



**Australian Government**

**Assessment Requirements for  
AHCOCM404 Record and document  
Aboriginal and/or Torres Strait Islander  
Community history**

# Assessment Requirements for AHCOCM404 Record and document Aboriginal and/or Torres Strait Islander Community history

## Modification History

| Release   | Comments                                                                                                                |
|-----------|-------------------------------------------------------------------------------------------------------------------------|
| Release 1 | This version released with Agriculture, Horticulture and Conservation and Land Management Training Package Version 9.0. |

## Performance Evidence

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

There must be evidence that the individual has recorded and documented a piece of Aboriginal and/or Torres Strait Islander Community history and has:

- recorded and documented Community history according to local Community protocols and permissions
- discussed sensitive topics with Cultural Authorities to avoid distressing Community members
- prepared for interviews by identifying topics, people to be interviewed, questions and interview processes and equipment to be used
- complied with principles of Indigenous Cultural and Intellectual Property (ICIP) and copyright requirements
- identified appropriate individuals or groups for interviews and obtained necessary permissions
- set up all recording equipment according to procedures and to accommodate the needs for interviews
- conducted individual or group interviews to elicit a wide range of information
- provided feedback to participants and organisation following interviews
- taken detailed notes of conversations for further reference and to help source supporting information
- transcribed and edited information, using supporting documentation where possible
- stored recorded media and transcripts to maintain recording quality and accuracy, and security and privacy requirements.

## 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:

- objectives of the cultural research
- background and context of subject areas covered in the interviews/sessions
- sensitive topics in Aboriginal and/or Torres Strait Islander histories including:
  - British colonisation
  - Stolen Generations
  - displacement
  - historical and current injustices
- necessary permissions required for collection of information including:
  - recording of information
  - storage of information
  - use of information
  - sharing of information
- methods for recording and reporting consultations and interviews including:
  - note taking
  - formal documentation
  - electronic recording
  - formal and informal presentations
- relevant cultural protocols, including principles of free, prior and informed consent
- principles of ICIP and copyright relevant to the cultural rights and responsibilities of the local Aboriginal and/or Torres Strait Islander Community
- organisation procedures relating to the recording, management and storage of oral and community information
- recording techniques and use of media devices, including:
  - digital recording
  - cameras
  - video cameras
  - microphones
- operating instructions for set-up and use of microphones, still cameras and video cameras
- Community protocols, and appropriate Cultural Authorities for recording cultural knowledge and history.

## Assessment Conditions

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

- physical conditions:
  - skills must be demonstrated on Country and/or within an Aboriginal and/or Torres Strait Islander Community or an environment that accurately represents workplace conditions
- resources, equipment and materials:
  - recording equipment relevant to documenting Aboriginal and/or Torres Strait Islander Community history

- specifications:
  - specific legislation/codes of practice relevant to recording and documenting Aboriginal and/or Torres Strait Islander Community history
- relationships:
  - local Community Elders and/or Custodians.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. In addition, the following specific assessor requirements apply to this unit:

- Assessment must be undertaken by a workplace assessor who has expertise in this unit of competency and who is:

an Aboriginal and/or Torres Strait Islander Elder and/or Custodian or:

- accompanied by, and/or in communication with, an Aboriginal and/or Torres Strait Islander person who is a recognised member of the community with experience and knowledge of local cultural protocols.

## Links

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