



**Australian Government**

**Assessment Requirements for BSBLEG531  
Apply legal principles in administrative law  
matters**

**Release: 1**

# Assessment Requirements for BSBLEG531 Apply legal principles in administrative law matters

## 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:

- apply legal principles in administrative law matters on at least four occasions.

In the course of the above, the candidate must:

- prepare to apply principles of administrative law according to task requirements
- administrative apply elements of administrative law to prepare a deliverable
- review and amend deliverable according to feedback from relevant supervisor
- despatch deliverable according to organisational policies and procedures.

## 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:

- scope of job role in the context of legislation, regulations and codes of practice
- key principles of administrative law
- elements of administrative law action
- types of administrative law matters
- bodies of review for administrative decisions and their processes
- types of administrative law remedies.

## 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 policies and procedures and reference materials relevant to performance evidence

- background information on courts, tribunals, their jurisdiction and behavioural requirements
- legislation and regulations relevant to common administrative law matters.

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>