



Australian Government

Assessment Requirements for AMPX424

Raise and validate requests for export permits and Meat Transfer Certificates

Release: 1

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Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must raise and validate requests for (export) permits and Meat Transfer Certificates. Demonstration of consistency of performance over time is essential in this unit.

Candidates must:

- prepare export documentation accurately and consistently
- verify traceability from loadout back to producer(s)
- verify the accuracy of prepared documentation
- identify and correct errors in accordance with regulatory and enterprise requirements
- identify processes and information required to address specific customer requirements
- validate prepared documentation
- maintain required records
- use electronic systems associated with preparing export documentation
- identify required system improvements and work with relevant enterprise personnel to facilitate implementation
- follow workplace health and safety, biosecurity and equal employment requirements

Knowledge Evidence

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

- customer, regulatory and enterprise requirements related to preparing and validating export documentation
- enterprise responsibilities related to the preparation of export documentation under the Approved Arrangement
- roles and responsibilities of regulatory personnel
- enterprise traceability systems
- verification and validation processes and responsibilities
- the registration process for an RFP validator
- roles and responsibilities of an RFP validator
- the consequences associated with inaccurate or incomplete export documentation
- the process associated with an RFP amendment request

- as appropriate, methods to identify and resolve issues related to timeline faults; trade description problems; cut codes; label printing and placement errors; electronic system failure; raising claims; incorrect dates; incorrect container numbers; wrong seal numbers

Assessment Conditions

Assessment must be conducted in a meat export establishment.

As a minimum, assessment must consist of the following three forms of assessment:

- workplace referee report
- knowledge test
- five test validations

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet -

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