



Australian Government

DEFDPL016 Conduct legal research

Release: 1

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Modification History

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

Application

This unit describes the skills and knowledge required to provide paralegal support services within a Defence legal environment. This includes understanding workplace requirements of a Defence legal context and how to undertake research activities to support legal capability.

This unit applies to Defence personnel who are required to provide paralegal support services.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work both independently and as part of a team while performing routine tasks. They would work with direct supervision and apply known solutions to a variety of predictable problems.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

Defence Paralegal Operations.

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1 Prepare for or clarify research task	1.1	Receive research task and verify content and completion timeframe
	1.2	Define search parameters to confirm the scope of enquiry
	1.3	Determine resources required for research task
2 Identify legal principles	2.1	Analyse information to determine factual situation
	2.2	Interpret sources of law and apply legal commentary to facilitate critical analysis
	2.3	Analyse and evaluate sources of law to critically determine the legal precedent and determine application to the legal issue
	2.4	Formulate research-based responses to the legal issue
3 Undertake research	3.1	Identify sources of law, precedents and departmental legal guidance/practice notes to address the identified legal issues
	3.2	Develop research strategies based on subject, case, legislation, instrument and other relevant search terms in available research tools and database
	3.3	Implement research strategies to locate sources of law and legal commentary regarding the topic
	3.4	Communicate responses to inform stakeholders and confirm legal matter has been suitably addressed
	3.5	Record and store information sourced in accordance with organisational policies and procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the DEF Defence Training Package Companion

Volume Implementation Guide.

Unit Mapping Information

This unit supersedes and is equivalent to DEFDPL013 Conduct legal research.

Links

Companion Volume Implementation Guides are found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>