



Australian Government

PSPGEN112 Apply government systems

Release: 1

PSPGEN112 Apply government systems

Modification History

Supersedes and is equivalent to PSPGEN066 Apply government systems.

Application

This unit describes the performance outcomes, skills and knowledge required to effectively apply government systems to work in the public sector and similar environments including statutory authorities.

This unit applies to those working in generalist and specialist roles within the public sector, including statutory authorities.

Those undertaking this unit work independently seeking advice as required, performing complex tasks in a range of familiar and unfamiliar 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

General

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Apply knowledge of organisational linkages.

PERFORMANCE CRITERIA

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

- 1.1. Identify organisational linkages with government, quasi government and non-government organisations and reassess regularly to maintain currency of information.
- 1.2. Use comprehensive and up-to-date knowledge of organisational linkages in making decisions and taking advice and actions.

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| 2. Apply knowledge of inter-governmental linkages. | 2.1. Identify and reassess linkages between governments regularly to maintain currency of information.
2.1. Use comprehensive and up-to-date knowledge of linkages between governments in making decisions and taking advice and actions. |
| 3. Apply knowledge of political context. | 3.1. Source information from inside and outside the organisation and confirm its authenticity and reliability.
3.2. Analyse the political, social and economic environment and take into account emerging trends, and current and possible future goals of the organisation.
3.3. Demonstrate comprehensive and up-to-date knowledge of the current political environment in decisions, advice and actions taken. |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

Supersedes and is equivalent to PSPGEN066 Apply government systems.

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 PSPGEN112 Apply government systems

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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:

- locate, access and authenticate information
- acquire, retain, recall and communicate information
- apply information and protocols
- discard redundant information and interpret version control to access to identify current information
- deal with ambiguity and machinery of government or governance changes.

Knowledge Evidence

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

- organisations in the public and private sector
- policy, legislation, regulations, guidelines and practices
- codes of ethics, codes of conduct and statements of values relating to the organisation
- governance practices
- systems thinking
- inter organisational communications strategies and protocols
- organisational and public sector power structures and sources of power.

Assessment Conditions

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

Assessment must ensure access to:

- policy, legislation, regulations, guidelines and practices
- codes of ethics, codes of conduct and statements of values relating to the organisation
- governance information including the Machinery of Government where applicable
- resources and equipment of the working environment.

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

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