



**Australian Government**

# **Assessment Requirements for RGRSTD404 Prepare for racing industry appeals**

**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 the individual has prepared for at least three racing industry appeals, including for each:

- researched and gathered information for an appeal
- prepared evidence, employing a range of appropriate communication strategies
- presented appeal information using appropriate communication strategies.

## 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:

- principles and terminology relating to administrative law and appeals
- steps in the appeal process, including evidence-gathering procedures and techniques
- rules of racing relevant to appeal subject matter
- ethical conduct standards of relevant principal racing authority
- organisational policies and procedures relating to appeals and format of documentation for evidence and transcripts
- communication procedures and protocols, including:
  - effective listening and speaking skills
  - presentation skills
  - assertiveness skills
  - reporting lines.

## Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
  - supervised access to inquiry, protest and appeals documents at supervisor's discretion

- access to racing administration buildings and related appeals facilities
- resources, equipment and materials:
  - materials and equipment relevant to assessing individual's ability to prepare evidence at racing appeals
- specifications:
  - work instructions and related documentation.

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>