Assessment Requirements for BSBHRM403 Support performance management process

Release: 2

Assessment Requirements for BSBHRM403 Support performance management process

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:

- promote the implementation of the performance management system and analyse its strengths and weaknesses
- provide advice and information to employees on the benefits of effective performance management, and how it links with performance development
- review the performance management system
- make recommendations for improvement.

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 key elements and purposes of performance management processes, and their contribution to organisational objectives and the human resource cycle
- analyse the strengths and weaknesses of a performance management system
- outline rewards and incentives schemes
- identify warning systems and grievance procedures.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce development – human resource development field of work and include access to:

- human resource policies, procedures and documentation relevant to performance management and feedback
- business technology
- interaction with others.

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