



Australian Government

Assessment Requirements for BSBGOV402 Work within organisational structure

Release: 1

Assessment Requirements for BSBGOV402 Work within organisational structure

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:

- research and document differences between boards of governance and organisational management
- interpret policy decisions, communicate effectively and provide supervision to organisational management
- work with irregularities and breakdowns in communications between board members and/or organisational management
- work with irregularities and breakdowns in routine between board members and/or organisational management.

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:

- outline key provisions of relevant legislation, regulations, standards and codes of practice that affect business operations
- explain organisational constitution, codes of conduct functions, policies and procedures.

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 – governance field of work and include access to:

- participation on an actual or simulated board
- office equipment and resources
- examples of relevant issues worked on by boards of governance, including community complaints, strategic decisions and internal staffing issues
- examples of relevant documents.

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