

SECTION 3C: WORK EXPERIENCE MODULE SPECIFICATIONS

List of Work Experience Module Specifications

- 226302001-WM-01, Incident assessment and analysis procedures and processes in specific environment, NQF Level 5, Credits 10
- 226302001-WM-02, Processes and procedures for coordinating and managing incidents, NQF Level 5, Credits 10
- 226302001-WM-03, Processes and procedures for identifying and dealing with dangerous goods, NQF Level 4, Credits 10


Total Credits: 30

KM – 37

PM – 45

WEM – 30

Total: 112

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1. 226302001-WM-01, Incident assessment and analysis procedures and processes in specific environment, NQF Level 5, Credits 10

1.1 Purpose of the Work Experience Modules

The focus of the work experience is on providing the learner an opportunity to:

Gain exposure to work as part of a team in road incident assessment and analysis procedures and processes. The learner will be required to successfully complete each Work Experience at least twice (2) over the specific time period. Given the nature of the RIMS environment, the experience could be in a simulated or real work environment. The learner will observe and assist a competent RIMS practitioner in these work activities, work under close supervision of a competent RIMS practitioner and work autonomously but still under supervision of a competent RIMS practitioner. The learning contract time (LCT) is at least 12.5 days.

The learner will be required to:

- WM-01-WE01: Assess and analyse an incident
- WM-01-WE02: Develop an incident management plan

1.2 Guidelines for Work Experiences

1.2.1. WM-01-WE01: Assess and analyse an incident

Scope of Work Experience

The person will be expected to engage in the following work activities:

- WA0101 Declare an incident
- WA0102 Identify agencies to deal with incident
- WA0103 Determine resource provision

Supporting Evidence


- SE0101 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related to assessing and analysing an incident

1.2.2. WM-01-WE02: Develop an incident management plan

Scope of Work Experience

The person will be expected to engage in the following work activities:

- WA0201 Develop an incident management plan
- WA0202 Evaluate possible critical incidents

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Supporting Evidence

- SE0201 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related to developing and incident management plan

1.3 Contextualised Workplace Knowledge

- 1 Safe Working Procedures, Work instructions, checklists, specifications, SOPs, and standards, organisational protocols
- 2 Organisational policies and procedures
- 3 Company Safety Management System
- 4 Workplace relevant legislation

1.4 Criteria for Workplace Approval

Physical Requirements:

- Access to a RIMS operations

Human Resource Requirements:


- Qualified RIMS Practitioner or employees with minimum 3 years relevant industry experience
- Coach and or mentor /learner ratio 1 to 3

Legal Requirements:

- Workplace legislative requirements

1.5 Additional Assignments to be Assessed Externally

None

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2. 226302001-WM-02, Processes and procedures for coordinating and managing incidents, NQF Level 5, Credits 10

2.1 Purpose of the Work Experience Modules

The focus of the work experience is on providing the learner an opportunity to:

Gain exposure to work as part of a team in road incident co-ordinating and managing road incidents. The learner will be required to successfully complete each Work Experience at least twice (2) over the specific time period. Given the nature of the RIMS environment, the experience could be in a simulated or real work environment. The learner will observe and assist a competent RIMS practitioner in these work activities, work under close supervision of a competent RIMS practitioner and work autonomously but still under supervision of a competent RIMS practitioner. The learning contract time (LCT) is at least 12.5 days.

The learner will be required to:

- WM-02-WE01: Establish incident management
- WM-02-WE02: Isolate and secure a scene
- WM-02-WE03: Preserve evidence on a scene
- WM-02-WE04: Provide support structure
- WM-02-WE05: Set up sectors

2.2 Guidelines for Work Experiences

2.2.1. WM-02-WE01: Establish incident management

Scope of Work Experience


The person will be expected to engage in the following work activities:

- WA0101 Establish forward control point and manage all operations
- WA0102 Collect, evaluate, disseminate and use information of the incident and resources
- WA0103 Provide facilities, services, material and support to all the agencies directly involved with the incident

Supporting Evidence

- SE0101 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related to establishing incident management

2.2.2. WM-02-WE02: Isolate and secure a scene

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Scope of Work Experience

The person will be expected to engage in the following work activities:

- WA0201 Close routes, identify alternative routes and cordon off the scene
- WA0202 Develop an evacuation plan
- WA0203 Mobilise and dispatch resources

Supporting Evidence

- SE0201 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related to isolating and securing a scene

2.2.3. WM-02-WE03: Preserve evidence on a scene

Scope of Work Experience

The person will be expected to engage in the following work activities:

- WA0301 Conduct preliminary assessment of the incident
- WA0302 Secure the scene and apply access control
- WA0303 Protect, assess, preserve and secure evidence and document findings

Supporting Evidence

- SE0301 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related to preserving evidence on the scene

2.2.4. WM-02-WE04: Provide support structure

Scope of Work Experience

The person will be expected to engage in the following work activities:

- WA0401 Identify and provide support structures and specialists
- WA0402 Identify and organise relevant equipment and materials
- WA0403 Establish and set-up a communication post

Supporting Evidence


- SE0401 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related to providing support structure

2.2.5. WM-02-WE05: Set up sectors

Scope of Work Experience

The person will be expected to engage in the following work activities:

- WA0201 Determine, identify and establish an incident command post

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- WA0202 Establish access and egress routes to the scene and within the scene
- WA0203 Identify and establish casualty, treatment, safety and rest areas

Supporting Evidence

- SE0201 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related to setting up sectors

2.3 Contextualised Workplace Knowledge

- 1 Safe Working Procedures, Work instructions, checklists, specifications, SOPs, and standards, organisational protocols
- 2 Organisational policies and procedures
- 3 Company Safety Management System
- 4 Workplace relevant legislation

2.4 Criteria for Workplace Approval

Physical Requirements:

- Access to a RIMS operations

Human Resource Requirements:


- Qualified RIMS Practitioner or employees with minimum 3 years relevant industry experience
- Coach and or mentor /learner ratio 1 to 3

Legal Requirements:

- Workplace legislative requirements

2.5 Additional Assignments to be Assessed Externally

None

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4. 226302001-WM-04, Processes and procedures for identifying and dealing with dangerous goods, NQF Level 4, Credits 10

4.1 Purpose of the Work Experience Modules

The focus of the work experience is on providing the learner an opportunity to: Gain exposure to the processes and procedures for identifying and dealing with dangerous goods. The learner will be required to successfully complete each Work Experience at least twice (2) over the specific time period. Given the nature of the RIMS environment, the experience could be in a simulated or real work environment. The learner will observe and assist a competent RIMS practitioner in these work activities, work under close supervision of a competent RIMS practitioner and work autonomously but still under supervision of a competent RIMS practitioner. The learning contract time (LCT) is at least 12.5 days.

The learner will be required to:

- WM-04-WE01: Verify compliance to all legal document requirements
- WM-04-WE02: Verify safety and Standard Operating Procedures have been followed during loading and off loading
- WM-04-WE03: Apply safety procedures in event of an incident

4.2 Guidelines for Work Experiences

4.2.1. WM-04-WE01: Verify compliance to all legal document requirements

Scope of Work Experience

The person will be expected to engage in the following work activities:

- WA0101 Identify the type of dangerous goods as reflected in the documentation
- WA0102 Verify correct warning signs and labels are displayed
- WA0103 Verify statutory documents in designated space


Supporting Evidence

- SE0101 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related using communication techniques effectively in RIMS.

4.2.2. WM-04-WE02: Verify safety and Standard Operating Procedures have been followed during loading and off loading

Scope of Work Experience

The person will be expected to engage in the following work activities:

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- WA0201 Extracted Information from relevant sources and utilise to ensure safe handling of classified goods and substances
- WA0202 Check if vehicle was correctly loaded and off-loaded in accordance with class of substance/goods and equipment
- WA0202 Verify that the correct Personal Protective Equipment (PPE) is used

Supporting Evidence

- SE0201 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related to planning, organising and supporting project meetings and workshops.

4.2.3. WM-04-WE03: Apply safety procedures in event of an incident

Scope of Work Experience

The person will be expected to engage in the following work activities:

- WA0301 Extract information from the tremcard/treccard or other relevant source/s and utilise to implement the appropriate response in the event of an incident
- WA0302 Check that the correct fire extinguishing equipment is utilised and PPE suitable to the class of substance is used in the event of an incident
- WA0303 Report the incident in accordance with standard operating procedures

Supporting Evidence

- SE0301 Documentary evidence signed by responsible employee such as log books, attendance register, time sheets and history record for all required work activities related assessing and using data in the management of road incidents.

4.3 Contextualised Workplace Knowledge

- 1 Safe Working Procedures, Work instructions, checklists, specifications, SOPs, and standards, organisational protocols
- 2 Organisational policies and procedures
- 3 Company Safety Management System
- 4 Workplace relevant legislation

4.4 Criteria for Workplace Approval

Physical Requirements:

- Access to a RIMS operations

Human Resource Requirements:

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- Qualified RIMS Practitioner or employees with minimum 3 years relevant industry experience
- Coach and or mentor /learner ratio 1 to 3


Legal Requirements:

- Workplace legislative requirements

4.5 Additional Assignments to be Assessed Externally

None

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