



Australian Government

Assessment Requirements for BSBOPS602 Monitor corporate governance activities

Release: 1

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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:

- develop, implement, monitor and review corporate governance on at least one occasion.

In the course of the above, the candidate must:

- access and interpret legislation and regulations to identify corporate governance compliance requirements
- research and analyse information to identify trends in corporate governance practices and reporting
- establish and implement processes for corporate governance adherence, including determining corporate governance indicators and establishing a reporting plan
- meet statutory reporting requirements
- monitor compliance and analyse the causes of non-compliances including analysing governance reports, returns, review processes and the information technology system
- identify and implement corrective actions.

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:

- legislation, regulations and statutory requirements and standards that relate to corporate governance obligations for the organisation, including:
 - finances and taxation
 - industrial relations, equal opportunity, employment records and superannuation
 - intellectual property
 - corporate entities
 - competition, ethical practice and consumer rights
 - work health and safety
 - information technology systems and data recording

- emerging trends and interpretations of statutory and other regulatory requirements
- principles of internal control, including statutory requirements
- statutory reporting requirements
- principles of valuation and apply common methods of depreciation.

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:

- legislation, regulations, standards and codes relevant to corporate governance
- workplace documentation and resources relevant to performance evidence, including governance reports and returns.

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>