



Australian Government

BSBINT405 Apply knowledge of import and export international conventions, laws and finance

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to maintain currency of knowledge and skills on international conventions, laws and finance to apply these to import and export responsibilities.

It applies to individuals with a broad knowledge of international trade who need to maintain relevant knowledge and skills by recognising the limits of their own experience and knowledge, and organise learning to collect, analyse, apply and review information required for specific complex tasks or projects.

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

Unit Sector

Business Development – International Business

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1 Maintain currency of knowledge and skills	1.1 Assess personal knowledge of relevant international conventions, laws and finance and the required skills in applying this knowledge to determine currency and adequacy 1.2 Identify skills and knowledge gaps 1.3 Undertake learning to ensure currency and adequacy of knowledge and skills in applying international conventions, laws and finance to own work
2 Identify information	2.1 Determine specific needs for information

ELEMENT	PERFORMANCE CRITERIA
requirements and access available information	2.2 Access organisation's resources to meet information requirements 2.3 Use information to address specific work needs and to identify further information requirements 2.4 Access external information resources to meet further information requirements
3 Interpret, analyse and apply available information	3.1 Collect and collate available information for analysis 3.2 Interpret, analyse and process available information to obtain required knowledge 3.3 Seek assistance of specialist experts, if required, to interpret, analyse and synthesise required information 3.4 Use information and knowledge to facilitate import and export of goods in compliance with relevant Australian and overseas legislation, trade conventions and agreements, and international financing arrangements
4 Review research and analysis process	4.1 Use and review information and knowledge to facilitate import and export of goods for effectiveness 4.2 Document review findings for future use in import and export of goods 4.3 Identify skill and knowledge gaps and undertake further learning

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	1.1, 1.2, 1.3, 4.3	Extends own professional development to ensure adequacy and currency of skills and knowledge
Reading	1.1-1.3, 2.2-2.4, 3.1, 3.2, 3.4, 4.1, 4.3	Gathers, interprets and analyses complex textual information to contextualise it to requirements
Writing	1.2, 1.3, 2.1, 2.3, 3.1, 3.2, 3.4, 4.1, 4.2	- Takes notes for personal use - Uses clear and specialised language to accurately document requirements and outcomes
Oral	3.3	Participates in verbal exchanges using appropriate language and non-verbal features

Communication		Elicits the views and opinions of others by listening and questioning
Navigate the world of work	1.1, 1.3, 2.2, 2.3 2.4, 3.4	Appreciates the implications of legal and regulatory responsibilities related to own work
Interact with others	3.3	Seeks guidance and expertise of others when required
Get the work done	1.1-1.3, 2.2, 2.4, 3.1, 3.2, 4.2	- Uses logically sequenced steps to plan and implement tasks related to own work - Uses analytical processes to decide on a course of action, establishing criteria for deciding between options and seeking input and advice from others before taking action when necessary - Uses review processes to reflect on ways practices may be improved in the future

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBINT405 Apply knowledge of import and export international conventions, laws and finance	BSBINT405B Apply knowledge of import and export international conventions, laws and finance	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for BSBINT405 Apply knowledge of import and export international conventions, laws and finance

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Performance Evidence

Evidence of the ability to:

- identify ongoing learning needs in relation to international conventions, laws and financial matters that impact on import/export responsibilities
- identify processes or opportunities to gain the necessary information
- use and manage opportunities to gain the necessary information.

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:

- identify the types of learning opportunities available in the organisation and how to access them
- explain the key provisions of legislation, codes of practice, standards or conventions relevant to international transactions.

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:

- resource collections
- office equipment and resources
- relevant workplace documents.

Assessors must satisfy NVR/AQTF assessor requirements.

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