



Australian Government

Assessment Requirements for BSBPUR503 Manage international purchasing

Release: 2

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Modification History

Release	Comments
Release 2	This version first released with BSB Business Services Training Package Version 1.1. Version created to correct mapping table information
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- complete documented international purchasing strategies for an organisation
- implement international purchasing strategies in an organisation
- complete a complex international purchase
- complete a barter or countertrade
- implement an evaluation of transport and logistics strategies to obtain goods purchased internationally.

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:

- describe international markets and cultural considerations relevant to purchasing in supplier countries
- explain what INCOTERMS are, and what they are used for
- outline and explain methods of payment applicable to international purchasing, including barter and countertrade
- identify organisation policies and procedures for international purchasing
- identify available agencies involved in arranging importation arrangements such as:
 - consultants
 - customs brokers
 - freight forwarders
- identify available insurance brokers and types of policies to cover identified risks
- identify sources of information and assistance external to organisation
- identify available logistics and transport companies.

Assessment Conditions

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

- organisation policies and procedures
- purchasing strategies and relevant purchasing records
- office equipment and supplies
- case studies and, where possible, real situations.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion volumes available from the IBSA website:

http://www.ibsa.org.au/companion_volumes -

http://companion_volumes.vetnet.education.gov.au/Pages/TrainingPackage.aspx?pid=13