	2	23703
Lead technical rescue situations	12	OPS53
Supervise response	8	OPS54

Short Award in Incident Management (Level 4, 20 Credits)

The Short Award in Incident Management (Level 4, 20 Credits) is intended for any person who may act as part of an incident management team or work in an Emergency Operations Centre.

You will meet the requirements of this short award by completing the courses in green, and one or more of the courses in blue to achieve an award total of at least 20 credits.



CIMS Level 4

For any senior responder or manager who may act as part of an incident management team in New Zealand.

This course covers: refresher of the Coordinated Incident Management System; legislation affecting emergency management in New Zealand; Targeted Incident Planning System (TIPS™); situation reporting; knowledge and application of the Incident Controller, Operations Manager, Planning/Intelligence Manager and Logistics Manager roles; shift management; and simulations.

Incorporates standards: 7335, 9677, 11101, 17279, and 22445.

Block course duration: 3 days, requires pre and post course assignments.



15 credits

Introduction to CDEM

For any person who may be required to support Civil Defence and Emergency Management operations.

This course covers: introduction to Civil Defence Emergency Management in New Zealand; occupational safety and health responsibilities; and two way radio operation.

Incorporates standards: 497, 4573, and 7334.

Block course duration: 1 day, followed by post course assignments



6 credits

CDEM Communications

For any person who may be required to communicate by radios or satellite phone during an emergency event

This course covers: communications systems, plans, logs, and fault reporting; inter operability; satellite phones; and equipment familiarisation.

Incorporates standards: 4573, 20854, and EM07.

Block course duration: 1 day, followed by post course assignments.



6 credits

Introduction to EOC

For any person who may act in a supporting role within a designated emergency operations centre.

This course covers: role and purpose of the EOC; desk functions within the EOC; information flow concepts within an EOC; documentation and systems used within the EOC; and activation procedures for an EOC.

Incorporates standards: 3483, 7321, and 23696.

Block course duration: 2 days, followed by post course assignments and activities. This course uses materials from the Justice Institute of British Columbia under partnership with the Emergency Management Training Centre.



9 credits

Media Awareness

For any emergency management personnel who may be interviewed by the media during an emergency incident.

This course covers: the role of the media in relation to emergency management; planning, preparing for, and being interviewed by the media; and two media interview simulations.

Incorporates standards: 1294 and OPS90.

Block course duration: 1 day, followed by post course assignments



6 credits

If you already hold the standards below you might be able to use it instead of completing one or more of the courses in blue. You may also achieve the standard by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Write an incident report	3	3490

Short Award in Rope Response (Level 4, 20 Credits)

The Short Award in Rope Response (Level 4, 20 Credits) is intended for any person or team that may be required to use technical rope skills to access and stabilise a patient in a high angle environment.

You will meet the requirements of this short award by completing the courses in green. You may also choose one or more of the courses in blue to achieve an award total of more than 20 credits.

Standards SAR3-95, SAR3-103 and SAR3-105 can not be used towards the Certificate in Emergency Management (Level 2) or (Level 4).



Rope Responder

For any emergency responder who may be required to access or exit from high angle environments as part of their duties, generally to access patients and provide first aid.

This course covers: legislation; technical equipment knowledge; knots; anchoring; rappelling/abseiling; belaying; ascending; and emergency procedures.

This course also includes a night exercise after the first full day.

Incorporates standards: 17600, 20536, and 20537.

Block course duration: 2 days, plus 3-4 hours on the day or evening prior, followed by post course assignments and activities.



11 credits

Rope Technician

For any emergency responder who may be required to rescue patients from high angle environments using descender based techniques.

This course covers: technical equipment knowledge; suspension trauma; improvised harnessing; pick off rescues; personal knot passing; personal change overs; and scenarios.

Incorporates standards: 19359 and 20538.

Block course duration: 2 days, followed by post course assignments and activities.



9 credits

Steep Angle Rescue

For any emergency personnel who may be required to perform stretcher operations in low and steep angle environments.

This course covers: legislation; technical equipment knowledge; knots, anchoring; lowering systems; hauling systems; system knot passing; system change overs; stretcher rigging and attending; calculation of forces; and system analysis.

Incorporates standard: TEC6.

Block course duration: 2 days, followed by post course assignments and activities.



10 credits

Workplace First Aid

Any workplace first aid course where the unit standards will be issued.

This course covers: CPR, bleeding, burns, strains, sprains, fractures, medical conditions, spinal management, hypothermia/hyperthermia, and scenarios.

Incorporates standards: 6400, 6401, and 6402.

Block course duration: 2 days.



4 credits

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Employ multi-pitch rope rescue techniques	12	SAR105
Demonstrate personal rope ascent and descent for simple single-pitch operations	5	SAR412
Demonstrate foundation rope techniques for land search and rescue	6	SAR413



Short Award in Rope Rescue (Level 5, 21 Credits)

The Short Award in Rope Rescue (Level 5, 21 Credits) is intended for any person or team that may be required to use technical rope skills to provide rope access for others, or transport patients from high angle environments to further medical care.

Standards 17600, 20536, 20537, and 20538 are required before entering into the Short Award in Rope Rescue (Level 5, 21 Credits).

You will meet the requirements of this short award by completing the courses in green, and one or more of the courses in blue to achieve an award total of at least 21 credits.

Standard SAR3-104 can not be used towards the Certificate in Emergency Management (Level 2) or (Level 4).

Rope Specialist

For any emergency personnel who may be required to perform specialist team based stretcher operations from low, steep or high angle environments.

This course covers: lowering systems; hauling systems; system knot passing; system change overs; stretcher rigging and attending; calculation of forces; system analysis; introduction to highlines; and introduction to artificial high directionals.

Incorporates standards: 20539 and Rescue 3 International certification.

Block course duration: 3 days, plus evenings, followed by post course assignments and activities

15 credits

Rope Highlines

For any rope rescue specialist who may be required to rig, operate and attend advanced high line systems used at rope rescue incidents.

This course covers: highline systems; physics; tensioning calculations; travelling devices; kootenay system rigging; reeving system rigging; single and multiple track lines; and artificial high directionals.

Incorporates standards: TEC7.

Block course duration: 3 days, plus evenings, followed by post course assignments and activities.

15 credits

Pre-Hospital Emergency Care (PHEC)

For any emergency personnel who may be required to provide medical care in an emergency situation.

This course covers: scene assessment and management; patient assessment and management; patient monitoring; moving patients for transport; and use of an automated external defibrillator (AED).

Incorporates standards: 14473, 25411, and 25412

Block course duration: 2 days, followed by post course assignments.

8 credits

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Employ vertical rope rescue techniques	12	SAR104

Short Award in Swift Water Rescue (Level 5, 25 Credits)

The Short Award in Swift Water Rescue (Level 5, 25 Credits) is intended for any person or team who may be required to perform swift water rescue or recovery activities as part of an emergency response.

You will meet the requirements of this short award by completing the courses in green. You may also choose one or more of the courses in blue to achieve an award total of more than 25 credits.

Standards 427, 20146, 20160, and SAR413 can not be used towards the Certificate in Emergency Management (Level 2) or (Level 4).



Swiftwater Responder™

For any emergency personnel who may come across, or respond to, a river or flood rescue incident.

This course covers: rescue philosophy; hydrology; equipment; water crossings; river swimming; throw bag use; entrapment drills; spinal rolls; zip lines; boat on tether; and strainer drills.

Incorporates standards: TEC8¹, TEC20¹, and Rescue 3 International certification.

Block course duration: 2 days, followed by post course assignments and activities.



10 credits

Swiftwater Technician™

For any emergency personnel who may be required to perform contact rescues in a swift water environment.

This course covers: victim behaviour; case studies; vehicle rescue theory; low head dam awareness; combat swimming; towed swim; tethered swim; V lowers; and Rapid Deployment Craft operation.

Incorporates standards: TEC10 and Rescue 3 International certification.

Block course duration: 2 days, plus 3-4 hours on the day or evening prior, followed by post course assignments and activities.



15 credits

Swiftwater Technician Advanced™

For any emergency personnel who may be required to perform complex rescues in swift water environments. Entry to this course requires Unit Standard 20539 or NFPA 1006 Rope Technician.

This course covers: use of river board in grade III water, boat handling in grade III or higher; night or low visibility river rescue; and scenarios utilising highline systems.

Incorporates standards: TEC11 and Rescue 3 International certification.

Block course duration: 3 days, plus evenings, followed by post course assignments and activities



15 credits

Workplace First Aid

Any workplace first aid course where the unit standards will be issued.

This course covers: CPR, bleeding, burns, strains, sprains, fractures, medical conditions, spinal management, hypothermia/hyperthermia, and scenarios.

Incorporates standards: 6400, 6401, and 6402.

Block course duration: 2 days.



4 credits

Pre-Hospital Emergency Care (PHEC)

For any emergency personnel who may be required to provide medical care in an emergency situation.

This course covers: scene assessment and management; patient assessment and management; patient monitoring; moving patients for transport; and use of an automated external defibrillator (AED).

Incorporates standards: 14473, 25411, and 25412

Block course duration: 2 days, followed by post course assignments.



8 credits

If you already hold the standards below you might be able to use them instead of completing one or more of the courses in blue. You may also achieve these standards by undergoing an assessment of prior learning. Please refer to page 5 for further information on the assessment process.

Title	Credit	Std
Cross rivers	2	427
Apply concepts of basic risk management as an outdoor recreation leader	5	20146
Demonstrate knowledge of weather processes and their effects in New Zealand	2	20160
Demonstrate foundation rope techniques for land search and rescue	6	SAR413

¹ Students who already hold TEC9 Provide initial response at swift water rescue incidents, may apply for cross-credit for TEC8 and TEC20.

Std	Title	Lvl	Cr	Course	Award
423	Work with helicopters	3	3	Aircraft Safety	CDEM Emergency Preparedness, CDEM Emergency Driving, Emergency Flood Response, Emergency Rescue
427	Cross rivers	3	2	Direct Credit / Assessment	Swift Water Rescue
497	Demonstrate knowledge of workplace health and safety requirements	1	3	Core skills, Introduction to CDEM	CDEM Emergency Preparedness, Workplace Emergency Response, CDEM Welfare Centre Supervisor, Incident Management
528	Demonstrate survival techniques for a Civil Defence emergency	2	3	Core skills	CDEM Emergency Preparedness
1277	Communicate information in a specified workplace	2	3	Direct Credit / Assessment	Workplace Emergency Response
1294	Be interviewed in a formal situation	2	2	Media Awareness	CDEM Response Leadership, Incident Management
1299	Be assertive in a range of specified situations	2	4	Direct Credit / Assessment	Workplace Emergency Response
1304	Communicate with people from other cultures	2	2	CDEM Welfare	CDEM Emergency Preparedness, CDEM Welfare Centre Supervisor
3271	Suppress fire with hand extinguishers and fixed hose reels	2	1	Fire Extinguisher	CDEM Emergency Preparedness, Workplace Emergency Response
3272	Wear and operate breathing apparatus in general emergencies	3	3	Operate Breathing Apparatus	Workplace Emergency Response
3283	Demonstrate knowledge of personal safety at fire and emergency incidents	2	4	Hazmat Safety	Emergency Storm Response, Emergency Rescue, Workplace Emergency Response
3464	Describe human risk factors in terms of a self-management strategy for a driver	2	3	Direct Credit / Assessment	CDEM Emergency Driving
3466	Apply risk reduction techniques and strategies while driving	3	4	Direct Credit / Assessment	CDEM Emergency Driving
3469	Apply control in driving a light motor vehicle	2	2	CDEM Driving	CDEM Emergency Driving
3483	Fill in a form	1	2	CDEM Welfare, Introduction to EOC	CDEM Emergency Preparedness, CDEM Welfare Centre Supervisor, Incident Management
3490	Complete an incident report	1	2	Core skills	CDEM Emergency Preparedness, Incident Management
4573	Communicate in the outdoors using two-way radio	2	1	Core skills, CDEM Communications, Introduction to CDEM	CDEM Emergency Preparedness, CDEM Emergency Driving, Emergency Flood Response, Emergency Rescue, Emergency Storm Response, Workplace Emergency Response, CDEM Welfare Centre Supervisor, Incident Management
6400	Manage first aid in emergency situations	3	2	Workplace First Aid	CDEM Emergency Preparedness, Emergency Rescue, Workplace Emergency Response, CDEM Welfare Centre Supervisor, Rope Response, Swift Water Rescue

Std	Title	Lvl	Cr	Course	Award
6401	Provide first aid	2	1	Workplace First Aid	CDEM Emergency Preparedness, Emergency Rescue, Workplace Emergency Response, CDEM Welfare Centre Supervisor, Rope Response, Swift Water Rescue
6402	Provide resuscitation level 2	1	1	Workplace First Aid	CDEM Emergency Preparedness, Emergency Rescue, Workplace Emergency Response, CDEM Welfare Centre Supervisor, Rope Response, Swift Water Rescue
6916	Demonstrate knowledge of the Approved Code of Practice relating to chainsaw use	2	5	Chainsaw Operations	Emergency Storm Response
6917	Operate a chainsaw	3	5	Chainsaw Operations	Emergency Storm Response
7317	Demonstrate knowledge of the civil defence emergency management (CDEM) general rescue function	2	2	USAR Awareness, Ground-based Rescue	CDEM Emergency Preparedness, Emergency Flood Response, Emergency Storm Response, Emergency Rescue
7319	Manage mass casualty triage in a civil defence and emergency management (CDEM) emergency	4	3	START Triage	Emergency Rescue
7321	Process information during an emergency	3	4	Introduction to EOC	CDEM Emergency Preparedness, Workplace Emergency Response, CDEM Welfare Centre Supervisor, CDEM Response Leadership, Incident Management
7330	Supervise a welfare centre during an emergency	4	5	CDEM Welfare Supervisor	CDEM Welfare Centre Supervisor, CDEM Response Leadership
7332	Control the movement of people and vehicles at a specified location during a civil defence emergency	2	4	Cordon & Movement Control	CDEM Emergency Preparedness, CDEM Emergency Driving, Emergency Flood Response, Emergency Storm Response, Emergency Rescue
7334	Demonstrate knowledge of the functions and operations of Civil Defence Emergency Management	2	2	Core skills, Introduction to CDEM	CDEM Emergency Preparedness, CDEM Welfare Centre Supervisor, Incident Management
7335	Demonstrate knowledge of the role and powers of a Controller in a Civil Defence emergency	2	2	CDEM Welfare Supervisor, CIMS Level 4	CDEM Emergency Preparedness, CDEM Emergency Driving, Emergency Flood Response, Emergency Rescue, CDEM Welfare Centre Supervisor, CDEM Response Leadership, Incident Management
7336	Act as a welfare centre staff member during an emergency	2	2	CDEM Welfare	CDEM Emergency Preparedness, CDEM Welfare Centre Supervisor
8638	Drive on snow and/or ice	3	3	Direct Credit / Assessment	CDEM Emergency Driving
9677	Participate in a group/team which has an objective(s)	2	3	CIMS Level 4	CDEM Response Leadership, Incident Management
10425	Apply the HSE Act 1992 as an employee in a compliance and/or regulatory control workplace	4	2	Direct Credit / Assessment	Workplace Emergency Response
10618	Rescue casualties using rescue techniques	4	5	General Rescue	Emergency Rescue
11101	Collaborate within a group/team which has an objective(s)	4	4	CIMS Level 4	CDEM Response Leadership, Incident Management

Std	Title	Lvl	Cr	Course	Award
12355	Demonstrate knowledge of stress and ways of dealing with it	2	2	Core skills	CDEM Emergency Preparedness
14473	Move a patient in preparation for transportation	3	1	Pre-Hospital Emergency Care	Emergency Rescue, Rope Rescue, Swift Water Rescue
14562	Perform specialist rescues in confined spaces	4	5	Direct Credit / Assessment	Workplace Emergency Response
16797	Identify, prepare for, and take action in a workplace emergency	2	3	Workplace Emergency Response	Workplace Emergency Response
16798	Take preventative measures against emergencies in the workplace	2	3	Workplace Emergency Response, Workplace Emergency Warden	Workplace Emergency Response
16799	Carry out the duties of a workplace emergency warden	3	4	Workplace Emergency Warden	Workplace Emergency Response
16800	Take action to control small emergency situations in a workplace	3	4	Workplace Emergency Response	Workplace Emergency Response
16801	Participate in a workplace emergency response team	3	4	Direct Credit / Assessment	Workplace Emergency Response
16802	Act to protect people in situations of workplace danger	3	4	Workplace Emergency Response	Workplace Emergency Response
16803	Coordinate workplace emergency response team activities in an emergency	5	6	Command Tactics	Workplace Emergency Response, CDEM Response Leadership
16807	Lead an emergency response team to protect people in situations of critical risk	5	6	Direct Credit / Assessment	Workplace Emergency Response, CDEM Response Leadership
16808	Manage the workplace emergency response to an emergency	5	7	Command Tactics	Workplace Emergency Response, CDEM Response Leadership
17279	Demonstrate knowledge of the coordinated incident management system (CIMS)	2	2	Core skills, CIMS Level 2, CIMS Level 4	CDEM Emergency Preparedness, Workplace Emergency Response, CDEM Response Leadership, Incident Management
17586	Demonstrate knowledge of electrical awareness in the workplace	3	4	Elevated Work Platforms, Chainsaw Operations	Emergency Flood Response, Emergency Storm Response, Emergency Rescue, Workplace Emergency Response
17593	Apply safe work practices in the workplace	2	3	Direct Credit / Assessment	Workplace Emergency Response
17599	Plan a confined space entry	4	5	Confined Space Entry	Emergency Rescue, Workplace Emergency Response
17600	Explain safe work practices for working at heights	3	3	Storm Response, Rope Responder	Emergency Storm Response, Emergency Rescue, Workplace Emergency Response, Rope Response
17602	Apply hazard identification and risk assessment procedures in the workplace	3	4	Workplace Emergency Response	Workplace Emergency Response
17676	Carry out a pre-drive vehicle check on a light motor vehicle, and start and shut down the vehicle	2	3	CDEM Driving	CDEM Emergency Driving
17678	Drive a light motor vehicle on unsealed road surfaces	3	3	Four Wheel Driving	CDEM Emergency Driving
17978	Operate a light four wheel drive (4WD) vehicle in an off-road environment	3	4	Four Wheel Driving	CDEM Emergency Driving
18138	Fit and remove vehicle chains	2	2	Direct Credit / Assessment	CDEM Emergency Driving
18426	Demonstrate knowledge of hazards associated with confined space	3	4	USAR Awareness, Confined Space Awareness, Confined Space Entry	Emergency Storm Response, Emergency Rescue, Workplace Emergency Response
18516	Demonstrate knowledge of, and provide support at, urban search and rescue operations	3	3	USAR Awareness	Emergency Storm Response
18516	Demonstrate knowledge of and provide support at urban search and rescue operations	3	3	USAR Awareness	Emergency Rescue

Std	Title	Lvl	Cr	Course	Award
19359	Inspect and maintain industrial rope access equipment	3	3	Storm Response, Rope Technician	Emergency Storm Response, Emergency Rescue, Workplace Emergency Response, Rope Response
20146	Apply concepts of basic risk management as an outdoor recreation leader	3	5	Direct Credit / Assessment	Swift Water Rescue
20160	Demonstrate knowledge of weather processes and their effects in New Zealand	3	2	Direct Credit / Assessment	Swift Water Rescue
20388	Work safely with aircraft at emergency incidents	3	2	Aircraft Safety	CDEM Emergency Preparedness, CDEM Emergency Driving, Emergency Flood Response, Emergency Rescue
20473	Rescue casualties at ground level using Civil Defence general rescue techniques	2	3	General Rescue, Ground-based Rescue	Emergency Rescue, Workplace Emergency Response
20536	Demonstrate awareness of rope rescue operations and hazards	2	2	Rope Responder	Rope Response
20537	Provide initial response at rope rescue incidents	4	6	Rope Responder	Rope Response
20538	Perform descender based rope rescue	4	6	Rope Technician	Rope Response
20539	Perform specialist rope rescue	4	15	Rope Specialist	Rope Rescue
20620	Develop and execute a plan for a four wheel drive (4WD) vehicle extraction	4	5	Direct Credit / Assessment	CDEM Emergency Driving
20848	Demonstrate knowledge of, and skills for driving a light four wheel drive (4WD) vehicle on road	3	4	Four Wheel Driving	CDEM Emergency Driving
20854	Operate a Civil Defence Emergency Management communications system	3	3	CDEM Communications	Emergency Storm Response, CDEM Emergency Driving, Emergency Storm Response, Emergency Rescue, Incident Management
20878	Assist with temporary traffic management for low volume and Level 1 roads	2	1	Cordon & Movement Control	CDEM Emergency Preparedness, CDEM Emergency Driving, Emergency Flood Response, Emergency Storm Response, Emergency Rescue
22297	Provide initial response at flood incidents	3	4	Flood Response, Flood Response (Advanced)	Emergency Flood Response, Emergency Storm Response
22298	Protect personal safety and the safety of others at flood incidents	2	2	Flood Response, Flood Response (Advanced)	Emergency Flood Response, Emergency Storm Response
22445	Describe the roles and functions of a CIMS Incident Management Team (IMT) at an incident	4	4	CIMS Level 4	CDEM Response Leadership, Incident Management
23686	Demonstrate knowledge of a consumer's rights and responsibilities in a health or disability setting	2	1	START Triage	Emergency Rescue
23690	Conduct CDEM operational briefings and debriefings, and issue operational orders	4	3	Leadership	CDEM Response Leadership
23691	Drive civil defence emergency vehicles in operational situations	4	6	CDEM Driving	CDEM Emergency Driving
23692	Demonstrate knowledge of driving legislation and CDEM organisation's standard operational procedures for driving	2	2	CDEM Driving	CDEM Emergency Driving
23693	Navigate in urban and rural areas during a CDEM emergency	3	3	Navigation	CDEM Emergency Driving, Emergency Flood Response, Emergency Storm Response, Emergency Rescue
23694	Undertake storm damage operations in a CDEM emergency	3	4	Storm Response	Emergency Storm Response
23695	Provide companion animal welfare during a CDEM emergency	3	3	Direct Credit / Assessment	CDEM Welfare Centre Supervisor

Std	Title	Lvl	Cr	Course	Award
23696	Demonstrate knowledge of and provide support at a CDEM emergency operations centre (EOC)	3	3	Introduction to EOC	Incident Management
23698	Demonstrate knowledge of leadership theory and use it in CDEM situations	4	8	Leadership	CDEM Response Leadership
23702	Coordinate and manage spontaneous volunteers during a CDEM emergency	4	5	Direct Credit / Assessment	CDEM Welfare Centre Supervisor, CDEM Response Leadership
23703	Demonstrate knowledge of the administration of a CDEM volunteer group	2	2	Direct Credit / Assessment	CDEM Response Leadership
23963	Assess the worksite, prepare and operate a trailer mounted elevating work platform (EWP)	3	4	Elevated Work Platforms	Emergency Storm Response
23966	Describe types of elevating work platforms (EWPs), and legislative requirements for their use	3	2	Elevated Work Platforms	Emergency Storm Response
24500	Demonstrate knowledge of, and use, CDEM rescue equipment and techniques, and rescue casualties at height	4	4	General Rescue	Emergency Rescue
25411	Demonstrate knowledge of and use an Automated External Defibrillator (AED)	2	1	Pre-Hospital Emergency Care	Emergency Rescue, Rope Rescue, Swift Water Rescue
25412	Provide basic pre-hospital emergency care	3	6	Pre-Hospital Emergency Care	Emergency Rescue, Rope Rescue, Swift Water Rescue
25510	Operate an atmospheric testing device to determine a suitable atmosphere exists to work safely	3	4	Confined Space Entry	Emergency Rescue, Workplace Emergency Response
EM02	Demonstrate knowledge of the United Nations Disaster Response system	2	2	Direct Credit / Assessment	Emergency Rescue
EM07	Operate satellite phone system	2	2	CDEM Communications	CDEM Emergency Preparedness, CDEM Emergency Driving, Emergency Flood Response, Emergency Storm Response, Emergency Rescue, Incident Management
OPS53	Lead a team to conduct technical rescue operations	5	12	Direct Credit / Assessment	CDEM Response Leadership
OPS54	Supervise emergency management response activities	4	8	Direct Credit / Assessment	CDEM Response Leadership
OPS57	Install, monitor and remove contemporary flood control devices	3	5	Flood Response (Advanced)	Emergency Flood Response
OPS66	Operate a Global Positioning System (GPS) receiver	2	3	Navigation	CDEM Emergency Driving, Emergency Flood Response, Emergency Storm Response, Emergency Rescue
OPS90	Be interviewed by the media for emergency incidents	4	4	Media Awareness	CDEM Response Leadership, Incident Management
SAR104	Demonstrate rope rescue techniques in the vertical environment	5	12	Direct Credit / Assessment	Rope Rescue
SAR105	Employ multi-pitch rope rescue techniques	5	12	Direct Credit / Assessment	Rope Response
SAR412	Demonstrate personal rope ascent and descent for simple single-pitch operations	3	5	Direct Credit / Assessment	Rope Response
SAR413	Demonstrate foundation rope techniques for land search and rescue	3	6	Direct Credit / Assessment	Rope Response, Swift Water Rescue
TEC6	Perform steep angle rescue	4	10	Steep Angle Rescue	Rope Response
TEC7	Establish and operate highline rope rescue systems	5	15	Rope highlines	Rope Rescue
TEC8	Demonstrate knowledge and skills to ensure safety in swift water environments	3	5	Swift Water Safety, Swiftwater Responder, Flood Response	CDEM Emergency Driving, Emergency Flood Response, Emergency Storm Response, Swift Water Rescue

Std	Title	Lvl	Cr	Course	Award
TEC10	Provide technical response at Swift water rescue incidents	5	15	Swiftwater Technician	Swift Water Rescue
TEC11	Provide specialist response at swift water rescue incidents	5	15	Swiftwater Technician Advanced	Swift Water Rescue
TEC20	Provide initial response at swiftwater rescue incidents	4	5	Swiftwater Responder	Emergency Flood Response, Swift Water Rescue



Emergency Management Department
Tai Poutini Polytechnic
Free Call 0800 4 EMANZ (0800 436-269) • Phone 06 353-1469 • Fax 06 353-1462
emanz_info@tpp.ac.nz • www.emanz.ac.nz