Australian Government

PSPREV003 Manage information on legal entities, relationships and property

Release: 1

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Modification History

Release	Comments
1	This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PSPREV403A Manage information on legal entities, relationships and property. • Unit code updated • Content and formatting updated to comply with new standards • All PC transitioned from passive to active voice

Application

This unit describes the skills required to apply the legal principles that apply to legal entities, relationships and property. It includes determining legal entities and identifying and applying information relating to legal relationships and to property and assets of legal entities.

This unit applies to those working to manage information regarding legal entities and their relationships and assets.

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 independently, performing complex tasks in a familiar context.

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

Competency Field

Revenue administration

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe	Performance criteria describe the performance needed to demonstrate

the essential outcomes	achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Determine legal entities	1.1 Identify types of legal entities and confirm features of each. 1.2 Analyse transactions to determine the legal entities involved. 1.3 Determine liabilities of legal entities in accordance with the particular transactions.
2. Identify and apply information relating to legal relationships	2.1 Identify formation, type and nature of the legal relationships involved in transactions. 2.2 Map interrelationships involved in transactions to guide decision making. 2.3 Identify legal responsibilities of particular relationships in accordance with the particular transactions. 2.4 Make decisions and determine liabilities in accordance with the interrelationships and responsibilities determined.
3. Identify and apply information relating to property and assets of legal entities	3.1 Clarify the nature and legal types of property, and the principles relating to them. 3.2 Use principles relating to real and personal property, leases, licences and assignment of property to map the property and assets of legal entities. 3.3 Identify value of property and nature of ownership. 3.4 Identify and analyse mortgages, easements, memorials, restrictive covenants and other relevant documents for their effect on property ownership. 3.5 Map the property and assets of legal entities and examine and record their interrelationships. 3.6 Make decisions and determine liabilities in accordance with the property and assets of, and relationships between, the legal entities.

Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

Unit Mapping Information

This unit supersedes and is equivalent to PSPREV403A Manage information on legal entities, relationships and property.

Links

Companion Volume implementation guides are found in VETNet -
https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623

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