



Australian Government

SITXGLC002 Identify and manage legal risks and comply with law

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to identify and manage legal risks and comply with laws applicable to specific business operations. It requires the ability to identify legal risks, access and interpret regulatory information, and determine action required to manage legal risks and to comply with applicable laws.

The unit applies to legal issues arising in day-to-day business operations in all tourism, travel, hospitality and event sectors.

It applies to senior personnel who operate with limited guidance from others and who are responsible for making a range of operational business and legal risk management decisions.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

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

Pre-requisite Unit

Nil

Competency Field

Governance and Legal Compliance

Unit Sector

Cross-Sector

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Identify legal risks and compliance needs.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1. Evaluate areas of business operation for which legal risk management and compliance is required.
 - 1.2. Identify legal risks and compliance requirements that arise
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	in business operations.
2. Research information required for legal compliance.	2.1. Identify sources of information for compliance with laws and licensing for business operations. 2.2. Access regulatory and other legal information relevant to specific business operation. 2.3. Identify risks, penalties and consequences of non-compliance. 2.4. Assess and act on need for specialist legal advice.
3. Consider legal risk management strategies and actions for legal compliance.	3.1. Articulate legal risk management strategies and actions necessary to comply with laws. 3.2. Develop practices for updating personnel to ensure they have current knowledge of roles and responsibilities for legal risk management and compliance.
4. Ensure management of legal risks and compliance with legal requirements.	4.1. Maintain business and occupational licences and check contractor contracts and conduct to avoid risk to business. 4.2. Continuously evaluate business operations for non-compliance and implement modifications.
5. Maintain personal and organisational knowledge of legal risk management strategies and compliance requirements.	5.1. Identify and use opportunities to maintain knowledge of current legal risk management strategies and legal compliance requirements. 5.2. Use organisational communication methods to share updated regulatory knowledge.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	interpret unfamiliar and complex materials describing legal issues and risks and legal compliance requirements.
Writing skills to:	- document identification of legal risks and compliance needs - document legal risk management strategies and legal compliance actions.

Unit Mapping Information

Supersedes and is not equivalent to SITXGLC001 Research and comply with regulatory requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=68c40a93-e51d-4e0f-bc06-899dff092694>
