



SKILLSIQ

CAPABLE PEOPLE MAKE CLEVER BUSINESS

PSP Public Sector Training Package V4.0

Companion Volume Implementation Guide



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On 1 January 2023, responsibility for Training Package Products will pass to the appointed Industry Cluster Body. These are yet to be announced at the time of publication of this document. For Training Package Product enquiries after 1 January 2023, please go to <https://www.dewr.gov.au>.

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Training Package Modification History

The following table shows modifications to the PSP Public Sector Training Package as a result of updates made after the initial release. Please check that you are using the current version of the PSP Public Sector Training Package by accessing information from training.gov.au.

Table 1: Training Package modification history at time of publication

Training Package Version	Release Date	Comments
4.0	November 2022	Release 4.0 of the PSP Public Sector Training Package inclusive of: • four updated qualifications: ◦ PSP50822 Diploma of Translating ◦ PSP50922 Diploma of Interpreting ◦ PSP60822 Advanced Diploma of Translating ◦ PSP60922 Advanced Diploma of Interpreting • two new skill sets • 47 updated units of competency • one new unit of competency.
3.0	3 April 2022	Release 3.0 of the PSP Public Sector Training Package inclusive of: • seven updated qualifications: ◦ PSP20122 Certificate II in Government ◦ PSP30122 Certificate III in Government ◦ PSP40122 Certificate IV in Government ◦ PSP40522 Certificate IV in Trade Measurement ◦ PSP50122 Diploma of Government ◦ PSP50522 Diploma of Trade Measurement ◦ PSP60122 Advanced Diploma of Government • one deleted qualification: ◦ PSP80216 Graduate Certificate in Radiation Safety • six updated skill sets • one new skill set • three deleted skill sets • 155 updated units of competency • one new unit • 108 deleted units.
2.0	June 2018	Second release of the PSP Public Sector Training Package Inclusion of: • four new qualifications: ◦ PSP20218 Certificate II in Auslan ◦ PSP30218 Certificate III in Auslan ◦ PSP40818 Certificate IV in Auslan ◦ PSP51018 Diploma of Auslan • fifteen new units of competency and associated Assessment Requirements for Languages other than English – Auslan.

1.0	March 2016	Primary release of PSP TP complying with the new standards. Units and qualifications based on material from PSP12 V1.
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Introduction

This Companion Volume Implementation Guide has been developed to provide advice and guidance on Public Sector-specific training package products contained within the PSP Public Sector Training Package.

Training packages consist of endorsed and non-endorsed components that are developed to comply with the *Standards for Training Packages 2012*. Endorsed components must be submitted for approval by the Australian Industry and Skills Committee before they are released for use.

Endorsed components can include:

- units of competency which specify the standard of performance required in the workplace
- assessment requirements (associated with each unit of competency)
- qualifications that are consistent with the Australian Qualifications Framework specifications
- credit arrangements which specify any arrangements between Training Package qualifications and higher education qualifications.

Non-endorsed components can include:

- a quality assured Companion Volume Implementation Guide (Implementation Guide)
- other quality-assured guides to assist users
- skill sets.

Quality assurance of companion volumes

This Implementation Guide contains some mandatory content such as lists of units and their prerequisites. Other content is informed by consultation processes with industry representatives, trainers, assessors, and project reference committees so that information is relevant and useful to all users of the training package.

The content is reviewed by the Industry Reference Committee (IRC), editors, and State and Territory Training Authorities before publication. Implementation Guides are reviewed and updated in response to ongoing feedback received by SkillsIQ, subject to IRC approval.

1.0 Overview Information

This Implementation Guide is designed to assist assessors, trainers, Registered Training Organisations (RTOs) and enterprises to deliver the PSP Public Sector Training Package. It provides advice about the structure and content of Public Sector Training Package products, key features, and specific information applicable to implementation.

1.1 PSP Qualifications

Qualifications are created by combining units of competency into groups which provide skill outcomes meaningful in the workplace for different job roles and aligning those groups of competencies to qualification levels nominated in the Australian Qualifications Framework. Qualifications therefore:

- represent key industry functions directly related to occupational positions in the industry
- are a framework, not a course.

Table 2: List of qualifications in the PSP Public Sector Training Package

Qualification Code	Qualification Title
PSP20122	Certificate II in Government
PSP20218	Certificate II in Auslan
PSP30122	Certificate III in Government
PSP30218	Certificate III in Auslan
PSP40122	Certificate IV in Government
PSP40216	Certificate IV in Court Operations
PSP40316	Certificate IV in Government Security
PSP40416	Certificate IV in Government Investigations
PSP40522	Certificate IV in Trade Measurement
PSP40616	Certificate IV in Procurement and Contracting
PSP40716	Certificate IV in Heavy Vehicle Road Compliance
PSP40818	Certificate IV in Auslan
PSP50122	Diploma of Government
PSP50216	Diploma of Court Operations
PSP50316	Diploma of Government Security
PSP50416	Diploma of Government Investigations
PSP50522	Diploma of Trade Measurement
PSP50616	Diploma of Procurement and Contracting
PSP50716	Diploma of Fraud Control
PSP50822	Diploma of Translating
PSP50922	Diploma of Interpreting
PSP51018	Diploma of Auslan

Qualification Code	Qualification Title
PSP60122	Advanced Diploma of Government
PSP60616	Advanced Diploma of Procurement and Contracting
PSP60822	Advanced Diploma of Translating
PSP60922	Advanced Diploma of Interpreting
PSP80116	Graduate Certificate in Strategic Procurement

1.2 PSP Skill Sets

Skill sets, which are products contained within a training package, are single units or groups of units designed to enable learners to acquire a mini set of skills. Skill sets can be:

- a single unit or a group of units that link to a licensing or regulatory requirement
- a single unit or a group of units that can link to a defined industry need. Skill sets comprising a single unit or group of units can be used to upskill workers and can be thought of as a short upskilling course
- a single unit or a group of units linked to a defined industry need where a whole qualification is not required but where workers just need a very specific set of skills.

Table 3: Public Sector skill sets

Skill Set Code	Skill Set Title
PSPSS00040	Government Investigations
PSPSS00042	Procurement Fundamentals
PSPSS00043	Procurement Delegation
PSPSS00053	Customer Service
PSPSS00054	Public Sector Executive Manager
PSPSS00055	Public Sector Fundamentals
PSPSS00056	Public Sector Manager
PSPSS00057	Radiation Environment Safety
PSPSS00058	Workplace Coaching
PSPSS00059	Writing in Politically Sensitive Context in Government
PSPSS00060	Support and Implement Policy
PSPSS00061	Procurement Basics
PSPSS00062	Introduction to Translating Skill Set
PSPSS00063	Introduction to Interpreting Skill Set

1.2.1 Offering other groups of units

Users can, over and above the nominated Training Package skill sets, deliver a stand-alone unit or any other combination of units which meets an identified need.

This approach provides flexibility to create bespoke training opportunities that allow the learner to build on existing skills and the employer to negotiate with RTOs to provide identified skills gap training.

1.3 PSP Units of competency and prerequisites

Units of competency (units) are developed by industry to meet the identified skill needs of industry. Each unit identifies a discrete workplace skill and includes the knowledge that underpins competency. Units of competency therefore:

- are statements about the skills and knowledge required for effective performance in a particular job function
- describe work outcomes, not training input or modular ways of delivering training
- logically describe stand-alone skills which are used in a work situation
- can be combined together in groups which align to work functions and job roles.

A prerequisite is a unit of competency in which the individual must be deemed competent prior to the determination of competency in another unit. Prerequisites are applicable when competency cannot be achieved in a given unit without first gaining essential knowledge and skills from other unit(s). There are no prerequisites required in the PSP units.

1.4 Imported units of competency

In addition to units developed specifically for the Public Sector, PSP Qualifications contain a range of units imported from other Training Packages. These have been selected because of their applicability to Public Sector job roles.

Codes, titles and prerequisite requirements for imported units of competency are applicable and current at the time of publication of the PSP Public Sector Training Package. The parent Training Package is identified before each group of imported units.

1.5 Lists of units of competency, and qualification and unit mapping

Table 4: The following information is contained within appendices to this Implementation Guide:

PSP units and prerequisites	Appendix A
Imported units and prerequisites	Appendix B
Mapping of PSP qualifications from previous to currently endorsed versions	Appendix C
Mapping of PSP units of competency from previous to currently endorsed versions	Appendix D
Mapping of skill sets version 2.0 to 3.0	Appendix E

2.0 Key Industry Work and Training Requirements

2.1 Overview of the Public Sector

The Public Sector plays a key role in providing essential services including health care, education and safety across Australia. The main bodies include the federal, state and territory governments; local governments; statutory bodies; and state-owned corporations. Currently, there are 1,987,000 Public Sector employees contributing to communities across all levels of government.

The Australian Government has the power to make laws for Australian territories. State governments hold their own legislative power over all matters that occur within their borders¹ unless their legislative power is ceded to the Australian Government.

The provision of services by federal and state governments employs a mix of outsourcing, government-owned corporations, public-private partnerships and direct employment models.

Job roles within the Public Sector are extremely varied and can span multiple areas, including policy, finance, governance and regulation, and multiple disciplines, such as education, health, transport, police and emergency services. Tasks and responsibilities of the workforce can include:²

- policy advice and analysis
- service delivery and citizen engagement
- commissioning and contracting
- managing networks.

2.2 Public Sector Training Products – Intended Audience

2.2.1 Public Sector areas

The Public Sector Training Package consists of an array of qualifications that support employment within the Public Sector, relating to the following areas:

- Auslan
- Court Operations
- Fraud Control
- Government
- Government Investigations
- Government Security
- Inspection
- Procurement and Contracting
- Regulation
- Translating and Interpreting

2.2.2 Vocational Education and Training (VET) qualifications supporting industry

PSP Public Sector Training Package Products are designed to meet workforce skill needs that are unique to the Public Sector. The 10 key areas listed below contain job roles and functions that are unique to the Public Sector.

¹ Australian Government, *Federation*. Retrieved from: <http://www.australia.gov.au/about-government/how-government-works/federation>. [Viewed 11 February 2019]

² The Organisation for Economic Co-operation and Development (OECD) (2015), *Government at a Glance 2015*, OECD Publishing, Paris. Retrieved from: http://dx.doi.org/10.1787/gov_glance-2015-en.

The nationally recognised VET qualifications that cater to this sector are as follows:

Auslan (released 28 June 2018)

- PSP20218 Certificate II in Auslan
- PSP30218 Certificate III in Auslan
- PSP40818 Certificate IV in Auslan
- PSP51018 Diploma of Auslan

Court Operations

- PSP40216 Certificate IV in Court Operations
- PSP50216 Diploma of Court Operations

Fraud Control

- PSP50716 Diploma of Fraud Control

Government

- PSP20122 Certificate II in Government
- PSP30122 Certificate III in Government
- PSP40122 Certificate IV in Government
- PSP50122 Diploma of Government
- PSP60122 Advanced Diploma of Government

Government Investigations

- PSP40416 Certificate IV in Government Investigations
- PSP50416 Diploma of Government Investigations

Government Security

- PSP40316 Certificate IV in Government Security
- PSP50316 Diploma of Government Security

Heavy Vehicle Compliance

- PSP40716 Certificate IV in Heavy Vehicle Road Compliance

Procurement and Contracting

- PSP40616 Certificate IV in Procurement and Contracting
- PSP50616 Diploma of Procurement and Contracting
- PSP60616 Advanced Diploma of Procurement and Contracting
- PSP80116 Graduate Certificate in Strategic Procurement

Trade Measurement

- PSP40522 Certificate IV in Trade Measurement
- PSP50522 Diploma of Trade Measurement

Translating and Interpreting

- PSP50822 Diploma of Translating
- PSP60822 Advanced Diploma of Translating
- PSP50922 Diploma of Interpreting
- PSP60922 Advanced Diploma of Interpreting.

2.3 Occupational Outcomes of Public Sector Qualifications

2.3.1 Public Sector

Public Sector qualifications are designed to provide skills for Public Sector workers at different levels of proficiency, with the Diploma also covering skills for people who are coordinating and leading staff within Public Sector departments.

All Public Sector qualifications provide a pathway to work within Public Sector organisations.

Qualifications include a range of relevant units that, in combination, provide the workplace skills required by Public Sector staff.

2.3.1 Core skills

The core units of competency address the skills and knowledge required by Public Sector staff. These units vary across qualification levels and include key skills and knowledge central to working in the Public Sector, such as:

- ethics
- diversity and inclusion
- work health and safety (WHS)
- legislation.

2.3.2 Generalist Public Sector staff

Public Sector employers advise that they require both generalist and specialist staff to fill job roles. Employers indicate that generalist staff may work across department areas and may perform a similar task in each department or may be required to perform a variety of job functions across multiple departments. These needs may vary depending on the size of the government department, statutory authority or authorised body which provide the broader context to the workplace and how work is organised.

Qualification packaging rules for the *Certificate II in Government* and *Certificate III in Government* allow for a multi-skilled generalist administrative individual in government.

Any learner who progresses beyond the Certificate III qualification can select a specialisation nominated in the higher qualifications.

Learners can also complete the *Certificate IV in Government*, *Diploma of Government* or the *Advanced Diploma of Government* and not select a specialisation area, but, rather, complete a generalist qualification. This option allows learners to select individual units from one or more specialisation and general groups of units of relevance to their job roles.

2.3.3 Specialist Public Sector staff

Qualification packaging rules for the *PSP40122 Certificate IV in Government*, *PSP50122 Diploma of Government* and *PSP60122 Advanced Diploma of Government* allow for specialisations to be selected by the learner to complete the qualification. It is possible to select more than one specialisation. For example, a learner completing the *Certificate IV in Government* could select six Group B electives and three Group D electives resulting in a *Certificate IV in Government (Human Resources, Injury Rehabilitation)*.

There are also specialist qualifications within the training package - for example, *PSP40216 Certificate IV in Court Operations*, *PSP40616 Certificate IV in Procurement and Contracting*.

These qualifications address key job roles within the Public Sector where the skills and knowledge required may justify a selection of specialised units.

Further information including a diagram and table summarising the structure of the PSP Training Package is available in Section 2.4 Qualification Pathways of this Implementation guide.

2.4 Occupational Outcomes of Translating and Interpreting Qualifications

2.4.1 Translating and Interpreting

The Diplomas and Advanced Diplomas of Translating and Interpreting are fundamental Qualifications used to ensure translating and interpreting professionals are equipped with the right skills and knowledge to sit the National Accreditation Authority for Translators and Interpreters' (NAATI's) Certification test. Although translators and interpreters are permitted to operate without NAATI certification, NAATI is the credentialing authority for translators and interpreters in Australia and is responsible for the setting and maintaining of professional standards for the industry through its national certification system.

The aim of the update, under the direction of the Public Sector IRC, was to ensure that Translating and Interpreting Training Package Products equip graduates and new entrants to the Languages Services workforce with the skills they need to adhere to current professional standards of practice in order to provide accurate and reliable translating and interpreting services to clients in Australia. The COVID 19 pandemic has resulted in a significant increase in demand for translating and interpreting services for CALD communities and individuals who speak low-volume languages, especially so that they can access Telehealth and government services.

The key drivers for the update of the Translating and Interpreting Training Package Products were concerns raised by stakeholders, documented in the Case for Change approved in 2021, which highlighted the following:

- *Difficulties in filling the current training gap in translating and interpreting in order to meet NAATI's minimum training requirement for obtaining credentials in interpreting and translating.*
- *The shortage of qualified trainers for low-volume languages especially from Culturally and Linguistically Diverse (CALD) and more recent humanitarian refugee communities*
- *Difficulties in recruitment due to the short-term nature of casualised employment opportunities*
- *Current requirements of training package products were exclusionary of Deaf interpreter and Auslan/English interpreter learners.*

The Translating and Interpreting TP products have been updated to reflect current industry practice and to address the above-mentioned concerns in terms of better outcomes for the translating and interpreting sector and to strengthen the language services workforce.

2.4.2 Core skills

The core units of competency address the skills and knowledge required by Translating and Interpreting practitioners including Deaf and Auslan/English Interpreters. These units include key skills and knowledge central to working in the Language Services Sector, such as:

- Ethical practice
- Building glossaries
- Managing interactions in general dialogue settings
- Routine subject area terminology

- Theories to translating work practices
- Translation Technology
- Professional judgement
- Negotiation.

2.4.3 Translating and Interpreting Practitioners

Quality translation and interpreting services support the efficient and effective provision of a wide range of public services, including healthcare, education and legal services. Implementing best practice helps ensure that public funds are spent as effectively as possible in these areas when interacting with non-English-speaking members of our society. The services of focus also contribute to the integration of non-English-speaking communities and promote their full economic participation.

NAATI has a compulsory training requirement for all candidates who wish to obtain credentials in interpreting and translating.

Deaf and Auslan/English Interpreting students work between Auslan and non-conventional sign language or another foreign sign language. The Diploma and Advanced Diploma of Interpreting have been updated to remove any exclusionary criteria.

Translating and Interpreting Practitioners provide language services in the private sector as well, due to migrant and Culturally and Linguistically Diverse (CaLD) communities and more recently humanitarian refugees entering the Australian workforce thus increasing demand for low volume spoken languages, therefore, access to reliable, accurate and targeted information for these communities is paramount.

2.5 Occupational outcomes for each qualification

Table 5: Occupational outcomes for qualifications

Qualification	Occupational Outcome
PSP20122 Certificate II in Government	This qualification reflects competencies that lay a foundation for a career in the public sector. The qualification has a particular focus on competencies required in a public service context, but also includes competencies that are transferable to other work contexts. Job titles could include Administrative Services Trainee.
PSP20218 Certificate II in Auslan	This qualification provides signing skills to communicate in Auslan on familiar and routine matters. Communication may take place in any situation, including personal, public, social, employment-related and educational domains. The qualification aligns to an adaptation for sign languages of the Common European Framework of Reference for Languages (CEFR), A2: Basic User. Job titles could include Auslan Signer.
PSP30122 Certificate III in Government	This qualification reflects the role of individuals working in entry-level roles in the public sector, with a particular focus on the ethical and legislative requirements of the public service. The qualification covers the skills required to operate in a broad range of public service work activities. Job titles could include Administrative Assistant; Court Security Assistant; Government Security Officer (basic); Government Personal Security Officer (basic).
PSP30218 Certificate III in Auslan	This qualification provides signing skills to communicate in Auslan with some confidence on familiar, routine and some non-routine matters. Communication may take place in any situation including personal, public, social, employment-related and educational domains. This qualification aligns to an adaptation for sign languages of the Common European Framework of Reference for Languages (CEFR), B1: Independent User. Job titles could include Auslan Signer.

Qualification	Occupational Outcome
PSP40122 Certificate IV in Government	This qualification reflects the role of individuals who work in operational roles in the public sector, demonstrating autonomy, judgement and limited responsibility within established parameters. The qualification, without specialisation, is suited for work in an environment requiring multi-skilled personnel and/or in small or regionally-based organisations. The specialisation streams of human resources, injury rehabilitation management, revenue administration and regulation reflect the skills required to work in more specialist public sector roles. Job titles could include Administration Officer; Human Resources Officer; Customer Service Officer; Regulatory Officer; Revenue Officer; Injury Rehabilitation Manager; Injury Claims Administrator.
PSP40216 Certificate IV in Court Operations	This qualification allows for the attainment of general competencies for those working in operational roles in a court environment, with a particular focus on meeting the ethical and legislative requirements of the court services. The compliance specialisation covers the skills required by those responsible for carrying out the directions of the court to ensure a secure and efficient environment in which the court can function. Job titles could include Court Officer; Court Registrar.
PSP40316 Certificate IV in Government Security	This qualification allows for the attainment of occupational specific competencies for those working in operational roles undertaking government security-related functions, with a particular focus on meeting the ethical and legislative requirements of the public service. It is suitable for individuals who need to apply a broad range of specialised knowledge and skills in specific contexts within the security environment. The generalist qualification covers the broad range of skills required to operate without supervision in a government security environment. The personnel vetting specialisation covers the skills required for working without supervision within a personal security area. The fraud control specialisation covers the skills required by those responsible for preventing and detecting fraud. Job titles could include Government Security Officer (advanced); Government Personnel Security Officer (advanced); Fraud Prevention Officer.
PSP40416 Certificate IV in Government Investigations	This qualification allows for the attainment of occupational specific competencies for those working in operational roles undertaking government investigation-related functions, with a particular focus on meeting the ethical and legislative requirements of the public service. It is suitable for individuals who need to apply a broad range of specialised knowledge and skills in specific contexts within the investigations and regulatory compliance environment.

Qualification	Occupational Outcome
PSP40522 Certificate IV in Trade Measurement	This qualification reflects the role of individuals who work in operational roles undertaking trade measurement inspection. It is suitable for individuals who need to apply a broad range of specialised knowledge and skills in specific contexts relating to the administration of trade measurement legislation. Job titles could include Trade Measurement Officer.
PSP40616 Certificate IV in Procurement and Contracting	This qualification allows for the attainment of occupational-specific competencies for those responsible for the procurement of goods and services. It covers the broad range of skills required to operate without supervision in a procurement and contracting environment. Job titles could include Procurement Officer.
PSP40716 Certificate IV in Heavy Vehicle Road Compliance	This qualification allows for the attainment of occupational-specific competencies for those working in operational roles undertaking heavy vehicle road compliance inspections. It is suitable for individuals who need to apply a broad range of specialised knowledge and skills in specific contexts relating to the provision of heavy vehicle road compliance services. Job titles could include National Road Transport Inspector.
PSP40818 Certificate IV in Auslan	This qualification provides signing skills to communicate in Auslan with a degree of fluency and spontaneity across a wide range of subjects. Communication may take place in any situation including personal, public, social, employment-related and educational domains. This qualification aligns to an adaptation for sign languages of the Common European Framework of Reference for Languages (CEFR), B2: Independent User. Job titles could include Auslan Signer.
PSP50122 Diploma of Government	This qualification reflects the role of individuals involved in independent and self-directed work in the public sector. There may be supervisory responsibilities. The qualification, without specialisation, is suited to those working in environments such as small or regionally-based organisations, and where responsibilities are diverse in nature rather than being within a narrow specialisation. The specialisation streams of injury management, workplace inspection, and policy reflect the skills required to work in more specialist public sector roles. Job titles could include Administrative Services Supervisor; Customer Service Manager (Public Sector); Injury Management Case Manager; Occupational Health and Safety Inspector; WorkCover inspector; Policy Manager (Public Sector).
PSP50216 Diploma of Court Operations	This qualification allows for the attainment of competencies required by those who have supervisory responsibilities for a team that carry out the directions of the court, ensure a secure environment in which the court can function, and provide a service to the court, its clients and stakeholders. It is suitable for individuals who apply integrated

Qualification	Occupational Outcome
	technical and theoretical concepts in a broad range of contexts to undertake advanced skilled duties in a court environment. Job titles could include Senior Court Officer.
PSP50316 Diploma of Government Security	This qualification covers the competencies required for independent and self-directed work in the public sector as a practitioner in government security management. It is suitable for individuals who need to apply integrated technical and theoretical concepts in a broad range of contexts to undertake advanced skilled duties in a government security environment. Job titles could include Security Advisor (Government Services).
PSP50416 Diploma of Government Investigations	This qualification covers the competencies required by a person responsible for the coordination and conduct of investigations. It is suitable for individuals who apply integrated technical and theoretical concepts in a broad range of contexts to undertake advanced skilled duties in a government investigations environment. Job titles could include Investigations Coordinator.
PSP50522 Diploma of Trade Measurement	This qualification reflects the role of individuals working in senior roles in a trade measurement environment. These staff provide complex information and advice, supervise and support front line staff, and conduct investigations into potential trade measurement breaches. Job titles could include Senior Trade Measurement Officer.
PSP50616 Diploma of Procurement and Contracting	This qualification allows for the attainment of competencies required by senior staff in a trade measurement environment. These staff may provide information and advice of a complex nature, supervise and support front line staff, and conduct investigation into potential trade measurement breaches. Job titles could include Procurement and Contract Manager.
PSP50716 Diploma of Fraud Control	This qualification covers the competencies required by a person responsible for the coordination and conduct of fraud control prevention and detection. It qualifies individuals who apply integrated technical and theoretical concepts in a broad range of contexts to undertake advanced skilled duties in a government fraud control environment. Job titles could include Investigations Coordinator.
PSP50822 Diploma of Translating	This qualification reflects the role of individuals who translate general purpose texts from one language to another, to convey information written in plain language to a limited and known audience in translated texts, or to an audience in translated spoken or signed utterances, which are fit for purpose and appropriate to the context, target audience and end use. The Diploma of Translating prepares translators to translate texts that contain limited equivalence problems between source and target text, plain language and concepts accessible to the general public, and limited requirement for research on the subject beyond client resources. Limited and known audiences include the clients of community services, educational institutions, community information

Qualification	Occupational Outcome
	services and businesses, or may relate to government client relationships. Job titles could include Translator.
PSP50922 Diploma of Interpreting	This qualification reflects the role of individuals who interpret between two languages, in general dialogue and monologue settings where the interpreter is able to control the interaction to assist retention and recall. In a general setting the context is usually broad and routine and the content or complexity of the situation can usually be predicted and planned for. There are typically two dialogue setting or a few monologue setting participants, to whom the interpreter has physical, visual or audio access. The Diploma of Interpreting prepares interpreters for work typically in the community and business domains, including sectors such as general health, welfare and community services, educational and social contexts, and tourism. As well as interactions such as initial police interviews, over the counter interviews in customer and community information services, non-complex disability assistance, and other informal business and workplace interactions. The interpreting takes place where miscommunication or the consequences of errors in communicative intent can be readily managed through consultation and preparation, and where there are opportunities for error correction. Job titles could include Interpreter.
PSP51018 Diploma of Auslan	This qualification provides signing skills to communicate in Auslan fluently and spontaneously across a wide range of subjects. Communication may take place in any situation including personal, public, social, employment-related and educational domains. This qualification aligns to an adaptation for sign languages of the Common European Framework of Reference for Languages (CEFR), CI: Proficient User. Job titles could include Auslan Signer.

Qualification	Occupational Outcome
PSP60122 Advanced Diploma of Government	This qualification reflects the role of individuals involved in leadership or senior roles in the public sector. There may be supervisory responsibilities or delivery of outcomes without supervisory responsibilities. The qualification is targeted at those who enter the public sector with another qualification as well as those progressing within the sector. The qualification, without specialisation, is suited to those working in environments such as small or regionally-based organisations, and where responsibilities are diverse in nature, rather than within a narrow specialisation. The specialisation streams of workplace inspection, investigations and fraud control reflect the skills required to work in more specialist public sector roles. Job titles could include Public Sector Manager; Senior Investigations Officer (Public Sector); Investigations Manager (Public Sector); Fraud Control; Prevention and Detection Unit Manager.
PSP60616 Advanced Diploma of Procurement and Contracting	This qualification allows for the attainment of competencies required by personnel responsible for the management of strategic procurement in public sector organisations. Job titles could include Senior Procurement Manager.
PSP60822 Advanced Diploma of Translating	This qualification reflects the role of individuals who translate special purpose texts from one language to another to convey information to a wide unknown audience, or written using specific terminology for a specific audience in translated texts, or to an audience in translated spoken or signed utterances, which are fit for purpose and are accurate and appropriate to the context, target audience and end use. The Advanced Diploma of Translating prepares translators to translate texts where there may be significant equivalence problems between source and target text, the subject of the text has its own specific terminology, there is need to undertake extensive research and translate complex language and concepts, or implications for client reputation and image are significant. Audiences may be found in commerce and marketing, government and international relations – including immigration, both regular and humanitarian – the media, and sectors generally considered to be professional, such as law, health and medicine, technology and science. Assignments may deal with material which requires significant quality assurance processes as the consequences of mistranslation can be far reaching. Job titles could include Translators.
PSP60922 Advanced Diploma of Interpreting	This qualification reflects the role of individuals who interpret between two languages. It reflects the skills and knowledge required to interpret from a source language to a target language in complex dialogue and monologue settings where the elements of the setting or number of parties involved can challenge the capacity of the interpreter to manage the discourse. The interpreter requires advanced skills in retention and recall and may be required to switch modes.

Qualification	Occupational Outcome
	The Advanced Diploma of Interpreting prepares interpreters for work in all community, business and diplomatic domains, interpreting content that may not easily be predicted or planned for or that may require a high level of subject knowledge, or intense assignment specific preparation. The community, business and diplomatic domains may include health and welfare, policing and courts, formal immigration hearings, education, the media, commerce, government and international relations, professional sectors such as the law, technology and science, and assignments involving formality, or participants with high status where the consequences of errors in communicative intent can have significant implications. Interpreting in this setting typically requires high levels of accuracy and accountability. It is less likely there will be opportunities for error correction. <i>Please see note below regarding Testamur wording.</i> Job titles could include Interpreter.
PSP80116 Graduate Certificate in Strategic Procurement	This qualification allows for the attainment of occupational-specific competencies for those senior personnel responsible for the integration of procurement into organisational policy and direction, and for the evaluation and improvement of procurement functions at an organisational level. Job titles could include Strategic Procurement Manager.

Please Note: Translating and Interpreting Qualifications Testamur

The Diploma and Advanced Diploma of both Interpreting and Translating have been updated to remove all LOTE/English references in the unit titles in all four qualifications. All references to any specific language have been removed from the unit titles and content. The words 'in two languages' has been inserted to allow the learner flexibility in the selection of any language pair and direction. For example: The application statement in unit *PSPTIS115 Use routine subject area terminology in two languages* states 'This unit describes the performance outcomes, skills and knowledge required to understand and use terminology from specific subject areas in two languages, sufficient to interpret between the two languages in general dialogue or monologue settings in those subject areas.'

Industry recommends that a statement needs to be placed on the Testamur identifying the language pair in which the qualification was awarded, that is, reference to the two languages.

2.6 Qualification Pathways

The Australian Qualifications Framework (AQF) is the policy for qualifications in the Australian education and training system covering the secondary school, Vocational Education and Training (VET), and higher education sectors. The AQF Pathways Policy stipulates the need for flexibility in training package qualifications so that they:

- enhance learners' progression into and between qualifications
- comprise, within a training package, integrated ('nested') qualifications at different levels, allowing credit for learning undertaken in lower-level qualifications and exit points in higher qualifications
- recognise the multiple pathways that learners take to achieve qualifications.

Public Sector qualifications are designed to both meet these requirements and those of industry.

No articulation arrangements have been negotiated between the Diploma- or Advanced-Diploma level qualifications within the PSP Training Package and the higher education sector. The higher education sector providers working with key professional bodies would usually determine these credit transfer arrangements.

Staff who enter the Public Sector may hold a higher education qualification or have specialised industry licenses and/or experience working in the private sector. These staff may be required to complete a qualification to be able to fulfil a job role in the Public Sector.

Skill set pathways

Public Sector skill sets are designed to meet industry needs. A learner who has completed a skill set can then apply those units toward the completion of a full Public Sector qualification.

Table 6 highlights the relationship between skill sets and qualifications.

Table 6: Skill set pathways

Code	Title	Pathways Information
PSPSS00040	Government Investigations	Completion of this skill set contributes to <i>PSP40416 Certificate IV in Government Investigations</i> .
PSPSS00042	Procurement Fundamentals	Completion of this skill set contributes to <i>PSP40616 Certificate IV in Procurement and Contracting</i> .
PSPSS00043	Procurement Delegation	Completion of this skill set contributes to <i>PSP40116 Certificate IV in Government</i> and <i>PSP40616 Certificate IV in Procurement and Contracting</i> .
PSPSS00053	Customer Service	Completion of this skill set contributes to <i>PSP20122 Certificate II in Government</i> and <i>PSP30122 Certificate III in Government</i> qualifications.
PSPSS00054	Public Sector Executive Manager	Completion of this skill set contributes to <i>PSP60122 Advanced Diploma of Government</i> .
PSPSS00055	Public Sector Fundamentals	Completion of this skill set contributes to multiple Certificate IV qualifications in the PSP Training Package.
PSPSS00056	Public Sector Manager	Completion of this skill set contributes to multiple Diploma qualifications in the PSP Training Package.
PSPSS00057	Radiation Environment Safety	Completion of this skill set contributes to <i>PSP20122 Certificate II in Government</i> .

Code	Title	Pathways Information
PSPSS00058	Workplace Coaching	Completion of this skill set contributes to <i>PSP50122 Diploma of Government</i> .
PSPSS00059	Writing in Politically Sensitive Context in Government	Completion of this skill set contributes to <i>PSP40122 Certificate IV in Government</i> .
PSPSS00060	Support and Implement Policy	Completion of this skill set contributes to <i>PSP50122 Diploma of Government</i> .
PSPSS00061	Procurement Basics	Completion of this skill set contributes to <i>PSP30122 Certificate III in Government</i> .
PSPSS000062	Introduction to Translating Skill Set	Completion of this skill set contributes to <i>PSP50822 Diploma of Translating</i>
PSPSS000063	Introduction to Interpreting Skill Set	Completion of this skill set contributes to <i>PSP50922 Diploma of Interpreting</i>

2.4.1 Pathways into and from Government

The following table shows the pathways into Public Sector qualifications within the PSP Public Sector Training Package.

There are no entry requirements to PSP Public Sector qualifications. Learners may enrol as a direct entry into any qualification level.

Individuals can exit each qualification to work in industry at a different level of technical expertise and responsibility. This is not, however, intended to imply that an individual will gain immediate employment at that level.

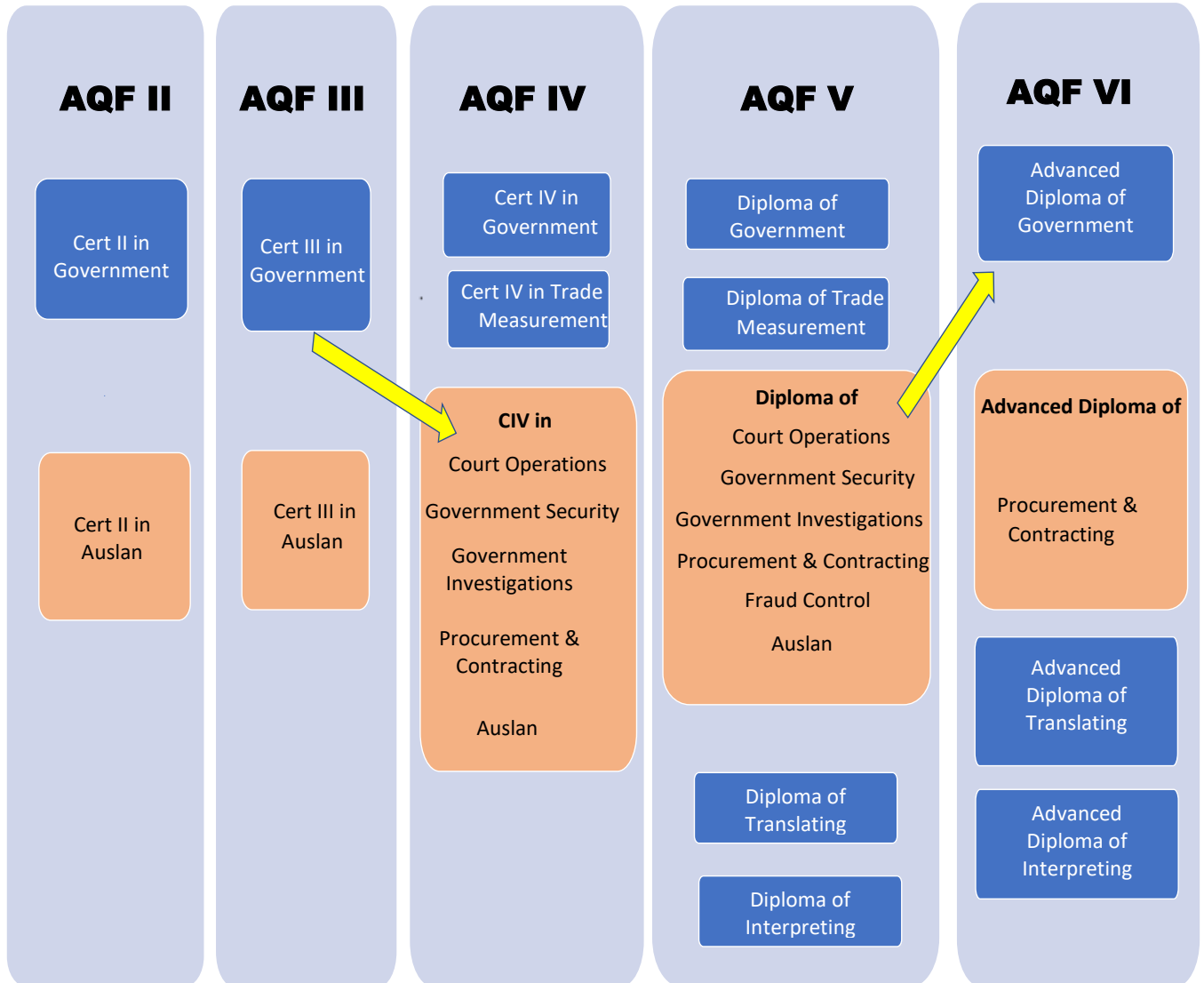
The PSP Big Picture diagram is a graphic summary of the relationships between the general and specialised qualifications in the training package. The table which follows provides additional information relating to the pathways in the Public Sector, with each qualification listed. It is recognised that typical career pathways are not always linear. The qualifications and skill sets in the training package meet a range of job outcomes to support a wide range of career paths.

2.4.2 Structure of Public Sector qualifications provides progressively complex skills

Core and specialist units increase in complexity with each qualification level, allowing the learner to progress from introductory (Certificate II), to operational (Certificate III), to advanced technical (Certificate IV), to advanced technical or mid-management-level (Diploma and Advanced Diploma) skills. Specialist units are housed in elective groups within different qualifications which also provide progression.

Qualification pathways

PSP Big Picture



PUBLIC SECTOR TRAINING PACKAGE QUALIFICATION PATHWAYS					
AQF 2	AQF 3	AQF 4	AQF 5	AQF 6	AQF 7
Generalist Qualifications					
Certificate II in Government PSP20122	Certificate III in Government PSP30122	Certificate IV in Government PSP40122	Diploma of Government PSP50122	Advanced Diploma of Government PSP60122	
<i>Specialisations within Generalist Qualifications</i>					
		Human Resources Injury Rehabilitation Regulation Revenue Administration	Injury Management Workplace Inspection Policy	Workplace Inspection Investigations Fraud Control	
Specialist Qualifications					
Court Operations					
		Certificate IV in Court Operations PSP40216	Diploma of Court Operations PSP50216		
Government Security					
		Certificate IV in Government Security PSP40316 <i>Includes a Fraud Control Specialisation</i>	Diploma of Government Security PSP50316		
			Diploma of Fraud Control PSP50716		
Government Investigations					
		Certificate IV in Government Investigations PSP40416	Diploma of Government Investigations PSP50416		
Procurement and Contracting					
		Certificate IV in Procurement and Contracting PSP40616	Diploma of Procurement and Contracting PSP50616	Advanced Diploma of Procurement and Contracting PSP60616	Graduate Certificate in Strategic Procurement PSP80616

Road Transport Compliance					
		Certificate IV in Heavy Road Compliance PSP40716			
Trade Measurement					
		Certificate IV in Trade Measurement PSP40522	Diploma of Trade Measurement PSP50522		
Translating and Interpreting (govt and private sector)					
			Diploma of Translating PSP50822	Advanced Diploma of Translating PSP60822	
			Diploma of Interpreting PSP50922	Advanced Diploma of Interpreting PSP60922	
Auslan (govt and private sector)					
			Diploma of Auslan PSP50818	Advanced Diploma of Auslan PSP51018	

2.4.3 Prerequisite units and qualification entry requirements

All Public Sector qualifications allow direct entry.

Direct entry allows learners with different needs and abilities to enrol in the course of their choice without restrictions being imposed. Some individuals prefer to enrol directly and undertake training in a higher qualification; some want formal recognition of their existing skills and might choose to gain a higher qualification using a recognition process. Both cohorts can achieve embedded foundational units before progressing to more complex skills during the life of the qualification.

No units within the PSP Training Package have prerequisite units.

RTOs should work with Public Sector employers to create sensible training and assessment pathways. It is very clear that there is a 'natural progression' of Public Sector units and qualifications, and the need to logically sequence training is clear. There would be no benefit to learners in enrolling in a unit or qualification beyond their ability, and no benefit to RTOs in permitting this.

2.4.4 Pathways that learners can take to achieve qualifications

Public Sector units of competency and qualifications can be attained via:

- formal or informal education and training
- experience in the workplace
- general life experience, or
- any combination of the above.

All pathways are valuable to industry in recruiting qualified personnel.

Formal and informal education and training

Formal education and training may include any education or training completed:

- independently via an RTO
- as part of employment arrangements in partnership with an RTO
- via a traineeship or apprenticeship (more details follow below)
- via VET delivered to secondary school students (more details follow below).

Informal training, such as in-house training, may or may not use Public Sector units as a basis for training. If the skills achieved align to a Public Sector unit, they can be mapped to this unit and recognised, and a Statement of Attainment can then be issued.

Recognition of Prior Learning (RPL)

It is likely that many individuals could be assessed via RPL to become certified in some (or many) units of competency within the Public Sector Training Package. These might include:

- those who have years of work experience in a Public Sector department or statutory authority but no formal training in these skills. They may be seeking a formal qualification to enhance their job opportunities
- those who have gained their skills through workplace application and in-house training but who hold no certification
- those who are employed and have a significant skills base and who are progressing to a coordinator or supervisory job role. They may seek to participate in the RPL process to work towards a Certificate IV or Diploma-level qualification.

Credit transfer

Learners may choose a formal training pathway to progress through qualifications with the same or different RTOs. Whenever an individual holds AQF certification in a unit issued by an RTO, this must be recognised by subsequent RTOs. This allows those individuals to efficiently progress through staged learning from one qualification to the next.

2.4.5 Pathways via Australian traineeships and apprenticeships

The following qualifications are considered to be most appropriate for delivery as a traineeship or apprenticeship:

- *PSP20122 Certificate II in Government*
- *PSP30122 Certificate III in Government*
- *PSP40122 Certificate IV in Government*
- *PSP50122 Diploma of Government.*

All qualifications levels within the PSP Training Package are suitable for delivery as a traineeship.

Part-time school-based traineeships and apprenticeships

Part-time school-based traineeships and apprenticeships are delivered by RTOs in conjunction with on-the-job training provided by employers. This arrangement would be appropriate provided the significant demands of the Public Sector qualifications can be met alongside the requirements for completion of a Senior Secondary Certificate of Education, e.g. HSC, VCE.

The declaration of a traineeship or apprenticeship is a matter for determination by each State and Territory Training Authority.

2.4.6 Pathway via Vocational Education and Training delivered to secondary school students

The following qualifications are considered appropriate for delivery as part of a VET in School qualification:

- *PSP20122 Certificate II in Government*
- *PSP30122 Certificate III in Government.*

Some industry Certificate II and III qualifications can be delivered to secondary school students. In the case of the Public Sector, the Certificate II applies to staff who use minimal discretion and judgement and work with minimal independence and under supervision. The Certificate III qualification applies to those who use some discretion and judgement and work with some independence and under limited supervision.

The Certificate IV and Diploma qualifications are not appropriate for delivery as part of the VET delivered to secondary school students program.

Delivery to secondary school students must comply with the requirements outlined in the Public Sector Training Package and the imported units, just as any other means of delivery must comply with these requirements.

Wherever a school-based Registered Training Organisation (RTO) cannot provide the mandated resources, delivery can be provided by, or in conjunction with, other RTOs which are sufficiently resourced.

3.0 Implementation Information

3.1 Regulatory and Safety Information

Public Sector staff must be familiar with legislation, regulation and licensing within their field of operation or specialisation. Wherever knowledge of a specific law, regulation or licensing arrangement is required to effectively perform a job task described in a unit of competency, it may be covered within the performance criteria, performance evidence, knowledge evidence or as part of a foundation skill. The assessment conditions field requires the RTO to provide current regulatory documents, relevant to the learners' job roles, to assist assessment.

3.1.1 Legislation and regulatory implications for implementation

Take, for example, *PSPWPI015 Advise on work, health and safety (WHS) legislative frameworks* in Table 7 below.

How do legislation and regulations impact on training and assessment?

It is imperative that the RTO include the federal, state/territory or field of operation documents that are **relevant** to the learners' job roles and functions when delivering and assessing a unit of competency.

Table 7: Example of references to regulatory documents in PSP units of competency

Reference to Regulatory Documents
<i>PSPWPI015 Advise on work, health and safety (WHS) legislative frameworks</i>
Element 1 Source and identify legislative frameworks relevant to WHS. Performance Criteria - Source WHS legislation and other sources relevant to own organisation's jurisdiction and operations. - Identify and confirm application of framework to own job role and policies and procedures of own organisation. - Locate and confirm in legislation the duties, rights and obligations of individuals and parties. - Determine legal requirements relevant to WHS in the workplace. 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 on at least one occasion: - provide advice to an: - internal stakeholder - external workplace - refer an issue for legal advice and identify how that advice was used - provide a workplace inspection report. Knowledge Evidence Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- sources of information about WHS and related legislation
- relevant sections of Commonwealth and State or Territory WHS Acts, regulations, codes of practice, standards, guidance material and other instruments. including:
 - duties, rights and obligations of individuals and parties
 - functions and powers of the WHS regulator, and how they are exercised

Foundation Skills

Reading skills to:

- interpret legislative requirements.

Assessment Conditions

Assessment must ensure access to:

- legislation, policies, procedures and protocols relating to the organisation and workplace legislative compliance

The training package incorporates a number of imported units that have been identified as relevant in the Public Sector context. Some of these units make reference to legislation, regulation and/or guidelines.

These units need to be applied within a Public Sector context and RTOs must include only that legislation, regulation or guidelines that are **relevant** to the learners' job roles and functions when delivering and assessing any of these imported units of competency.

3.1.2 Regulatory frameworks, standards, codes and guidelines

Various Public Sector departments, statutory authorities and agencies produce, implement, work within, or audit against, regulatory frameworks, industry standards, codes of practices or guidelines to assist their stakeholders to manage workplace practices. Public Sector employees need to be familiar with legislation, regulations and standards that are relevant to their job roles and area of jurisdiction or service delivery.

In addition, the department, statutory authority or agency may have organisational policies, procedures, codes of practice and guidelines specific to that operating environment. Many PSP units reference these documents in the performance criteria, performance evidence, knowledge evidence and assessment conditions.

How does this impact on training and assessment?

RTOs, trainers and assessors should be aware of the legislative framework within which their learners operate. They can assist by tailoring Performance and Knowledge Evidence assessments which can require such things as:

- knowledge of legislation and guidelines, standards, procedures and protocols related to the application of public sector ethics to the work group
- organisational codes of ethics and codes of conduct
- legislation related to privacy, freedom of information, human rights, whistleblower protection and procedural fairness.

Units make general reference to legislation, industry standards and codes of practice without naming any particular instrument, or referencing them by name. This has been done to ensure that the units remain current and do not have to be adjusted if any of the legislative instruments are adjusted.

3.1.3 Appointment under legislation and delegation

The units of competency contain the following statement:

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

The statement refers to how the unit itself does not result in an occupational or licensing outcome.

There are some job roles within government departments, statutory authorities and authorised agencies, however, which are appointed according to specific requirements identified in legislation which means that the unit or the qualification itself may not always allow them to fill a job function, although it may be part of the requirement in order to be appointed.

Examples of some job roles where this is the case include:

- regulatory officers
- WHS inspectors and investigators
- trade measurement officers.

It is important to check with employing organisations what the specific requirements are, and to clarify jurisdictional requirements.

3.2 Resourcing Training and Assessment Pathways

The delivery of training and assessment within a realistic operational environment using current industry tools, equipment, documents and other resources is essential to producing graduates who are immediately useful and competent in an industry environment.

Mandatory conditions and resources are specified in the Assessment Conditions field in the Assessment Requirements of each unit of competency. The mandatory resources include:

- legislation, regulation, policies and procedures and associated information relevant to the assessment
- workplace documentation if required
- resources and equipment required in the working environment
- assessor requirements.

The availability of these resources will need to be considered when selecting an appropriate training and assessment pathway for the learner.

3.3 Simulated Assessment

Where workplace assessment of a unit of competency is not practical, a Simulated Assessment Environment (SAE) may be used. The SAE must simulate real-life working conditions with all the relevant equipment and conditions of that of the working environment within government departments, statutory authorities and authorised agencies, including interactions with clients and co-workers.

3.4 Work Placement Hours

There are no mandated workplace hours specified in the PSP Training Package. However, work placements can be used in training and to prepare individual candidates for their

assessment experiences. Learning and practising skills in the classroom or in a simulated learning environment, and then coming to the workplace only for assessment, can prove challenging for individuals as they encounter a new environment for assessment. Work placements, when integrated with learning, can also be used for 'on-the-spot' assessment and to capture a range of evidence to support a decision of competency.

To successfully conduct training and assessment in the workplace, the RTO must provide the learner and workplace supervisor with an agreed-upon, structured learning plan that indicates the purpose of the work placement and the minimum requirements for training and assessment in the specified units of competency. The learning plan should also clearly identify the training, monitoring and assessment roles and responsibilities of both parties.

Work placements should always involve the appropriate supervision and guidance from supervisors in the workplace and trainers and assessors from the RTO. In sourcing an appropriate workplace, attention should also be paid to the availability of opportunities for the learner to observe, develop and practise required skills, and the availability of appropriately qualified workplace supervisors.

3.5 Contextualisation of PSP and Imported Units

Government delivers a broad range of services either directly through government departments, statutory authorities, authorised agencies or contracted organisations. PSP units of competency address unique job functions in the Public Sector. Imported units have been selected to address skills and knowledge that exist in other industries and are applied in a Public Sector work environment. RTOs should obtain information about the job roles of the learners and work with employers to ensure access to current applicable legislation and regulation; and organisational policies and procedures to develop contextualised training and assessment.

3.5.1 Maintaining the integrity of the unit

Contextualisation means customising training and assessment to a particular area of responsibility of the Public Sector organisation. It does not mean modifying the unit outcomes. The full content of a unit must be assessed, and all listed evidence must be collected. RTOs should not make adjustments that would result in training and assessment that falls short of training package requirements.

3.6 Legal Considerations for Learners on Work Placements

Work-based learning programs and placements give learners an opportunity to gain experience in the workplace. Under the *Fair Work Act 2009* (Cth) ('the Fair Work Act'), a vocational placement is a working arrangement where all of the following apply:

- The worker is not paid a wage
- The work placement is a requirement of an Australian-based education or training course
- The work placement is authorised under a law or administrative arrangement of the Commonwealth, a State or a Territory.

A learner in an arrangement that meets all of these criteria is not covered by the Fair Work Act and is not entitled to the minimum wages and other entitlements provided in the National Employment Standards or any applicable modern awards or agreements.

For more information, please refer to <https://www.fairwork.gov.au/pay/unpaid-work> and to <http://www.fairwork.gov.au/pay/student-placement-and-unpaid-work/pages/student-placements-work-experience-and-internships.aspx>.

Learners gaining work experience are considered to be workers under work health and safety (WHS) legislation. Provisions of law relating to worker and employer responsibilities apply. Learners should be inducted and supervised to ensure compliance.

Learners undergoing work placements must comply with any general or specific laws that regulate Public Sector industry practices and should be inducted and supervised.

3.7 Health and Safety Implications in Industry

Workers in the Public Sector, like workers in any industry, can be exposed to workplace health and safety risks. The level and type of risk will vary according to job role/function, the work environment, and work practices and procedures. Workplace health and safety is a responsibility of both the employer and employee. The responsibilities of the parties are specified under specific WHS legislation.

The following work health and safety units of competency are included in the Public Sector Training Package, as follows:

- *BSBWHS201 Contribute to health and safety of self and others*
- *BSBWHS211 Contribute to health and safety of self and others*
- *BSBWHS301 Maintain workplace safety*
- *BSBWHS311 Maintain workplace safety*
- *BSBWHS401 Implement and monitor WHS policies, procedures and programs to meet legislative requirements*
- *BSBWHS411 Implement and monitor WHS policies, procedures and programs*
- *BSBOPS403 Identify risk and apply risk management processes*
- *BSBWHS412 Assist with workplace compliance with WHS laws*
- *BSBWHS414 Contribute to WHS risk management*
- *BSBWHS501 Ensure a safe workplace*
- *BSBWHS516 Contribute to developing, implementing and maintaining an organisation's WHS management system*
- *BSBOPS504 Manage risk*
- *BSBWHS411 Implement and monitor WHS policies, procedures and programs to meet legislative requirements*
- *BSBWHS521 Ensure a safe workplace for a work area*
- *BSBWHS601 Apply legislative frameworks for WHS*
- *BSBWHS616 Apply safe design principles to control WHS risks.*

3.8 Assessor Requirements

Requirements for assessors are defined on a unit-by-unit basis and may vary because they are tailored to each specific unit of competency. Information is found in the Assessment Conditions field within the Assessment Requirements document for each individual unit of competency.

3.8.1 Translating and Interpreting Assessors

Industry recommends the following credentials for Assessors in addition to the standard requirement:

As per RTO Standards clause 1.13, 'Industry experts may also be involved in the assessment judgement, working alongside the trainer and/or assessor to conduct the assessment.'

PLEASE NOTE: Drawn from the national judicial standards, an 'industry expert' may have as many of the following as possible in the relevant language pair:

- formal interpreter qualification

- NAATI credential, preferably awarded by test
- current membership of AUSIT, ASLIA, Professionals Australia, or other recognised national, State or Territory based T&I association
- current work experience.

3.9 Environments for Assessment

Assessment Requirements are defined on a unit-by-unit basis and are tailored to the specific unit of competency. Information is found in the Assessment Conditions field within the Assessment Requirements document for each unit of competency.

Units provide for simulation in the Assessment Conditions as follows: *Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.*

3.10 Integrated (Holistic) Assessment

Units of competency describe individual skills which do not exist in isolation. In the workplace, individuals combine skills described in different units.

Holistic assessment brings together a number of units of competency relevant to public sector service and operations and the job roles that reflect actual workplace practices. Assessors should design integrated assessment activities to collect evidence for a number of units together. This approach can also be used for training delivery.

Related units can be grouped together in a number of combinations for a logical integrated assessment. Any units that relate to a job function can be effectively combined and should be identified by the assessor to support the needs of industry operations and learners.

3.11 Foundation Skills

Foundation Skills which are embedded within PSP units include:

- language, literacy and numeracy (LLN), identified as reading, writing, oral communication and numeracy
- employment skills necessary for effective participation in the workforce, identified as learning, problem-solving, initiative and enterprise, teamwork, planning and organising, self-management and the use of technology.

Foundation Skills are an integrated part of a unit of competency. They must be assessed, and have been included in units in two ways, as follows:

1. Relevant skills essential to performance are explicit, or evident, in the Performance Criteria, and are written in a way that reflects both the job task and skill level.
2. Skills essential to performance that are not explicit in the Performance Criteria are summarised in the Foundation Skills (FS) field together with a description reflecting the workplace skill.

For example, *PSPREG036 Act on non-compliance* requires the learner to issue advice, instructions, warnings, notices, fines and other actions in response to non-compliance situations.

However, oral communication and writing skills associated with this task are not explicit within the Performance Criteria and have therefore been summarised in the Foundation Skills field as follows:

Writing skills to:	• write with accuracy of expression and formality in structure and format in accordance with organisational requirements.
Oral communication skills to:	• undertake negotiation and conflict resolution • exchange often-complex information in a form to suit diverse audiences.

3.12 Access and Equity Considerations

An individual's access to training and assessment should not be adversely affected by restrictions placed on the location or context beyond the requirements specified in this training package. Training and assessment must be bias-free.

The flexibilities offered by the Public Sector Training Package should enhance opportunities and potential outcomes for all people so that we can all benefit from a wider national skills base and a shared contribution to Australia's economic development and social and cultural life.

The *Standards for Registered Training Organisations* require RTOs to adhere to common principles of access and equity. For implementation of the Public Sector Training Package, it is important that:

- learners have access to accurate and current information about qualifications and job outcomes in industry
- training and assessment are customised to individuals' current employment or employment prospects in their region, including access to elective units of competency to achieve relevant job outcomes, and training and assessment activities that are directly related to their work
- for equity in assessment, conditions for training and assessment should not exceed those specified in the Assessment Requirements for each unit of competency
- learners have access to accurate and current information about their rights during training and assessment, including an efficient and effective complaints and appeals process
- training assessment and support services meet individual needs, including the reasonable adjustment of assessments.
- RTOs minimise barriers to access and participation in training and assessment that might result from a learner's age, gender, cultural or ethnic background, disability, sexual orientation, language, literacy or numeracy skill level, employment status, or geographical location
- RTOs respond to the individual needs of learners and provide sufficient educational and support services for the individual learner to meet the requirements of the specified training package outcomes.

Approaches that can assist learners to participate in training and assessment, meet training package requirements and achieve meaningful outcomes include:

- providing modified equipment, assistive or adaptive technologies, or assistance to increase access for learners with special circumstances, including those with disability
- customising instructions for training and assessment activities so that it is specific to what the individual will experience in the workplace
- providing language, literacy and numeracy (LLN) programs to increase ability to the level required by units of competency and the workplace
- scheduling assessment events or adjusting to account for cultural beliefs, traditional practices and religious observations

- customising training and assessment to individuals' current employment, or employment prospects, to include activities that directly relate to their work
- choosing units that can be readily achieved by learners in their location and that are relevant to local employment opportunities, or ensuring learners have access to other locations to encourage the transferability of skills to other settings
- counselling learners pre- and post-enrolment to ensure they best select units appropriate to their location, desired employment outcomes, and abilities.

3.12.1 Reasonable adjustment

Reasonable adjustment is any action taken by a training organisation that makes it possible for learners with special characteristics or circumstances to fully participate in training and assessment on the same basis as those without special circumstances.

An individual may be faced with a temporary or permanent issue that affects their ability to participate in the RTO's standardised training and assessment activities and methods. By making reasonable adjustments, RTOs can assist learners to participate and be certified as competent in units, skill sets and qualifications.

Special needs, characteristics or circumstances are diverse and may include:

- disability
- temporary or chronic illness
- temporary injury
- temporary or permanent use of medication that affects performance
- language and literacy skills that fall short of the demands of an RTO's standardised assessment methods.

Disability considerations

The *Disability Standards for Education (2005)* ('the Disability Standards') and accompanying guidelines provide information on an RTO's obligation to make reasonable adjustments for those with disability, how best to consult and determine reasonable adjustments that provide value to the learner, and information on 'unjustifiable hardship' to the training organisation.

A link to the Disability Standards is provided in the section *4.0 Links*, below.

Language and literacy considerations

Units include a requirement for individuals to have a certain level of skill in reading and in written and oral communication. These requirements reflect but do not exceed those required to complete the workplace tasks described by the units of competency.

Assessments must ensure that students demonstrate the appropriate level of language and literacy skill embedded in the Performance Criteria or further outlined in the separate Foundation Skills field. This means that careful consideration must be given as to what is a reasonable adjustment for those learners with language and literacy issues.

Some examples of reasonable and unreasonable adjustments are as follows:

- Knowledge Evidence can be assessed in a number of ways. For example, *PSPGEN100 Manage conflict* requires the learner to understand the types of conflict in the workplace and typical causes. It does not matter how learners demonstrate that knowledge; it is only important that they satisfy the requirement. It would be reasonable to adjust from using standardised written exercises to oral questioning, should the learner have literacy issues.
- If writing is a requirement of the unit, the learner must be able to write but only to the level described. For example, *PSPETH009 Maintain and enhance confidence in the public service* requires the learner to prepare a written report to address a complex

conflict of interest situation and present possible outcomes. It would not be appropriate to adjust an assessment to enable the learner to verbally report.

3.12.2 Adjusting practice, not the standard

The content of the unit cannot be changed as this describes a skill outcome. It is the method of training or assessment to achieve that outcome that can be adjusted. Adjustment practices **must not**:

- alter the skill and knowledge outcomes, e.g. by missing any content within the Performance Criteria, Foundation Skills or Knowledge Evidence
- change the types of evidence that are required to be collected (i.e. the Performance Evidence)
- reduce the nominated volume of evidence prescribed in the Performance Evidence, e.g. the number of customer enquiries that must be completed, or the range of communication methods that must be used.

Key messages about reasonable adjustment are as follows:

- The integrity of the unit(s) must be upheld. The learner must be able to demonstrate the workplace demands described in the unit.
- The inherent requirements of workplace performance described by the unit must inform decisions about what adjustment is reasonable.
- All learners must be judged against the same standard. This does not mean that all learners must be assessed in the same way.

4.0 Links

4.1 General

Australian Industry and Skills Committee (AISC)

aisc.net.au/

Australian Skills Quality Authority (ASQA)

asqa.gov.au/

Australian Qualifications Framework

aqf.edu.au/

Victorian Registration and Qualifications Authority (VRQA)

vrqa.vic.gov.au/Pages/default.aspx

Training Accreditation Council of Western Australia (TAC WA)

tac.wa.gov.au/

Department of Education, Skills and Employment

www.education.gov.au/

Disability Standards for Education (2005)

education.gov.au/disability-standards-education-2005

Disability Standards for Education 2005 Guidance Notes

docs.education.gov.au/node/16352

4.2 State and Territory Training Authorities

Australian Capital Territory

skills.act.gov.au/

South Australia

tasc.sa.gov.au/

New South Wales training.nsw.gov.au/	Tasmania skills.tas.gov.au/
Northern Territory nt.gov.au/learning	Victoria education.vic.gov.au/
Queensland desbt.qld.gov.au/	Western Australia https://www.stb.wa.gov.au/

4.3 Industry Resources

The following table provides a list of useful resources that RTOs can access to support the training and assessment of the Public Sector Training Package's units of competency. Please note that this is not an exhaustive list.

Organisation	Resource	Website
Victorian Deaf Education Institute	Educational Interpreters - are Auslan<>English interpreters working in Primary and Secondary schools across Australia. There are many interpreters providing interpreting services supporting deaf students who use Auslan. This website provides resources to highlight the skills required of this role when supporting deaf students who use Auslan.	Professional Standards for Educational Interpreters https://www.deafeducation.vic.edu.au/resources/profstandardseduint
Federal Register of Legislation	The Federal Register of Legislation ('the Legislation Register') is the authorised whole-of-government website for Commonwealth legislation and related documents. It contains the full text and details of the lifecycle of individual laws and the relationships between them. The Legislation Register is managed by the Office of Parliamentary Counsel in accordance with the <i>Legislation Act 2003</i> (Cth).	https://www.legislation.gov.au/
State and Territory Legislation Registers	ACT Legislation Register NSW Legislation Register NT Legislation Register QLD Legislation Register SA Legislation Register TAS Legislation Register Victoria Legislation Register	http://www.legislation.act.gov.au https://www.legislation.nsw.gov.au https://legislation.nt.gov.au http://www.legislation.qld.gov.au http://www.legislation.sa.gov.au http://www.legislation.tas.gov.au http://www.legislation.vic.gov.au

Organisation	Resource	Website
	WA Legislation Register	http://www.legislation.wa.gov.au
Safe Work Australia	Provides resources and links to each jurisdiction's requirements for traffic management, guides and manuals.	https://www.safeworkaustralia.gov.au/collection/workplace-traffic-management-guidance-material
Safe Work Australia	Provides resources and licence requirements for high-risk work environments. It provides a list of links to state and territory regulators.	https://www.safeworkaustralia.gov.au/licences https://www.safeworkaustralia.gov.au/whs-authorities-contact-information
Australian Government – Department of Finance	Structure of the Australian Government Public Sector	https://www.finance.gov.au/government/managing-commonwealth-resources/structure-australian-government-public-sector
Australian Public Service Commission	Workforce strategic frameworks and strategy information	https://www.apsc.gov.au/
Commonwealth Department of Prime Minister and Cabinet	<i>Our Public Service, Our Future</i> . Independent Review of the Australian Public Service, Commonwealth of Australia 2019	https://www.pmc.gov.au/sites/default/files/publications/independent-review-aps.pdf

The following links provide access to information in each State and Territory jurisdiction including general information about the public sector, its structure and access to lists of public sector agencies, legislation and research and reports. The links also provide a gateway to the jurisdictions governance frameworks and specific workforce legislation, capability frameworks and governance.

Organisation	Website
Aboriginal Interpreter Service (NT)	https://nt.gov.au/community/interpreting-and-translating-services/aboriginal-interpreter-service
Aboriginal Interpreting WA	https://aiwaac.org.au/
ACT Government, Chief Minister, Treasury and Economic Development Directorate	https://www.act.gov.au/ https://www.cmtedd.act.gov.au/
Deaf Connect	https://deafconnect.org.au/

Department for Industry, Innovation and Science (SA)	https://www.diis.sa.gov.au/
Department of Communities and Justice	https://www.dcj.nsw.gov.au/
Multicultural NSW	https://multicultural.nsw.gov.au/
National Accreditation Authority for Translators and Interpreters	https://www.naati.com.au/
NSW Public Service Commission	https://www.psc.nsw.gov.au/
NT Government NT Office of the Commissioner for Public Employment	https://nt.gov.au/about-government https://ocpe.nt.gov.au/
Professionals Australia	https://www.professionalsaustralia.org.au/
Queensland Public Service Commission	https://www.qld.gov.au/about/how-government-works/government-structure/public-service-commission
SA Office of the Commissioner for Public Sector Employment	https://www.publicsector.sa.gov.au/
Tasmanian State Service	https://www.dpac.tas.gov.au/divisions/ssmo/about_ssmo https://www.service.tas.gov.au/tasmanian-government-organisations https://www.tas.gov.au/
The Australian Institute of Interpreters and Translators (AUSIT)	https://ausit.org/about-us/
The Australian Sign Language Interpreters' Association	https://aslia.com.au/
Victorian Public Sector Commission	https://vpsc.vic.gov.au/
Western Australian Public Sector Commission	https://www.wa.gov.au/organisation/public-sector-commission

4.3 Glossary of terms

Public Sector

It is important for RTOs to clarify the public sector context of the employer to contextualise delivery of training and assessment.

The Public Sector comprises federal and state/territory governments, statutory bodies and state-owned corporations. Each state and territory, as well as the Commonwealth government, provides information in respect to definitions and structures.

In general terms the Public Sector consists of governments and publicly controlled or publicly funded agencies, enterprises and other entities that deliver public programs, goods or services.

The links provided in the previous section are useful in identifying specific entities.

Job roles within the Public Sector are extremely varied and can span multiple areas. Training package products, in aligning to the requirements of the job roles, must accommodate the variance and the differences in terminology used across the sector.

Different entities within the public sector can use different language to refer to similar functions and relevant legislative instruments and applicable operating frameworks strongly influence the skills and knowledge required in job roles. The application statements in the units of competency clarify the relevance to a work function and skills area.

The following terms are used in the units of competency and assessment requirements to refer to the operating environment to which they most directly relate:

- Public sector
- Public sector and similar organisational contexts
- Organisations
- Statutory authorities
- Agencies.

The performance evidence and knowledge evidence in the units of competency often refer to legislative frameworks relevant to the work environments. Further clarification is provided in the glossary under the heading *Legislation*.

Clients

The Public Sector has multiple clients. Where the word 'client' has been used in units it may refer to:

- individuals internal or external to a workplace, work group or business unit
- individual members of the public
- end-users and sponsors
- potential providers or suppliers
- current providers/suppliers
- technical or functional experts or advisers
- Commonwealth, State/Territory and/or Local Government
- the organisation
- other public sector organisations
- non-government organisations
- employees
- unions or staff associations
- industry bodies
- local communities and society as a whole

- lobby groups
- specific user groups.

Stakeholders

This term refers to all those individuals and groups both inside and outside the organisation who have some direct interest in the organisation's behaviour, actions, products and services, such as:

- employees at all levels of the organisation
- community
- clients
- other Public Sector organisations
- union and association representatives
- boards of management
- government
- ministers
- specialists providing advice in internal operating areas, such as human resources or finance.

Legislation, Policies and Procedures

Organisations operating within the Public Sector are subject to specific legislation such as State or Territory Public Sector Acts with different provisions. Examples of these are Acts relating to management within the public sector. Other public sector legislation include Acts relating to financial management.

The regulatory authorities and organisations within the Public Sector who carry out regulatory functions are subject to legislation which specifically determines operating procedures and the way in which activities are conducted.

Terminology relating to legislation, policies and procedures is used in most units and varies depending on the requirements of the unit and the breadth of relevance; for example, as it relates to a job role, work area or function.

Examples include:

- Public Sector legislation where there are legislative instruments which are Public Sector Acts
- legislation in relation to a specific topic, such as workplace relations
- jurisdictional legislation where legislation covers a similar topic but varies between each state and the Commonwealth
- enabling legislation where legislation defines the powers and functions of designated roles to carry out activities, which can include action in relation to breaches in legislative requirements.

There are state/territory and Commonwealth legislation and regulations relating to:

- privacy
- workplace relations and conditions of employment
- equal opportunity, anti-discrimination and harassment
- occupational health and safety
- environment
- consumers
- anti-corruption legislation
- whistleblower protection.
- Legislation provides the legal framework for the context in which any organisation (public or private) operates, as well as internal functions and responsibilities. It provides a minimum set of rules and provisions relating to the consequences of non-compliance.

Policies and Procedures

Policies and procedures developed by organisations can relate to implementation or ways in which legislative responsibilities and requirements are addressed, as well as to the objectives and ways in which the organisation conducts its activities.

References to legislation, policies and procedures are included in many units of competency in the PSP training package. There are also specific units of competency coded PSPPCY which refer to performance outcomes associated with the provision of advice, assistance or management of policy implementation.

Policy can mean:

- inward-facing or outward-facing:
 - big 'P' (macro issues) versus little 'p' (relating to more local or confined issues)
 - public policy
 - public sector policy
 - central agency policy

Examples of policies and procedures include those relating to:

- government policy
- organisational policy, procedures and protocols
- any legislated requirement
- codes of conduct
- instructions from a senior authority
- risk management
- ethics and accountability standards
- public sector standards
- fraud control standards
- government security standards.

Policies and procedures can relate to any aspect of an organisation's business, including:

- core business
- client services
- business structure
- human resources
- administration
- financial management
- work practices
- training
- information technology
- technical/professional requirements
- legal requirements
- sustainability practices.

Policy advice may be provided to:

- government
- ministers
- other public sector organisations
- community groups
- the public
- policy developers
- internal policy staff

- other staff.

It is important to refer to legislative, policy and procedure references in the context of the unit and job roles in the development of training delivery and assessment processes.

International, Australian, Australian and NZ Standards

Some units make reference to standards. There are multiple types of standards, and to list specific standards within units would limit the use of those units. It would also mean that when a standard was updated or superseded the unit would become outdated. For this reason either international standards (such as those of the International Standards Organization (ISO), Australian standards or Australian/New Zealand standards are referred to.

Translating and Interpreting

Context

- *General settings* are those in which the context is broad and routine, the content or complexity of the situation can usually be predicted and planned for, and there are opportunities for error correction. There are typically few, or only two participants. Interpreting may be completed onsite or remotely.
- *Complex settings* are those that may involve specialised subjects requiring a high level of subject knowledge, or intense assignment specific preparation. The elements of the setting, or the number of parties involved, may limit the interpreter from managing the interaction. In the complex dialogue setting, the interpreter may be required to switch modes in a challenging environment, where there is a range of participant interests and personal welfare and safety issues that need to be considered.
- An interpreter in the *general monologue setting* is required to interpret in one language direction, from source to target language.
- An interpreter in the *dialogue setting* is required to interpret between two languages in both directions.

Types of Texts

- *Non-narrative texts* are those that comprise lists of information, single answer data fields, or short factual sentences. Such texts may include menus, recipes and other simple instructions, lists, personal records (birth, death, marriage), licences, educational and academic records or receipts, not all of which require certification.
- *General purpose texts* convey information written in plain language to a limited and known audience in translated texts, or to an audience in translated spoken or signed texts that have the same functional effect as the source texts and that are accurate and appropriate to the context, target audience and end use. General purpose texts contain limited equivalence problems between source and target text, plain language and concepts accessible to the general public and there is limited requirement for research on the subject beyond client resources.
- *Special purpose texts* convey information in translated texts for a specific audience, or to a wide unknown audience in translated or signed texts, with the same functional effect as the source texts, and which are accurate and appropriate to the context, target audience and end use. Special purpose texts contain significant equivalence problems between source and target texts and the text may have its own specific terminology. There may be a need to undertake extensive research and translate complex language and concepts, or significant implications for client reputation and image.

Appendix A: Units of Competency and Prerequisites

List of units of competency within the PSP Public Sector Training Package

Unit Code	Unit Title	Prerequisite(s)
Border Protection		
PSPBDR016	Conduct patrols	Nil
PSPBDR017	Command operational groups	Nil
PSPBDR018	Examine and test firearms	Nil
PSPBDR019	Command operational forces	Nil
PSPBDR020	Manage operations	Nil
Courts		
PSPCART004	Handle exhibits and documents tendered	Nil
PSPCART005	Serve process	Nil
PSPCART006	Handle monies received in satisfaction of warrants and orders	Nil
PSPCART008	Undertake court listings	Nil
PSPCART009	Provide court registry and information services	Nil
PSPCART010	Administer court fines and debt management	Nil
PSPCART011	Provide court support to Indigenous clients	Nil
PSPCART012	Audio record complex court proceedings	Nil
PSPCART013	Record court proceedings using shorthand	Nil
PSPCART014	Contribute to an integrated service delivery program	Nil
PSPCART015	Administer court legislation	Nil
PSPCART016	Administer alternative dispute-resolution proceedings	Nil
PSPCART017	Provide support to self represented litigants	Nil
PSPCART018	Perform court duties	Nil
PSPCART019	Manage jurors	Nil
PSPCART020	Execute process	Nil
PSPCART021	Carry out possessions and evictions	Nil
PSPCART022	Undertake senior court listing activities	Nil
PSPCART023	Perform quasi-judicial functions	Nil
PSPCART024	Record complex court proceedings	Nil
PSPCART025	Manage court practice and process	Nil
PSPCART026	Record court proceedings	Nil
PSPCART027	Perform duties to support a hearing	Nil

Unit Code	Unit Title	Prerequisite(s)
PSPCRT028	Manage witnesses	Nil
PSPCRT029	Compile and use official notes	Nil
Ethics		
PSPETH006	Uphold the values and principles of public service	Nil
PSPETH007	Uphold and support the values and principles of public service	Nil
PSPETH008	Promote the values and ethos of public service	Nil
PSPETH009	Maintain and enhance confidence in public service	Nil
PSPETH010	Lead and influence ethical practice in the public sector	Nil
Fraud Control		
PSPFRU001	Monitor data for indicators of fraud	Nil
PSPFRU002	Conduct fraud control awareness sessions	Nil
PSPFRU003	Communicate fraud control awareness	Nil
PSPFRU005	Conduct fraud risk assessments	Nil
PSPFRU006	Develop fraud control plans	Nil
PSPFRU007	Implement fraud control activities	Nil
PSPFRU008	Coordinate development and implementation of fraud information systems	Nil
PSPFRU013	Anticipate and detect possible fraud activity	Nil
PSPFRU014	Develop fraud control strategy	Nil
PSPFRU015	Manage fraud risk assessment and action plan	Nil
PSPFRU016	Manage fraud control awareness	Nil
PSPFRU017	Review fraud control activities	Nil
General		
Careers		
PSPGEN086	Undertake career planning	Nil
PSPGEN087	Undertake and promote career management	Nil
Client		
PSPGEN088	Deliver a service to clients	Nil
PSPGEN089	Address client needs	Nil
PSPGEN090	Engage with stakeholders	Nil
PSPGEN091	Develop client services	Nil
PSPGEN092	Manage quality client service	Nil
Change		
PSPGEN093	Implement change	Nil
PSPGEN094	Provide input to change processes	Nil

Unit Code	Unit Title	Prerequisite(s)
PSPGEN095	Facilitate change	Nil
Communication		
PSPGEN096	Use workplace communication strategies	Nil
PSPGEN097	Contribute to conflict management	Nil
PSPGEN098	Deal with conflict	Nil
PSPGEN099	Undertake negotiations	Nil
PSPGEN100	Manage conflict	Nil
PSPGEN101	Use complex workplace communication strategies	Nil
PSPGEN102	Persuade and influence opinion	Nil
PSPGEN103	Work with interpreters	Nil
PSPGEN104	Build and maintain community relationships	Nil
PSPGEN151	Facilitate knowledge management	Nil
Data and Research		
PSPGEN105	Gather and analyse information	Nil
PSPGEN106	Conduct research and analysis	Nil
Financial		
PSPGEN107	Access and use resources and financial systems	Nil
PSPGEN108	Use public sector financial processes	Nil
PSPGEN109	Apply public sector financial policies and processes	Nil
PSPGEN110	Apply complex public sector financial requirements	Nil
Government Process		
PSPGEN111	Apply government processes	Nil
PSPGEN112	Apply government systems	Nil
PSPGEN113	Exercise delegations	
Inclusion and Diversity		
PSPGEN114	Work effectively with diversity and inclusion	Nil
PSPGEN115	Uphold and support inclusive workplace practices	Nil
PSPGEN116	Facilitate the effective implementation of diversity and inclusion strategies	Nil
PSPGEN117	Implement and manage diversity and inclusion strategies	Nil
Leadership		
PSPGEN118	Provide leadership	Nil
PSPGEN119	Foster leadership and innovation	Nil
PSPGEN120	Provide strategic direction	Nil
People		

Unit Code	Unit Title	Prerequisite(s)
PSPGEN121	Work with a coach or mentor	Nil
PSPGEN122	Give and receive workplace feedback	Nil
PSPGEN123	Provide workplace mentoring	Nil
PSPGEN124	Provide workplace coaching	Nil
PSPGEN125	Support workplace coaching and mentoring	Nil
Performance		
PSPGEN126	Monitor performance and provide feedback	Nil
PSPGEN127	Facilitate people management	Nil
PSPGEN128	Manage performance	Nil
Resources		
PSPGEN129	Access and use resources	Nil
PSPGEN130	Use resources to achieve work unit goals	Nil
PSPGEN131	Coordinate resource allocation and usage	Nil
PSPGEN132	Manage resources	Nil
Risk		
PSPGEN133	Identify and treat risks	Nil
PSPGEN134	Coordinate risk management	Nil
PSPGEN135	Manage risk	Nil
PSPGEN136	Undertake enterprise risk management	Nil
Workplace Information		
PSPGEN137	Handle workplace information	Nil
PSPGEN138	Organise workplace information	Nil
PSPGEN139	Compose workplace documents	Nil
PSPGEN140	Use advanced workplace communication strategies	Nil
PSPGEN141	Compose complex workplace documents	Nil
PSPGEN142	Refine complex workplace documents	Nil
PSPGEN143	Prepare high-level written communication	Nil
Work Relationships		
PSPGEN144	Work in a public sector environment	Nil
PSPGEN145	Work effectively in the organisation	Nil
PSPGEN146	Contribute to workgroup activities	Nil
PSPGEN147	Build and maintain internal networks	Nil
PSPGEN148	Develop internal and external networks	Nil
PSPGEN149	Develop and use political nous	Nil
PSPGEN150	Establish and maintain strategic networks	Nil

Unit Code	Unit Title	Prerequisite(s)
Government Service Delivery		
PSPGSD013	Identify and select government service delivery options	Nil
PSPGSD014	Administer government service delivery requirements	Nil
PSPGSD015	Conduct government service delivery interviews	Nil
PSPGSD016	Administer delivery of financial and other benefits	Nil
PSPGSD017	Assist self-management of government service offers	Nil
PSPGSD018	Assist government service recipients with complex needs	Nil
Human Resource Management		
PSPHRM012	Provide a consultancy service for human resource management	Nil
PSPHRM013	Implement workforce planning and succession strategies	Nil
PSPHRM014	Coordinate career development	Nil
Investigations		
PSPINV001	Plan and initiate an investigation	Nil
PSPINV003	Finalise an investigation	Nil
PSPINV004	Conduct an investigation	Nil
Australian Sign Language		
PSPLAN001	Converse in Auslan at a basic user level	Nil
PSPLAN002	Compare the fundamental differences between Auslan and English structure	Nil
PSPLAN003	Source information on Deaf culture, and communicate according to Deaf protocol	Nil
PSPLAN004	Converse in Auslan at an independent user level (familiar subjects)	Nil
PSPLAN005	Analyse the structure of Auslan signs	Nil
PSPLAN006	Research the development of educational and social conditions for Australian Deaf communities	Nil
PSPLAN007	Converse in Auslan at an independent user level (abstract and concrete notions)	Nil
PSPLAN008	Compare the structure of sentences in Auslan and English	Nil
PSPLAN009	Compare other sign languages to Auslan	Nil
PSPLAN010	Communicate with Deafblind people	Nil
PSPLAN011	Take notes for Deaf, hard of hearing and Deafblind people	Nil
PSPLAN012	Converse in Auslan at a proficient user level	Nil

Unit Code	Unit Title	Prerequisite(s)
PSPLAN013	Analyse the semantics and sociolinguistics of Auslan	Nil
PSPLAN014	Convey information between Auslan and English	Nil
PSPLAN015	Research the role of an Auslan interpreter	Nil
Legal and Compliance		
PSPLEG005	Comply with legislation in the public sector	Nil
PSPLEG006	Encourage compliance with legislation in the public sector	Nil
PSPLEG007	Promote compliance with legislation in the public sector	Nil
PSPLEG008	Manage compliance with legislation in the public sector	Nil
Public Land Management		
PSPLND013	Investigate tenure and land use history	Nil
PSPLND014	Compile and check survey plans	Nil
Management		
PSPMGT003	Manage change	Nil
PSPMGT006	Develop a business case	Nil
PSPMGT008	Formulate business strategies	Nil
PSPMGT010	Review and improve business performance	Nil
Procurement		
PSPPCM002	Dispose of assets	Nil
PSPPCM004	Plan procurement	Nil
PSPPCM005	Develop and distribute requests for offers	Nil
PSPPCM006	Select providers and develop contracts	Nil
PSPPCM007	Manage contracts	Nil
PSPPCM008	Manage contract performance	Nil
PSPPCM009	Finalise contracts	Nil
PSPPCM010	Manage procurement risk	Nil
PSPPCM011	Plan to manage a contract	Nil
PSPPCM012	Plan for procurement outcomes	Nil
PSPPCM013	Make procurement decisions	Nil
PSPPCM014	Participate in budget and procurement review processes	Nil
PSPPCM015	Conduct and manage coordinated procurement	Nil
PSPPCM016	Plan and implement strategic sourcing	Nil
PSPPCM017	Plan and implement procurement category management	Nil

Unit Code	Unit Title	Prerequisite(s)
PSPPCM018	Conduct demand and procurement spend analysis	Nil
PSPPCM019	Divest strategic assets	Nil
PSPPCM020	Plan for strategic procurement	Nil
PSPPCM021	Coordinate strategic procurement	Nil
PSPPCM022	Negotiate strategic procurement	Nil
PSPPCM023	Manage strategic contracts	Nil
PSPPCM024	Manage fundamental aspects of supply chain	Nil
PSPPCM025	Influence and define strategic procurement direction	Nil
PSPPCM026	Establish the strategic procurement context	Nil
PSPPCM027	Evaluate and improve strategic procurement performance	Nil
PSPPCM028	Carry out basic procurement	Nil
PSPPCM029	Procure goods and services	Nil
Policy		
PSPPCY001	Contribute to policy development	Nil
PSPPCY012	Assist with specialist policy development	Nil
PSPPCY013	Give and receive policy information	Nil
PSPPCY014	Support policy implementation	Nil
PSPPCY015	Implement e-correspondence policies	Nil
PSPPCY016	Advise on organisation policy	Nil
PSPPCY017	Provide policy advice	Nil
PSPPCY018	Manage policy implementation	Nil
Radiation		
PSPRAD012	Work safely in a radiation environment	Nil
Regulatory		
PSPREG004	Promote client compliance	Nil
PSPREG007	Make arrests	Nil
PSPREG010	Prepare a brief of evidence	Nil
PSPREG016	Conduct data analysis	Nil
PSPREG018	Plan and implement recovery action	Nil
PSPREG021	Coordinate investigation processes	Nil
PSPREG026	Review and evaluate investigations	Nil
PSPREG031	Carry out inspections and monitoring under guidance	Nil
PSPREG032	Undertake routine inspections and monitoring	Nil
PSPREG033	Apply regulatory powers	Nil

Unit Code	Unit Title	Prerequisite(s)
PSPREG034	Assess compliance	Nil
PSPREG035	Produce formal record of interview	Nil
PSPREG036	Act on non-compliance	Nil
PSPREG037	Conduct search and seizure	Nil
PSPREG038	Give evidence	Nil
PSPREG039	Gather information through interviews	Nil
PSPREG040	Undertake inspections and monitoring	Nil
PSPREG041	Conduct surveillance	Nil
PSPREG042	Receive and validate data	Nil
PSPREG043	Undertake compliance audits	Nil
PSPREG044	Conduct prosecutions	Nil
PSPREG045	Supervise and carry out complex inspections and monitoring	Nil
PSPREG046	Manage investigations	Nil
PSPREG047	Manage regulatory compliance	Nil
PSPREG048	Evaluate regulatory compliance	Nil
PSPREG049	Manage investigations program	Nil
PSPREG050	Conduct measurement licensee audit	Nil
Revenue		
PSPREV010	Identify and apply statute law	Nil
PSPREV011	Undertake legislative decision-making	Nil
PSPREV012	Manage information on legal entities, relationships and property	Nil
PSPREV013	Interpret and assess contracts	Nil
PSPREV014	Assess applications for grants, subsidies and rebates	Nil
PSPREV015	Evaluate returns-based taxes	Nil
PSPREV016	Determine land tax liability	Nil
PSPREV017	Determine stamp duties	Nil
PSPREV018	Administer levies, fines and other taxes	Nil
Security		
PSPSEC007	Develop and advise on government security procedures	Nil
PSPSEC010	Provide government security briefings	Nil
PSPSEC011	Assess security risks	Nil
PSPSEC012	Develop security risk management plans	Nil

Unit Code	Unit Title	Prerequisite(s)
PSPSEC013	Implement and monitor security risk management plans	Nil
PSPSEC014	Coordinate protective security	Nil
PSPSEC015	Communicate security awareness	Nil
PSPSEC018	Secure government assets	Nil
PSPSEC019	Respond to government security incidents	Nil
PSPSEC020	Conduct security awareness sessions	Nil
PSPSEC021	Undertake government security risk analysis	Nil
PSPSEC022	Implement security risk treatments	Nil
PSPSEC023	Conduct personnel security assessments	Nil
PSPSEC024	Handle sensitive information	Nil
PSPSEC025	Manage security awareness	Nil
Translating and Interpreting Services		
PSPTIS102	Apply codes and standards to ethical practice	Nil
PSPTIS103	Build glossaries for translating and interpreting assignments	Nil
PSPTIS104	Prepare to translate or interpret	Nil
PSPTIS105	Conduct career planning	Nil
PSPTIS106	Translate and certify non-narrative texts	Nil
PSPTIS107	Translate general purpose texts from English to LOTE	Nil
PSPTIS108	Translate general purpose texts from LOTE to English	Nil
PSPTIS109	Read and analyse general purpose LOTE texts to be translated	Nil
PSPTIS110	Demonstrate routine written LOTE proficiency in different subjects and cultural contexts	Nil
PSPTIS111	Demonstrate routine written English proficiency in different subjects and cultural contexts	Nil
PSPTIS112	Interpret in general dialogue settings	Nil
PSPTIS113	Interpret in general monologue settings	Nil
PSPTIS114	Manage interactions in general settings	Nil
PSPTIS115	Use routine subject area terminology in two languages	Nil
PSPTIS116	Demonstrate routine language proficiency in different subjects and cultural contexts	Nil
PSPTIS117	Use routine education terminology in two languages	Nil
PSPTIS118	Use routine health terminology in two languages	Nil
PSPTIS119	Use routine legal terminology in two languages	Nil
PSPTIS120	Revise translations	Nil

Unit Code	Unit Title	Prerequisite(s)
PSPTIS121	Translate special purpose texts from English to LOTE	Nil
PSPTIS122	Translate special purpose texts from LOTE to English	Nil
PSPTIS123	Read and analyse special purpose LOTE texts to be translated	Nil
PSPTIS124	Apply theories to translating work practices	Nil
PSPTIS125	Demonstrate complex written LOTE proficiency in different subjects and cultural contexts	Nil
PSPTIS126	Demonstrate complex written English proficiency in different subjects and cultural contexts	Nil
PSPTIS127	Maintain and enhance professional practice	Nil
PSPTIS128	Prepare translated transcripts	Nil
PSPTIS129	Translate multimedia source material	Nil
PSPTIS130	Use translation technology	Nil
PSPTIS131	Interpret in complex dialogue settings	Nil
PSPTIS132	Interpret in complex monologue settings	Nil
PSPTIS133	Interpret through communication media	Nil
PSPTIS134	Manage interactions in complex settings	Nil
PSPTIS135	Sight translate	Nil
PSPTIS136	Use complex subject area terminology in two languages	Nil
PSPTIS137	Use chuchotage (whispered simultaneous) to interpret	Nil
PSPTIS138	Use note taking to recall and reproduce source messages	Nil
PSPTIS139	Demonstrate complex LOTE proficiency in different subjects and cultural contexts	Nil
PSPTIS140	Demonstrate complex English proficiency in different subjects and cultural contexts	Nil
PSPTIS141	Interpret as part of a team	Nil
PSPTIS142	Use complex education terminology in two languages	Nil
PSPTIS143	Use complex health terminology in two languages	Nil
PSPTIS144	Use complex legal terminology in two languages	Nil
PSPTIS145	Apply codes and standards to professional judgement	Nil
PSPTIS147	Read and analyse general purpose English texts to be translated	Nil
PSPTIS146	Negotiate translating or interpreting assignments	Nil
PSPTIS148	Read and analyse special purpose English texts to be translated	Nil
PSPTIS149	Apply theories to interpreting work practices	Nil

Unit Code	Unit Title	Prerequisite(s)
Transport		
PSPTRP001	Intercept vehicles and assess vehicle compliance	Nil
PSPTRP002	Operate weighbridges	Nil
PSPTRP003	Intercept vehicles and assess driver compliance	Nil
PSPTRP004	Conduct detailed vehicle inspections	Nil
PSPTRP005	Pilot or escort oversize and/or over-mass vehicles	Nil
PSPTRP006	Undertake access assessments and approvals	Nil
PSPTRP007	Provide information on vehicle configuration compliance	Nil
PSPTRP008	Operate within the regulatory framework for road transport compliance	Nil
PSPTRP009	Provide vehicle technical advice	Nil
Workplace Inspection		
PSPWPI008	Evaluate and report on workplace legislative compliance	Nil
PSPWPI009	Facilitate improvement in workplace legislative performance	Nil
PSPWPI010	Investigate possible breaches of workplace legislation	Nil
PSPWPI011	Improve compliance through industry partnerships	Nil
PSPWPI012	Investigate complex issues	Nil
PSPWPI013	Manage emerging issues	Nil
PSPWPI014	Represent and promote the organisation	Nil
PSPWPI015	Advise on work health and safety (WHS) legislative frameworks	Nil

Appendix B: List of Imported Units of Competency and Prerequisites

Imported units of competency listed in the PSP Public Sector Training Package

Unit Code	Unit Title	Prerequisite(s)
Business Services		
BSBAUD411	Participate in quality audits	Nil
BSBAUD503	Lead a quality audit	Nil
BSBAUD511	Initiate quality audits	Nil
BSBAUD512	Lead quality audits	Nil
BSBAUD513	Report on quality audits	Nil
BSBCMM211	Apply communication skills	Nil
BSBCRT311	Apply critical thinking skills in a team environment	Nil
BSBDAT501	Analyse data	Nil
BSBDIV301	Work effectively with diversity	Nil
BSBEMS403	Develop and provide employment management services to candidates	Nil
BSBFIM801	Manage financial resources	Nil
BSBHRM404	Review human resource functions	Nil
BSBHRM405	Support the recruitment, selection and induction of staff	Nil
BSBHRM412	Support employee and industrial relations	Nil
BSBHRM415	Coordinate recruitment and onboarding	Nil
BSBHRM417	Support human resources functions and processes	Nil
BSBHRM530	Coordinate rehabilitation and return to work programs	Nil
BSBHRM521	Facilitate performance development processes	Nil
BSBHRM522	Manage employee and industrial relations	Nil
BSBHRM527	Coordinate human resource functions and processes	Nil
BSBHRM529	Coordinate separation and termination processes	Nil
BSBHRM531	Coordinate health and wellness programs	Nil
BSBHRM611	Contribute to organisational performance development	Nil
BSBINM202	Handle mail	Nil
BSBINN801	Lead innovative thinking and practice	Nil
BSBINS202	Handle receipt and dispatch of information	Nil
BSBITU201	Produce simple word processed documents	Nil
BSBITU202	Create and use spreadsheets	Nil
BSBLDR402	Lead effective workplace relationships	Nil

BSBLDR413	Lead effective workplace relationships	Nil
BSBLDR501	Develop and use emotional intelligence	Nil
BSBLDR521	Lead the development of diverse workforces	Nil
BSBLDR601	Lead and manage organisational change	Nil
BSBLDR803	Develop and cultivate collaborative partnerships and relationships	Nil
BSBLDR804	Influence and shape diversity management	Nil
BSBLDR805	Lead and influence change	Nil
BSBLIB407	Search library and information databases	Nil
BSBMGT605	Provide leadership across the organisation	Nil
BSBMKG408	Conduct market research	Nil
BSBMKG506	Plan market research	Nil
BSBOPS402	Coordinate business operational plans	Nil
BSBOPS403	Identify risk and apply risk management processes	Nil
BSBOPS501	Manage business resources	Nil
BSBPEF302	Develop self-awareness	Nil
BSBPEF501	Manage personal and professional development	Nil
BSBPEF502	Develop and use emotional intelligence	Nil
BSBPMG410	Apply project time-management techniques	Nil
BSBPMG413	Apply project human resources management approaches	Nil
BSBPMG424	Apply project human resources management approaches	Nil
BSBPMG430	Undertake project work	Nil
BSBPMG522	Undertake project work	Nil
BSBPUR504	Manage a supply chain	Nil
BSBREL402	Build client relationships and business networks	Nil
BSBSUS201	Participate in environmentally sustainable work practices	Nil
BSBSUS211	Participate in sustainable work practices	Nil
BSBSUS401	Implement and monitor environmentally sustainable work practices	Nil
BSBSUS411	Implement and monitor environmentally sustainable work practices	Nil
BSBTEC201	Use business software applications	Nil
BSBTWK401	Build and maintain business relationships	Nil
BSBWHS201	Contribute to health and safety of self and others	Nil
BSBWHS211	Contribute to health and safety of self and others	Nil

BSBWHS301	Maintain workplace safety	Nil
BSBWHS311	Assist with maintaining workplace safety	Nil
BSBWHS401	Implement and monitor WHS policies, procedures and programs to meet legislative requirements	Nil
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Nil
BSBWHS412	Assist with workplace compliance with WHS laws	Nil
BSBWHS414	Contribute to WHS risk management	Nil
BSBWHS516	Contribute to developing, implementing and maintaining an organisation's WHS management system	Nil
BSBWHS521	Ensure a safe workplace for a work area	Nil
BSBWHS501	Ensure a safe workplace	Nil
BSBWHS601	Apply legislative frameworks for WHS	Nil
BSBWHS616	Apply safe design principles to control WHS risks	Nil
BSBWOR501	Manage personal work priorities and professional development	Nil
BSBWRK411	Support employee and industrial relations procedures	Nil
BSBWRT311	Write simple documents	Nil
BSBWRT414	Write complex documents	Nil
Community Services		
CHCORG627B	Provide mentoring support to colleagues	Nil
Property Services		
CPPSEC4005A	Facilitate workplace briefing and debriefing processes	Nil
Correctional Services		
CSCSAS001	Maintain security	Nil
CSCSAS005	Contain incidents that jeopardise safety and security	Nil
CSCSAS010	Conduct searches	Nil
CSCSAS013	Manage conflict through negotiation	Nil
CSCSAS015	Manage threatening behaviour	Nil
CSCSAS019	Determine response to security risks	Nil
CSCSAS022	Conduct searches	Nil
CSCTRA001	Maintain security during escort	Nil
Creative Arts and Culture		
CUAWRT401	Edit texts	Nil
Financial Services		

FNSPIM434	Manage personal injury claims	Nil
FNSPIM415	Manage personal injury case loads	Nil
FNSISV522	Work with legal teams to resolve non-routine and complex insurance claims	Nil
FNSPIM521	Develop return to work or injury management strategies	Nil
FNSPIM522	Facilitate workplace assessment with stakeholders for personal injury cases	Nil
FNSPIM531	Facilitate the setting and achievement of goals in personal injury management	Nil
Information and Communications Technology		
ICTICT214	Operate application software packages	Nil
Manufacturing		
MSMTMINS401	Inspect a range of weighing instruments	Nil
MSMTMINS402	Inspect liquid measuring instruments using volume measures	Nil
MSMTMINS403	Inspect a range of trading practices	Nil
MSMTMINS501	Inspect a range of complex measuring instruments	Nil
MSMTMINS404	Inspect a range of pre-packaged products	Nil
MSMTMREF301	Use and maintain reference standards	Nil
MSMSUP382	Provide coaching/mentoring in the workplace	Nil
Police		
POLINV012	Coordinate multi-agency investigations	Nil
Public Safety		
PUAFER001	Identify, prevent and report potential facility emergency situations	Nil
PUAFER004	Respond to facility emergencies	Nil
PUAFER005	Operate as part of an emergency control organisation	Nil
PUAFER008	Confine small emergencies in a facility	Nil
PUAFER009	Participate as a member of a facility emergency response team	Nil
PUAMAN005	Manage projects	Nil
PUAOPE013	Operate communications systems and equipment	Nil

Appendix C: Qualification Mapping

The following maps the relationship between previous and replacement qualifications within the PSP Training Package.

Qualification mapping between PSP V3.0 and V4.0 Public Sector Training Package

Replacement Qualification PSP V4.0	Previous Qualification PSP V3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent NC = Newly Created
PSP50822 Diploma of Translating	PSP50816 Diploma of Translating	NE Qualification Code updated. Changes to Packaging Rules, Specialisations, core and elective units.
PSP50922 Diploma of Interpreting	PSP50916 Diploma of Interpreting (LOTE-English)	NE Qualification Code and Title updated. Changes to Packaging Rules, Specialisations, core and elective units.
PSP60822 Advanced Diploma of Translating	PSP60816 Advanced Diploma of Translating	NE Qualification Code updated. Changes to Packaging Rules, Specialisations, core and elective units.
PSP60922 Advanced Diploma of Interpreting	PSP60916 Advanced Diploma of Interpreting (LOTE-English)	NE Qualification Code and Title updated. Changes to Packaging Rules, Specialisations, core and elective units.

Qualification mapping between PSP V2.0 and V3.0 Public Sector Training Package

Replacement Qualification PSP V3.0	Previous Qualification PSP V2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent NC = Newly Created
PSP20116 Certificate II in Government	PSP20122 Certificate II in Government	NE Imported units updated in core and electives. Number of available elective units reduced.

PSP30116 Certificate III in Government	PSP30122 Certificate III in Government	NE Changes to packaging rules due to the removal of specialisations. The following specialisations have been removed from the qualification: <i>Border Protection, Court Services, Personnel Vetting and Protective Security.</i> Imported units updated in core and electives. Units with low enrolments removed and remaining units from specialisations transferred to general electives. Deleted units removed from qualification.
PSP40116 Certificate IV in Government	PSP40122 Certificate IV in Government	NE Core units reduced from 6 to 4. Changes to packaging rules: <i>Regulation</i> specialisation added. <i>Border Protection, Land Administration, and Government Service Delivery</i> specialisations removed. Units from these specialisations which are being retained have been transferred to the general electives. <i>HR</i> specialisation updated with <i>BSBHRM</i> units. <i>Injury rehabilitation</i> specialisation updated with imported units replacing PSP units. <i>Revenue administration</i> retained. Imported units updated in core and electives. Deleted units removed from qualification.

PSP40516 Certificate IV in Trade Measurement	PSP40522 Certificate IV in Trade Measurement	NE Changes to core and elective units. <i>MSMTMREF301 Use and maintain reference standards</i> added to the core. <i>PSPGEN035 Provide workplace mentoring</i> transferred from core to electives. Group B electives removed. Imported units updated in core and electives. Deleted units removed from qualification.
PSP50116 Diploma of Government	PSP50122 Diploma of Government	NE Changes to core and elective units and to packaging rules. Core units increased from 4 to 5. Existing structure with specialisations retained (<i>Injury Management, Policy, Workplace Inspection</i>). <i>Injury Management</i> specialisation updated with imported units replacing PSP units. Imported units updated in core and electives. New unit added to the WHS <i>Group A: Work Health and Safety</i>. Deleted units removed from qualification.
PSP50516 Diploma of Trade Measurement	PSP50522 Diploma of Trade Measurement	NE Changes to core and elective units. <i>PSPGEN054 Use complex workplace communication strategies</i> transferred from core to electives. <i>PSPGEN050 Manage conflict</i> transferred from electives to core.

		Imported units updated in core and electives. Deleted units removed from qualification.
PSP60116 Advanced Diploma of Government (Workplace inspection/ Investigations/Fraud control)	PSP60122 Advanced Diploma of Government	NE Title changed. Changes to core and elective units and packaging rules. Core units increased from 6 to 7. Changes in <i>Group A: Work Health and Safety</i> Changes in <i>Workplace Inspection</i> electives. Imported units updated in electives. Deleted units removed from qualification.
PSP80216 Graduate Certificate in Radiation Safety		Deleted. Deletion is supported by the Radiation Health Committee of ARPANSA (Australian Radiation Protection and Nuclear Safety Agency), the Australian Government's primary authority on radiation protection and nuclear safety.

Qualification mapping between PSP V1.0 and V2.0

Replacement Qualification Code and Title PSP 2.0	Previous Qualification Code and Title PSP V1.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent NC = Newly Created
PSP20218 Certificate II in Auslan		NC
PSP30218 Certificate III in Auslan		NC
PSP40818 Certificate IV in Auslan		NC
PSP51018 Diploma of Auslan		NC

Qualification mapping between PSP12 V1.0 to PSP V1.0

Public Sector Training Package PSP12 V1	PSP Public Sector Training Package PSP V1	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created
PSP20112 Certificate II in Government	PSP20116 Certificate II in Government	E PSP unit codes updated. Imported units updated.
PSP30112 Certificate III in Government	PSP30116 Certificate III in Government	E PSP unit codes updated. Imported units updated.
PSP40112 Certificate IV in Government	PSP40116 Certificate IV in Government	E PSP unit codes updated. Imported units updated.
	PSP40216 Certificate IV in Court Operations	NC New qualification. Uses units from PSP40312 and PSP40412.
PSP41612 Certificate IV in Government (Security)	PSP40316 Certificate IV in Government Security	NE PSP unit codes updated. Imported units updated. Qualification packaging restructured. Personnel vetting and fraud control specialisations added.
PSP41512 Certificate IV in Government (Investigation)	PSP40416 Certificate IV in Government Investigations	NE PSP unit codes updated. Imported units updated. Qualification packaging restructured. Regulatory compliance specialisation added.
PSP42412 Certificate IV in Government (Procurement and Contracting)	PSP40616 Certificate IV in Procurement and Contracting	E PSP unit codes updated. Imported units updated.
PSP42312 Certificate IV in Government (Trade Measurement)	PSP40516 Certificate IV in Trade Measurement	E PSP unit codes updated. Imported units updated.
PSP41812 Certificate IV in Government (Road Transport Compliance)	PSP40716 Certificate IV in Heavy Vehicle Road Compliance	NE PSP unit codes updated. Imported units updated. Qualification packaging restructured.
PSP50112 Diploma of Government	PSP50116 Diploma of Government	E PSP unit codes updated. Imported units updated.
PSP50312 Diploma of Government (Court Services)	PSP50216 Diploma of Court Operations	E PSP unit codes updated. Imported units updated.

PSP52212 Diploma of Government (Trade Measurement)	PSP50516 Diploma of Trade Measurement	E PSP unit codes updated. Imported units updated.
PSP50612 Diploma of Government (Fraud Control)	PSP50716 Diploma of Fraud Control	E PSP unit codes updated. Imported units updated.
PSP51712 Diploma of Government (Investigation)	PSP50416 Diploma of Government Investigations	NE PSP unit codes updated. Imported units updated. Qualification packaging restructured.
PSP51812 Diploma of Government (Security)	PSP50316 Diploma of Government Security	E PSP unit codes updated. Imported units updated.
PSP52312 Diploma of Translating	PSP50816 Diploma of Translating	NE PSP unit codes updated. Imported units updated. Units required to complete qualification increased to 12. Core units updated. Elective unit list increased and groups added.
PSP52412 Diploma of Interpreting	PSP50916 Diploma of Interpreting	NE PSP unit codes updated. Imported units updated. Units required to complete qualification increased to 12. Core unit requirements increased and units updated. Elective unit list increased and groups added.
PSP52512 Diploma of Government (Procurement and Contracting)	PSP50616 Diploma of Procurement and Contracting	E PSP unit codes updated. Imported units updated.
PSP60112 Advanced Diploma of Government	PSP60116 Advanced Diploma of Government (Workplace inspection/ Investigations/Fraud control)	E PSP unit codes updated. Imported units updated.
PSP61012 Advanced Diploma of Translating	PSP60816 Advanced Diploma of Translating	NE PSP unit codes updated. Imported units updated. Units required to complete qualification increased to 13. Core unit requirement decreased and units updated. Elective unit list increased and groups added.

PSP61112 Advanced Diploma of Interpreting	PSP60916 Advanced Diploma of Interpreting (English-LOTE)	NE PSP unit codes updated. Imported units updated. Units required to complete qualification increased to 15. Core units updated. Elective unit list increased and groups added.
PSP61212 Advanced Diploma of Government (Procurement and Contracting)	PSP60616 Advanced Diploma of Procurement and Contracting	E PSP unit codes updated.
PSP80112 Graduate Certificate in Government (Strategic Procurement)	PSP80116 Graduate Certificate in Strategic Procurement	E PSP unit codes updated. Imported units updated.

Appendix D: Units of Competency Mapping

The following maps the relationship between previous and replacement units of competency within the PSP Training Package.

In all cases where changes have been made to units of competency, they meet the requirements of the *Standards for Training Packages 2012*.

Determination of equivalence

A unit is mapped as equivalent (E) when it provides the same workplace outcome, as follows:

- Skills and knowledge (reflected through the Elements, Performance Criteria and Assessment Requirements) required to achieve the outcome of the superseded and superseding unit can be mapped to each other.

A unit may be mapped as not equivalent (NE) in the following circumstances:

- The workplace outcome of the unit can be determined to have changed as the skills and knowledge (reflected through the Elements, Performance Criteria and Assessment Requirements) required to achieve the outcome of the superseded and superseding unit can NOT be mapped to each other.
- To support licensing, regulatory, legislative or certification requirements.

Units of Competency Mapping between PSP V3.0 and V4.0 Public Sector Training Package

Note: The following abbreviations are used in the table below:

PC = Performance Criteria; FS= Foundation Skills; PE = Performance Evidence; KE = Knowledge Evidence; AC= Assessment Conditions.

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPTIS102 Apply codes and standards to ethical practice	PSPTIS001 Apply codes and standards to ethical practice	NE	Unit Code updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS103 Build glossaries for translating and interpreting assignments	PSPTIS002 Build glossaries for translating and interpreting assignments	NE	Unit Code updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS104 Prepare to translate or interpret	PSPTIS003 Prepare to translate and interpret	E	Unit Code and Title updated. Minor changes to Application Statement,

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			Performance Criteria, PE, KE and Conditions.
PSPTIS105 Conduct career planning	PSPTIS004 Conduct career planning	E	Unit Code updated. Minor changes to Application Statement, Performance Criteria, PE, KE and Conditions.
PSPTIS109 Read and analyse general purpose LOTE texts to be translated PSPTIS147 Read and analyse general purpose English texts to be translated	PSPTIS020 Analyse text types for translation of general purpose texts (LOTE-English)	NE	Content merged with PSPTIS024 Read and analyse general purpose LOTE texts to be translated and PSPTIS025 Read and analyse general purpose English texts to be translated. Content included in: PSPTIS109 Read and analyse general purpose LOTE texts to be translated PSPTIS147 Read and analyse general purpose English texts to be translated.
PSPTIS106 Translate and certify non-narrative texts	PSPTIS021 Translate and certify non-narrative texts	E	Unit Code updated. Minor changes to Application Statement, Performance Criteria, PE, KE and Conditions.
PSPTIS107 Translate general purpose texts from English to LOTE	PSPTIS022 Translate general purpose texts from English to LOTE	NE	Unit Code updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS108 Translate general purpose texts from LOTE to English	PSPTIS023 Translate general purpose texts from LOTE to English	NE	Unit Code updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPTIS109 Read and analyse general purpose LOTE texts to be translated	PSPTIS024 Read and analyse general purpose LOTE texts to be translated	NE	Content merged with PSPTIS020 Analyse text types for translation of general purpose texts (LOTE-English). Unit code updated. Changes to Application Statement, Elements, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS147 Read and analyse general purpose English texts to be translated	PSPTIS025 Read and analyse general purpose English texts to be translated	NE	Content merged with PSPTIS020 Analyse text types for translation of general purpose texts (LOTE-English). Unit code updated. Changes to Application Statement, Elements, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS110 Demonstrate routine written LOTE proficiency in different subjects and cultural contexts	PSPTIS026 Demonstrate routine written LOTE proficiency in different subjects and cultural contexts	E	Unit Code updated. Minor changes to Application Statement, Performance Criteria and PE.
PSPTIS111 Demonstrate routine written English proficiency in different subjects and cultural contexts	PSPTIS027 Demonstrate routine written English proficiency in different subjects and cultural contexts	E	Unit Code updated. Minor changes to Application Statement, Performance Criteria and PE.
PSPTIS112 Interpret in general dialogue settings	PSPTIS040 Interpret in general dialogue settings (LOTE-English)	E	Unit Code and Title updated. Minor changes to Application Statement, Performance Criteria, PE and KE.
PSPTIS113 Interpret in general monologue settings	PSPTIS041 Interpret in general monologue settings (LOTE-English)	E	Unit Code and Title updated.

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			Minor changes to Application Statement, Performance Criteria, PE and KE.
PSPTIS114 Manage interactions in general settings	PSPTIS042 Manage discourses in general settings	E	Unit Code and Title updated. Minor changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS115 Use routine subject area terminology in two languages	PSPTIS043 Use routine subject matter terminology in interpreting (LOTE-English)	NE	Unit code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS116 Demonstrate routine language proficiency in different subjects and cultural contexts	PSPTIS044 Demonstrate routine LOTE proficiency in different subjects and cultural contexts	NE	Content merged with PSPTIS045 Demonstrate routine English proficiency in different subjects and cultural contexts. Unit Code and Title updated. Changes to Application Statement, PE, KE and Assessment Conditions.
PSPTIS116 Demonstrate routine language proficiency in different subjects and cultural contexts	PSPTIS045 Demonstrate routine English proficiency in different subjects and cultural contexts	NE	Content merged with PSPTIS044 Demonstrate routine LOTE proficiency in different subjects and cultural contexts. Unit Code and Title updated. Changes to Application Statement, PE, KE and Assessment Conditions.

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPTIS117 Use routine education terminology in two languages	PSPTIS046 Use routine education terminology in interpreting (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS118 Use routine health terminology in two languages	PSPTIS047 Use routine health terminology in interpreting (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS119 Use routine legal terminology in two languages	PSPTIS048 Use routine legal terminology in interpreting (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS123 Read and analyse special purpose LOTE texts to be translated PSPTIS148 Read and analyse special purpose English texts to be translated	PSPTIS060 Analyse text types for translation of special purpose texts (LOTE-English)	NE	Content merged with PSPTIS064 Read and analyse special purpose English texts to be translated and PSPTIS065 Read and analyse special purpose LOTE texts to be translated. Content included in: PSPTIS123 Read and analyse special purpose LOTE texts to be translated PSPTIS148 Read and analyse special purpose English texts to be translated.
PSPTIS120 Revise translations	PSPTIS061 Quality assure translations	NE	Unit Code and Title updated. Changes to Application Statement, PE, KE and

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			Assessment Conditions.
PSPTIS121 Translate special purpose texts from English to LOTE	PSPTIS062 Translate special purpose texts from English to LOTE	NE	Unit Code updated. Changes to Application Statement, Elements, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS122 Translate special purpose texts from LOTE to English	PSPTIS063 Translate special purpose texts from LOTE to English	NE	Unit Code updated. Changes to Application Statement, Elements, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS148 Read and analyse special purpose English texts to be translated	PSPTIS064 Read and analyse special purpose English texts to be translated	NE	Content Merged with PSPTIS060 Analyse text types for translation of special purpose texts (LOTE-English). Unit code updated. Changes to Application Statement, Elements, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS123 Read and analyse special purpose LOTE texts to be translated	PSPTIS065 Read and analyse special purpose LOTE texts to be translated	NE	Content merged with PSPTIS060 Analyse text types for translation of special purpose texts (LOTE-English). Unit code updated. Changes to Application Statement, Elements, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS124 Apply theories to translating work practices	PSPTIS066 Apply theories to translating and interpreting work practices	NE	Unit Code and Title updated.

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS149 Apply theories to interpreting work practices	PSPTIS066 Apply theories to translating and interpreting work practices	N	New Unit Code. Unit Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS125 Demonstrate complex written LOTE proficiency in different subjects and cultural contexts	PSPTIS067 Demonstrate complex written LOTE proficiency in different subjects and cultural contexts	E	Unit Code updated. Minor changes to Application Statement, Performance Criteria and PE.
PSPTIS126 Demonstrate complex written English proficiency in different subjects and cultural contexts	PSPTIS068 Demonstrate complex written English proficiency in different subjects and cultural contexts	E	Unit Code updated. Minor changes to Application Statement, Performance Criteria and PE.
PSPTIS127 Maintain and enhance professional practice	PSPTIS069 Maintain and enhance professional practice	NE	Unit Code updated. Changes to Application Statement, Elements, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS128 Prepare translated transcripts	PSPTIS070 Prepare translated transcripts	NE	Unit Code updated. Changes to Application Statement, Elements, Performance Criteria, PE and KE.
PSPTIS129 Translate multimedia source material	PSPTIS071 Translate multimedia source material	NE	Unit Code updated. Changes to Application Statement, Performance Criteria and PE.
PSPTIS130 Use translation technology	PSPTIS072 Use translation technology	NE	Unit Code updated. Changes to Application Statement, Elements,

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			Performance Criteria, PE and Assessment Conditions.
PSPTIS131 Interpret in complex dialogue settings	PSPTIS080 Interpret in complex dialogue settings (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS132 Interpret in complex monologue settings	PSPTIS081 Interpret in complex monologue settings (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS133 Interpret through communication media	PSPTIS082 Interpret through communication media	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS134 Manage interactions in complex settings	PSPTIS083 Manage discourses in complex settings	NE	Unit Code updated. Changes to Application Statement, Performance Criteria, PE and Assessment Conditions.
PSPTIS135 Sight translate	PSPTIS084 Sight translate (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, PE, KE and Assessment Conditions.
PSPTIS136 Use complex subject area terminology in two languages	PSPTIS085 Use complex subject area terminology in interpreting (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			Assessment Conditions.
PSPTIS137 Use chuchotage (whispered simultaneous) to interpret	PSPTIS086 Use chuchotage (whispered simultaneous) to interpret (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS138 Use note taking to recall and reproduce source messages	PSPTIS087 Use note taking to recall and reproduce source messages (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS139 Demonstrate complex LOTE proficiency in different subjects and cultural contexts	PSPTIS088 Demonstrate complex LOTE proficiency in different subjects and cultural contexts	E	Unit Code updated. Minor changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS140 Demonstrate complex English proficiency in different subjects and cultural contexts	PSPTIS089 Demonstrate complex English proficiency in different subjects and cultural contexts	E	Unit Code updated. Minor Changes to Application Statement, PE, KE and Assessment Conditions.
PSPTIS141 Interpret as part of a team	PSPTIS090 Interpret as part of a team	E	Unit Code updated. Minor changes to Application Statement and PE.
PSPTIS142 Use complex education terminology in two languages	PSPTIS091 Use complex education terminology in interpreting (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.

Replacement Unit Code and Title PSP V4.0	Previous Unit Code and Title PSP 3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPTIS143 Use complex health terminology in two languages	PSPTIS092 Use complex health terminology in interpreting (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS144 Use complex legal terminology in two languages	PSPTIS093 Use complex legal terminology in interpreting (LOTE-English)	NE	Unit Code and Title updated. Changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS145 Apply codes and standards to professional judgement	PSPTIS100 Apply codes and standards to professional judgement	E	Unit Code updated. Minor changes to Application Statement, Performance Criteria, PE, KE and Assessment Conditions.
PSPTIS146 Negotiate translating or interpreting assignments	PSPTIS101 Negotiate translating and interpreting assignments	E	Unit Code and Title updated. Minor Changes to Application Statement, Performance Criteria, PE and Assessment conditions.

Units of Competency Mapping between PSP V2.0 and V3.0 Public Sector Training Package

Note: The following abbreviations are used in the table below:

PC = Performance Criteria; FS= Foundation Skills; PE = Performance Evidence; KE = Knowledge Evidence; AC= Assessment Conditions.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPBDR016 Conduct patrols	PSPBDR001 Conduct patrols	E	Unit Code changed. Minor changes to Application, Elements

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPBDR017 Command operational groups	PSPBDR012 Command operational groups	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPBDR018 Examine and test firearms	PSPBDR013 Examine and test firearms	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPBDR019 Command operational forces	PSPBDR014 Command operational forces	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPBDR020 Manage operations	PSPBDR015 Manage operations	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPCART026 Record court proceedings	PSPCART001 Audio record court proceedings	E	Unit Code and Title changed. Minor changes to Application, Elements and PCs. FS

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPCRT027 Perform duties to support a hearing	PSPCRT002 Perform duties to support a hearing	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPCRT028 Manage witnesses	PSPCRT003 Manage witnesses	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPCRT029 Compile and use official notes	PSPCRT007 Compile and use official notes	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPETH006 Uphold the values and principles of public service	PSPETH001 Uphold the values and principles of public service	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS explicit. Significant changes in PE and KE to align with PC outcomes. AC expanded for clarification.
PSPETH007 Uphold and support the values and principles of public service	PSPETH002 Uphold and support the values and principles of public service	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS explicit. Significant changes in

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			PE and KE to align with PC outcomes. AC expanded for clarification.
PSPETH008 Promote the values and ethos of public service	PSPETH003 Promote the values and ethos of public service	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS explicit. Significant changes in PE and KE to align with PC outcomes. AC expanded for clarification.
PSPETH009 Maintain and enhance confidence in public service	PSPETH004 Maintain and enhance confidence in public service	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS explicit. Significant changes in PE and KE to align with PC outcomes. AC expanded for clarification.
PSPETH010 Lead and influence ethical practice in the public sector	PSPETH005 Lead and influence ethical practice in the public sector	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS explicit. Significant changes in PE and KE to align with PC outcomes. AC expanded for clarification.
PSPFRU013 Anticipate and detect possible fraud activity	PSPFRU004 Anticipate and detect possible fraud activity	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPFRU014 Develop fraud control strategy	PSPFRU009 Develop fraud control strategy	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			remove duplication. AC expanded for clarification.
PSPFRU015 Manage fraud risk assessment and action plan	PSPFRU010 Manage fraud risk assessment and action plan	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPFRU016 Manage fraud control awareness	PSPFRU011 Manage fraud control awareness	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPFRU017 Review fraud control activities	PSPFRU012 Review fraud control activities	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN086 Undertake career planning	PSPGEN031 Undertake career planning	NE	Unit Code changed. Application and terminology updated, additions to PE and KE, FS added and AC clarified.
PSPGEN087 Undertake and promote career management	PSPGEN052 Undertake and promote career management	NE	Unit Code changed. Application and terminology updated, additions to PE and KE, FS added and AC clarified.
PSPGEN088 Deliver a service to clients	PSPGEN003 Deliver a service to clients	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			for clarity and to remove duplication. AC expanded for clarification.
PSPGEN089 Address client needs	PSPGEN016 Address client needs	NE	Unit Code changed. Application and terminology updated, additions to PE & KE, FS statement added and AC clarified.
PSPGEN090 Engage with stakeholders	PSPGEN023 Deliver and monitor service to clients	NE	Unit Code and Title changed. Application and terminology updated, FS statement added, additions to Elements, PE & KE and AC clarified. Reference to clients changed to stakeholders to make it applicable across public sector organisations.
PSPGEN091 Develop client services	PSPGEN044 Develop client services	NE	Unit Code changed. Application and terminology updated, FS statement added, additions to Elements, PE, KE, and AC clarified.
PSPGEN092 Manage quality client service	PSPMGT005 Manage quality client service	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN093 Implement change	PSPGEN013 Implement change	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPGEN094 Provide input to change processes	PSPGEN026 Provide input to change processes	NE	Unit Code changed. Application and terminology updated, Elements 3 & 4 reordered, additions to PE and KE, FS statement added and AC clarified.
PSPGEN095 Facilitate change	PSPGEN056 Facilitate change	E	Unit Code changed. Minor changes to Application, FS added. KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN096 Use workplace communication strategies	PSPGEN019 Use workplace communication strategies	NE	Unit Code changed. Application and terminology updated, additions to Elements and PCs, FS added, PE, KE and AC clarified.
PSPGEN097 Contribute to conflict management	PSPGEN021 Contribute to conflict management	NE	Unit Code changed. Application and terminology updated, FS added, additions to PE and KE and AC clarified.
PSPGEN098 Deal with conflict	PSPGEN032 Deal with conflict	NE	Unit Code changed. Application and terminology updated, additions to Elements, PCs, PE, KE added and AC clarified.
PSPGEN099 Undertake negotiations	PSPGEN049 Undertake negotiations	E	Unit Code changed. Application and terminology updated, FS added and AC clarified.
PSPGEN100 Manage conflict	PSPGEN050 Manage conflict	NE	Unit Code changed. Application and terminology updated, additions to Elements,

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			PCs PE, KE, FS added and AC clarified.
PSPGEN101 Use complex workplace communication strategies	PSPGEN054 Use complex workplace communication strategies	E	Unit Code changed. Application and terminology updated, additions to PE, KE and AC clarified.
PSPGEN102 Persuade and influence opinion	PSPGEN070 Persuade and influence opinion	NE	Unit Code changed. Application and terminology updated, additions to PE, KE and AC and clarified.
PSPGEN103 Work with interpreters	PSPGEN040 Work with interpreters	NE	Unit Code changed. Application and terminology updated, additions to PE, KE and AC clarified.
PSPGEN104 Build and maintain community relationships	PSPGEN075 Build and maintain community relationships	E	Unit Code changed. Minor changes to Application, FS statement added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN105 Gather and analyse information	PSPGEN027 Gather and analyse information	NE	Unit Code changed. Application updated, additions to PE, KE, FS added and AC clarified.
PSPGEN106 Conduct research and analysis	PSPGEN046 Undertake research and analysis	NE	Unit Code and Title changed. Application and terminology updated, additions to PE, KE, FS added and AC clarified.
PSPGEN107 Access and use resources and financial systems	PSPGEN012 Access and use resources and financial systems	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPGEN108 Use public sector financial processes	PSPGEN076 Use public sector financial processes	E	Unit Code changed. Minor changes to Application, FS statement added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN109 Apply public sector financial policies and processes	PSPGEN077 Apply public sector financial policies and processes	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN110 Apply complex public sector financial requirements	PSPGEN078 Apply complex public sector financial requirements	E	Unit Code changed. Minor changes to Application. FS added. PE and KE amended for clarity and to remove duplication.
PSPGEN111 Apply government processes	PSPGEN043 Apply government processes	NE	Unit Code changed. Minor changes to Application. FS added. PE and KE updated.
PSPGEN112 Apply government systems	PSPGEN066 Apply government systems	E	Unit Code changed. Minor changes to Application. FS added. PE and KE amended for clarity and to remove duplication.
PSPGEN113 Exercise delegations	PSPGEN042 Exercise delegations	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN114 Work effectively with diversity and inclusion	PSPGEN015 Work effectively with diversity	NE	Unit Code and Title changed. Application and terminology updated, additions to Elements, PCs, PE and

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			KE, FS added and AC clarified.
PSPGEN115 Uphold and support inclusive workplace practices	PSPGEN029 Value diversity	NE	Unit Code and Title changed. Application and terminology updated, additions to Elements, PCs, PE and FS added and AC clarified.
PSPGEN116 Facilitate the effective implementation of diversity and inclusion strategies	PSPGEN047 Promote diversity	NE	Unit Code and Title changed. Application and terminology updated, additions to Elements, PCs, PE and FS added and AC clarified.
PSPGEN117 Implement and manage diversity and inclusion strategies	PSPMGT004 Manage diversity	NE	Unit Code and Title changed. Application and terminology updated, additions to Elements, PCs, PE and FS added and AC clarified.
PSPGEN118 Provide leadership	PSPGEN053 Provide leadership	NE	Unit Code changed. Application and terminology updated, additions to PE and KE and AC clarified.
PSPGEN119 Foster leadership and innovation	PSPGEN069 Foster leadership and innovation	E	Unit code changed. Minor changes to Application, FS statement added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN120 Provide strategic direction	PSPMGT013 Provide strategic direction	NE	Unit Code changed. Application and terminology updated, FS statement added, additions to PE and KE and AC clarified.
PSPGEN121 Work with a coach or mentor	PSPGEN018 Work with a coach or mentor	NE	Unit Code changed. Application and

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			terminology updated, additions to PE and KE and FS added and AC clarified.
PSPGEN122 Give and receive workplace feedback	PSPGEN022 Give and receive workplace feedback	NE	Unit Code changed. Application and terminology updated, FS statement added, additions to PE and KE and AC clarified.
PSPGEN123 Provide workplace mentoring	PSPGEN035 Provide workplace mentoring	NE	Unit Code changed. Application and terminology updated, FS added, additions to PE and KE, and AC clarified.
PSPGEN124 Provide workplace coaching	PSPGEN036 Provide workplace coaching	NE	Unit Code changed. Application and terminology updated, FS added, additions to PE and KE and AC clarified.
PSPGEN125 Support workplace coaching and mentoring	PSPGEN048 Support workplace coaching and mentoring	NE	Unit code changed. Application and terminology updated, FS added, additions to PE and KE and AC clarified.
PSPGEN126 Monitor performance and provide feedback	PSPGEN037 Monitor performance and provide feedback	NE	Unit Code changed. Application and terminology updated, FS statement added, additions to PE and KE and AC clarified.
PSPGEN127 Facilitate people management	PSPMGT002 Facilitate people management	NE	Unit Code changed. Application and terminology updated, FS added, additions to PE and KE and AC clarified.
PSPGEN128 Manage performance	PSPGEN060 Manage performance	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			remove duplication. AC expanded for clarification.
PSPGEN129 Access and use resources	PSPGEN004 Access and use resources	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN130 Use resources to achieve work unit goals	PSPGEN024 Use resources to achieve work unit goals	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN131 Coordinate resource allocation and usage	PSPGEN045 Coordinate resource allocation and usage	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN132 Manage resources	PSPMGT001 Manage resources	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN133 Identify and treat risks	PSPGEN038 Identify and treat risks	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN134 Coordinate risk management	PSPGEN058 Coordinate risk management	E	Unit Code changed. Minor changes to Application, FS added.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN135 Manage risk	PSPMGT007 Manage risk	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN136 Undertake enterprise risk management	PSPMGT014 Undertake enterprise risk management	E	Unit Code changed. Minor changes to Application, FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN137 Handle workplace information	PSPGEN006 Handle workplace information	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN138 Organise workplace information	PSPGEN014 Organise workplace information	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN139 Compose workplace documents	PSPGEN020 Compose workplace documents	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS statement added. PE and KE amended for clarity and to remove duplication.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			AC expanded for clarification.
PSPGEN140 Use advanced workplace communication strategies	PSPGEN033 Use advanced workplace communication strategies	NE	Unit code changed. Application and terminology updated, additions to Elements, PCs PE and KE, FS added and AC clarified.
PSPGEN141 Compose complex workplace documents	PSPGEN034 Compose complex workplace documents	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN142 Refine complex workplace documents	PSPGEN055 Refine complex workplace documents	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN143 Prepare high-level written communication	PSPGEN071 Prepare high-level written communication	E	Unit Code changed. Minor changes to Application, FS statement added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN144 Work in a public sector environment	PSPGEN001 Work in a public sector environment	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPGEN145 Work effectively in the organisation	PSPGEN009 Work effectively in the organisation	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN146 Contribute to workgroup activities	PSPGEN010 Contribute to workgroup activities	NE	Unit Code and title changed. Application and terminology updated, additions to Elements (E2), PCs, PE, KE and FS added and AC clarified.
PSPGEN147 Build and maintain internal networks	PSPGEN011 Build and maintain internal networks	NE	Unit Code and title changed. Application and terminology updated, additions to Elements (E4), PCs, PE, KE and FS added and AC clarified.
PSPGEN148 Develop internal and external networks	PSPGEN039 Develop internal and external networks	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGEN149 Develop and use political nous	PSPGEN057 Develop and use political nous	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity. AC expanded for clarification.
PSPGEN150 Establish and maintain strategic networks	PSPGEN067 Establish and maintain strategic networks	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			remove duplication. AC expanded for clarification.
PSPGEN151 Facilitate knowledge management	PSPMGT012 Facilitate knowledge management	E	Unit Code changed. Minor changes to Application, FS statement added. PE and KE amended for clarity. AC expanded for clarification.
PSPGSD013 Identify and select government service delivery options	PSPGSD001 Identify and select government service delivery options	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPGSD014 Administer government service delivery requirements	PSPGSD002 Administer government service delivery requirements	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE changed to remove duplication. AC expanded for clarification.
PSPGSD015 Conduct government service delivery interviews	PSPGSD003 Conduct government service delivery interviews	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE. AC expanded for clarification.
PSPGSD016 Administer delivery of financial and other benefits	PSPGSD004 Administer delivery of financial and other benefits	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE changed. AC expanded for clarification.
PSPGSD017 Assist self-management of government service offers	PSPGSD007 Assist self-management of government service offers	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			for clarity and to remove duplication. AC expanded for clarification.
PSPGSD018 Assist government service recipients with complex needs	PSPGSD008 Assist government service recipients with complex needs	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPHRM012 Provide a consultancy service for human resource management	PSPHRM002 Provide a consultancy service for human resource management	NE	Unit Code changed. Application and content reviewed to align to the job role. Significant changes to Elements and PC. New Element 4, PE and KE amended for clarity, remove duplication and increase emphasis on evidence-based decision making. AC reworded for clarification.
PSPHRM013 Implement workforce planning and succession strategies	PSPHRM004 Implement workforce planning and succession strategies	NE	Unit Code changed. Application and content reviewed to align to the link between workforce planning and organisation strategies and objectives. Significant changes to Elements and PC. New Elements 4 and 5, PE and KE amended for clarity, remove duplication and increase emphasis on evidence-based decision making. AC reworded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPHRM014 Coordinate career development	PSPHRM008 Coordinate career development	NE	Unit Code changed. Significant changes to PCs. PE and KE amended for clarity and to remove duplication. AC reworded for clarification.
PSPINV004 Conduct an investigation	PSPINV002 Conduct an investigation	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPLEG005 Comply with legislation in the public sector	PSPLEG001 Comply with legislation in the public sector	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPLEG006 Encourage compliance with legislation in the public sector	PSPLEG002 Encourage compliance with legislation in the public sector	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPLEG007 Promote compliance with legislation in the public sector	PSPLEG003 Promote compliance with legislation in the public sector	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPLEG008 Manage compliance with	PSPLEG004 Manage compliance with legislation in the public sector	E	Unit Code changed. Minor changes to Application, Elements

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
legislation in the public sector			and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPLND013 Investigate tenure and land use history	PSPLND001 Investigate tenure and land use history	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPLND014 Compile and check survey plans	PSPLND002 Compile and check survey plans	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPPCM028 Carry out basic procurement	PSPPCM001 Carry out basic procurement	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS statement added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPPCM029 Procure goods and services	PSPPCM003 Procure goods and services	E	Unit Code changed. Minor changes to Application. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPPCY012 Assist with specialist policy development	PSPPCY002 Assist with specialist policy development	E	Unit Code changed. Minor changes to Application. FS added. PE amended for clarity and to remove

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			duplication. AC expanded for clarification.
PSPPCY013 Give and receive policy information	PSPPCY003 Give and receive policy information	NE	Unit code changed. Application updated. FS updated. PE & KE requirements changed. ACs expanded for clarification. Note that this unit aligns to organisation policy.
PSPPCY014 Support policy implementation	PSPPCY004 Support policy implementation	NE	Unit Code changed. FS added. PE and KE amended for clarity with inward and outward facing references. AC expanded for clarification.
PSPPCY015 Implement e-correspondence policies	PSPPCY005 Implement e-correspondence policies	E	Unit Code changed. Application simplified. FS statement added - explicit in PCs. AC expanded for clarification.
PSPPCY016 Advise on organisation policy	PSPPCY007 Advise on organisational policy	NE	Unit Code changed. Application updated. FS added. PE & KE requirements changed. ACs expanded for clarification. Unit aligns to organisation policy. PCY013 also aligns to organisation policy and focuses on what is required for routine enquiries.
PSPPCY017 Provide policy advice	PSPPCY009 Provide policy advice	NE	Unit Code changed. Application updated. FS added. Additional PE and KE to explicitly refer to contexts, inward and outward facing impacts, evidence-based

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
			decision making. AC expanded for clarity.
PSPPCY018 Manage policy implementation	PSPPCY010 Manage policy implementation	NE	Unit Code changed. Application amended for clarity FS statement added - explicit. Additional PE and KE to explicitly refer to inward and outward facing impacts, change management. AC expanded for clarity.
PSPRAD012 Work safely in a radiation environment	PSPRAD001 Work safely in a radiation environment	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPREG031 Carry out inspections and monitoring under guidance	PSPREG001 Carry out inspections and monitoring under guidance	NE	Unit Code changed. Minor changes to Application, Elements and PCs. References to clients replaced with regulated entity. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG032 Undertake routine inspections and monitoring	PSPREG002 Undertake routine inspections and monitoring	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG033 Apply regulatory powers	PSPREG003 Apply regulatory powers	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPREG034 Assess compliance	PSPREG005 Assess compliance	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG035 Produce formal record of interview	PSPREG006 Produce formal record of interview	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG036 Act on non-compliance	PSPREG008 Act on non-compliance	NE	Unit Code changed. Minor changes to Application, Elements and PCs. Terminology updated to include “regulated entity.” FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG037 Conduct search and seizure	PSPREG009 Conduct search and seizure	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG038 Give evidence	PSPREG011 Give evidence	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG039 Gather information through interviews	PSPREG012 Gather information through interviews	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPREG040 Undertake inspections and monitoring	PSPREG013 Undertake inspections and monitoring	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG041 Conduct surveillance	PSPREG014 Conduct surveillance	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity. AC expanded for clarification.
PSPREG042 Receive and validate data	PSPREG015 Receive and validate data	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity. AC expanded for clarification.
PSPREG043 Undertake compliance audits	PSPREG017 Undertake compliance audits	NE	Unit Code changed. Minor changes to Application, Elements and PCs. Terminology updated to include "regulated entity." FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG044 Conduct prosecutions	PSPREG020 Conduct prosecutions	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG045 Supervise and carry out complex inspections and monitoring	PSPREG022 Supervise and carry out complex inspections and monitoring	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPREG046 Manage investigations	PSPREG025 Manage investigations	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG047 Manage regulatory compliance	PSPREG027 Manage regulatory compliance	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG048 Evaluate regulatory compliance	PSPREG028 Evaluate regulatory compliance	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG049 Manage investigations program	PSPREG030 Manage investigations program	NE	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. Additions to PE and KE. AC expanded for clarification.
PSPREG050 Conduct measurement licensee audit	PSPREG024 Conduct measurement licensee audit	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPREV010 Identify and apply statute law	PSPREV001 Identify and apply statute law	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPREV011 Undertake legislative decision-making	PSPREV002 Undertake legislative decision-making	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPREV012 Manage information on legal entities, relationships and property	PSPREV003 Manage information on legal entities, relationships and property	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPREV013 Interpret and assess contracts	PSPREV004 Interpret and assess contracts	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPREV014 Assess applications for grants, subsidies and rebates	PSPREV005 Assess applications for grants, subsidies and rebates	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPREV015 Evaluate returns- based taxes	PSPREV006 Evaluate returns-based taxes	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPREV016 Determine land tax liability	PSPREV007 Determine land tax liability	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPREV017 Determine stamp duties	PSPREV008 Determine stamp duties	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPREV018 Administer levies, fines and other taxes	PSPREV009 Administer levies, fines and other taxes	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPSEC018 Secure government assets	PSPSEC001 Secure government assets	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPSEC019 Respond to government security incidents	PSPSEC002 Respond to government security incidents	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPSEC020 Conduct security awareness sessions	PSPSEC003 Conduct security awareness sessions	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPSEC021 Undertake government security risk analysis	PSPSEC005 Undertake government security risk analysis	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPSEC022 Implement security risk treatments	PSPSEC006 Implement security risk treatments	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPSEC023 Conduct personnel security assessments	PSPSEC008 Conduct personnel security assessments	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPSEC024 Handle sensitive information	PSPSEC009 Handle sensitive information	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
PSPSEC025 Manage security awareness	PSPSEC017 Manage security awareness	E	Unit Code changed. Minor changes to Application, Elements and PCs. FS added. PE and KE amended for clarity and to remove duplication. AC expanded for clarification.
PSPWPI008 Evaluate and report on workplace legislative compliance	PSPWPI001 Evaluate workplace legislative compliance	NE	Unit Code and Title changed. Major changes to Application, Elements and PCs, Foundation Skills updated, additions to PE & KE. ACs expanded for clarity.
PSPWPI009 Facilitate improvement in workplace legislative performance	PSPWPI002 Facilitate improvement in workplace legislative performance	NE	Unit Code changed. Major changes to Application, Elements and PCs, FS updated, additions to KE. AC clarified.
PSPWPI010 Investigate possible breaches of workplace legislation	PSPWPI003 Investigate possible breaches of workplace legislation	E	Unit Code changed. Application, FS, PE and AC modified for clarity.
PSPWPI011 Improve compliance through industry partnerships	PSPWPI004 Improve compliance through industry partnerships	E	Unit Code changed. Application, FS, PE and AC modified for clarity.
PSPWPI012 Investigate complex issues	PSPWPI005 Investigate complex issues	E	Unit Code changed. Application, FS, PE and AC modified for clarity.
PSPWPI013 Manage emerging issues	PSPWPI006 Manage emerging issues	E	Unit Code changed. Application, FS, PE and AC modified for clarity.
PSPWPI014 Represent and promote the organisation	PSPWPI007 Represent and promote the organisation	E	Unit Code changed. Application, FS, PE and AC modified for clarity.
PSPWPI015 Advise on work health and safety		NC	New unit.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
(WHS) legislative frameworks			
	PSPBDR002 Use border protection technology equipment		Deleted - low enrolments over 4 years.
	PSPBDR003 Deploy detector dog		Deleted - low enrolments over 4 years.
	PSPBDR004 Maintain detector dog proficiency		Deleted - low enrolments over 4 years.
	PSPBDR005 Calculate taxes, fees and charges		Deleted - nil enrolments over 3 years.
	PSPBDR006 Create and maintain profiles		Deleted - low enrolments over 4 years.
	PSPBDR007 Develop surveillance flight routes		Deleted - nil enrolments over 3 years.
	PSPBDR008 Review operational schedules		Deleted - low enrolments over 4 years
	PSPBDR009 Analyse surveillance products		Deleted - low enrolments over 4 years
	PSPBDR010 Develop operational effectiveness of detector dog teams		Deleted - nil enrolments over 3 years.
	PSPBDR011 Conduct detector dog team training		Deleted - nil enrolments over 3 years.
	PSPGEN002 Use routine workplace communication techniques		Deleted - low enrolments over 4 years.
	PSPGEN005 Participate in workplace change		Deleted - low enrolments over 4 years.
	PSPGEN007 Use technology in the workplace		Deleted - low enrolments over 4 years

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
	PSPGEN008 Write routine workplace materials		Deleted - low enrolments over 4 years
	PSPGEN017 Work in and with small, regional and remote organisations		Deleted - nil enrolments over 3 years.
	PSPGEN025 Develop and implement work unit plans		Deleted - low enrolments over 4 years.
	PSPGEN028 Provide a quotation		Deleted - low enrolments over 4 years.
	PSPGEN030 Provide support to Parliament		Deleted - nil enrolments over 3 years.
	PSPGEN041 Use translation services		Deleted - nil enrolments over 3 years.
	PSPGEN051 Conduct evaluations		Deleted - low enrolments over 4 years.
	PSPGEN059 Benchmark performance		Deleted - nil enrolments over 3 years.
	PSPGEN061 Scope statistical data collection		Deleted - nil enrolments over 3 years.
	PSPGEN062 Collect statistical data		Deleted - low enrolments over 4 years.
	PSPGEN063 Process statistical data		Deleted - low enrolments over 4 years.
	PSPGEN064 Interrogate and analyse statistical data		Deleted - low enrolments over 4 years.
	PSPGEN065 Interpret data and related statistics		Deleted - low enrolments over 4 years.
	PSPGEN068 Develop a tender submission response		Deleted - nil enrolments over 3 years.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
	PSPGEN072 Manage compliance with workplace relations legislation		Deleted - low enrolments over 4 years.
	PSPGEN073 Prepare for community engagement		Deleted - low enrolments over 4 years.
	PSPGEN074 Develop and implement community engagement strategies		Deleted - low enrolments over 4 years.
	PSPGEN079 Undertake strategic financial analysis		Deleted - nil enrolments over 3 years.
	PSPGEN080 Develop public sector financial strategies		Deleted - low enrolments over 4 years.
	PSPGEN081 Provide public affairs writing and editorial services		Deleted - low enrolments over 4 years.
	PSPGEN082 Coordinate public affairs events and activities		Deleted - nil enrolments over 3 years.
	PSPGEN083 Manage public affairs		Deleted - low enrolments over 4 years.
	PSPGEN084 Provide public affairs advisory service		Deleted - nil enrolments over 3 years.
	PSPGEN085 Manage media relationships		Deleted - nil enrolments over 3 years.
	PSPGSD005 Introduce the government service delivery model		Deleted - nil enrolments over 3 years.
	PSPGSD006 Facilitate participation in government service delivery		Deleted - nil enrolments 3 years.
	PSPGSD011 Manage the emergent dynamics of government service delivery		Deleted - nil enrolments 3 years.
	PSPGSD012 Provide specialist technical service delivery		Deleted - nil enrolments 3 years.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
	PSPHRM001 Administer human resource processes		Deleted - low enrolments 4 years
	PSPHRM003 Facilitate performance management processes		Deleted - low enrolments 4 years
	PSPHRM005 Implement staffing policies		Deleted - low enrolments 4 years
	PSPHRM006 Coordinate employment relations		Deleted - low enrolments 4 years
	PSPHRM007 Coordinate employee support		Deleted - low enrolments 4 years
	PSPHRM009 Provide advisory and mediation services		Deleted - low enrolments 4 years
	PSPHRM010 Formulate a strategic human resource plan		Deleted- nil enrolments 3 years.
	PSPHRM011 Provide leadership in strategic human resource management		Deleted - low enrolments 4 years
	PSPINM001 Process claims		Deleted - nil enrolments 3 years.
	PSPINM002 Conduct initial claim assessments		Deleted - nil enrolments 3 years.
	PSPINM003 Undertake initial rehabilitation assessments		Deleted - low enrolments 4 years
	PSPINM004 Make claim determinations		Deleted - nil enrolments 3 years.
	PSPINM005 Conduct situational workplace assessments		Deleted - low enrolments over 4 years.
	PSPINM006 Develop return to work plans		Deleted - low enrolments over 4 years.
	PSPINM007 Implement and monitor return to work plans		Deleted - low enrolments over 4 years.
	PSPINM008 Promote and educate about injury management		Deleted - nil enrolments over 3 years.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
	PSPINM009 Monitor and review injury management cases		Deleted - low enrolments over 4 years.
	PSPINM010 Maintain injury management case files		Deleted - low enrolments over 4 years.
	PSPINM011 Determine liability and negotiate settlements		Deleted - low enrolments over 4 years.
	PSPINM012 Manage case direction and outcomes		Deleted - low enrolments over 4 years.
	PSPINM013 Maintain and monitor service standards		Deleted - low enrolments over 4 years.
	PSPINM014 Contribute to a quality injury management system		Deleted - low enrolments over 4 years.
	PSPLND003 Assess Crown land		Deleted - nil enrolments over 3 years.
	PSPLND004 Undertake native title assessments		Deleted - nil enrolments over 3 years.
	PSPLND005 Prepare and lodge non-claimant native title applications		Deleted - nil enrolments over 3 years.
	PSPLND006 Investigate tenure applications		Deleted - nil enrolments over 3 years.
	PSPLND007 Administer public reserves		Deleted - nil enrolments over 3 years.
	PSPLND008 Monitor reserves management		Deleted - nil enrolments over 3 years.
	PSPLND009 Coordinate land board sittings		Deleted - nil enrolments over 3 years.
	PSPLND010 Investigate Aboriginal land claims and/or applications		Deleted - nil enrolments over 3 years.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
	PSPLND011 Handle compensation claims		Deleted - nil enrolments over 3 years.
	PSPLND012 Review planning documents and environmental assessments		Deleted - nil enrolments over 3 years.
	PSPMGT009 Manage public sector financial resources		Deleted - low enrolments over 4 years.
	PSPMGT011 Develop partnering arrangements		Deleted - low enrolments over 4 years.
	PSPPCY006 Develop organisation policy		Deleted - low enrolments over 4 years
	PSPPCY008 Develop public policy		Deleted - low enrolments over 4 years
	PSPPCY011 Influence strategic policy		Deleted - low enrolments over 4 years
	PSPRAD002 Work safely with radioactive ores and minerals		Deleted - nil enrolments over 3 years.
	PSPRAD003 Perform basic radiation measurements		Deleted - nil enrolments over 3 years.
	PSPRAD004 Consign radioactive material		Deleted - nil enrolments over 3 years.
	PSPRAD005 Handle and transport radioactive material		Deleted - nil enrolments over 3 years.
	PSPRAD006 Work safely with radiation-sealed source equipment		Deleted - nil enrolments over 3 years.
	PSPRAD007 Monitor radiation		Deleted - nil enrolments over 3 years.
	PSPRAD008 Coordinate radiation safety		Deleted - nil enrolments over 3 years.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
	PSPRAD009 Select, commission and maintain radiation measuring instruments		Deleted - nil enrolments over 3 years.
	PSPRAD010 Apply radiation safety knowledge to develop and implement ionising radiation management plans		Deleted - nil enrolments over 3 years.
	PSPRAD011 Work safely with radiation-unsealed source equipment		Deleted - nil enrolments over 3 years.
	PSPREG019 Take custody of and store weapons		Deleted - nil enrolments over 3 years.
	PSPREG023 Manage plant movement health risk		Deleted - nil enrolments over 3 years.
	PSPREG029 Manage and lead inspection and monitoring programs		Deleted - low enrolments 4 years
	PSPSCI001 Contribute to the provision of scientific technical support		Deleted - nil enrolments over 3 years.
	PSPSCI002 Assist with scientific technical support		Deleted - nil enrolments over 3 years.
	PSPSCI003 Support innovation and change through extension		Deleted - nil enrolments over 3 years.
	PSPSCI004 Undertake scientific/technological research		Deleted - nil enrolments over 3 years.
	PSPSCI005 Provide scientific technical support		Deleted - nil enrolments over 3 years.
	PSPSCI006 Promote innovation and change through extension		Deleted - nil enrolments over 3 years.
	PSPSCI007 Organise and undertake scientific/technological research		Deleted - nil enrolments over 3 years.

Replacement Unit Code and Title PSP V3.0	Previous Unit Code and Title PSP 2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created	
	PSPSCI008 Provide high-level scientific technical support		Deleted - nil enrolments over 3 years.
	PSPSCI009 Facilitate innovation and change through extension		Deleted - nil enrolments over 3 years.
	PSPSCI010 Develop and undertake scientific/technological research		Deleted - nil enrolments over 3 years.
	PSPSCI011 Manage the provision of high-level scientific technical support		Deleted - nil enrolments over 3 years.
	PSPSCI012 Influence innovation and change through extension		Deleted - nil enrolments 3 years.
	PSPSCI013 Initiate and conduct scientific/technological research		Deleted - nil enrolments over 3 years.
	PSPSEC004 Undertake information technology security audits		Deleted - nil enrolments over 3 years.
	PSPSEC016 Define information systems framework		Deleted - nil enrolments over 3 years.
	PSPGSD009 Deal with incorrect payments and debts		Deleted - nil enrolments over 3 years.
	PSPGSD010 Develop and implement procedures for government service delivery		Deleted - nil enrolments over 3 years.

Unit mapping version 1.0 to 2.0

Replacement Unit Code and Title PSP 2.0	Previous Unit Code and Title PSP V1.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created
PSPLAN001 Converse in Auslan at a basic user level		Newly Created
PSPLAN002 Compare the fundamental differences between Auslan and English structure		Newly Created
PSPLAN003 Source information on Deaf culture, and communicate according to Deaf protocol		Newly Created
PSPLAN004 Converse in Auslan at an independent user level (familiar subjects)		Newly Created
PSPLAN005 Analyse the structure of Auslan signs		Newly Created
PSPLAN006 Research the development of educational and social conditions for Australian Deaf communities		Newly Created
PSPLAN007 Converse in Auslan at an independent user level (abstract and concrete notions)		Newly Created
PSPLAN008 Compare the structure of sentences in Auslan and English		Newly Created
PSPLAN009 Compare other sign languages to Auslan		Newly Created
PSPLAN010 Communicate with Deafblind people		Newly Created
PSPLAN011 Take notes for Deaf, hard of hearing and Deafblind people		Newly Created
PSPLAN012 Converse in Auslan at a proficient user level		Newly Created
PSPLAN013 Analyse the semantics and sociolinguistics of Auslan		Newly Created
PSPLAN014 Convey information between Auslan and English		Newly Created
PSPLAN015 Research the role of an Auslan interpreter		Newly Created
PSPLAN001 Converse in Auslan at a basic user level		Newly Created

Appendix E: Skill Set Mapping

Skill set mapping version 3.0 to 4.0

Replacement Skill Set Code and Title PSP V4.0	Previous Skill Set Code and Title PSP V3.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created
PSPSS000062 Introduction to Translating Skill Set	Nil	N
PSPSS000063 Introduction to Interpreting Skill Set	Nil	N

Skill set mapping version 2.0 to 3.0

Replacement Skill Set Code and Title PSP V3.0	Previous Skill Set Code and Title PSP V2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created
PSPSS000054 Public Sector Executive Manager	PSPSS000044 Public Sector Executive Manager	E
PSPSS000055 Public Sector Fundamentals	PSPSS000045 Public Sector Fundamentals	E
PSPSS000056 Public Sector Manager	PSPSS000046 Public Sector Manager	E
PSPSS000057 Radiation Environment Safety	PSPSS000047 Radiation Environment Safety	E
PSPSS000058 Workplace Coaching	PSPSS000051 Workplace Coaching	E
PSPSS000059 Writing in Politically Sensitive Context in Government	PSPSS000052 Writing in Politically Sensitive Context in Government	E

Replacement Skill Set Code and Title PSP V3.0	Previous Skill Set Code and Title PSP V2.0	Comment in Relation to Previous Version E = Equivalent NE = Not Equivalent N = Newly Created
PSPSS00060 Support and Implement Policy		NC
PSPSS00061 Procurement Basics	PSPSS00041 Procurement Basics	E
	PSPSS00048 Radiation Sealed Sources Safety	Deleted
	PSPSS00049 Radiation Unsealed Sources Safety	Deleted
	PSPSS00050 Radiation Technician Safety	Deleted

Units of Competency and Assessment Requirements Explained

Units of competency specify the skills and knowledge a learner needs in order to complete a work task. Each unit of competency has associated Assessment Requirements, which detail what a learner must demonstrate and know in order to be deemed competent, along with any special conditions which apply to the assessment of competency.

UNIT CODE	Unique Code which identifies the unit of competency.
UNIT TITLE	The Unit Title is a brief statement of the outcome of the unit of competency, i.e. the task that learners will be able to complete once they are deemed competent.
APPLICATION	The Application summarises: - the content of the unit of competency and the skill area it addresses - any relationship with other units of competency - any licensing requirements or relevant legislation - an elaboration of the unit of competency's scope, purpose and operation in different contexts - for example, by showing how it applies in the workplace.
PREREQUISITE UNIT	Prerequisites are other units of competency or, in some cases, licences, etc. that a learner must attain before undertaking this unit of competency. This may be in order to provide underpinning skills or knowledge that are essential for a learner to possess prior to undertaking this unit.
ELEMENTS	The Elements are the basic themes of the unit of competency. They describe the significant functions that form part of the work task that the unit of competency covers.
PERFORMANCE CRITERIA	The Performance Criteria specify the required steps that enable the learner to undertake the work task.
Assessment Requirements	
PERFORMANCE EVIDENCE	Identifies what a learner must demonstrate in order to be deemed competent at the work task.
KNOWLEDGE EVIDENCE	Identifies what a learner needs to know to perform the work task effectively.
ASSESSMENT CONDITIONS	Assessment Conditions provide the context for the unit of competency, describing essential operating conditions that must be present for assessment, depending on the work situation, needs of the candidate, accessibility of any necessary item/items in order for assessment to take place, and local industry and regional contexts. They may specify any of the following:

	• conditions under which competency must be assessed, including variables such as the assessment environment or necessary equipment or tools • whether or not the unit must be assessed in the workplace or may also be assessed via simulation • resource implications - for example, access to particular equipment, infrastructure or situations • any required characteristics of the assessor, e.g. that he or she is required to hold a higher qualification in that field, etc.
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