



Australian Government

Assessment Requirements for RGRROP313 Process race nominations and acceptances

Release: 1

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Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 2.0.

Performance Evidence

An individual demonstrating competency in this unit must satisfy all of the elements and performance criteria of this unit. There must be evidence that, on at least three occasions, the individual has:

- recorded, interpreted and validated nominations for races
- processed acceptances, received payments and declared field for race
- complied with requirements, procedures and instructions that apply to nomination and acceptance processes.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- industry terminology related to nominations and acceptances
- organisational policies and procedures for processing race nominations and acceptances, including:
 - race field processes
 - dealing with irregularities and problems
 - ethical conduct
 - information reporting and recording systems
 - processing payments
 - processing timeframes
- requirements and rules of racing relevant to race fields
- communication procedures, including reporting lines within the workplace and dealing with racing participants.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - industry-supervised access to racing administration offices relevant to the applicable racing code
- resources, equipment and materials:
 - materials and equipment relevant to assessing individual's ability to complete nomination and acceptance procedures
- specifications:
 - work instructions and related documentation
- timeframes:
 - specified timeframes according to the job requirements.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volumes, including Implementation Guides, are available at VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>