



Australian Government

PSPFRU016 Manage fraud control awareness

Release: 1

PSPFRU016 Manage fraud control awareness

Modification History

Supersedes and is equivalent to PSPFRU011 Manage fraud control awareness.

Application

This unit describes the performance outcomes, skills and knowledge required to promote and disseminate the organisation's approach to fraud and corruption control to internal and external clients and the broader community.

This unit applies to those working autonomously in management roles involving the promotion of fraud control awareness. They supervise others and perform complex tasks in a range of familiar contexts.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

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

Pre-requisite Unit

Nil

Competency Field

Fraud control

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1. Disseminate fraud and corruption control strategy.
 - 1.1. Use strategies that raise the profile of fraud and corruption control to indicate its key focus in the organisation.
 - 1.2. Articulate standards for the organisation in a manner suited to the level and experience of staff.
 - 1.3. Articulate ways in which the fraud and corruption control strategy contributes to the achievement of organisational corporate goals.
 - 1.4. Assign organisational roles and responsibilities for implementation of fraud and corruption control measures.
 - 1.5. Select dissemination methods to suit varied organisational audiences.
2. Champion fraud and corruption control.
 - 2.1. Provide leadership and motivation in highlighting the role of fraud and corruption control processes.
 - 2.2. Ensure the methods underpinning the championing of the fraud and corruption control process are according to organisational policies and procedures.
 - 2.3. Engender trust and confidence in fraud and corruption control activities to set a positive tone about the control of fraud and corruption control process in the organisation.
 - 2.4. Establish guidelines for the establishment of formal and informal networks to nurture cooperative and ethical client relationships.
3. Market fraud and corruption control inside and outside the organisation.
 - 3.1. Identify and assess potential activities to promote the fraud and corruption control process and its importance to the overall objectives of the organisation.
 - 3.2. Coordinate implementation with management and key stakeholders.
 - 3.3. Encourage shared ownership of fraud and corruption processes through ongoing consultation and information sharing.
 - 3.4. Organise promotional activities to raise stakeholder awareness of both the ethical and financial aspects of fraud and corruption control.
 - 3.5. Monitor trends and use information to ensure currency in the organisation's activities.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS**DESCRIPTION**

Reading skills to:	• analyse and interpret complex information relating to fraud and corruption control.
Writing skills to:	• communicate complex ideas matching style of writing and information to purpose and audience.
Oral communication skills to:	• use communication, negotiation and presentation styles to suit different audiences and purposes.

Unit Mapping Information

Supersedes and is equivalent to PSPFRU011 Manage fraud control awareness.

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for PSPFRU016 Manage fraud control awareness

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Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and on at least one occasion:

- lead others in the delivery of fraud and corruption awareness promotion
- synthesise and articulate fraud and corruption policy issues to either staff, internal or external clients or the broader community.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- corporate plan and strategic directions of the agency
- agency structure and core business activities
- agency fraud and corruption control policy
- expectations placed on the agency by external stakeholders
- constraints imposed by the culture of the organisation and operational factors into fraud and corruption control issues and practices
- organisational change practices
- legislation, policies and procedures relating to fraud and corruption control including:
 - public interest disclosures,
 - protected disclosures or whistleblowing
 - fraud and corruption control
 - the workplace
- public sector values codes of conduct, guidelines and standards relating to fraud and corruption control.

Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.

Assessment must ensure access to:

- legislation, policies and procedures relating to fraud and corruption control
- public sector values, codes of conduct, guidelines and standards relating to fraud and corruption control

- resources and equipment required of the working environment.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

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