



Australian Government

Assessment Requirements for BSBINT305

Prepare business documents for the international trade of goods

Release: 2

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Modification History

Release	Comments
Release 2	This version first released with BSB Business Services Training Package Version 1.1. Version created to correct mapping table information
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- assist in arranging the international transportation of goods according to legislative and organisational requirements
- assist in determining method and costs of transportation, including packaging and stowage requirements
- ensure accurate and timely completion of required documentation for submission or lodgement with relevant parties.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline legislation, codes of practice and national standards relevant to international transportation of goods
- list international and Australian regulatory bodies and their roles and responsibilities
- identify organisational policies and procedures relating to international transportation of goods
- outline significant trade routes and modes of transport relevant to the work role in assisting with operational aspects of international transportation of goods
- list the penalties for incorrect customs declarations.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the business development – international business field of work and include access to:

- office equipment and resources
- documentation relating to the transfer of goods and services
- case studies and, where possible, real situations.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>