



**Australian Government**

# **PSPREV004 Interpret and assess contracts**

**Release: 1**

## PSPREV004 Interpret and assess contracts

### Modification History

Release	Comments
1	<p>This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages.</p> <p>This unit supersedes and is equivalent to PSPREV404A Interpret and assess contracts.</p> <ul style="list-style-type: none"> <li>• Unit code updated</li> <li>• Content and formatting updated to comply with new standards</li> <li>• All PC transitioned from passive to active voice</li> </ul>

### Application

This unit describes the skills required to interpret and assess contracts to determine their legal effect, identifying the parties involved and the responsibilities of those parties in order to make decisions regarding liability or compliance.

This unit applies to those working to interpret and assess contracts within the public sector.

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 the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

<b>1. Identify key features of contracts</b>	1.1 Analyse contracts and identify parties involved in each contract. 1.2 Identify legal nature and elements of contracts, terms and obligations. 1.3 Differentiate conditions, warranties and contingencies identified in the contract. 1.4 Identify circumstances and consequences of terminating contracts. 1.5 Confirm, if contractual rights have been assigned and if assignment as valid.
<b>2. Assess contracts for eligibility and liability</b>	2.1 Analyse contracts in accordance with criteria using a legislative decision-making process. 2.2 Confirm or deny eligibility or liability of contracts. 2.3 Make decisions and notify customers.

## 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 PSPREV404A Interpret and assess contracts.

## 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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