



**Australian Government**

**Assessment Requirements for SITEEVT020  
Source and use information on the events  
industry**

**Release: 1**

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## **Assessment Requirements for SITEEVT020 Source and use information on the events industry**

### **Modification History**

Not applicable.

### **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:

- identify ways to integrate current events industry information into daily work activities on at least one occasion to enhance the quality of work performance
- source and document current and emerging events industry information using at least three different information sources.

### **Knowledge Evidence**

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

- sources of information on the events industry:
    - industry associations
    - government and regulatory bodies
    - industry publications
    - colleagues
    - suppliers
    - consultants and advisors
  - types of events:
    - business and corporate
    - community
    - entertainment and leisure
    - exhibitions, expositions and fairs
    - festivals
    - fundraising
    - government and civic
    - meetings and conventions
    - social
    - sports
  - methods of delivering events:
    - face-to-face
    - virtual
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- hybrid
  - indoor
  - outdoor
  - structure of the events industry:
    - key characteristics
    - main functions
    - features and services of businesses within the industry
    - business relationships
    - event supply chain
    - event products and services
  - economic and social significance of the events industry:
    - community role in events
    - effect on local amenities and facilities
    - business and employment
    - role of and impacts on local communities
    - interactions and cross-over with allied industries
  - roles and general responsibilities for different jobs in the industry and career opportunities
  - basic aspects of the stages of event management from concept development through to execution
  - basic aspects of environmental and social sustainability when operating events
  - basic aspects of laws relevant to the events industry, and actions that must be adhered to or managed by organisations staging events:
    - contract law
    - duty of care and negligence
    - privacy and confidentiality
    - intellectual property, copyright and trademarks
    - e-commerce and social media
    - work health and safety
    - Australian consumer law
    - liability for and obligations of employees, agents and independent contractors
    - anti-discrimination, harassment and equal employment opportunity
    - unethical practices and consequences
  - current and emerging technology used by event organisations.

## **Assessment Conditions**

Skills must be demonstrated in:

- an industry workplace; or
- a simulated industry environment.

Assessment must ensure access to:

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- communication technology and information programs used to source industry information.

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=68c40a93-e51d-4e0f-bc06-899dff092694>

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