

## **TERMS OF REFERENCE**

### **Training Technical Advisory Committee (TAC/T)**

3 December 2010

TAC/T has a focus on the identification and review of competency standards developed and training delivered for, and by, the fire protection industry. This group has strong industry support and representation from public and private RTOs, large corporations and individuals.

#### **Key Functions:**

- Be aware of all legislation, regulations, codes, Australian Standards, and other publications that relate to fire protection training.
- Establish and maintain links with Industry Skill Councils (ISCs), Industry Training Advisory Bodies (ITABs) and governments on matters pertaining to fire protection training.
- Provide guidance on technical and application matters related to fire protection training to FPA Australia, TACs and SIGs.
- Review and assist in the development of FPA Australia's relevant educational material and recommend the development of supporting documents (e.g. participant and assessor guides) when the need is identified.
- Assist FPA Australia RTO in maintaining registration, industry consultation, assessment validation and review of trainer/assessor's vocational application for providing their services on behalf of FPA Australia RTO.
- Review and/or develop fire protection qualifications relating to AQTF training packages that impact the fire protection industry.
- Provide guidance to industry, government bodies for development/support of pathways into the fire protection industry through traineeships and apprenticeships.
- Assist with the preparation of articles for publications such as FireTalk and the Fire Australia Journal on matters relating to fire protection training.
- Report to NTAC on key issues, recommendations, and request advice.

#### **Secondary Roles:**

- Provide a forum to FPA Australia members that operate a RTO to validate training material and review best practices.
- Provide assistance to Subject Matter Experts in developing training material on behalf of FPA Australia.
- Promote the flow of information related to fire protection training to FPA Australia members.
- Provide a forum to bring members with allied interest together.
- Work cooperatively with relevant external groups.

- Provide information about seminars and conferences relative to the industry, which should be considered by the Board.
- Run seminars or workshops on subjects of interest to FPA Australia members.

**Interrelationships:**

- FPA Australia Head Office
- National Technical Advisory Committee (NTAC)
- TAC/1 Maintenance of Fire Protection Equipment
- CPSISC
- EE-Oz

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