



Australian Government

AHCWRK517 Interpret legislation

Release: 1

AHCWRK517 Interpret legislation

Modification History

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

Application

This unit of competency describes the skills and knowledge required to interpret and apply legislation.

The unit applies to individuals who apply specialised skills and knowledge to interpret legislation, take personal responsibility and exercise autonomy in undertaking complex work. They analyse and synthesise information and analyse, design and communicate solutions to sometimes complex problems.

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

Pre-requisite Unit

Nil

Unit Sector

Work (WRK)

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. Determine applicable legal framework	1.1 Identify and access current legislation, regulations, organisational procedures, standards and codes of practice affecting the workplace, industry, occupation or client 1.2 Determine legal accountability obligations in relation to workplace, industry, occupation or client 1.3 Identify consequences of non-compliance with legislation, regulations, organisational procedures, standards and codes of practice

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
2. Research, interpret and apply appropriate legislation	2.1 Monitor sources of information for changes to the legal framework 2.2 Regularly update staff and clients and communicate information and changes to legal framework components that impact on work activities
3. Promote compliance with relevant legislation	3.1 Access current information about the range of legislation and other legally binding policies and protocols relating to own work 3.2 Clarify compliance requirements to confirm understanding and ensure consistency of interpretation and application 3.3 Obtain specialist advice to assist in applying relevant legislation to own work and identifying compliance requirements 3.4 Identify areas of uncertainty in own work related to compliance requirements, and take action to clarify issues 3.5 Identify possible implications of non-compliance and use these to guide own work practices
4. Assess situations that may potentially present legal problems and issues	4.1 Identify and document details of suspected or actual incidences of illegal conduct by self or others in the workplace 4.2 Contribute to ongoing monitoring and compliance with legal framework 4.3 Ensure that work is undertaken in a legally compliant manner 4.4 Recognise limits of own expertise and legal accountability obligations, and access appropriate sources of expertise as required 4.5 Assess conduct of self and others in the workplace against specific components of the legal framework applicable to the workplace 4.6 Take appropriate actions to resolve or report illegal conduct, as required by applicable legislation, regulations, organisational procedures, standards and codes of practice

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
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Skill	Description
Reading	Interpret information regarding current legislation, regulations, organisational procedures, standards and codes of practice
Writing	Use clear language, accurate industry terminology and logical structure to complete a report
Oral communication	Initiate discussions with staff and clients, and obtain specialist advice using clear language and standard industry terminology to discuss changes to legislation and legal framework components

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCWRK517 Interpret legislation	AHCWRK508 Interpret legislation	Minor changes to application Foundation skills added Major and minor edits to performance and 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 AHCWRK517 Interpret legislation

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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 the individual has interpreted legislation on at least two occasions and has:

- determined legislation and legal framework applicable to task
- researched and maintained knowledge of legal frameworks and relevant legislation
- provided staff and clients with advice and documentation regarding applicable legislation, regulations, organisational procedures and codes of practice
- developed and implemented strategies to manage compliance with appropriate legislation
- taken appropriate actions to resolve or report illegal conduct.

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:

- relevant Australian Standards
- how to access and research legislation
- how to interpret and apply legal information to the workplace
- relevant conventions, treaties, agreements, guidelines, declarations, recommendations, laws and rules
- the provisions contained in key relevant legislation and other legally binding legal policies and protocols from all levels of government relevant to the industry
- where to find appropriate sources of information and specialist personnel when limits of own expertise are reached in determining applicable legislation
- organisational policies and procedures relevant to legislation applicable to the organisation
- accepted standards and codes of practice relevant to the workplace, including those relating to:
 - privacy and confidentiality
 - use of company property

- duty of care
- ethical behaviour
- non-discriminatory practice
- conflict of interest
- compliance with reasonable direction
- relevant general legal terminology
- the scope of legal practitioner and support role and own responsibilities and obligations to provide legal advice, complete or sign off on legal work and appear in court as described by relevant jurisdictions
- penalties for non-compliance with legislative requirements
- how to encourage and support own compliance and that of others in the workplace
- techniques to monitor compliance and identify illegal conduct.

Assessment Conditions

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

- physical conditions:
 - a workplace setting or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - computer hardware and software
 - organisational policies and procedures relevant to legislation applicable to the organisation
- specifications:
 - provisions contained in key relevant legislation and other legally binding legal policies and protocols from all levels of government relevant to the industry
 - conventions, treaties, agreements, guidelines, declarations, recommendations, laws and rules relevant to the industry
 - accepted codes of practice relevant to the workplace
- relationships:
 - staff, clients and specialist personnel.

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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