



Australian Government

**Assessment Requirements for PSPGEN115
Uphold and support inclusive workplace
practices**

Release: 1

Assessment Requirements for PSPGEN115 Uphold and support inclusive workplace practices

Modification History

Supersedes and is not equivalent to PSPGEN029 Value diversity.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and on at least two occasions:

- use different styles to communicate with people from diverse backgrounds and to suit different purposes
- identify behaviours which are not consistent with inclusive workplace practices
- explain formal documents, including legislation and codes of conduct, and apply them to work practices
- use accessible language in communication relating to diversity and inclusive practice in the workplace.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- jurisdictional legislation and standards that underpin or impact on inclusion in the organisation
- aspects of diversity:
 - definitions
 - benefits
 - challenges
- principles of equity
- principles of inclusion
- key aspects of legislation:
 - direct discrimination
 - indirect discrimination
 - grounds of discrimination
 - areas of discrimination
- how to identify and avoid bias in language and organisational communications
- organisational policies, practices, procedures and reporting requirements related to inclusive work practices
- referral and grievance processes applicable to the workplace.

Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.

Assessment must ensure access to:

- organisational policies, practices, procedures and reporting requirements related to inclusive work practices
- jurisdictional legislation and standards that underpin or impact on inclusion
- referral and grievance processes applicable to the workplace.

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

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>