



Australian Government

Department of Education, Employment and Workplace Relations

PSPTRAN402A Assess driver compliance

Release 3

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Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor edited.
2	PSP04V4.2.	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

Unit Descriptor

This unit covers assessment of driver compliance with legislative requirements. It includes checking equipment, and checking for and assessing driver compliance.

In practice, assessing driver compliance may overlap with other generalist or specialist public sector work activities, such as acting ethically, complying with legislation, exercising regulatory powers, assessing compliance with legislation, gathering and analysing information.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements are the essential outcomes of the unit of competency.

Together, performance criteria specify the requirements for competent performance. Text in ***bold italics*** is explained in the Range Statement following.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Check compliance equipment	1.1 <i>Equipment</i> is checked in accordance with organisational policies and procedures and manufacturers' specifications. 1.2 Equipment is accurately calibrated to meet legal requirements.
2. Check for driver compliance	2.1 Equipment is operated in accordance with standards and procedures. 2.2 Vehicle is intercepted in accordance with standard operating procedures. 2.3 A safe <i>location</i> is selected at which to stop the driver.
3. Assess driver compliance	3.1 Required driver <i>records</i> are verified. 3.2 Nature of the <i>offence</i> is reported to the driver in accordance with legal and organisational requirements. 3.3 Occupational health and safety requirements are followed. 3.4 <i>Necessary records/paperwork</i> are completed in accordance with legal and operational requirements.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

Skill requirements

Look for evidence that confirms skills in:

- undertaking observation
- undertaking safe interceptions
- using equipment
- using effective communication including interviewing, listening and conflict resolution with a diverse range of people
- responding to diversity, including gender and disability
- reading and interpreting legislation and regulations
- writing, for completion of documents and records
- complying with public sector obligations such as occupational health and safety and environmental procedures in the context of road transport compliance

Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- organisational policies and procedures
- legislation and regulations
- occupational health and safety in the context of assessing compliance
- enforcement powers
- sanctions/penalties
- offences
- cautions

Evidence Guide

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

Units to be assessed together

- *Pre-requisite* units that must be achieved prior to this unit: *Nil*
- *Co-requisite* units that must be assessed with this unit: *Nil*
- *Co-assessed units* that may be assessed with this unit to increase the efficiency and realism of the assessment process include, but are not limited to:
 - PSPETHC401A Uphold and support the values and principles of public service
 - PSPGOV422A Apply government processes
 - PSPLEGN401A Encourage compliance with legislation in the public sector
 - PSPREG401C Exercise regulatory powers
 - PSPREG402C Promote client compliance
 - PSPREG403B Assess compliance
 - PSPREG405B Act on non-compliance

Overview of evidence requirements

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms:

- the knowledge requirements of this unit
- the skill requirements of this unit
- application of the Employability Skills as they relate to this unit (see Employability Summaries in Qualifications Framework)
- assessment of driver compliance in a range of (3 or more) contexts (or occasions, over time)

Resources required to carry out assessment

These resources include:

- legislation, policy, procedures and protocols relating to assessment of compliance
- case studies and workplace scenarios to capture the range of situations likely to be encountered when assessing compliance

Where and how to assess evidence

Valid assessment of this unit requires:

- a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered when assessing driver compliance, including coping with difficulties, irregularities and

breakdowns in routine

- assessment of driver compliance in a range of (3 or more) contexts (or occasions, over time)

Assessment methods should reflect workplace demands, such as literacy, and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations

Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of 2 or more of:

- case studies
- demonstration
- observation
- questioning
- scenarios
- authenticated evidence from the workplace and/or training courses

For consistency of assessment

Evidence must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments

Range Statement

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in ***bold italics*** in the Performance Criteria is explained here.

Equipment may include:

- speed detection equipment
- measuring equipment

Locations may include:

- roadside locations
- urban and regional
- high volume city locations

Driver records may include:

- driver logbook and associated paperwork
- driving hours
- business records
- approved scheme documentation

Offences may include:

- exceeding statutory speed limit
- driving hours non-compliance
- breaches of Australian road rules
- breaches of transport acts/regulations/policy/approved schemes
- forming a basis for follow-up investigation for chain of responsibility compliance assessment

Necessary records and paperwork may include:

- National Heavy Vehicle Accreditation Scheme (NHVAS) interception books
- Penalty Infringement & Notices
- incident reports
- Traffic Infringement Notices
- formal cautions

Unit Sector(s)

Not applicable.

Competency field

Road Transport Compliance