

OP2BER - PUAOPE023A (Manage operations for a level 2 incident)

PUA42912 Certificate IV in Public Safety (Biosecurity Response Leadership)

Registration Brochure
Workshop 30 April - 3 May 2019



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18 Marcus Clarke Street, Canberra, ACT, 2601

INTRODUCTION

Welcome to the National Biosecurity Response Team Operations Workshop. This workshop is aimed at providing professional development for NBRT members as part of the NBRT program in 2018-2019.

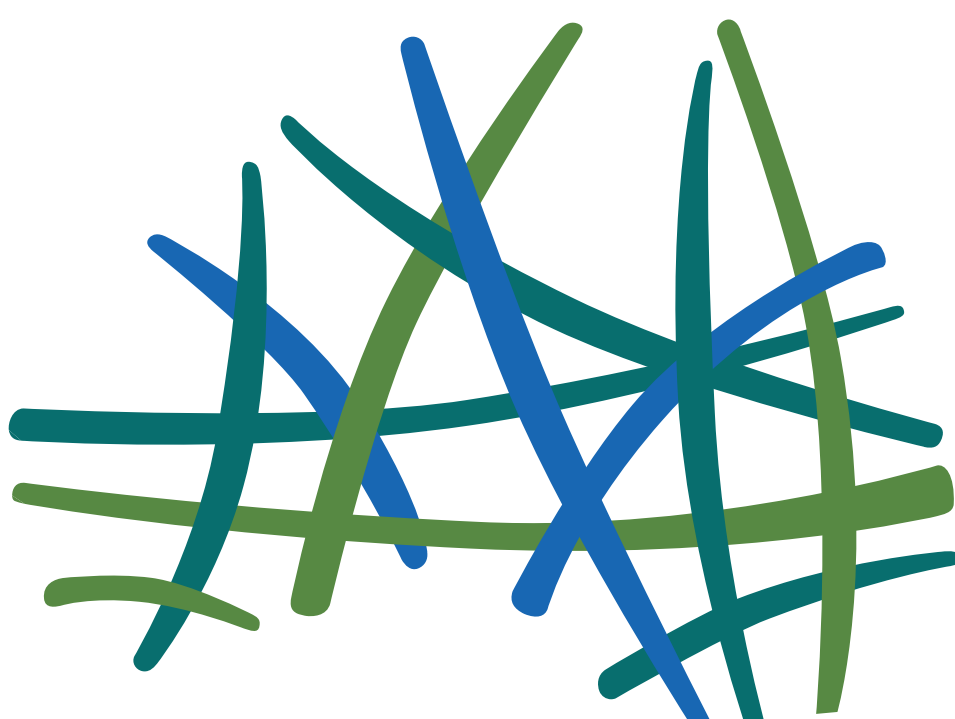
The aim of the workshop is to provide NBRT participants with an opportunity to develop their biosecurity emergency response capabilities within an Operations function. The workshop will be utilising the BERTA training and assessment materials. OP2BER (PUAOPE023A) forms part of the elective units of competency from the Certificate IV in Public Safety (Biosecurity Response Leadership) PUA42912 qualification.

This registration package provides details about the workshop and what you need to do prior to attending, including:

- Workshop aims and objectives
- Location, travel and accommodation details
- Program outline
- Contact information
- Prerequisites for the workshops
- AHA Registration form
- Attachments with further information

NBRT members please note:

Immediately following the 3 day face to face workshop, a half day workshop for NBRT members will be facilitated on Friday to review the NASOP's. The initial NASOP review and discussion will be followed out of session to finalise inputs and suggestions.



OP2BER 30 April - 2 May, 2019

Start time (Tue-Fri): 8.30am

Finish time (Tue-Thur): 4.30pm

Finish time (Friday): 12.30pm

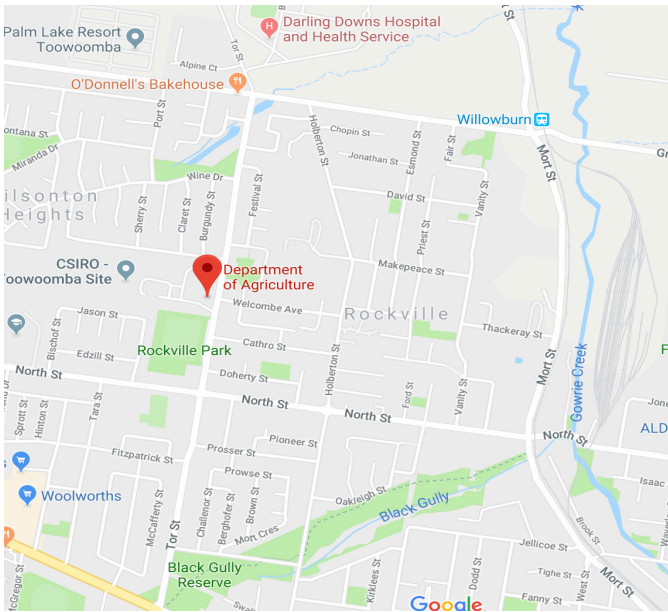
BERTA 2019 WORKSHOP SESSION OUTLINE

Session	Details
1	OP2BER overview and introductions
2	Taking command and developing an organisation structure
3	Contributing to an IAP
4	Communicating
5	Managing risks
6	Resolving conflict
7	Debriefing the IMT
8	Evaluation and close

TRAVEL & ACCOMMODATION

Travel expenses will be covered by the NBRT program for NBRT members attending this workshop. Jurisdictions are asked to cover travel expenses for non-NBRT members. NBRT members should arrange their travel and accommodation using the attached Travel Request form. Upon completing this form, please send it to Kat Thompson at Corporatate Traveller katherine.thomson@corporatetraveller.com.au.

LOCATION

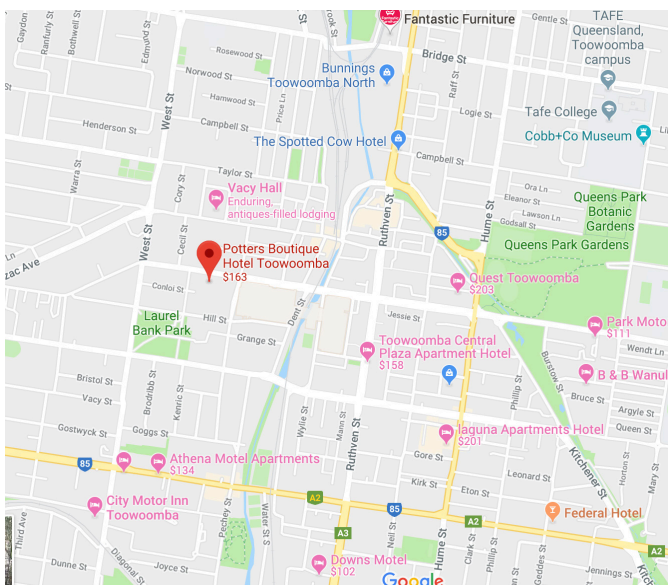


The DAF Conference & Training Centre

Address: 203 Tor Street, Toowoomba

Phone: (07) 4529 4140

RECOMMENDED HOTEL



Potters Toowoomba Hotel

Address: 258 Margaret St, Toowoomba, QLD

Phone: (07) 4670 9488

Email: stay@pottersstoowoomba.com.au

4.5km from the training venue

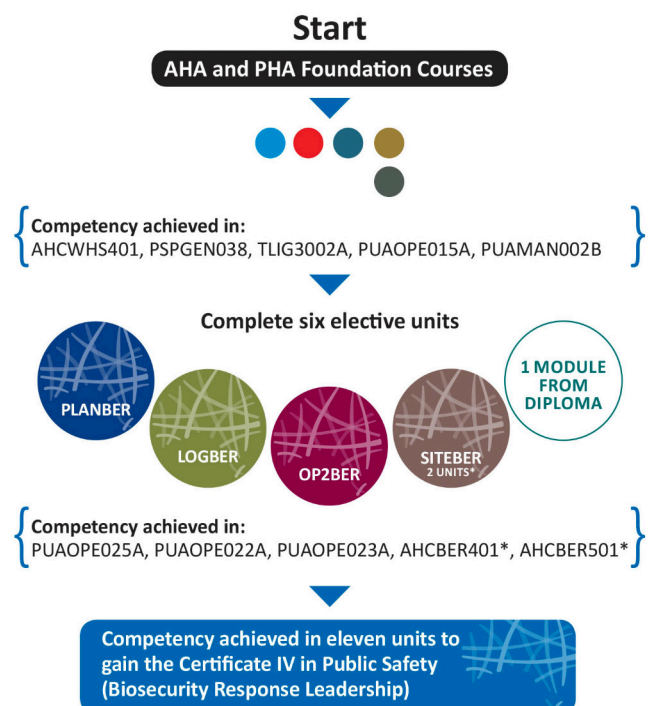
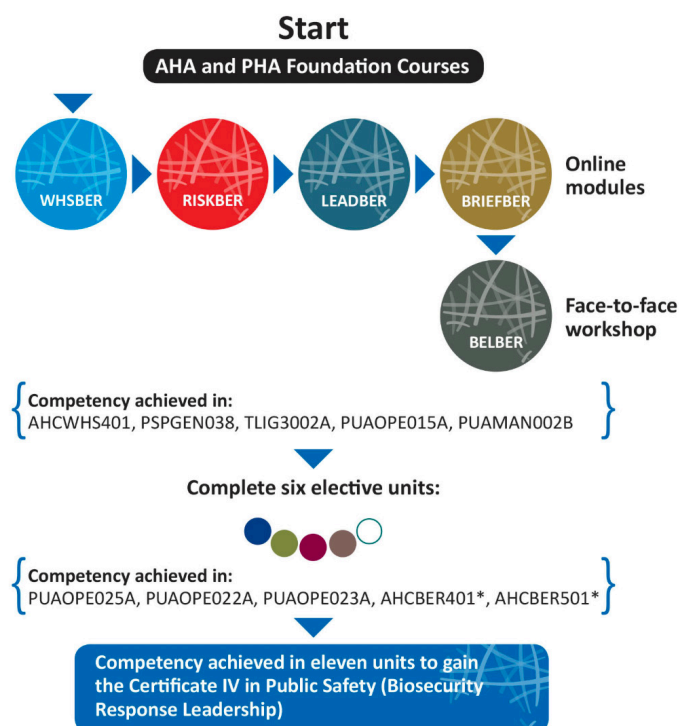
ENTRY REQUIREMENTS

For new participants, please complete the 'Getting Started' entry requirements on the BERTA Overview Page in Canvas, which explains the course enrolment process.

All participants are required to successfully complete the online module (please allow 20-25 hours to complete the module) before attending the 3 day face-to-face workshop.

- OP2BER (online modules) followed by the face-to-face workshop

LEARNING PATHWAY



CATERING

Lunch, morning tea and afternoon tea will be provided for participants at the workshop.
Please indicate any dietary requirements on the Registration Form included on (page 8) for catering purposes.

DRESS CODE

The dress code is smart-casual.

Toowoomba in April/May typically experiences temperatures ranging between 12 -28°C.

WHAT TO BRING

Participants are expected to bring the following to the workshop:

- Note pad and pens
- Laptop for personal use

CONTACT

For further information regarding the workshop please contact Ben Byrne at Animal Health Australia on email NBRT@animalhealthaustralia.com.au or phone (02) 6203 3913.

FOR YOUR IMMEDIATE ATTENTION
Registration form

NBRT OPERATIONS WORKSHOP 2019

30 April - 3 May 2019

Complete this form and forward it to
NBRT@animalhealthaustralia.com.au by Thursday, 18 April 2019
Carefully read the NBRT Operations Workshop 2019 Registration Brochure

Participant's full name (name badge name)			
Work organisation & section (if appropriate)			
Work position title			
Company postal address			
City / State / Postcode	City	State	Postcode
Phone & mobile no.	Work ()	Mobile	
Work email @			
Emergency contact name			
Emergency contact	Phone	Relationship	
Dietary requirements (e.g. vegetarian, gluten free, etc.)			

CONFIRMATION AND ACCEPTANCE OF AHA [PRIVACY POLICY](#)



Participant signature _____ Date _____

PARTICIPANT CHECKLIST

- ☐ Carefully read the NBRT (Operations) Functional Workshop 2019 Registration Brochure.
- ☐ Organised my travel to and from the workshop.
- ☐ Booked my accommodation.
- ☐ FULLY completed the AHA Registration Form and returned to NBRT@animalhealthaustralia.com.au at AHA by Thursday March 21.
- ☐ Completed all necessary tasks to meet the entry requirements prior to attending the workshop.
- ☐ Reviewed the expectations of myself before, during and after the workshop.
- ☐ Completed the registration page (8) and have emailed it to the above email address.

