



Australian Government

PSPFRU012 Review fraud control activities

Release: 1

PSPFRU012 Review fraud control activities

Modification History

Release	Comments
1	This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to PSPFRAU605B Review fraud control activities. • Unit code updated • Content and formatting updated to comply with new standards • All PC transitioned from passive to active voice

Application

This unit describes the skills required to review the breadth of activities in fraud/corruption control in an organisation. The review cycle is determined according to organisational needs and any external reporting requirements, though this cycle could be interrupted in particular circumstances including changes in service delivery or significant increases in fraudulent activities. This includes preparing for review, assessing the ability of fraud/corruption control activities to minimise fraud and corruption, and providing advice and recommendations for action to improve effectiveness of controls.

This unit applies to those working in roles involved in fraud control activities, in particular the review of activities within their organisation.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work independently, performing complex tasks in a range of familiar contexts.

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

Competency Field

Fraud control

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Prepare for review of fraud/corruption control activities	1.1 Identify current fraud/corruption prevention activities, taking into account the objectives of the organisation's fraud/corruption control strategy, plan and procedures. 1.2 Establish timetable for evaluation and review. 1.3 Gather information from relevant areas across the organisation. 1.4 Include perspectives of staff and management, clients and reporting organisations in the assessment.
2. Assess the ability of control activities to minimise fraud and corruption	2.1 Assess implementation of the organisation's fraud/corruption control plan and activities in terms of progress in areas relevant to the organisation. 2.2 Conduct assessment taking into account core business and broader management activities of the organisation and utilising knowledge of best practice initiatives in fraud/corruption prevention. 2.3 Assess effectiveness of performance indicators in collecting fraud/corruption control information. 2.4 Assess efficacy of mechanisms to assist staff to minimise fraud/corruption. 2.5 Assess efficacy of fraud/corruption control awareness-raising activities against their objectives.
3. Provide advice and recommend action to improve effectiveness of fraud/corruption controls	3.1 Provide advice based on significant knowledge of the organisation's culture, structures, programs and services, and constraints under which the organisation is operating. 3.2 Recommend options for action, based on consultation with stakeholders, and balance strict compliance with operational and political pressures. 3.3 Revise, as a result of consultation with stakeholders, fraud/corruption control objectives that are found to be unrealistic, and provide advice regarding amendment to the fraud/corruption control strategy and procedures. 3.4 Report on the effectiveness of fraud/corruption control activities in the organisation.

Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

Unit Mapping Information

This unit supersedes and is equivalent to PSPFRAU605B Review fraud control activities.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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Assessment Requirements for PSPFRU012 Review fraud control activities

Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- reviewing fraud/corruption control processes and assessing key functions of overall strategy
- writing reports requiring formal structure and language and precision of expression
- providing advice and recommendations tailored to the needs of stakeholders
- using communication and presentation styles to suit different audiences and purposes
- preparing reports tailored to various audiences regarding the effectiveness of fraud/corruption control activities in the organisation

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- agency structures, programs and services
- agency fraud/corruption control strategy
- legislative framework under which the organisation operates
- external reporting requirements
- law enforcement needs
- best practice initiatives in fraud/corruption control
- the role of fraud/corruption control in the broader agency corporate planning environment
- legislation and procedures relating to public interest disclosures, protected disclosures or whistleblowing

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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