



Australian Government

ICTICT313 Identify IP, ethics and privacy policies in ICT environments

Release: 1

ICTICT313 Identify IP, ethics and privacy policies in ICT environments

Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 6.0.

Application

This unit describes the skills and knowledge required to assist with the protection and lawful use of intellectual property (IP) and observing relevant organisational ethics and privacy policies.

It applies to individuals who are required to use intellectual property held by other people or organisations, to assist with the maintenance of organisational ethics and privacy policies and procedures.

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

Unit Sector

General ICT

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. Identify principles underpinning organisational IP, ethics and privacy policy procedures	1.1 Locate and access the organisations IP, ethics and privacy policy and procedures 1.2 Identify own role in observing and adhering to organisation's IP, ethics and privacy policy and procedures to avoid IP and privacy infringement 1.3 Determine the purpose and intention of organisation's IP, ethics and privacy policy and procedures 1.4 Identify and understand different ethical theories and approaches

ELEMENT	PERFORMANCE CRITERIA
2. Understand and apply principles underpinning organisational IP, ethics and privacy policy procedures	2.1 Identify the purpose in developing and implementing organisational IP, ethics and privacy policy procedures to prevent IP infringement 2.2 Determine the principles applied in the organisational IP, ethics and privacy policy procedures
3. Assist with non-compliance incident identification and recommendations	3.1 Identify organisational risk assessment and identification process 3.2 Assist with identifying and observing internal and external non-compliance infringements of the organisations IP, ethics and privacy policy procedures 3.3 Identify principles that could assist with overcoming non-compliance incidents with relevant personnel

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Oral communication	- Provides information using language and terminology required for audience - Obtains information from others by listening and questioning
Reading	Interprets and comprehends organisational texts required for IP requirements

Unit Mapping Information

New unit.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>

Assessment Requirements for ICTICT313 Identify IP, ethics and privacy policies in ICT environments

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- identify at least three different types of intellectual property (IP) within the organisation
- identify and support the maintenance and improvement of organisational IP, ethics and privacy policy procedures on at least two occasions

In the course of the above, the candidate must:

- identify organisation risk assessment and identification process
- identify principles underpinning the maintenance and improvement of organisational IP, ethics and privacy policy procedures
- assist with identifying the non-compliance incidents and risks within an organisation.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- key legislation related to the use of IP in the ICT industry
- key policies, procedures and documentation in the ICT industry, including those related to:
 - organisational IP policies and procedures
 - codes of ethics pertinent to the ICT industry
 - copyright
 - privacy
- key organisational communication processes and procedures related to identifying IP, ethics and privacy policies in ICT environments.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- required organisational policies, codes of practice, legislation and standards documentation
- workplace documentation and resources
- IP case studies and, where possible, real situations.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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