

40672 Develop and execute a collection plan to support an intelligence output

Kaupae Level	5
Whiwhinga Credit	15
Whāinga Purpose	<p>This skill standard is intended for people whose role includes collection and/or collation in an intelligence context.</p> <p>This skill standard will provide learners with the knowledge and skills to develop and execute a collection plan to support an intelligence output.</p> <p>This skill standard can be used in programmes leading to the New Zealand Certificate in Intelligence (Information Management) (Level 5) [Ref: 5079].</p>

Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Develop and execute a collection plan to support an intelligence output.	a. Determine requirements to support an intelligence output to include in a collection plan.
	b. Determine sources and agencies, and methods capable of supporting requirements for the collection plan.
	c. Execute and manage collection plan.
	d. Review collected information against requirements required for collection plan.

Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

Assessment specifications:

All activities and evidence must be in accordance with organisational requirements. Simulated examples are permitted.

Any use of digital tools or artificial intelligence will need to be used in accordance with relevant organisational and industry codes of conduct and practice.

Definitions:

Agencies refer to a government, non-government or private organisation, company, association, or group with information about an intelligence requirement. Engagement with an agency may be open or controlled via specific liaison contacts.

Collection refers to the acquisition of information required for intelligence purposes from sources and agencies.

Collection plan refers to a defined approach or process that describes information and requirements needed, and the means of acquiring it.

Intelligence refers to the functions, activities, people or organisations that are involved in the process of planning, gathering and analysing information that leads to the production of intelligence products, which are of potential value to decision makers.

Organisational requirements refer to instructions to staff on policies, procedures, and methodologies which are documented and are available in the workplace. They must be consistent with applicable legislation and any other applicable compliance requirements.

Sources refer to any person, equipment, or things from which information can be obtained to fill intelligence gaps. Human sources, range from volunteers, informants and community contacts to liaison contacts, access agents, and covert human intelligence sources (CHIS).

Ngā momo whiwhinga | Grades available

Achieved.

Ihirangi waitohu | Indicative content

Requirements to support an intelligence output

- information
- collection
- intelligence requirements
- intelligence priorities.

Collection disciplines

- financial intelligence (FININT)
- geospatial intelligence (GEOINT)
- human intelligence (HUMINT)
- imagery intelligence (IMINT)
- open-source intelligence (OSINT)
- signals intelligence (SIGINT)
- security intelligence (SECINT).

Execute and manage collection plan component

- information requirements
- sources and agencies
- tasking
- specific questions
- timeframes
- scope
- coding systems
- worksheets
- record-keeping.

Reviewing the collected information against collection requirements

- planning
- preparation
- execution
- updating collection management tools.

Rauemi | Resources

- [Health and Safety at Work Act 2015](#).
- [Intelligence and Security Act 2017](#).
- [Official Information Act 1982](#).
- [Privacy Act 2020](#).
- [New Zealand Institute of Intelligence Professionals \(NZIIP\) handbook](#).
- New Zealand Government Protective Security Requirements - Information Security - Security Classification System or private sector equivalent, available from <https://www.protectivesecurity.govt.nz/>.
- The State Services Code of Conduct, Standards of Integrity and Conduct available from <https://www.publicservice.govt.nz/> and/or any other agency-specific code or codes of conduct and/or ethics.

Pārongo Whakaū Kounga | Quality assurance information

Ngā rōpū whakatau-paerewa Standard Setting Body	Ringa Hora Services Workforce Development Council
Whakaritenga Rārangi Paetae Aromatawai DASS classification	Law and Security > Compliance and Law Enforcement > Intelligence Analysis
Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga CMR	0112

Hātepe Process	Putanga Version	Rā whakaputa Review Date	Rā whakamutunga mō te aromatawai Last date for assessment
Rēhitatanga Registration	1	29 May 2025	N/A
Kōrero whakakapinga Replacement information	N/A		
Rā arotake Planned review date	31 December 2030		

Please contact Ringa Hora Services Workforce Development Council at qualifications@ringahora.nz to suggest changes to the content of this skill standard.