Modification history

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| Release | Comments |
| Release 1 | This version released with RGR Racing Training Package Version 1.0. |

| RGRROP315 | Perform duties of timekeeper at greyhound or horse race meetings |
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| Application | This unit of competency describes the skills and knowledge required to prepare for race day operation of timing devices, computers and other technology; liaise with stewards and other racing officials; work to deadlines and report on race outcomes.  The unit applies to individuals who are required to perform timekeeping procedures at greyhound or horse race meetings as part of their job role in workplace environments of racing administration, stables, kennels, racecourses and public areas.  No occupational licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Prerequisite Unit | Nil |
| Unit Sector | Racing Performance (ROP) |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Prepare for race meeting | 1.1 Confirm race program and race start times with race organisers  1.2 Verify operation of timing devices  1.3 Establish contingency plans in case of timing equipment malfunction  1.4 Confirm a clear line of sight to start and finish lines of race |
| 2. Measure race time | 2.1 Ensure timekeeper is in position when field is under control of the starter  2.2 Trigger the timing device at race start and verified operation  2.3 Confirm timing device cut-off as first runner passes the winning post |
| 3. Record race time | 3.1 Measure race time accurately according to organisational and racing procedures  3.2 Verify race time according to verification procedures  3.3 Announce and record race time according to race procedures |

| Foundation Skills  This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. | |
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| Skill | Description |
| Reading | * Interpret racing documentation and information and consolidate information to determine requirements |
| Writing | * Record racing results ensuring clarity of meaning, and accuracy and consistency of information |
| Numeracy | * Perform simple calculations for determining race times |
| Oral Communication | * Effectively participate in verbal exchanges including active listening and questioning and reading of non-verbal signals to convey and clarify information with race officials and announce results of races |
| Navigate the world of work | * Take responsibility for following explicit and implicit policies, procedures and legislative requirements |
| Get the work done | * Use the main features and functions of digital tools to operate time keeping technologies * Make routine decisions and implement standard procedures for routine tasks, using formal decision making processes for more complex and non-routine situations |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| RGRROP315 Perform duties of timekeeper at greyhound or horse race meetings | RGRROP315A Perform duties of timekeeper at greyhound or horse race meetings | Updated to meet Standards for Training Packages | Equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet:  https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0 |

| TITLE | Assessment requirements for RGRROP315 Perform duties of timekeeper at greyhound or horse race meetings |
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| Performance Evidence | |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that, for at least three race meetings, the individual has:   * confirmed the racing schedule and verified operation of time keeping devices * set and monitored time keeping devices during races * confirmed, verified and announced race times according to procedures. | |

| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * formats of race programs and schedules * types of equipment and operational and maintenance procedures for time keeping and race announcing equipment * relevant rules of racing and organisational policies and procedures relevant to time keeping, including: * dealing with contingencies * ethical conduct * communication procedures, including: * reporting lines on race day * reporting irregularities and problems * identification features of greyhounds or horses including race colours and barrier or box numbers. |

| Assessment Conditions |
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| Assessment of skills must take place under the following conditions:   * physical conditions: * industry supervised access to race meetings and timekeeping facilities relevant to the applicable racing code * resources, equipment and materials: * time recording devices, materials and equipment relevant to assessing candidate's ability to complete timekeeping procedures * specifications: * work instructions and related documentation.   Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

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