



Australian Government

AMPX409 Prepare and evaluate resource proposals

Release: 1

AMPX409 Prepare and evaluate resource proposals

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare and evaluate the impact of resource proposals on enterprise operations and profitability. Resource proposals are prepared to determine potential costs and returns on investment in resources including personnel, new equipment, systems or procedures. The information presented in resource proposals assists in financial decision making and planning.

This unit is suitable for first line managers, supervisors and team leaders in all sectors of the meat industry.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

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

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare resource proposals	1.1 Identify resource requirements in consultation with relevant personnel

Element	Performance criteria
	1.2 Collect resource planning information in consultation with colleagues, including those with a specialist role in resource management 1.3 Clarify proposal objectives and ensure consistency with enterprise directions and goals
2. Evaluate feasibility of resource proposals	2.1 Analyse potential impact of resource allocation on enterprise operations 2.2 Identify realistic options and outcomes 2.3 Conduct and document cost or benefit analyses, including payback periods 2.4 Identify and assess risks associated with the proposal 2.5 Develop targets, goals and performance measures to evaluate performance of implemented strategies
3. Gain commitment to resource proposals	3.1 Refine proposal and consult with colleagues or team to gain commitment to proposal objectives. 3.2 Prepare proposal for presentation and discussion 3.3 Present proposal and recommendations to relevant personnel

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR402C Prepare and evaluate resource proposals	E
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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>

Assessment Requirements for AMPX409 Prepare and evaluate resource proposals

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Performance Evidence

The candidate must prepare and present at least one resource proposal to meat processing enterprise management personnel.

The candidate must:

- assess potential impacts of the proposal on enterprise operations (including production and personnel)
- determine necessity and scope of the proposal in relation to enterprise directions and goals
- record, gather and consolidate financial information
- apply relevant mathematical skills
- assess risks associated with the proposal and recommend risk management strategies
- calculate net present value, internal rate of return and payback periods
- prepare departmental/section financial information for inclusion in enterprise/department budget
- interpret and prepare cash flow statements, profit and loss statements and asset and liabilities statements
- recommend strategies for obtaining resources including finance (including internal, external, re-allocation of resources, new resources or funds)
- prepare financial proposals which include costs, cash flow requirements, payback period and benefits
- consult and collaborate with colleagues and those potentially affected to refine the proposal
- promote the advantages and disadvantages of the proposal to relevant personnel and stakeholders
- develop performance indicators to measure outcomes of resource allocation/proposal
- identify and apply relevant workplace health and safety regulatory and workplace requirements
- research options, models and benchmarks relating to the proposal
- use communication skills to present and argue a case and prepare reports in language, style and format appropriate to the audience
- use technology to analyse, prepare and present a range of data

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- variable and fixed costs relating to the operations of the department, cost centre or enterprise
- sources of information within the enterprise, including specialist personnel, information systems and documentation
- enterprise structure, scope of operations and relevant policies and procedures

Assessment Conditions

Resource proposals prepared for assessment must relate to an operating meat processing enterprise.

All evidence must be collected in the context of current Australian meat industry standards and regulations.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

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