



Australian Government

**Assessment Requirements for BSBLIB602
Develop and monitor procedures for the
movement and storage of collection
material**

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 2.0.

Performance Evidence

Evidence of the ability to:

- develop procedures for moving and storing collection material
- implement and monitor procedures for moving and storing collection material
- integrate into procedures, internal, external and technical issues that impact movement and storage of collection material.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- assess copyright, moral rights and intellectual property legislation and issues that impact moving and storing collection material
- identify and interpret cultural protocols that affect movement and storage of material, including Aboriginal or Torres Strait Islander material
- outline legal and administrative requirements for moving and storing collection material
- interpret procedures and practices for protection, transportation, storage and security of collection material
- explain safety legislation and requirements that impact moving and storing collection material
- describe technical and conservation issues associated with moving and storing collection material.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Library – Collection Management field of work and include access to:

- relevant policies and procedures manuals
- a collection, for which procedures can be planned.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>