



Australian Government

PSPLEG003 Promote compliance with legislation in the public sector

Release: 1

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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 PSPLEGN501B Promote compliance with legislation in the public sector. • 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 promote compliance with legislation in the public sector. It includes modelling compliance with legislation.

This unit applies to those with responsibility for encouraging and assisting others to comply with public sector guidelines and procedures.

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 generally work independently with supervisory responsibilities. They would perform complex tasks in a range of familiar contexts.

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

Competency Field

Legislation and compliance

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used,

outcomes	further information is detailed in the range of conditions section.
1. Encourage compliance with legislative requirements	1.1 Use personal work practices to provide a consistent model of compliance with current public sector legislation and guidelines. 1.2 Provide responses to staff enquiries about the legislative requirements of the workplace. 1.3 Explain to staff the consequences of non-compliance relating to a range of legislation. 1.4 Use compliance strategies to encourage compliance with legislation, policies and guidelines in accordance with the situation.
2. Monitor compliance with legislative requirements	2.1 Monitor compliance with legislative requirements and resolve or refer issues. 2.2 Raise and address inadequacies in workplace procedures which contribute to non-compliance. 2.3 Report on compliance with legislative requirements.

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 PSPLEGN501B Promote compliance with legislation in the public sector.

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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