



**Australian Government**

# **Assessment Requirements for BSBPMG813 Govern the portfolio**

**Release: 1**

# Assessment Requirements for BSBPMG813 Govern the portfolio

## Modification History

| Release   | Comments   |
|-----------|--|
| Release 1 | This version first released with BSB Business Services Training Package Version 7.0. |

## Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- establish governance over a portfolio on at least one occasion.

In the course of the above, the candidate must:

- prepare a portfolio charter
- apply a decision-making matrix with suitable criteria
- determine a suitable governance model to a portfolio context
- define suitable decision-making authorities and delegations
- prepare governance documentation and reports.

## Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- governance mechanisms established in the portfolio
- project, program and corporate governance models
- appropriate methods and controls, for supporting disciplined governance arrangements
- methods to incorporate legislative, regulatory or business requirements and changes into portfolio management decisions and controls
- content and requirements of approved plans
- features of efficient delegated authorisation body decision-making including:
  - sufficient representation
  - competence
  - authority
  - resources to enable bodies to make appropriate decisions
- link between portfolio governance mechanisms and those used in projects/programs
- suitable methods to communicate the governance requirements to subordinates
- how portfolio decisions are made and supported.

## Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- workplace documentation and resources relevant to performance evidence
- feedback from stakeholders, which reflects how governance was managed within a portfolio.

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 Guide is found on VETNet -

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