



Australian Government

PSPREV001 Identify and apply statute law

Release: 1

PSPREV001 Identify and apply statute law

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 PSPREV401A Identify and apply statute law. • 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 identify statute law and how it applies to a range of situations affecting customers.

This unit applies to those working in public sector roles involving revenue and statute laws.

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, performing complex tasks in a familiar context.

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

Competency Field

Revenue administration

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. Identify applicable statute law	1.1 Apply principal rules governing the interpretation of statutes. 1.2 Analyse statutes to identify components applicable to the situation at hand.
2. Apply statute law	2.1 Use information on the creation, amendment and interpretation of laws to assist in identifying applicable bills, Acts and subordinate legislation. 2.2 Use the interpretation Act in accordance with its purpose. 2.3 Interpret and apply statutes in accordance with precedents, rulings and Commissioner's practices. 2.4 Use explanatory statements to assist in determining the intent of Parliament when interpreting complex statutes that apply to particular situations. 2.5 Make reference to relevant case law and other extraneous material as required. 2.6 Complete records that cite applicable statute law using commonly accepted practices and abbreviations.

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 PSPREV401A Identify and apply statute law.

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 PSPREV001 Identify and apply statute law

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.

- searching for and identifying applicable statute laws, rulings, precedents and Commissioner's practices
- reading, analysing and interpreting complex, formal documents, including legislation, regulations, explanatory statements, rulings and Commissioner's practices and applying them to work situations
- communicating with others involving exchanges of complex oral and written information
- using technology to access applicable statutes and record outcomes
- applying environmental, sustainability and work health and safety procedures to administrative and IT-related work

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.

- law-making processes in Australia
- structure and components of an Act
- primary and secondary sources of law
- principal rules governing the interpretation of statute law
- the doctrine of precedent
- purpose and use of Interpretation Act
- abbreviations and commonly accepted practices used in citing statute law

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.

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