



Australian Government

Assessment Requirements for BSBATSL413 Review and apply the constitution

Release: 1

Assessment Requirements for BSBATSIL413 Review and apply the constitution

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- communicate effectively with others to ensure the constitution meets legal requirements and expectations of traditional lore
- document constitutional amendments according to workplace policies and procedures
- follow the constitution when undertaking board duties.

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:

- explain the concept of community control of organisations and how it may impact provisions and application of the constitution
- describe cultural context in which Aboriginal and Torres Strait Islander boards operate, including their role in upholding traditional and cultural values, and how that may impact content and application of constitution
- identify legislation and funding body requirements that can impact provisions of constitution
- list geographic, social, economic and political contexts in which particular organisations operate and how these may impact provisions and application of constitution
- explain how to put provisions of constitution into practice, in particular provisions about elections, membership, conduct of meetings (particularly annual general meetings) and reporting
- outline sources of support that can provide advice on legality and practical operations of aspects of the constitution.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the regulation, licensing and risk – ATSI governance field of work and include access to:

- participation on an actual or simulated board
- expert knowledge and resources relevant to constitution
- examples of constitutions used by Aboriginal and Torres Strait Islander organisations.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

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