



Australian Government

Assessment Requirements for TLIP5025 Set and achieve budgets

Release: 2

Assessment Requirements for TLIP5025 Set and achieve budgets

Modification History

Release 2. This is the second release of this unit of competency in the TLI Transport and Logistics Training Package.

- Minor statement changes in Performance Evidence
- Minor statement changes in Knowledge Evidence
- Minor statement changes in Assessment Conditions.

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying accounting principles to budgetary processes
- applying relevant legislation and workplace procedures
- completing documentation and entering data related to setting and achieving budgets
- making calculations when setting and achieving budgets
- maintaining budgetary records and documentation
- modifying activities to cater for variations in workplace contexts and environment including:
 - monitoring work activities in terms of planned schedule
 - prioritising work and coordinating self and others in relation to workplace activities
 - reading and interpreting budgetary documents, financial statements and reports, and workplace policies and procedures relevant to setting and achieving budgets
 - reporting and/or rectifying identified problems promptly in accordance with regulatory requirements and workplace procedures
- providing leadership by communicating effectively and working collaboratively with others when setting and achieving budgets
- working systematically with required attention to detail.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- accountancy practices relevant to budgetary control
- budgetary control systems
- fiscal budgetary procedures, systems and policies
- limits of authorised expenditure

- problems that may occur when setting and achieving budgets and actions that can be taken to report or resolve these problems
- risks and mitigation strategies related to setting and achieving budgets
- workplace processes for setting and achieving budgets.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>