



Australian Government

Assessment Requirements for PSPGEN131 Coordinate resource allocation and usage

Release: 1

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Modification History

Supersedes and is equivalent to PSPGEN045 Coordinate resource allocation and usage.

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:

- apply legislation and organisational guidelines relating to resource allocation and usage
- monitor and access information from financial and resource management systems to meet organisational reporting requirements
- keep records of resource allocation and usage
- access and use information systems in the context of resource allocation and usage.

Knowledge Evidence

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

- public sector legislation, policies and guidelines relating to resource allocation and usage and the workplace
- operational procedures for accessing, storing, maintaining and using resources
- stock handling procedures
- financial management principles and procedures
- budget processes
- fraud control guidelines
- evidence-based decision-making processes
- organisational security procedures for resource allocation and usage
- systems and data security procedures for resource allocation and usage.

Assessment Conditions

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

Assessment must ensure access to:

- public sector legislation, policies and guidelines relating to resource allocation and usage and the workplace
- operational procedures for accessing, storing, maintaining and using resources
- organisational security procedures for resource allocation and usage
- resources and equipment of the working environment.

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

Links

Companion Volume implementation guides are found in VETNet -

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