



Australian Government

PSPREG018 Plan and implement recovery action

Release: 1

PSPREG018 Plan and implement recovery action

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 PSPREG420A Plan and implement recovery action. • Unit code updated • Content and formatting updated to comply with the new standards • All PC transitioned from passive to active voice

Application

This unit describes the skills required to plan and implement recovery actions as a result of a successful investigation and/or prosecution. It includes assessing the potential for recovery action, gaining approvals and implementing the action.

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 independently as part of a team, performing complex tasks in a range of 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. Assess potential for recovery action	1.1 Collect and analyse information to determine the potential for recovery action. 1.2 Identify assets or proceeds of crime and estimate values. 1.3 Review financial circumstances and instigate debt recovery procedures. 1.4 Undertake liaison with respect to recovery action. 1.5 Obtain approval for, or make decision to proceed with recovery action.
2. Implement recovery action	2.1 Seek affidavits restraining action, where relevant. 2.2 Refer recovery action for decision and execution.

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 PSPREG420A Plan and implement recovery action.

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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Assessment Requirements for PSPREG018 Plan and implement recovery action

Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages. Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- undertaking research and analysis with regard to recovery actions
- engaging in negotiation requiring exchanges of sometimes complex oral information
- determining the value of assets or proceeds of crime and comparing to debt and charges raised
- referring recovery action for decision requiring clarity, accuracy and formality of structure and language
- recording of actions and/or agreements made, in relevant recording systems

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- organisational guidelines and procedures for recovery
- legal and organisational requirements for liaison and referral
- ethical standards
- public sector legislation

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

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