



When you aim for perfection,  
you'll discover it's a moving target

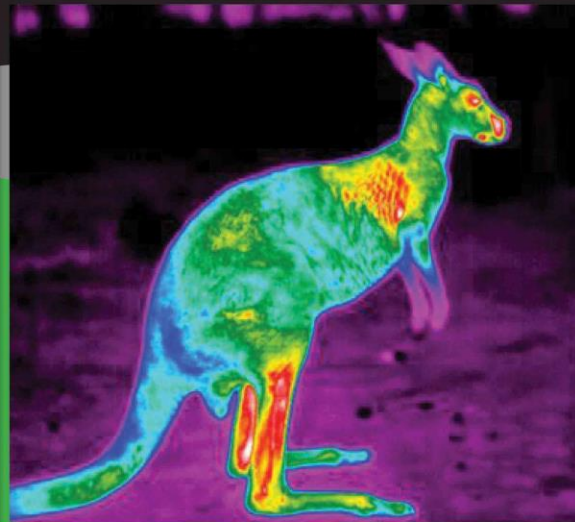
## AHCPMG304



Learner Information Pack

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When you aim for perfection,  
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# Learner Information Pack

## AHCPMG304 - Use firearms to humanely destroy animals.

Standards 2015/Standard 4 Marketing.

***This document has been prepared to assist learners in making a fully informed decision to enrol in Nationally Recognised Training with Australian Targets Systems Registered Training (ATSRT). RTO Code: 45947***

### ABOUT US

Australian Target Systems Pty Ltd (ATS) is Australia's most experienced live fire target systems business with a history dating back to the 1950s. Today, ATS is the dominant provider of full-spectrum live fire training systems to the Australian Defence Force (ADF) and NSW Police providing design input, systems development, project management, installation, operations, and maintenance services. ATS also provides ongoing technical advisory services regarding range management, policy formulation and experimental activities.

In 2020 ATS formed ATS Environmental Service (ATSES) to provide industry-leading vertebrate pest management services with a clear focus on raising the bar in terms of professionalism, accountability, and safety. ATSRT is an organic extension of ATS to deliver a highly professional nationally accredited training that will serve the needs of the firearms industry. ATSRT is a full-time professional shooting cadre who not only maintains high levels of technical proficiency but also exceptional levels of situational awareness when working with firearms and live ammunition equipped with an array of quality firearms and leading-edge supporting technology.

ATS trainers and assessors hold a Certificate IV in Training and Assessment or higher qualifications. Training with ATS will lead to the issuing of a statement of attainment under the AQF where a learner is assessed as competent against the National Endorsed units of competency. ATS does not engage with any third party to conduct or deliver training on our behalf.

ATS training venues are located in Albury, NSW, and at approved and certified recreational shooting ranges. Emergency procedures are given at each training venue prior to the training commencing.

### OUR GUARANTEE

ATS guarantee you will be provided with the following:

- Nationally Recognised Training.
- Skills and knowledge to humanely destroy animals.
- Access to support services in order to complete the course.
- All personal information provided to ATS will meet the requirements of the Commonwealth Privacy Act and will be securely stored.
- Records ATS collect from each learner will be maintained for 30 years, at which time they are transferred to the regulatory body.
- Completed assessments are retained for 12 months.
- ATSRT will **NOT** guarantee:
- Learners will successfully complete the training as the onus is on the learner to complete all theory and practical assessment
- Learners will not obtain a particular employment outcome as this is outside the control of the ATS.

## TRAINING PRODUCT

This unit of competency describes the skills and knowledge required to euthanise animals using firearms and techniques appropriate for the type of mobility of the animal. The unit applies to individuals who hold a valid firearms license and work under broad direction and take responsibility for their own work. Use discretion and judgement in the selection, allocation and use of available resources and for solving problems. State or territory licensing, legislative or certification requirements apply in some jurisdictions. Destruction of pest animals must comply with state animal cruelty legislation.

ATS will offer this unit of competency as a standalone unit to clients engaged as professional and/or recreational shooters with a lawful genuine reason to humanely destroy animals on public and/or private land. Specific target clients include, but not limited to, National / State Park officers, Local Land Services employees, council staff, rural property owners, primary producers, contract shooters, recreational shooters.

This unit will contribute to licensing and legal requirements for the use of firearms by persons in states and territories where these are regulated activities. It is aimed at learners who have experience with using firearms safely and is designed to enhance their skills and knowledge in order to humanely destroy animals.

## ENTRY REQUIREMENTS

Learners shall produce a current Category A/B firearm licence and complete a Training Needs Checklist upon enrolment. The TNC form will be used to highlight if any additional support is required to be put in place.

Under the National VET Regulator Act 2011, RTO Standards 2015, ATS is required to undertake an initial skills assessment to assist with the identification of potential language literacy or numeracy and non-vocational barriers to complete the training. It is assumed that all learners will have a basic ability to read, write and speak English. A language, literacy, and numeracy (LLN) assessment will form part of the enrolment process. If LLN support is required support mechanisms will be put in place to meet individual needs.

Learners will require a registered and zeroed Category B firearm, a minimum of 52 rounds of appropriate ammunition for that rifle, hearing and eye protection, a notebook, and a pen in order to complete the course. All learners shall attend with appropriate PPE inclusive of enclosed footwear, long trousers, shirt, and eye protection. ATS will provide the required firearms and ammunition when training is conducted in the simulation live fire range. All learners will be notified if they are required to provide their own firearms.

As this training is a fee for service the learner must be either:

- An Australian citizen
- Have a permanent residency status, and
- Undertake an initial skills assessment.

## LEARNER'S OBLIGATIONS

All learners must wear comfortable long pants, shirt, and covered footwear. Personal PPE like hearing protection and eye protection is recommended, however ATS can provide for the duration on the training.

## OUTCOME

The training is developed in accordance with the following current Unit of Competency

### **AHCPMG304 – Use firearms to humanely destroy animals.**

Under the National VET Regulator Act 2011, Standards 2015, A statement of attainment will be issued 30 calendar days upon successful completion of the course providing all outstanding fees have been paid.

## ENROLMENT

Enrolment is via our website at: <https://www.atspl.com.au/>

## COURSE DELIVERY

The course will be delivered during a seven (7) hour period that comprises both theory and practical shooting under realistic workplace conditions by day and night. The typical work environment for this course is characterised as being rural outdoors across primary production, bushland and peri-urban landscapes.

This course duration rationale is as follows:

- 3 hours 40 minutes allocated for theory instruction and assessment.
- 2 hours allocated for practical instruction and daytime shooting assessment.
- 1 hour 20 minutes allocated for practical instruction and nighttime assessment.

The outdoor shooting range provides the simulated work environment for the course. Learners are to engage a standardised graphical representation of a target species with a minimum of five rounds and not more than seven rounds to achieve a 75mm group at 100m by day and by night. The firing position by day and night is from a supported bench or vehicle. Shooters may use white light or night optics for night-time testing.

ATS will utilise state of the art purpose-built live fire indoor simulation range, Immersive Shooting Environment, ISE, located at the training venue. The ISE uses real-life scenario-based simulations for realistic training outcomes. The use of this will depend on local shooting range availability and the availability of the ISE. All learners will be notified prior to the course commencing where the live fire assessments will be conducted. Learners will be required to demonstrate safe firearms handling, sound judgment, and shot placement.

ATSRT uses a face-to-face approach to training either one one-on-one or in group sessions. All training and assessments are delivered and assessed in English.

All learners are expected to behave and dress in a professional manner while attending ATSRT training and are to comply with WHS legislation.

There is a minimum of 4 learners and a maximum of 10 learners per course requirement.

## RPL

Recognition of Prior Learning (RPL) will be offered to all learners provided the individual meets the requirements specified in the training package.

Learners may already have the skills and knowledge provided during this course through a variety of other and different pathways. Other pathways may include formal learning on similar courses, on-the-job experience (OJE) and on-the-job training (OJT).

Learners seeking recognition of their prior training, skills, knowledge, and/or experience may elect to undertake the theory and practical assessment without undertaking the theory or practical skills training.

The ability to pass the theory and practical assessments, without any instructor assistance, is the evidence required to demonstrate that the learner has the necessary skills and knowledge to competently apply the learning outcomes of this course.

RPL will not be granted unless the learner can demonstrate the required skills and knowledge of the course by passing the formative assessments.

## RTO OBLIGATIONS

**The 1-day training** is delivered during a seven-hour period that comprises both theory and practical shooting under realistic workplace conditions by day and night. All instructors are experienced industry professionals and are qualified Cert IV trainers/assessors.

## TRAINING AND ASSESSMENT

Learning and Assessment strategies are developed in consultation with the industry to meet client needs and follow training package requirements as per [www.training.gov.au](http://www.training.gov.au). Assessment feedback from learners, clients, trainers/assessors, and industry will be sought, analysed, and acted upon, where necessary, on a regular basis. The information gained will form part of any review of materials and in the validation and moderation process.

All assessments will be checked for validity, reliability, and fairness in real-time and as a combination of written, oral and practical assessments to be competent by an assessor who holds a Certificate IV in Training and Assessment or higher qualification.

Feedback is collected in the following format from learners for each mode of delivery:

- Evaluation forms
- AQF learner survey
- Program evaluation
- Oral questions

## COMPLAINTS AND APPEALS

Under the National VET Regulator Act 2011, Standards 2015 all learners have the right to appeal decisions made by ATS where reasonable grounds can be established. Complaints may be received verbally, written or via email. It is the intent of ATS to allow learners to engage with staff about any of their concerns in trying to reduce any minor issues and prevent them from becoming larger.

## LEARNER'S OBLIGATIONS

In order for ATS to deliver training courses complying with the VET Quality Framework requirements ATS will follow WHS and all the relevant legislations. All learners are to adhere to ATS policies and procedures. Learners should always be respectful which includes no harassment, intimidation, bullying or swearing. Learners must hold and present a current Category A/B firearm licence at the beginning of the course and are to attend class on time ensuring they advise ATS staff if they will be absent or late.

## FEEDBACK

ATS welcomes feedback and communication which will assist ATS with meeting learner needs and concerns. Feedback can be made verbally or via email to the trainers and assessors or any other ATS employee.

## FEES AND CHARGES

Fee payment for AHCPMG304 – Use firearms to humanely destroy animals is listed below and must be paid in full prior to the course commencing.

Bookings will not be made unless a completed enrolment form. Payment can be made via Point of Sales, POS, bank deposit or electronic bank transfer.

Service	Cost per learner (Ex GST)	Note
AHCPMG304 Package: <ul style="list-style-type: none"> <li>• Range &amp; classroom hire</li> <li>• Catering</li> <li>• Instructor &amp; safety staff</li> <li>• PPE &amp; medical equipment</li> <li>• Workbooks &amp; training aids</li> <li>• Targetry</li> <li>• Certification – ASQA</li> </ul> <i>*Minimum of 4 learners per course</i>	\$777.00	Provide own firearm with ammunition.
	\$1137.00	With Rifle Hire and Ammunition
	\$957.00	Provide own firearm without Ammunition. We stock only .223 or .308.
<b>Extra Services</b>		
Personal tuition/coaching	\$110.00	One to one per hour
Rifle Hire .223/.308	\$180.00	Per day
Extra Ammunition .223/.308	\$3.00	Per round (available in .223 or .308 only)

## INCIDENTAL CHARGES

Incidental charges will be as identified below:

Replacement of award/qualification	\$50.00
Re-issue of the statement of attainment	\$20.00
Printing of learner information	\$20.00

In the event that ATS collects fees in advance, ATS will endeavour to protect individual learners if unable to deliver the training, assessment, and support services as agreed.

The course information sheet to be provided to prospective clients/participants will clearly detail course costs. It is important that clients/participants clearly understand the fees to be charged for courses that they are undertaking prior to training commencing. ATS will ensure this information is freely available.

A fee schedule, along with payment terms and conditions and refunds will be provided to each learner at the time of enrolment.

## CANCELLATION, TRANSFERS, AND REFUNDS

ATS offers a fair and equitable refund policy that complies with all legislative requirements. Whilst each case will be judged in isolation and take into consideration such issues as domestic circumstances, compassionate grounds, and medical conditions the following guidelines will form the basis of ATS refund policy:

- All requests must be made in writing and accompanied by supporting documents.
- If a refund is requested earlier than seven (7) days prior to the commencement date ATS will refund 80% of fees paid and will retain 20% for expenses incurred.
- Where learners fail to present themselves for a course or withdraw within seven (7) days of the commencement date, all fees paid (100%) will be retained by ATS.
- If an enrolled learner wishes to change their enrolment into another course with ATS, fees paid may be transferred to the new course.
- If a learner applies for RPL and the application is unsuccessful, any RPL applicable fees paid by the learner, is not refundable.
- If a learner is not deemed competent, after re-assessment, all fees are not refundable.

It is the intention of ATS to provide training and assessment services to all learners. If a training course is to be postponed or cancelled the enrolled learner will be advised as soon as practicably possible and at least three (3) working days prior to the course original commencement date.

The learner will be entitled to:

- a) A full refund for the amount they have already paid for that course, or
- b) Transfer their enrolment to another (identical) course offered by ATS.

## COOLING OFF PERIOD

In accordance with the Australian Consumer Law ATS allows a two-day cooling-off period after learner enrolment.

## LEGISLATION

ATS observes and complies with all relevant Commonwealth, State and Territory legislation and regulations in all dealings with staff and learners, particularly in relation to:

- Standards for RTO's 2015
- Data Provisions Requirements 2012
- Financial Viability Risk Assessment Requirements 2011
- Fit and Proper Person Requirements 2011
- National Code of Practice for the Humane Destruction of Kangaroos and Wallabies for Commercial Purposes 2020
- NSW DPI Volunteer Non-Commercial Kangaroo Shooters Best Practice Guide
- AUSVETPLAN Destruction Manual
- AUSVETPLAN Disposal Manual
- NSW DPI Animal Carcass Disposal
- NSW Longarm Firearms Users Guide
- Game Harvester Guideline 2021
- NSW DPI Wildlife Biosecurity Co-Management of Pests and Diseases of Wildlife
- NSW DPI Hunter Education Handbook
- NSW DPI Game Hunting Guide 2017
- National Firearms Safety Code
- NSW Firearms Act 1996
- NSW Firearms Regulation 2006
- NSW Weapons Prohibition Act 1998
- NSW Weapons Prohibition Regulation 1999
- Crimes Act 1900



- Game and Feral Animal Control Act 2002
- Game and Feral Animal Control Regulation 2012
- Prevention of Cruelty to Animals Act 1979
- Prevention of Cruelty to Animals Regulation 2012
- Biosecurity Act 2015
- Biodiversity Conservation Act 2016
- National Parks and Wildlife Act 1974
- Occupational Health and Safety Act 2000
- Occupational Health and Safety Regulation 2001
- Companion Animals Act 1998
- Companion Animals Regulation 2008
- NSW WHS Act 2011 - 10
- NSW WHS Regulations 2017
- National VET Data Policy
- National Vocational Education and Training Act 2011
- Australian Quality Framework Jan 2013
- Environment Protection and Biodiversity Conservation Act 1999 Vol 1
- Environment Protection and Biodiversity Conservation Act 1999 Vol 2
- Workplace Relations Act 1996 Vol 1
- Workplace Relations Act 1996 Vol 2
- Workplace Relations Act 1996 Vol 3
- Privacy Act 1988
- Age Discrimination Act 2004
- Copyright Act 1968 (2006)
- Anti-Discrimination Act 1977 No 48
- Australian Human Rights Commission Act 1986
- Disability Discrimination Act 1992
- Racial Discrimination Act 1975
- Sex Discrimination Act 1982

Compliance with the relevant state-based legislations/acts regulations are reviewed bi-annual by ATS a registered user of the Federal Register of Legislation. Any changes are forwarded to relevant staff to review changes, update relevant documentation, and notify relevant staff and learners.



ATSRT

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