



Australian Government

PSPREG008 Act on non-compliance

Release: 1

PSPREG008 Act on non-compliance

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 PSPREG405B Act on non-compliance. • 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 issue advice, instructions, warnings, notices, fines and other actions in response to non-compliance situations. It includes attending situations where non-compliance is suspected or alleged, and taking action on non-compliance.

This unit applies to those working in public sector roles conducting regulatory activities.

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 work in as part of a team under routine guidance, performing routine tasks in a range of mostly familiar contexts.

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

Competency Field

Regulatory

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.

1. Attend situations where non-compliance is suspected/alleged	1.1 Follow procedure. 1.2 Maintain personal conduct. 1.3 Protect the safety of self and others. 1.4 Make prompt requests for assistance. 1.5 Carry out activities and actions in accordance with rules of evidence.
2. Take action on non-compliance	2.1 Consider mitigating circumstances. 2.2 Select action on non-compliance to match the seriousness of the offence. 2.3 Inform clients of the action, justification for it and their rights of appeal. 2.4 Take action in accordance with legal requirements. 2.5 Carry out personal actions and/or conduct in accordance with protocols and protect the rights and responsibilities of clients.

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 PSPREG405B Act on non-compliance.

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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