



Australian Government

AHCNRM605 Develop a monitoring, evaluation and reporting program

Release: 1

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Modification History

Release	Comments
Release 1	This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 6.0.

Application

This unit of competency describes the skills and knowledge required to develop a monitoring, evaluation and reporting program for a land and water management organisation or project manager to measure progress against targets and reporting responsibilities.

The unit applies to individuals who are land or water managers and use an adaptive management framework to manage human, social, natural, physical and financial assets in natural resource management. They apply knowledge and skills in land and water management with autonomy and judgement and analyse information to complete activities, interpret and transmit solutions to others.

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

Pre-requisite Unit

Nil

Unit Sector

Natural Resource Management (NRM)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Define terms of reference, scope and evaluation context	1.1 Specify the scope of the adaptive management framework activity 1.2 Identify measurable indicators for outcomes 1.3 Identify the key stakeholders and consultation process

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.4 Select evaluation, data analysis and monitoring methods best suited to size and significance of the program 1.5 Define terms of reference 1.6 Review existing evidence and literature relevant to the proposed evaluation 1.7 Develop an evaluation methodology that supports broader management targets, natural resource management standards, targets and outputs
2. Identify the key stages and outcomes of the program	2.1 Define key stages, milestones and timeframes for the management framework activity 2.2 Advise stakeholders of program and delivery timeframe for endorsement 2.3 Identify hazards and risks that impact on the proposed program 2.4 Refine targets, goals, objectives and indicators
3. Define reporting and record-keeping requirements for data management	3.1 Identify data collection, management and reporting requirements according to identified objectives 3.2 Identify existing data sets to be accessed for the program 3.3 Design data collection protocols and methodology according to workplace standards and required formats 3.4 Identify data formatting, secure storage and data access procedures 3.5 Identify information and data analysis products required for stakeholders 3.6 Identify summary reports for specific stakeholder requirements
4. Identify the resources needed to implement the program	4.1 Identify human resources and skill sets required to implement the monitoring and evaluation program 4.2 Assess the material resources required to undertake the work
5. Design and manage the monitoring, evaluation and reporting program plan	5.1 Produce monitoring program plan to workplace requirements and industry standards 5.2 Specify reporting requirements for the program 5.3 Incorporate work health and safety, environmental sustainability and biosecurity policies and procedures into the plan

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Conduct literature reviews and other desktop research to establish the scope and objectives of the MERI program
Writing	Demonstrate sophisticated writing skills by selecting appropriate conventions and stylistic devices to express precise meaning and understanding when documenting MERI programs

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCNRM605 Develop a monitoring, evaluation and reporting program	AHCNRM602 Develop a monitoring, evaluation and reporting program	Minor changes to Application and Performance Criteria for clarity Updated Performance Evidence, Knowledge Evidence and Assessment Conditions	Not equivalent

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>

Assessment Requirements for AHCNRM605 Develop a monitoring, evaluation and reporting program

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that, on at least one occasion, the individual has developed a monitoring, evaluation and reporting program for a land management organisation in accordance with an adaptive management framework.

There must also be evidence that the individual has:

- scoped a project that included:
 - outcomes sought
 - target audience who will use the information
 - for what purpose the adaptive management framework is to be conducted
- identified key stakeholders and defined terms of reference and context
- identified key stages and outcomes of the project
- assessed and defined data management requirements according to project requirements and objectives
- identified the resources needed to undertake the program, including:
 - financial
 - equipment
 - material
 - human resources
- developed data collection, management and analysis methodology and procedures
- designed and managed a monitoring, evaluation and reporting program
- produced reports and planning documents to current industry standards
- reviewed existing data and information for plan, according to workplace requirements
- incorporated workplace health and safety practices, policies and procedures into the program.

Knowledge Evidence

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

- ecosystem attributes and indicators of their health and decline
- program design considerations, including:
 - equality
 - technical validation
 - ethical standards
- quantitative and qualitative methods for monitoring and evaluation
- experimental design
- data management techniques and data analysis principles and procedures
- conducting a literature review, including sources of existing evidence and literature relevant to the program
- adaptive management frameworks used for ecological management, including Monitoring, Evaluation, Reporting and Improvement (MERI) framework
- data collection protocols
- national standards for the practice of ecological restoration
- stakeholders and their needs for data access, analysis for decision making
- risks assessment of the program, including health and safety.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in an environment that accurately represents workplace conditions
- specifications:
 - workplace policies, procedures and processes for formatting and documenting reports, data sets and plans
 - a project on which to employ MERI
 - legislation and codes of practice for conducting MERI projects
- relationships:
 - stakeholders.

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

Links

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