



Australian Government

Assessment Requirements for CPPREP4509 Auction goods, chattels or equipment

Release: 1

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Modification History

Release 1 This version first released with CPP Property Services Training Package Release 8.0.

Supersedes and is equivalent to CPPDSM4038A Conduct goods, chattels or equipment clearing sale or auction.

Updated to the Standards for Training Packages.

Performance Evidence

To demonstrate competency in this unit, a person must:

- call one auction, including:
 - opening
 - managing bids
 - closing
- prepare two reports for the following auction scenarios:
 - passed in
 - sold
- develop a report assessing personal performance for the auction conducted; the report must identify personal strengths and opportunities for improvement.

In doing this, the person must meet the performance criteria for this unit.

Knowledge Evidence

To be competent in this unit, a person must demonstrate knowledge of:

- auctioneer role, responsibilities and risks
- reserve price:
 - definition
 - purpose
 - setting
- auction instructions and auction day procedures
- auction documentation
- auction aids and equipment
- staff required to support auction
- preparation of auction area:

- access
- identification of hazards
- assessment of risks
- implementation of risk controls
- auction process:
 - stating rules and conditions of auction according to legislative requirements
 - calling for bids including:
 - disruptive bidders
 - potential collusive bidding practices
 - disputed bidding
 - retracting bids
 - closing bids including:
 - final call
 - fall of hammer
 - closing script
 - confirming or renegotiating reserve with seller as appropriate
 - describing lot condition
 - identifying salient features of contract
 - knocking down or passing in lot as appropriate
 - using vendor bidding as appropriate according to state or territory legislation
- capacity of bidders
- negotiation techniques
- legislation related to sale of goods, chattels or equipment by auction in the state or territory of operation
- penalties for breach of auction legislation
- risks to the general public, clients, agency and self from auction activities
- ethical practice in auctioneering:
 - communication
 - neutrality in the auction process
 - ethical management of the bidding process
- agency sales records relating to the sale of goods, chattels and equipment and processes to update details
- goods, chattels and equipment for different types of property
- security measures
- communication strategies for responding to client complaints.

Assessment Conditions

Assessors must satisfy the requirements for assessors listed in the Standards for Registered Training Organisations.

Assessment must be conducted in the workplace or in a simulated workplace environment.

Assessors are responsible for ensuring that the person demonstrating competency has access to:

- auction scenarios, auction advice, auction plan
- auction catalogue and description of goods, chattels or equipment
- bidders for goods, chattels or equipment
- sources of information about goods, chattels or equipment condition and ownership
- legislation relating to sale of goods, chattels or equipment by auction in the state or territory of operation.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>