Assessment Requirements for DEFCPL008 Plan and establish technical regulatory framework compliant management systems

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Modification History

Release 1. This is the first release of this unit of competency in the DEF Defence Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- analysing data and information
- applying, monitoring and reporting on relevant implementation processes
- applying organisational policies and procedures
- consulting with and negotiating with relevant stakeholders
- determining applicable compliance requirements
- identifying and assessing potential alliances and effective strategies
- identifying and selecting appropriate compliant management system/s
- identifying, interpreting and analysing risk assessment requirements relevant to work performed
- implementing a compliant management system
- interpreting organisational role relevant to configuration management plans
- planning and implementing technical regulatory framework compliant management plans to assist in work and to guide problem solving.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- breach management policies and processes including the identification, classification, investigation, rectification and reporting of breaches in compliance requirements
- compliance complaints handling systems
- compliance related management information systems
- continuous improvement processes for compliance including monitoring, evaluation and review
- corporate induction and training processes related to compliance management
- documentation of compliance requirements relevant to the specified work role/area
- elements of the technical regulatory framework compliance management systems
- liaison procedures with key stakeholders on compliance and compliance management systems

- performance measurement relevant to technical regulatory framework compliance management plans
- quantitative and qualitative data analysis techniques relevant to compliance related research
- record-keeping systems required for compliance management
- relevant organisational policies and procedures, and industry standards
- reporting processes and procedures for compliance management including reports on breaches and rectification action
- sources of data relevant to compliance research
- specification of compliance management functions, accountabilities and responsibilities under the technical regulatory framework
- strategies for maintenance of a positive compliance culture within the organisation
- technical integrity i.e. an item's fitness for service, safety and compliance with regulations for the protection of the environment.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- relevant plans
- workplace documentation
- relevant information about compliance requirements and options for compliant management systems
- relevant stakeholders
- applicable documentation including legislation, workplace protocols, procedures, regulations, guidelines codes of practice and operation manuals.

Links

Companion Volume implementation guides are found in VETNet -
https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9