Modification history

|  |  |
| --- | --- |
| Release | Comments |
| Release 1 | This version released with ACM Animal Care and Management Training Package Version 4.0. |
| Release 1 | This version released with ACM Animal Care and Management Training Package Version 1.0. |

| ACMacr401 | Administer animal management and regulatory requirements |
| --- | --- |
| Application | This unit describes the skills and knowledge required to identify and apply relevant animal management legislative, regulatory and policy requirements applicable within a jurisdiction and workplace.This unit applies to authorised officers who access, interpret and enforce regulatory requirements according to workplace procedures. They work autonomously and apply specialist knowledge and skills to provide solutions for a predictable and unpredictable problems.All work must be carried out to comply with workplace procedures according to Commonwealth and state/territory health and safety and animal welfare regulations, legislation and standards that apply to the workplace.No licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Prerequisite Unit | Nil  |
| Unit Sector | Animal Control and Regulation (ACR) |

| Elements | Performance Criteria |
| --- | --- |
| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Obtain and use industry information | 1.1 Access and maintain current information about the industry and workplace and apply within daily activities1.2 Document roles, needs and expectations of key internal and external stakeholders1.3 Identify sources of assistance in undertaking own work role1.4 Follow workplace policies and procedures to carry out work tasks effectively |
| 2. Review and implement relevant animal management legislative and regulatory requirements | 2.1 Identify legislation and regulations relevant to the organisation and workplace activities 2.2 Identify and document key principles contained in legislation and regulations2.3 Confirm statutory powers provided under legislation and the boundaries of those powers2.4 Enforce legislation as required within day-to-day work activities2.5 Work within the boundaries and powers contained in animal management legislation and workplace requirements |
| 3. Maintain records | 3.1 Access a workplace information management system3.2 Accurately enter new or amend existing records in a workplace management system3.3 Complete and store records according to workplace policies and procedures and legislative requirements |

| Foundation SkillsThis 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. |
| --- |
| Skill | Description |
| Reading | * Interpret information in legislative and workplace documentation
 |
| Oral communication | * Use appropriate language and tone to communicate with internal and external stakeholders to seek or provide information
 |

|  |
| --- |
| Unit Mapping Information |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| ACMACR401 Administer animal management regulatory requirements | ACMACR401 Comply with animal control and regulation requirements | Title changedMinor changes to terminology for clarity and consistency Assessment requirements updated | Equivalent unit |

|  |  |
| --- | --- |
| Links | Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b75f4b23-54c9-4cc9-a5db-d3502d154103 |

| TITLE | Assessment requirements for ACMACR401 Administer animal management and regulation requirements |
| --- | --- |
| Performance Evidence |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.There must be evidence that the individual has:* summarised the key principles and statutory powers contained within legislation and regulations relevant to work undertaken in the animal management and regulation workplace
* applied relevant legislation and workplace information to complete at least three day-to-day work activities, including at least one serious breach of compliance involving an animal
* used workplace information management system to access existing records, accurately create or update records, and store according to workplace and legislative requirements on at least three occasions.
 |

| Knowledge Evidence |
| --- |
| 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:* enabling Commonwealth, State/Territory and local government legislation, regulations, standards and codes of practice relevant to an animal regulation and management environment
* workplace policies and procedures relevant to animal management and regulation
* workplace organisational and reporting structure for animal management and regulation
* key internal and external stakeholders
* features of workplace management system, including operations and recordkeeping requirements.
 |

| Assessment Conditions |
| --- |
| Assessment of the skills in this unit of competency must take place under the following conditions:* physical conditions:
* a workplace setting or an environment that accurately represents workplace conditions
* resources, equipment and materials:
* equipment and/or resources necessary to complete tasks in an animal management and regulatory environment
* workplace information management system
* specifications:
* access to relevant animal management legislation, regulations and workplace documentation.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

|  |  |
| --- | --- |
| Links | Companion Volumes, including Implementation Guides, are available at VETNet:https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b75f4b23-54c9-4cc9-a5db-d3502d154103 |