



Australian Government

PSPGEN109 Apply public sector financial policies and processes

Release: 1

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Modification History

Supersedes and is equivalent to PSPGEN077 Apply public sector financial policies and processes.

Application

This unit describes the performance outcomes, skills and knowledge required to apply a detailed understanding of the public sector financial framework and external requirements to finance activities.

This unit applies to those working in the public sector in specialist finance roles. Those undertaking this unit work autonomously with some supervision of others, performing complex tasks in a familiar context.

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

General

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Identify public sector requirements for financial management.

PERFORMANCE CRITERIA

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

- 1.1. Identify the elements of the public sector financial management compliance framework relevant to the organisation and confirm requirements regarding their application.
- 1.2. Identify organisational work function delegations.
- 1.3. Identify and clarify organisational financial control principles and operational mechanisms.
- 1.4. Identify and access public sector financial policies and procedures that relate to the work role and the organisation.

2. Implement public sector financial management requirements.
 - 2.1. Provide financial services in accordance with public sector financial policy and procedures, and organisational requirements.
 - 2.2. Provide advice, within the limits of responsibility, regarding public sector financial policies and procedures and accounting standards.
 - 2.3. Develop and review organisational procedures to reflect the requirements of public sector financial policy, guidelines and procedures.
 - 2.4. Differentiate levels of delegation, assess work situations and explain and implement delegation requirements relating to functions.
 - 2.5. Apply internal control mechanisms within an organisational context.

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
Oral communication skills to:	explain financial management requirements to different audiences, varying structure, content and language to suit the requirements of audience members.
Reading skills to:	access and understand complex formal documents applicable to the financial reporting framework.
Numeracy skills to:	interpret financial information.

Unit Mapping Information

Supersedes and is equivalent to PSPGEN077 Apply public sector financial policies and processes.

Links

Companion Volume implementation guides are found in VETNet -

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