



Level 3 Award in Hostile Environment Awareness

Qualification Specification

Contents

	Page
Introduction	3
Qualification profile	3
Qualification structure	4
Centre requirements	5
Support for candidates	5
Assessment	5
Internal quality assurance	6
Adjustments to assessment	6
Results enquiries and appeals	6
Certification	7
Learning Outcomes and Assessment Criteria	8

Introduction

The Level 3 Award in Hostile Environment Awareness aims to raise the level of knowledge and understanding for individuals working or planning to work in hostile or potentially hostile environments. Topics include identifying risks, planning for incidents and reacting in crises situations in hostile environments.

The awarding organisation for this qualification is ProQual Awarding Body and the regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual).

This qualification has been accredited onto the Regulated Qualifications Framework (RQF).

Qualification Profile

Qualification title	ProQual Level 3 Award in Hostile Environment Awareness
Ofqual qualification number	603/4254/7
Level	Level 3
Guided learning hours	15
Total qualification time	20
Assessment	Pass or fail Assessed and verified by centre staff External quality assurance by ProQual verifiers
Qualification start date	18/3/2019
Qualification end date	

Entry Requirements

There are no formal entry requirements for this qualification.

Centres should carry out an **initial assessment** of candidate skills and knowledge to identify any gaps and help plan the assessment.

Qualification Structure

Candidates must complete the Mandatory unit.

Mandatory Units			
Unit Reference Number	Unit Title	Unit Level	GLH
K/617/5047	Hostile Environment Awareness	3	15

Centre Requirements

Centres must be approved to offer this qualification. If your centre is not approved please complete and submit form **ProQual Additional Qualification Approval Application**.

Staff

Staff delivering this qualification must be appropriately qualified and occupationally competent.

Assessors/Internal Quality Assurance

For each competence-based unit centres must be able to provide at least one assessor and one internal quality assurance verifier who are suitably qualified for the specific occupational area. Assessors and internal quality assurance verifiers for competence-based units or qualifications will normally need to hold appropriate assessor or quality assurance verifier qualifications, such as:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Award in Assessing Vocationally Related Achievement
- Level 3 Certificate in Assessing Vocational Achievement
- Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practices
- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practices

Support for Candidates

Materials produced by centres to support candidates should:

- enable them to track their achievements as they progress through the learning outcomes and assessment criteria;
- provide information on where ProQual's policies and procedures can be viewed;
- provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence

Assessment

Candidates must demonstrate the level of knowledge described in the unit. Assessment is the process of measuring a candidate's knowledge and understanding against the standards set in the qualification.

Each candidate is required to produce evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for each unit.

- Evidence can include:
- assignments/projects/reports
 - worksheets
 - portfolio of evidence
 - course work

Learning outcomes set out what a candidate is expected to know, understand or be able to do.

Assessment criteria specify the standard a candidate must meet to show the learning outcome has been achieved.

Learning outcomes and assessment criteria for this qualification can be found from page 8 onwards.

To achieve this qualification all candidates must produce evidence which demonstrates their achievement of all of the assessment criteria.

Internal Quality Assurance

An internal quality assurance verifier confirms that assessment decisions made in centres are made by competent and qualified assessors, that they are the result of sound and fair assessment practice and that they are recorded accurately and appropriately.

Adjustments to Assessment

Adjustments to standard assessment arrangements are made on the individual needs of candidates. ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements.

Centres should contact ProQual for further information or queries about the contents of the policy.

Results, Enquiries and Appeals

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

Certification

Candidates who achieve the requirements for qualifications will be awarded:

- A certificate listing the unit achieved, and
- A certificate giving the full qualification title -

ProQual Level 3 Award in Hostile Environment Awareness

Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the requirements for a qualification. All certificates will be issued to the centre for successful candidates.

Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement certificates.

Learning Outcomes and Assessment Criteria

Unit K/617/5047

Hostile Environment Awareness

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Understand the context of working in a hostile environment	1.1 Explain the results of a context analysis 1.2 Identify external and local sources of information
2 Understand the potential risks of working in a hostile environment	2.1 Identify the nature of risks in terms of (a) personal risk (b) organisational risk 2.2 Conduct a risk analysis, identifying threats and vulnerabilities 2.3 Demonstrate knowledge of contingency planning, including an evacuation plan 2.4 Demonstrate a knowledge of planning for incidents, including <ul style="list-style-type: none">the role of an Incident Management Teammedical incidentspersonal security
3 Understand security risks when working in a hostile environment	3.1 Demonstrate a knowledge of preparing for and responding to risks when meeting others and travelling, including: <ul style="list-style-type: none">meeting / leasingcar jackingcommunicationsvehiclesweapons and minesIEDcivil unrest and demonstrations 3.2 Demonstrate knowledge of how to manage and minimise the risks above 3.3 Demonstrate knowledge of the risk of different types of kidnap, avoidance and survival
4 Understand how to react and respond in a crisis situation in a hostile environment	4.1 Identify typical crisis situations 4.2 Demonstrate knowledge of how to respond in an active shooter situation, including when law enforcement arrives at the scene 4.3 Prepare an Emergency Action Plan (EAP) 4.4 Describe how to analyse the effectiveness of an EAP

Assessment

There must be valid, authentic and sufficient for all the assessment criteria. However, one piece of evidence may be used to meet the requirements of more than one learning outcome or assessment criterion.



www.proqualab.com

enquiries@proqualab.com

Tel: +44 (0)1430 423822

ProQual AB Limited, ProQual House, Westbridge Court, Annie Med Lane, South Cave HU15 2HG
Company Registration Number: 07464445