

Case for Endorsement

BSB Business Services Training Package (Version 7)

Technical Skills

Business Enterprise Skills

August 2020

Executive summary

Introduction

This Case for Endorsement outlines the rationale, evidence and industry support for modifications to training products relating to the BSB Business Services Training Package (Version 7) projects:

- **2A Technical Skills**
- **3A Business Enterprise Skills**

It builds on the consultations undertaken by PwC's Skills for Australia in the Cases for Change for these projects, which were approved by the Australian Industry and Skills Committee (AISC) in June 2018 (Technical Skills Project) and August 2018 (Business Enterprise Skills Project).

This Case for Endorsement demonstrates how the proposed training products align with the Council of Australian Governments (COAG) Industry and Skills Council reforms to Training Packages, and other principles for quality that inform our training product development work.

The work that the Business Services Industry Reference Committee (Business Services IRC) has undertaken has been underpinned by the desire to:

- strengthen training in strategically identified technical areas;
- better target transferable skill development; and
- identify opportunities to streamline training products in the BSB Business Services Training Package (Version 7).

The BSB Business Services Training Package (Version 7) addresses identified future skills and knowledge needs in the Business Services workforce. The identified needs have been translated into learning requirements set out in training products.

The Business Services IRC has recognised the changing nature of job roles and addressed the increasing importance of transferable skills to learners (Business Enterprise Skills Project). The Business Services IRC has also recognised the importance of training products that are aligned to established professions and has reviewed these training products in parallel - each in the context of emergent skills and knowledge requirements of their respective professions (Technical Skills Project).

The Business Services IRC is satisfied that the level and scope of stakeholder consultation were commensurate with the changes to training product and the size and profile of the industry in order to ensure that the needs of learners, industry and workers in the sector are met. It is also satisfied that there is strong industry support for these changes and that the proposed modifications will ensure that the BSB Business Services Training Package (Version 7) continues to meet the needs of learners and workers within the Business Services industry.

Structure of the report

This report has been developed as part of our training product development work on behalf of, and with direction from, the Business Services IRC.

We have structured this report around the required elements of the Case for Endorsement template. These key elements are:

- A Administrative details of the Case for Endorsement
- B Description of the work and request for approval
- C Evidence of industry support
- D Industry expectations about training delivery
- E Implementation of the new Training Package
- F Quality assurance reports
- G Implementation of the COAG Industry and Skills Council reforms to Training Packages
- H A copy of the full content of the proposed training products

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A Administrative details

Name of allocated Industry Reference Committee (IRC)

Business Services IRC

Name of Skills Service Organisation (SSO)

PwC's Skills for Australia

Key to Table 1		
E	Equivalent	Where the workplace outcomes of the superseded and superseding training package components are equivalent.
NE	Not equivalent	Where a training package component is superseded, and the workplace outcome of the component has changed.
NC	Newly created	Where the training package component has been created to address an emerging skill or task required by industry.
D	Deleted	Where a training package component is deleted as the skill or task is no longer required by industry.

Please note: Units of competency have been newly created to address skill requirements identified through industry consultation. In some instances, a newly created unit of competency has been mapped as superseding one or more existing units. This has occurred where the vocational outcomes of the superseded unit(s) are addressed by current industry requirements described in the newly created unit. Specific examples are discussed in section B of this document.

Table 1 Training products submitted for approval

Current code	New code	New title	Mapping
Technical Skills Project			
Audit and Compliance			
1 updated qualification for endorsement			
BSB51615	BSB50920	Diploma of Quality Auditing	NE
9 updated units of competency for endorsement (previously 19 units)			
BSBAUD402	BSBAUD411	Participate in quality audits	E
BSBCOM401	BSBAUD412	Work within compliance frameworks	NE
BSBCOM402			NE
BSBCOM403			NE
BSBCOM404			NE
BSBCOM405			NE
BSBCOM406			E
BSBEDU301			NE
BSBAUD501	BSBAUD511	Initiate quality audits	E
BSBAUD503	BSBAUD512	Lead quality audits	E
BSBAUD504	BSBAUD513	Report on quality audits	E
BSBCOM501	BSBAUD514	Interpret compliance requirements	E
BSBCOM601			NE
BSBCOM502	BSBAUD515	Evaluate and review compliance	E
BSBCOM602			NE
BSBCOM503	BSBAUD516	Develop and monitor processes for the management of breaches in compliance requirements	E
BSBCOM603	BSBAUD601	Establish and manage compliance management systems	E
BSBMGT521			NE
BSBMGT621			NE
Conveyancing			
1 updated qualification for endorsement (previously 2 qualifications)			
BSB52015	BSB60220	Advanced Diploma of Conveyancing	NE
BSB61115			NE
7 updated units of competency for endorsement			

A Administrative details

Current code	New code	New title	Mapping
BSBCNV501	BSBCNV511	Take instructions in relation to a conveyancing transaction	E
BSBCNV505	BSBCNV512	Finalise the conveyancing transaction	E
BSBCNV502	BSBCNV611	Interpret a legal document and provide advice in a conveyancing transaction	E
BSBCNV503	BSBCNV612	Identify and apply legal requirements for a conveyancing transaction	E
BSBCNV504	BSBCNV613	Prepare legal documents for a conveyancing transaction	E
BSBCNV506	BSBCNV614	Apply principles of trust accounting	E
BSBCNV601	BSBCNV615	Interpret search results for a conveyancing transaction	E
1 newly created unit of competency for endorsement			
-	BSBCNV616	Comply with tax obligations in a conveyancing transaction	NC
Human Resources			
3 updated qualifications for endorsement			
BSB41015	BSB40420	Certificate IV in Human Resource Management	NE
BSB50618	BSB50320	Diploma of Human Resource Management	NE
BSB60915	BSB60320	Advanced Diploma of Human Resource Management	NE
23 updated units of competency for endorsement (previously 39 units)			
BSBHRM403	BSBHRM411	Administer performance development processes	E
BSBWRK411	BSBHRM412	Support employee and industrial relations	E
BSBFLM311 BSBLED301 BSBLED401	BSBHRM413	Support the learning and development of teams and individuals	NE NE E
BSBHRM502	BSBHRM414	Use human resources information systems	NE
BSBEMS401 BSBEMS402 BSBEMS403 BSBEMS404 BSBHRM405	BSBHRM415	Coordinate recruitment and onboarding	NE NE NE NE E
BSBFIA302	BSBHRM416	Process payroll	E
BSBHRM404	BSBHRM417	Support human resources functions and processes	E
BSBHRM512	BSBHRM521	Facilitate performance development processes	NE
BSBWRK520	BSBHRM522	Manage employee and industrial relations	E
BSBLED501	BSBHRM523	Coordinate the learning and development of teams and individuals	NE
BSBHRM513	BSBHRM524	Coordinate workforce plan implementation	E
BSBHRM506	BSBHRM525	Manage recruitment and onboarding	E
BSBFIM502	BSBHRM526	Manage payroll	E
BSBHRM501 BSBHRM510 BSBHRM511	BSBHRM527	Coordinate human resource functions and processes	NE NE NE
BSBHRM505	BSBHRM528	Coordinate remuneration and employee benefits	E
BSBHRM507	BSBHRM529	Coordinate separation and termination processes	NE
BSBHRM509	BSBHRM530	Coordinate rehabilitation and return to work programs	E
BSBLED502	BSBHRM531	Coordinate health and wellness programs	E
BSBLED805 BSBLED806 BSBLED807 BSBLED808 BSBLED809 BSBLED810	BSBHRM611	Contribute to organisational performance development	NE NE NE NE NE NE
BSBHRM604	BSBHRM612	Contribute to the development of employee and industrial relations strategies	NE
BSBLED802 BSBLED803 BSBLED804	BSBHRM613	Contribute to the development of learning and development strategies	NE NE NE
BSBHRM602	BSBHRM614	Contribute to strategic workforce planning	E
BSBDIV801 BSBDIV802	BSBHRM615	Contribute to the development of diversity and inclusion strategies	NE NE
Information Services			

A Administrative details

Current code	New code	New title	Mapping
3 updated qualifications for endorsement			
BSB30815	BSB30420	Certificate III in Library and Information Services	NE
BSB41715	BSB40720	Certificate IV in Library and Information Services	NE
BSB51715	BSB50520	Diploma of Library and Information Services	NE
39 updated units of competency for endorsement (previously 64 units)			
BSBINM201	BSBINS201	Process and maintain workplace information	E
BSBINM202	BSBINS202	Handle receipt and dispatch of information	NE
BSBINM303			NE
BSBLIB201	BSBINS203	Assist with circulation services	E
BSBLIB202			NE
BSBLIB304	BSBINS301	Develop and use information literacy skills	E
BSBINM301	BSBINS302	Organise workplace information	E
BSBINM302	BSBINS303	Use knowledge management systems	E
BSBLIB306	BSBINS304	Process and maintain information resources	E
BSBLIB301	BSBINS305	Participate in cataloguing activities	NE
BSBLIB305			E
BSBLIB403			NE
BSBLIB303	BSBINS306	Provide multimedia support	E
BSBRKG303	BSBINS307	Retrieve information from records	E
BSBLIB302	BSBINS308	Control records	NE
BSBRKG301			E
BSBRKG302			NE
BSBRKG304	BSBINS309	Maintain business records	E
BSBRKG305			NE
BSBRES411	BSBINS401	Analyse and present research information	E
BSBINM401	BSBINS402	Coordinate workplace information systems	E
BSBLIB406	BSBINS403	Obtain information from external and networked sources	E
BSBLIB407	BSBINS404	Search library and information databases	E
BSBLIB404	BSBINS405	Use integrated library management systems	E
BSBLIB405	BSBINS406	Assist customers to access information	E
BSBLIB402	BSBINS407	Consolidate and maintain library industry knowledge	E
BSBRKG401	BSBINS408	Provide information from and about records	NE
BSBRKG402			E
BSBRKG404	BSBINS409	Maintain and monitor digital information and records	E
BSBRKG403	BSBINS410	Implement records systems for small business	E
BSBINM501	BSBINS501	Implement information and knowledge management systems	E
BSBLIB513	BSBINS503	Monitor compliance with copyright and licence requirements	E
BSBLIB506	BSBINS504	Maintain digital repositories	E
BSBLIB509	BSBINS505	Provide subject access and classify material	E
BSBLIB401	BSBINS506	Implement lending and borrowing processes for collections	NE
BSBLIB501			E
BSBLIB502			NE
BSBLIB510	BSBINS507	Use advanced functions of integrated library management systems	E
BSBCUE405	BSBINS508	Research and analyse information to meet library customer needs	NE
BSBLIB511			E
BSBLIB507	BSBINS509	Promote literature and reading	E
BSBLIB512	BSBINS510	Develop community and stakeholder relationships in a library environment	E
BSBEDU305	BSBINS511	Develop and promote library activities, events and public programs	NE
BSBLIB503			E
BSBLIB504			NE
BSBRKG502	BSBINS512	Monitor business records systems	E
BSBRKG505			NE
BSBRKG604			NE
BSBRKG506	BSBINS513	Contribute to records management framework	NE
BSBRKG601			E
BSBRKG605			NE
BSBRKG607			NE
BSBRKG608			NE

A Administrative details

Current code	New code	New title	Mapping
BSBRKG606	BSBINS514	Contribute to records retention and disposal schedule	E
BSBINM601 BSBLIB505 BSBLIB605 BSBMGT801 BSBRKG603	BSBINS601	Manage knowledge and information	E NE NE NE NE
BSBLIB604	BSBINS602	Extend own information literacy skills to locate information	E
BSBRES801	BSBINS603	Initiate and lead applied research	E
BSBLIB601 BSBLIB602 BSBLIB603	BSBINS604	Contribute to collection management	NE NE E
3 newly created units of competency for endorsement			
BSBLIB508	BSBINS502	Coordinate data management	NC, NE
-	BSBINS515	Participate in archiving activities	NC
-	BSBINS516	Undertake cataloguing activities	NC
Legal Services			
3 updated qualifications for endorsement			
BSB31015	BSB30320	Certificate III in Legal Services	NE
BSB42215	BSB40620	Certificate IV in Legal Services	NE
BSB52215	BSB50720	Diploma of Paralegal Services	NE
20 updated units of competency for endorsement (previously 30 units)			
BSBLEG301 BSBLEG305 BSBLEG306	BSBLEG311	Work in a legal services environment	NE NE NE
BSBLEG302	BSBLEG312	Carry out search of the public record	E
BSBLEG303	BSBLEG313	Lodge documents in a legal services environment	E
BSBLEG304	BSBLEG314	Protect information in a legal services environment	NE
BSBLEG308	BSBLEG315	Assist in planning activities in a legal services environment	E
BSBINT407 BSBLEG413	BSBLEG421	Apply understanding of the Australian legal system	NE E
BSBLEG403 BSBLEG414	BSBLEG422	Maintain a file in a legal services environment	NE E
BSBRES404	BSBLEG423	Conduct simple legal research	NE
BSBLEG418	BSBLEG424	Support the drafting of complex legal documents	E
BSBRES502	BSBLEG521	Conduct and apply legal research	NE
BSBLEG415	BSBLEG522	Apply legal principles in contract law matters	E
BSBLEG416	BSBLEG523	Apply legal principles in tort law matters	E
BSBLEG417	BSBLEG524	Apply principles of evidence law in matters under litigation	E
BSBIPR301 BSBIPR401 BSBIPR402 BSBIPR403 BSBIPR404 BSBIPR601	BSBLEG525	Apply legal principles in intellectual property law matters	NE NE NE NE NE NE
BSBLEG511	BSBLEG526	Apply legal principles in criminal law matters	E
BSBLEG510	BSBLEG527	Apply legal principles in family law matters	E
BSBLEG512	BSBLEG528	Apply legal principles in property law matters	E
BSBINT302 BSBLEG513	BSBLEG529	Apply legal principles in corporation law matters	NE NE
BSBLEG515	BSBLEG530	Apply legal principles in wills and probate matters	E
BSBLEG514	BSBLEG532	Assist with court procedure	NE
4 newly created units of competency for endorsement			
-	BSBLEG425	Apply principles of legal project management	NC
-	BSBLEG531	Apply legal principles in administrative law matters	NC
-	BSBLEG533	Support alternative dispute resolution processes	NC

A Administrative details

Current code	New code	New title	Mapping
-	BSBLEG534	Take instructions in a legal services environment	NC
Marketing			
3 updated qualifications for endorsement			
BSB42415	BSB40820	Certificate IV in Marketing and Communication	NE
BSB52415	BSB50620	Diploma of Marketing and Communication	NE
BSB61315	BSB60520	Advanced Diploma of Marketing and Communication	NE
34 updated units of competency for endorsement (previously 81 units)			
BSBMKG401 BSBMKG408	BSBMKG431	Assess marketing opportunities	NE NE
BSBINT301 BSBINT401 BSBINT409 BSBMKG415	BSBMKG432	Research international markets	NE NE NE E
BSBMKG414	BSBMKG433	Undertake marketing activities	E
BSBMKG413 BSBPRO301 BSBPRO401	BSBMKG434	Promote products and services	E NE NE
BSBMKG419	BSBMKG435	Analyse consumer behaviour	E
BSBMKG409 BSBMKG410 BSBMKG411	BSBMKG436	Design and test direct marketing activities	NE NE NE
BSBMKG420 BSBMKG421	BSBMKG437	Create and optimise digital media	NE E
BSBADV402 BSBADV403 BSBADV404 BSBADV405 BSBADV406 BSBADV407 BSBADV408	BSBMKG438	Implement and monitor advertising production	NE NE E NE NE NE E
BSBMKG418 BSBPUB401	BSBMKG439	Develop and apply knowledge of communications industry	E NE
BSBMKG417	BSBMKG440	Apply marketing communication across a convergent industry	E
BSBPUB402 BSBPUB403	BSBMKG441	Develop public relations documents	NE E
BSBCUE303 BSBMKG412	BSBMKG442	Conduct e-marketing communications	NE E
BSBMKG501 BSBMKG518 BSBMKG519 BSBMKG521	BSBMKG541	Identify and evaluate marketing opportunities	E NE NE NE
BSBMKG502 BSBMKG514 BSBMKG529	BSBMKG542	Establish and monitor the marketing mix	E NE NE
BSBMKG506 BSBMKG507 BSBMKG528	BSBMKG543	Plan and interpret market research	E E NE
BSBMKG508 BSBMKG509	BSBMKG544	Plan and monitor direct marketing activities	E E
BSBMKG515 BSBMKG520 BSBMKG522	BSBMKG545	Conduct marketing audits	E NE NE
BSBMKG534 BSBMKG535 BSBMKG537	BSBMKG546	Develop social media engagement plans	NE NE E
BSBMKG536	BSBMKG547	Develop strategies to monetise digital engagement	E
BSBINT405 BSBMKG511 BSBMKG512	BSBMKG548	Forecast international market and business needs	NE NE E
BSBMKG516 BSBMKG517	BSBMKG549	Profile and analyse consumer behaviour for international markets	NE NE

A Administrative details

Current code	New code	New title	Mapping
BSBMKG416 BSBMKG513	BSBMKG550	Promote products and services to international markets	NE E
BSBADV503 BSBADV509 BSBADV510 BSBADV603 BSBMKG530	BSBMKG551	Create multiplatform advertisements for mass media	NE NE NE NE NE
BSBADV507 BSBMKG510 BSBMKG523	BSBMKG552	Design and develop marketing communication plans	NE NE E
BSBPUB502 BSBPUB503 BSBPUB504	BSBMKG553	Develop public relations campaigns	E NE NE
BSBPUB501	BSBMKG554	Plan and develop public relations publications	E
BSBWRT501	BSBMKG555	Write persuasive copy	E
BSBCUE605 BSBMKG608	BSBMKG621	Develop organisational marketing strategy	NE E
BSBMKG603 BSBMKG611	BSBMKG622	Manage organisational marketing processes	E NE
BSBMKG609 BSBMKG610	BSBMKG623	Develop marketing plans	E NE
BSBMKG607	BSBMKG624	Manage market research	E
BSBMKG605 BSBMKG606	BSBMKG625	Implement and manage international marketing programs	NE E
BSBADV602	BSBMKG626	Develop advertising campaigns	E
BSBADV604 BSBADV605	BSBMKG627	Execute advertising campaigns	E NE
1 newly created unit of competency for endorsement			
-	BSBMKG628	Lead organisational public relations	NC
Business Enterprise Skills Project			
Business Competence			
Financial literacy			
6 updated units of competency for endorsement (previously 16 units)			
BSBCUE305 BSBCUE306 BSBFIA303	BSBFIN301	Process financial transactions	NE NE NE
BSBFIA301 BSBFIA304 BSBINT306	BSBFIN302	Maintain financial records	NE NE NE
BSBFIA401 BSBFIA412 BSBFIA501 BSBINT408	BSBFIN401	Report on financial activity	NE NE NE NE
BSBFIM501 BSBGOV403	BSBFIN501	Manage budgets and financial plans	E NE
BSBFIM601 BSBGOV504	BSBFIN601	Manage organisational finances	E NE
BSBFIM801 BSBMGT803	BSBFIN801	Lead financial strategy development	NE E
1 newly created unit of competency for endorsement			
-	BSBFIN502	Manage financial compliance	NC
Entrepreneurship / Small business skills			
12 updated units of competency for endorsement (previously 32 units)			
BSBSMB201 BSBSMB301 BSBSMB306	BSBESB301	Investigate business opportunities	NE NE NE
BSBSMB302	BSBESB302	Develop and present business proposals	E
BSBSMB303	BSBESB303	Organise finances for new business ventures	E
BSBSMB304 BSBSMB307	BSBESB304	Determine resource requirements for new business ventures	E NE

A Administrative details

Current code	New code	New title	Mapping
BSBSMB308			NE
BSBSMB305	BSBESB305	Address compliance requirements for new business ventures	E
BSBSMB404			E
BSBSMB415	BSBESB401	Research and develop business plans	NE
BSBSMB422			NE
BSBIPR405			NE
BSBSMB401	BSBESB402	Establish legal and risk management requirements of new business ventures	E
BSBSMB410			NE
BSBSMB402	BSBESB403	Plan finances for new business ventures	E
BSBSMB403			E
BSBSMB409	BSBESB404	Market new business ventures	NE
BSBSMB418	BSBESB405	Manage compliance for small businesses	E
BSBFRA401			NE
BSBFRA402			NE
BSBFRA403			NE
BSBFRA404			NE
BSBFRA501			NE
BSBFRA502	BSBESB406	Establish operational strategies and procedures for new business ventures	NE
BSBFRA503			NE
BSBFRA504			NE
BSBFRA505			NE
BSBIPR501			NE
BSBSMB420			E
BSBSMB423			NE
BSBSMB421	BSBESB407	Manage finances for new business ventures	E
Sustainability			
4 updated units of competency for endorsement (previously 9 units)			
BSBSUS201	BSBSUS211	Participate in sustainable work practices	E
BSBSUS401			E
BSBSUS402			NE
BSBSUS403	BSBSUS411	Implement and monitor environmentally sustainable work practices	NE
BSBSUS404			NE
BSBSUS405			NE
BSBSUS406			NE
BSBSUS501	BSBSUS511	Develop workplace policies and procedures for sustainability	E
BSBMGT624	BSBSUS601	Lead corporate social responsibility	E
2 newly created units of competency for endorsement			
-	BSBSUS412	Develop and implement workplace sustainability plans	NC
-	BSBSUS413	Evaluate and report on workplace sustainability	NC
Business operations			
21 updated units of competency for endorsement (previously 68 units)			
BSBADM101	BSBOPS101	Use business resources	E
BSBFRA301			NE
BSBIND201			E
BSBIND301	BSBOPS201	Work effectively in business environments	NE
BSBIND302			NE
BSBWOR302			NE
BSBCUE203			NE
BSBCUE205	BSBOPS202	Engage with customers	NE
BSBCUE302			NE
BSBCUE307			NE
BSBCUS201	BSBOPS203	Deliver a service to customers	E
BSBADM311			E
BSBFLM306	BSBOPS301	Maintain business resources	NE
BSBADM307	BSBOPS303	Organise schedules	NE
BSBCUE309			NE
BSBCUS301			E
BSBEDU303	BSBOPS304	Deliver and monitor a service to customers	NE
BSBINT303			NE
BSBINT304			NE
BSBSLS407			NE
BSBCMM301	BSBOPS305	Process customer complaints	E

A Administrative details

Current code	New code	New title	Mapping
BSBCUE304			NE
BSBCUE308			NE
BSBADM301			NE
BSBADM302			NE
BSBADM303			NE
BSBADM401	BSBOPS401	Coordinate business resources	NE
BSBADM406			NE
BSBADM409			E
BSBADM411			NE
BSBCUE403			NE
BSBFLM305			BSBOPS402
BSBMGT402	NE		
BSBRSK401	BSBOPS403	Apply business risk management processes	E
BSBCUS401	BSBOPS404	Implement customer service strategies	E
BSBCUS402			NE
BSBCUS403			NE
BSBSLS408			NE
BSBADM405	BSBOPS405	Organise business meetings	NE
BSBADM503			NE
BSBGOV401	BSBOPS406	Participate in organisational governance	NE
BSBGOV402			NE
BSBGOV405			E
BSBGOV501			NE
BSBGOV502			NE
BSBGOV505			NE
BSBADM506	BSBOPS501	Manage business resources	NE
BSBCUE406			NE
BSBCUE502			NE
BSBCUE607			NE
BSBCUE608			NE
BSBMGT622			E
BSBMGT517	BSBOPS502	Manage business operational plans	E
BSBADM504	BSBOPS503	Develop administrative systems	E
BSBRSK501	BSBOPS504	Manage business risk	E
BSBCUE504	BSBOPS505	Manage organisational customer service	NE
BSBCUE601			NE
BSBCUE602			NE
BSBCUE603			NE
BSBCUS501			E
BSBSLS501			NE
BSBCUE604	BSBOPS601	Develop and implement business plans	NE
BSBCUE606			NE
BSBMGT617			E
BSBMGT618			NE
BSBGOV506	BSBOPS602	Monitor corporate governance activities	NE
BSBGOV507			NE
BSBMGT623			NE
2 newly created units of competency for endorsement			
-	BSBOPS302	Identify business risk	NC
-	BSBOPS306	Record stakeholder interactions	NC
Project Management			
38 updated units of competency for endorsement (previously 47 units)			
BSBPMG409	BSBPMG420	Apply project scope management techniques	E
BSBPMG410	BSBPMG421	Apply project time management techniques	E
BSBPMG411	BSBPMG422	Apply project quality management techniques	E
BSBPMG412	BSBPMG423	Apply project cost management techniques	E
BSBPMG413	BSBPMG424	Apply project human resources management approaches	E
BSBPMG414	BSBPMG425	Apply project information management and communications techniques	E
BSBPMG415	BSBPMG426	Apply project risk management techniques	E
BSBPMG416	BSBPMG427	Apply project procurement procedures	E
BSBPMG417	BSBPMG428	Apply project life cycle management processes	E
BSBPMG418	BSBPMG429	Apply project stakeholder engagement techniques	E

A Administrative details

Current code	New code	New title	Mapping
BSBADM407 BSBPMG522	BSBPMG430	Undertake project work	NE E
BSBPMG511 BSBPMG602	BSBPMG530	Manage project scope	E NE
BSBPMG512 BSBPMG603	BSBPMG531	Manage project time	E NE
BSBPMG513 BSBPMG605	BSBPMG532	Manage project quality	E NE
BSBPMG514 BSBPMG604	BSBPMG533	Manage project cost	E NE
BSBPMG515 BSBPMG606	BSBPMG534	Manage project human resources	E NE
BSBPMG516 BSBPMG607	BSBPMG535	Manage project information and communication	E NE
BSBPMG517	BSBPMG536	Manage project risk	E
BSBPMG518 BSBPMG609	BSBPMG537	Manage project procurement	E NE
BSBPMG519	BSBPMG538	Manage project stakeholder engagement	E
BSBPMG520	BSBPMG539	Manage project governance	E
BSBPMG521 BSBPMG601	BSBPMG540	Manage project integration	E NE
BSBPMG610	BSBPMG630	Enable program execution	E
BSBPMG615	BSBPMG631	Manage program delivery	E
BSBPMG616	BSBPMG632	Manage program risk	E
BSBPMG617	BSBPMG633	Provide leadership for the program	E
BSBPMG621	BSBPMG634	Facilitate stakeholder engagement	E
BSBPMG622	BSBPMG635	Implement program governance	E
BSBPMG623	BSBPMG636	Manage benefits	E
BSBPMG624	BSBPMG637	Engage in collaborative alliances	E
BSBPMG801	BSBPMG810	Prioritise projects and programs	E
BSBPMG802	BSBPMG811	Select and balance the portfolio	E
BSBPMG803	BSBPMG812	Manage and review portfolio performance	E
BSBPMG804	BSBPMG813	Govern the portfolio	E
BSBPMG805	BSBPMG814	Lead the portfolio	E
BSBPMG806	BSBPMG815	Manage portfolio communications and change	E
BSBPMG807	BSBPMG816	Manage portfolio resources	E
BSBPMG808	BSBPMG817	Manage portfolio risk	E
1 newly created unit of competency for endorsement			
-	BSBPMG541	Manage complex projects	NC
Critical Thinking & Problem Solving			
Critical thinking			
7 updated units of competency for endorsement (previously 8 units)			
BSBCRT101	BSBCRT201	Develop and apply thinking and problem solving skills	NE
BSBCRT301	BSBCRT311	Apply critical thinking skills in a team environment	NE
BSBCRT404	BSBCRT411	Apply critical thinking to work practices	E
BSBCRT401	BSBCRT412	Articulate, present and debate ideas	E
BSBCRT402 BSBCRT403	BSBCRT413	Collaborate in creative processes	E NE
BSBCRT502	BSBCRT511	Develop critical thinking in others	E
BSBCRT501	BSBCRT512	Originate and develop concepts	E
1 newly created unit of competency for endorsement			
BSBCRT601	BSBCRT611	Apply critical thinking for complex problem solving	NC, NE
Personal effectiveness			
10 updated units of competency for endorsement (previously 13 units)			
BSBLED101	BSBPEF101	Plan and prepare for work readiness	E

A Administrative details

Current code	New code	New title	Mapping
BSBWOR201	BSBPEF201	Support personal wellbeing in the workplace	NE
BSBWOR202	BSBPEF202	Plan and apply time management	E
BSBWOR301	BSBPEF301	Organise personal work priorities	E
BSBWRK311	BSBPEF302	Develop self-awareness	E
BSBWOR403	BSBPEF401	Manage personal health and wellbeing	NE
BSBSMB408 BSBWOR404 BSBWOR424	BSBPEF402	Develop personal work priorities	NE E NE
BSBWRK412	BSBPEF403	Lead personal development	E
BSBLED503 BSBWOR501	BSBPEF501	Manage personal and professional development	NE NE
BSBLDR511	BSBPEF502	Develop and use emotional intelligence	E
Business strategy			
12 updated units of competency for endorsement (previously 21 units)			
BSBFLM309 BSBINN201	BSBSTR301	Contribute to continuous improvement	NE NE
BSBINN301	BSBSTR401	Promote innovation in team environments	NE
BSBCON401 BSBMGT403 BSBMGT406	BSBSTR402	Implement continuous improvement	NE E NE
BSBINN501 BSBINN502	BSBSTR501	Establish innovative work environments	NE NE
BSBCUE501 BSBMGT516	BSBSTR502	Facilitate continuous improvement	NE E
BSBGOV503 BSBMGT518	BSBSTR503	Develop organisational policy	NE E
BSBMGT608 BSBMGT619	BSBSTR601	Manage innovation and continuous improvement	E NE
BSBMGT616	BSBSTR602	Develop organisational strategies	E
BSBCON601	BSBSTR603	Develop business continuity plans	NE
BSBINN801 BSBMGT802	BSBSTR801	Lead innovative thinking and practice	E NE
BSBDIV803 BSBLDR802	BSBSTR802	Lead strategic planning processes for an organisation	NE NE
BSBCON801	BSBSTR803	Establish business continuity management strategies	E
Social Competence			
Teamwork / Relationships			
6 updated units of competency for endorsement (previously 15 units)			
BSBWOR203	BSBTWK201	Work effectively with others	E
BSBDIV301 BSBEDU304 BSBFLM313 BSBFLM314	BSBTWK301	Use inclusive work practices	E NE NE NE
BSBREL401 BSBREL402 BSBREL403 BSBSMB411	BSBTWK401	Build and maintain business relationships	E NE NE NE
BSBDIV501 BSBDIV601	BSBTWK501	Lead diversity and inclusion	E NE
BSBMGT520 BSBWOR502 BSBWRK409	BSBTWK502	Manage team effectiveness	NE E NE
BSBADM502	BSBTWK503	Manage meetings	E
1 newly created unit of competency for endorsement			
BSBCMM501 BSBREL501 BSBREL502	BSBTWK601	Develop and maintain strategic business networks	NC, NE
Verbal communication			
3 updated units of competency for endorsement (previously 6 units)			

A Administrative details

Current code	New code	New title	Mapping
BSBCMM101 BSBCMM201	BSBCMM211	Apply communication skills	NE NE
BSBCMM401	BSBCMM411	Make presentations	E
BSBCMM402 BSBGOV404 BSBLDR513	BSBCMM511	Communicate with influence	NE NE E
1 newly created unit of competency for endorsement			
-	BSBCMM412	Lead difficult conversations	NC
Written communication			
2 updated units of competency for endorsement			
BSBWRT301	BSBWRT311	Write simple documents	E
BSBWRT401	BSBWRT411	Write complex documents	E
Leadership			
13 updated units of competency for endorsement (previously 22 units)			
BSBEDU302 BSBFLM303	BSBLDR301	Support effective workplace relationships	NE E
BSBMGT401 BSBMGT405	BSBLDR411	Demonstrate leadership in the workplace	E NE
BSBLDR401	BSBLDR412	Communicate effectively as a workplace leader	E
BSBLDR402	BSBLDR413	Lead effective workplace relationships	E
BSBLDR403 BSBSMB407	BSBLDR414	Lead team effectiveness	E NE
BSBLDR404 BSBLDR504 BSBLDR804	BSBLDR521	Lead the development of diverse workforces	NE NE NE
BSBMGT404 BSBMGT502 BSBSLS502	BSBLDR522	Manage people performance	NE E NE
BSBLDR502	BSBLDR523	Lead and manage effective workplace relationships	NE
BSBINN601 BSBLDR805 BSBMGT615	BSBLDR601	Lead and manage organisational change	NE NE NE
BSBMGT605	BSBLDR602	Provide leadership across the organisation	E
BSBLDR801	BSBLDR811	Lead strategic transformation	NE
BSBLDR803	BSBLDR812	Develop and cultivate collaborative partnerships and relationships	NE
BSBLDR806	BSBLDR813	Lead and influence ethical practice	E
Data Literacy			
Data Literacy			
2 updated units of competency for endorsement (previously 4 units)			
BSBCUE204	BSBDAT201	Collect and record data	NE
BSBCUE404 BSBCUE503 BSBITU501	BSBDAT501	Analyse data	NE NE NE
Digital Competence			
Technology use			
12 updated units of competency for endorsement (previously 28 units)			
BSBITU111 BSBITU112 BSBITU307	BSBTEC101	Operate digital devices	E NE NE
BSBCUE301 BSBITU211 BSBITU212 BSBWOR204	BSBTEC201	Use business software applications	NE E E E
BSBITU213	BSBTEC202	Use digital technologies to communicate in a work environment	E
BSBINT305 BSBITU306 BSBITU309 BSBITU313	BSBTEC301	Design and produce business documents	NE E NE E
BSBITU311 BSBITU314	BSBTEC302	Design and produce spreadsheets	NE E

A Administrative details

Current code	New code	New title	Mapping
BSBITU312	BSBTEC303	Create electronic presentations	E
BSBITU401 BSBITU404	BSBTEC401	Design and produce complex text documents	E NE
BSBITA411 BSBITU402	BSBTEC402	Design and produce complex spreadsheets	NE E
BSBCUE407 BSBITS411 BSBMGT407 BSBMGT519	BSBTEC403	Apply digital solutions to work processes	NE NE E NE
BSBITB511 BSBITU422	BSBTEC404	Use digital technologies to collaborate in a work environment	NE E
BSBEBU401	BSBTEC405	Review and maintain organisation's digital presence	NE
BSBEBU502 BSBEBU511	BSBTEC501	Develop and implement an e-commerce strategy	NE E
2 newly created units of competency for endorsement			
BSBITU315	BSBTEC203	Research using the internet	NC, NE
BSBITA611 BSBITB801	BSBTEC601	Review organisational digital strategy	NC, NE
Qualifications: Business Enterprise Skills Project			
Business			
6 updated qualifications for endorsement (previously 25 qualifications)			
BSB10115	BSB10120	Certificate I in Workplace Skills	NE
BSB20115 BSB20215	BSB20120	Certificate II in Workplace Skills	NE NE NE
BSB30115 BSB30215 BSB30415 BSB30815 BSB30915 BSB31115	BSB30120	Certificate III in Business	NE NE NE NE NE NE
BSB40215 BSB40315 BSB40515 BSB40615 BSB41115 BSB41618 BSB41715 BSB42315	BSB40120	Certificate IV in Business	NE NE NE NE NE NE NE NE
BSB50215 BSB50315 BSB50415 BSB50815 BSB51518 BSB51715 BSB60815	BSB50120	Diploma of Business	NE NE NE NE NE NE NE
BSB60215	BSB60120	Advanced Diploma of Business	NE
Leadership and Management			
4 updated qualifications for endorsement			
BSB42015	BSB40520	Certificate IV in Leadership and Management	E
BSB51918	BSB50420	Diploma of Leadership and Management	E
BSB61015	BSB60420	Advanced Diploma of Leadership and Management	NE
BSB80215	BSB80320	Graduate Diploma of Strategic Leadership	E
Project Management			
4 updated qualifications for endorsement			
BSB41515	BSB40920	Certificate IV in Project Management Practice	E
BSB51415	BSB50820	Diploma of Project Management	E
BSB61218	BSB60720	Advanced Diploma of Program Management	E
BSB80415	BSB80220	Graduate Diploma of Portfolio Management	E

A Administrative details

Current code	New code	New title	Mapping
Small Business			
2 updated qualifications for endorsement (previously 3 qualifications)			
BSB30315	BSB30220	Certificate III in Entrepreneurship and New Business	E
BSB42518 BSB42618	BSB40320	Certificate IV in Entrepreneurship and New Business	NE E
Other Qualifications			
3 updated qualifications for endorsement (previously 4 qualifications)			
BSB41915	BSB40220	Certificate IV in Aboriginal and Torres Strait Islander Governance	E
BSB50715	BSB50220	Diploma of Aboriginal and Torres Strait Islander Governance	E
BSB80515 BSB80615	BSB80120	Graduate Diploma of Management (Learning)	NE NE
Training products Deleted			
Qualifications			
7 qualifications deleted			
BSB30515	-	-	D
BSB30615	-	-	D
BSB40715	-	-	D
BSB40915	-	-	D
BSB50515	-	-	D
BSB52318	-	-	D
BSB80315	-	-	D
Units of competency			
0 units of competency deleted			
-	-	-	-
Training products transferred to the CUA Creative Arts and Culture Training Package			
Units of competency			
15 units of competency transferred			
BSBDES201	CUADES201	Follow a design process	E
BSBDES202	CUADES202	Evaluate the nature of design in a specific industry context	E
BSBDES301	CUADES301	Explore the use of colour	E
BSBDES302	CUADES302	Explore and apply the creative design process to 2D forms	E
BSBDES303	CUADES303	Explore and apply the creative design process to 3D forms	E
BSBDES304	CUADES304	Source and apply design industry knowledge	E
BSBDES305	CUADES305	Source and apply information on the history and theory of design	E
BSBDES401	CUADES411	Generate design solutions	E
BSBDES402	CUADES412	Interpret and respond to a design brief	E
BSBDES403	CUADES413	Develop and extend design skills and practice	E
BSBDES501	CUADES511	Implement design solutions	E
BSBDES502	CUADES512	Establish, negotiate and refine a design brief	E
BSBDES601	CUADES611	Manage design realisation	E
BSBDES602	CUADES612	Research global design trends	E
BSBDES801	CUADES801	Research and apply design theory	E
Project 1G – Work Health and Safety			
3 updated units of competency for endorsement			
BSBWHS201	BSBWHS211	Contribute to the health and safety of self and others	E
BSBWHS301	BSBWHS311	Assist with maintaining workplace safety	E
BSBWHS401	BSBWHS411	Implement and monitor WHS policies, procedures and programs	E

A Administrative details

The above training products are listed in the BSB Business Services Training Package (Version 7) Modification History tables and are being submitted as an Australian Industry and Skills Committee (AISC) endorsement. A substantiation of the determination of equivalence or non-equivalence of training package products can be found in that Modification History tables in the Companion Volume Implementation Guide (CVIG) and in Appendix 8 of this Case for Endorsement. The training products have been independently verified as meeting the requirements of the Standards for Training Packages and reviewed and approved by the Business Services IRC.

Table 1 Total number of changes

Proposed changes to training products	Number of training products
Updated units	283
Newly created units	20
Total number of units submitted for endorsement	303
Updated qualifications	33
Newly created qualifications	0
Total number of qualifications submitted for endorsement	33
Units deleted	0
Qualifications deleted	7

Note: The Business Services IRC also approved a number of non-endorsable updates which will be implemented when (Version 7) of the BSB Business Services Training Package is added to the National Register. Further details are provided in **Appendix 2**.

Case for Change details

The Case for Change for the 2A Technical Skills Project was developed and submitted as an independent Case for Change, endorsed in June 2018. The Case for Change for the 3A Business Enterprise Skills Project was outlined in the 2018 Business Services Industry Skills Forecast and Proposed Schedule of Work.

The Cases for Change were prepared by PwC's Skills for Australia on behalf of the Business Services IRC and endorsed by the Australian Industry and Skills Committee (AISC).

There are were no requirements set by the AISC in relation to this training package development work.

Table 2 Activity order details

Activity Order	Project	Date executed	Scope of activity order (# of units)
PwC/TPD/2017-18 001	2A Technical Skills	June 2018	215
PwC/TPD/2018-19 002	3A Business Enterprise Skills	August 2018	312

B Description of work and request for approval

B1 Description of work being undertaken and why

The key drivers for change for the Technical Skills and Business Enterprise Skills Projects are outlined below.

Technical Skills

The Technical Skills Project considered sectors of the BSB Business Services Training Package that are aligned to established professions. Many of these professions have recognised representative bodies that supported targeted engagement with employers and practitioners in the field. Consideration was given to sector-specific trends and their impact on job roles in each profession.

The project examined each sector and addressed the evolving skills and knowledge that are required to competently perform these specialised job functions (*cf.* the Business Enterprise Skills Project, which examined transferable skills present across Business Services job functions). The separation of Technical Skills project work from the Business Enterprise Skills review ensured that consultation was targeted within professions and recognised that qualifications may be required in specialist areas despite low enrolments.

Audit and Compliance

This workstream addressed:

- Insufficient rigour in the Packaging Rules of BSB51615 Diploma of Quality Auditing. The packaging of this qualification allowed a learner to attain the qualification despite having only completed one 'BSBAUD' ('Quality Auditing') coded unit. This qualification has no core units. The draft qualification BSB50920 Diploma of Quality Auditing has a core of four industry-recognised quality auditing units, as well as two elective groups, one specifically focussed on audit and compliance skills.
- The opportunity to reflect existing industry practice by developing a lead auditor Skill Set in the nationally recognised training system. There is low industry recognition of BSB51615 Diploma of Quality Auditing, with many current and prospective practitioners electing to undertake nonaccredited 'Lead Auditor' training courses. Updates to the qualification and the creation of a Lead Auditor Skill Set should increase industry recognition and engagement in nationally recognised training.

Conveyancing

This workstream addressed:

- The trend among state and territory regulatory bodies towards requiring completion of the Advanced Diploma of Conveyancing as a condition of licensing (as opposed to the Diploma qualification). Independent state and territory licensing requirements have historically made the development of suitable national training package qualifications challenging. Updates in this workstream have resulted in a single qualification that enables a learner to satisfy existing licensing requirements around the country. Western Australia is the only state that currently requires completion of BSB52015 Diploma of Conveyancing as a condition of licensing.
- The adoption of e-conveyancing (electronic conveyancing) and the emerging skill and knowledge requirements that come with this new technology.
- The increasingly complex role of licensed conveyancers. The role that conveyancers are required to fulfil in relation to a transaction is broadening. Conveyancers are required to recognise the tax implications of transactions and are now often required to collect and remit tax accordingly. A new core unit of competency (BSBCNV616 Comply with

B Description of work and request for approval

tax obligations in a conveyancing transaction) has been developed that will equip learners with the skills to fulfil this increasingly complex role.

Human Resources

This workstream addressed:

- Misalignment of units of competency within qualification levels. Consultation undertaken in this workstream supported the development of an industry-validated mapping of Human Resources (HR) job roles to AQF levels. This enabled the creation of streams of units across nominal AQF levels. These streams address key HR functions (e.g. learning and development, workforce planning) and better represent the level associated with each job role. This approach has been reflected in the three draft qualifications at Certificate IV, Diploma and Advanced Diploma.
- The need for learners to obtain foundational HR skills before being trained in specialist skills. Industry consultees expressed the importance of learners progressing through the competency levels to develop entry-level skills before completing higher qualifications. Entry Requirements have been added to the Diploma and Advanced Diploma qualifications to support scaffolded skill development. Close engagement was carried out with the Australian HR Institute – and its member network – to ensure that relevant qualifications continue to meet the needs of the Human Resources profession.
- Human Resources' increasing involvement in the strategic management of organisations. At all levels (especially at higher AQF levels) practitioners require a strong understanding of business operations, as well as critical thinking and leadership skills. The Packaging Rules for the Advanced Diploma qualification have been updated to include units of competency in both critical thinking and leadership. At all levels the broadening Human Resources function was addressed by updating existing HR units of competency, as well as packaging more transferable business skill units into the qualifications.

Information Services

This workstream addressed:

- The opportunity to increase engagement with vocational training in 'Information Services' disciplines (libraries, archives, records management). Records management skills have been packaged as specialisations in the draft qualifications of Certificate III, Certificate IV and Diploma of Business to increase visibility of the training, as well as to recognise the increasing importance of records management in organisations. Close engagement was carried out with the Australian Library and Information Association – and its member network – to ensure that relevant qualifications continue to meet the needs of the library profession.
- The change in industry terminology over the past decade caused by the shift to a digital environment. Terms such as 'recordkeeping' and 'online' have become outdated in Information Services industries. The assumption is now that activity must be able to be carried out in a digital environment. Units of competency and qualifications have been updated to ensure they remain relevant and utilise current industry terminology. Three new units of competency (BSBINS502, BSBINS515, BSBINS516) have also been created to strengthen these changes in the draft qualifications.

Legal Services

This workstream addressed:

- The need to better align training products to existing job roles. Legal Services qualifications were primarily targeted at paralegal staff working in corporate / private law firms. Industry consultation indicated that these job roles are mostly occupied by learners completing a Bachelor's degree. The BSB Training Package qualifications are commonly used by the community legal sector. As such, the training products have been aligned to legal practice areas that are more applicable in these environments. Three new units of competency (BSBLEG531, BSBLEG533, BSBLEG534) address this changed context.

B Description of work and request for approval

- The pathway opportunity presented by the emergence of legal project management. The routine and administrative tasks that are performed by many Legal Services workers are increasingly becoming automated and digitised. This presents an opportunity for Legal Administrative Assistants, Legal Secretaries and Paralegals to support the management of legal projects and develop required skills for Legal Practice Management. A new unit of competency (BSBLEG425) has been developed that will enable learners to develop the skills required for this emerging discipline.
- The increasing adoption of digital ways of working in the legal profession. Legal Services job roles are increasingly requiring the competent use of digital technologies. Court documents are often required to be filed electronically and communication is largely online. Units of competency have been updated to reflect the electronic nature of Legal Services work tasks.

Marketing

This workstream addressed:

- The opportunity to ensure that qualifications equip workers with the skills and knowledge required for entry-level marketing roles. Current practice in the marketing profession is to hire people with a Bachelor's degree for full-time entry-level job roles. Industry consultation suggested that this was due to: (a) key skills that learners were failing to develop in the current qualifications, and (b) an unfavourable perception of the role of vocational education pathways. The qualifications have been updated to include units of competency that will equip workers with skills for entry-level roles and act as an alternative pathway into the profession.
- The increasing importance of effective Public Relations brought about by social media and the rise of the 24-hour news cycle. The Public Relations sector was identified as an integral part of the marketing stream. The qualification Packaging Rules have been updated to ensure that Public Relations skills are developed by learners throughout the marketing qualifications. A new unit of competency (BSBMKG628) was developed to address the skills and knowledge required for leading organisational public relations.
- The need for learners to obtain foundational marketing and communications skills before being trained in specialist skills. Industry consultees expressed the importance of learners progressing through the competency levels to develop entry-level skills before completing higher qualifications. The already-existing Entry Requirements have been updated in BSB50620 Diploma of Marketing and Communication and BSB60520 Advanced Diploma of Marketing and Communication to support scaffolded skill development.

Business Enterprise Skills

The Business Services Training Package required substantial update to address obsolete and superfluous training products that have built up over successive reviews. The practice of reviewing small pockets of training products in isolation has resulted in a high volume of 'generalist' units of competency with very low enrolment. Of the 312 units of competency in scope of this review, greater than 50% receive less than 1,500 enrolments per year (compared with 100,000+ for the most heavily used). The current version of the Business Services Training Package has no cohesive structure and is considered inaccessible to users (ref. Figure 1 below).

In addition, 15 units of competency coded BSBDES, have been transferred to the CUA Creative Arts and Culture Training Package. The units relate to design skills, which is not a subsector of the Business Services industry and do not appear in any qualifications in the BSB Training Package Version 6.

The restructure of the Training Package and reduction in total number of training products strongly aligns with Council of Australian Governments (COAG) Industry and Skills Council reforms to Training Packages. In addition to considering enrolment data, units of competency were individually examined to identify those that are obsolete or duplicative. These findings were validated through consultation with industry and training sector stakeholders.

The Business Services IRC is acutely aware of the burden that may be borne by users where units of competency are deleted from the national register. For that reason, units have been superseded (and mapped as 'Not Equivalent') rather than 'Deleted'. The impact of this approach is that the units will continue to exist on the national register. Training package qualifications that import these units will avoid disruption, allowing other IRCs to consider the suitability of the updated units when the qualification is next reviewed.

B Description of work and request for approval

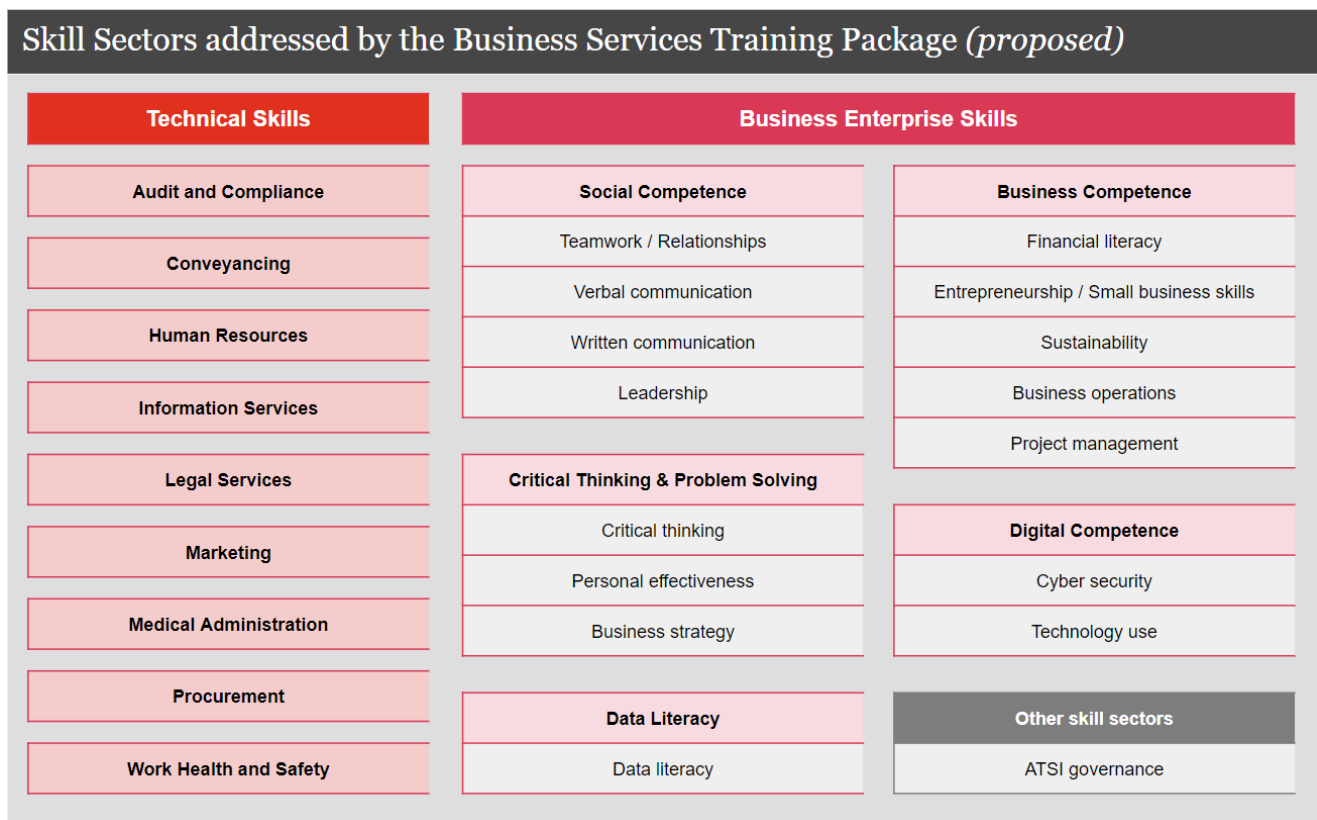
As part of work undertaken in the Business Enterprise Skills project, 173 units of competency were identified as obsolete. These units are mapped as superseded in Table 1.

Figure 1 Structure of the BSB Business Services Training Package (current)

Structure of the Business Services Training Package (current)																														
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Project management																														
Small and micro business																														

Whilst also representing an opportunity to streamline the Training Package, the primary focus of the Business Enterprise Skills project was to develop training products that better equip learners with essential transferable skills (or business enterprise skills). These business enterprise skills underpin all roles in the Business Services sector, as well as roles across other industries. This holistic review created an opportunity to restructure and simplify the Training Package (ref. Figure 2 below).

Figure 2 Updated structure of the BSB Business Services Training Package (Version 7)

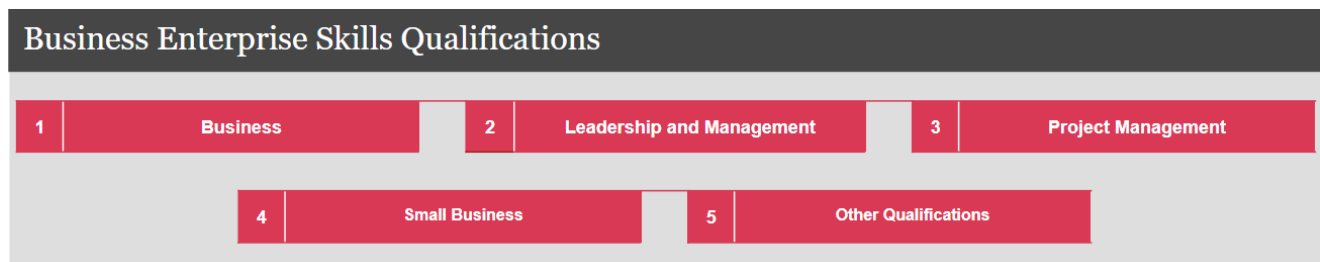


The revised structure was informed by extensive research and consultation with industry, training providers and other key stakeholders. The 'Business Enterprise Skills' streams are a taxonomy of transferable skills that are becoming increasingly demanded by employers and are therefore essential for meaningful participation in the workforce. The 'Technical Skills' in Figure 2 allow for specialisation as a pathway in a career journey. The simplified structure of the Training Package will be accessible for learners and employers, as well as VET sector stakeholders.

The Business Enterprise Skills can be thought of as 'buckets' of units of competency for learners to access throughout their career journey to increase necessary skills in specified areas. They were developed at the level of workplace competence and informed by thought leadership and stakeholder consultation. The units of competency have been developed in line with this framework.

Qualifications in the Business Enterprise Skills Project have been developed to align with evolving Business Services job roles. The qualifications have been reviewed in streams (ref. Figure 3 below), which has allowed the development of meaningful qualifications that incorporate a variety of transferable business enterprise skills. Seven qualifications have been deleted due to low enrolment and completion rates, and lack of connection to job outcomes.

Figure 3 Business Enterprise Skills project – qualification streams



Business

Training products have been streamlined from 27 qualifications addressing a range of focus areas (e.g. business administration and customer engagement) into six qualifications that address common skills and to better support learner pathways between qualifications and levels. There is one updated qualification at each AQF level from 1 to 6 (Certificate I to Advanced Diploma). Specialisation streams have been included where applicable to ensure that previous qualification focus areas are not lost, as well as to recognise emerging areas of priority.

Two skill sets have been newly created to better address the requirements of learners that are not yet equipped to undertake a Certificate II qualification and for whom the Certificate I may not be appropriate - BSBSS00124 Workplace IT Foundations Skill Set, BSBSS00125 Workplace Foundations Skill Set.

The Certificate III, Certificate IV and Diploma include specialisation streams ranging from Customer Engagement to Sustainability and Cyber Security. The impact of having fewer, better targeted qualifications should be increased employer and learner awareness of qualification outcomes. Increased simplicity of the suite of qualifications (as well as a specialisation recognised on a testamur) will foster an increased understanding of the skills acquired by a learner. This should also concentrate enrolments and support state and territory funding arrangements. This will also allow learners to better understand the skill development pathways.

New units of competency have been developed and packaged in the qualifications to address emerging skill requirements. For example, two new sustainability units of competency (BSBSUS412, BSBSUS413) have been created to address demand for learners to have the skills to develop, implement and evaluate workplace sustainability plans.

Industry consultees suggested that the level of training and assessment required for BSB60120 Advanced Diploma of Business was not appropriate for a learner who does not yet have competence to initiate, plan, execute and evaluate their own work and/or the work of others. Consultees suggested that the required competence could be achieved through completing a Diploma or Advanced Diploma from the BSB Training Package or by having two years equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise. These Entry Requirements have been added to the qualification.

Leadership and Management

The Leadership and Management qualifications have been updated to mirror industry-articulated skill requirements. The Packaging Rules of the qualifications have been updated to ensure that critical thinking and effective communication are core in the learner's development.

Due care has been taken to ensure that the Leadership and Management qualifications are sufficiently differentiated from the stream of Business qualifications. The Leadership and Management qualifications provide learners with a range of skills required to lead and manage teams and organisations. In comparison, the Business qualifications offer skills across a broad range of business-specific competencies with the opportunity to develop leadership skills in a business context.

Industry consultees suggested that the level of training and assessment required for BSB60420 Advanced Diploma of Leadership and Management was not appropriate for a learner who does not yet have competence to initiate, plan, execute and evaluate their own work and/or the work of others. Consultees suggested that the required competence could be achieved through completing a Diploma or Advanced Diploma from the BSB Training Package or by have two years

B Description of work and request for approval

equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise. These Entry Requirements have been added to the qualification.

Project Management

The Project Management qualifications were well regarded by industry consultees. Enrolment numbers in the qualifications are strong. For these reasons, the qualifications (Certificate IV – Graduate Diploma) underwent only minor change, largely through updates to the underlying units of competency.

A new unit of competency (BSBPMG541) was developed to address competency requirements for the management of complex projects. This new elective unit (nominal level 5) will ensure that learners are equipped with the skills and knowledge required to manage large scale projects.

Small Business

In an increasingly competitive and globalised business environment, ‘intrapreneurship’ is increasing in prevalence. This term describes individuals who may be launching new business ventures as part of an existing organisation (*cf.* ‘entrepreneurship’).

The Small Business qualifications have been updated to apply to intrapreneurs as well as those launching or operating microbusinesses creating self-employment (i.e. more traditional entrepreneurs). The qualifications have been retitled ‘Entrepreneurship and New Business’ to reflect this.

These qualifications are used as part of the New Enterprise Incentive Scheme (NEIS). During the review of these qualifications, close engagement was carried out with the National NEIS Association – the representative body for organisations providing New Business Assistance through the NEIS program.

Other Qualifications

The Certificate IV and Diploma of Business (Governance) have been updated and retitled to the ‘Aboriginal and Torres Strait Islander Governance’ to better reflect the existing content and usage of those qualifications. The minor updates that have been made to elective banks more accurately reflect the purpose of the qualifications.

The Graduate certificate in Management (Learning) and the Graduate Diploma of Management (Learning) have been amalgamated into the Graduate Diploma of Management (Learning). The duplicative nature of these qualifications presented a compelling opportunity for amalgamation.

Skill Sets

Skill sets have been updated in response to industry needs to ensure that there are clear pathways into qualifications and job roles. New skill sets have been created to meet industry’s desire for targeted microcredentials that align to emerging skills needs. Advice on the implementation of these skill sets is included in the Companion Volume Implementation Guide.

Table 4 Summary of qualification changes for the Technical Skills Project

Stream	BSB Version 6.0	Proposed change	BSB Version 7.0
Audit and Compliance	Diploma of Quality Auditing	Update	Diploma of Quality Auditing
Conveyancing	Diploma of Conveyancing	Streamline	Advanced Diploma of Conveyancing
	Advanced Diploma of Conveyancing		
Human Resources	Certificate IV in Human Resources	Update	Certificate IV in Human Resource Management
	Diploma of Human Resources Management		Diploma of Human Resource Management
	Advanced Diploma of Management (Human Resources)		Advanced Diploma of Human Resource Management

B Description of work and request for approval

Stream	BSB Version 6.0	Proposed change	BSB Version 7.0
Information Services	Certificate III in Library and Information Services	Update	Certificate III in Library and Information Services
	Certificate IV in Library and Information Services		Certificate IV in Library and Information Services
	Diploma of Library and Information Services		Diploma of Library and Information Services
Legal Services	Certificate III in Business Administration (Legal)	Update	Certificate III in Legal Services
	Certificate IV in Legal Services		Certificate IV in Legal Services
	Diploma of Legal Services		Diploma of Paralegal Services
Marketing	Certificate IV in Marketing and Communication	Update	Certificate IV in Marketing and Communication
	Diploma of Marketing and Communication		Diploma of Marketing and Communication
	Advanced Diploma of Marketing and Communication		Advanced Diploma of Marketing and Communication

B Description of work and request for approval

Table 5 Summary of qualification changes for the Business Enterprise Skills Project

Stream	BSB Version 6.0	Proposed change	BSB Version 7.0
Business	Certificate I in Business	Streamline	Certificate I in Workplace Skills
	Certificate II in Business Certificate II in Customer Engagement		Certificate II in Workplace Skills
	Certificate III in Business Certificate III in Business Administration Certificate III in Business Administration (Education) Certificate III in Business Administration (Medical) Certificate III in Customer Engagement Certificate III in Recordkeeping		Certificate III in Business <i>(with specialisations)</i>
	Certificate IV in Business Certificate IV in Business Administration Certificate IV in Business Sales Certificate IV in Business (Procurement) Certificate IV in Customer Engagement Certificate IV in Environmental Management and Sustainability Certificate IV in International Trade Certificate IV in Recordkeeping		Certificate IV in Business <i>(with specialisations)</i>
	Diploma of Business Diploma of Business Administration Diploma of Business (Procurement) Diploma of Customer Engagement Diploma of International Business Diploma of Recordkeeping Advanced Diploma of Recordkeeping		Diploma of Business <i>(with specialisations)</i>
	Advanced Diploma of Business		Advanced Diploma of Business
Leadership and Management	Certificate IV in Leadership and Management	Update	Certificate IV in Leadership and Management
	Diploma of Leadership and Management		Diploma of Leadership and Management
	Advanced Diploma of Leadership and Management		Advanced Diploma of Leadership and Management
	Graduate Diploma of Strategic Leadership		Graduate Diploma of Strategic Leadership
Project Management	Certificate IV in Project Management Practice	Update	Certificate IV in Project Management Practice
	Diploma of Project Management		Diploma of Project Management
	Advanced Diploma of Program Management		Advanced Diploma of Program Management
	Graduate Diploma of Portfolio Management		Graduate Diploma of Portfolio Management
Small Business	Certificate III in Micro Business Operations	Update	Certificate III in Entrepreneurship and New Business
	Certificate IV in New Small Business Certificate IV in Small Business Management	Streamline	Certificate IV in Entrepreneurship and New Business
Other	Certificate IV in Business (Governance)	Update	Certificate IV in Aboriginal and Torres Strait Islander Governance
	Diploma of Business (Governance)		Diploma of Aboriginal and Torres Strait Islander Governance
	Graduate Certificate in Management (Learning) Graduate Diploma of Management (Learning)	Streamline	Graduate Diploma of Management (Learning)
-	Certificate III in Business Administration (International Education) Certificate III in International Trade Certificate IV in Franchising	Delete	-

B Description of work and request for approval

Stream	BSB Version 6.0	Proposed change	BSB Version 7.0
	Certificate IV in Governance Diploma of Franchising Diploma of Governance Graduate Certificate in Leadership Diversity		

B2 Request for approval

This submission puts forward the Case for Endorsement for the proposed components of the Business Services Training Package (Version 7).

The draft components submitted to the AISC for endorsement are detailed in Error! Reference source not found. and summarised in **Table 1** in Section 1 of this Case for Endorsement.

All components submitted for endorsement have been developed and reviewed in accordance with the *Standards for Training Packages 2012*, the *Training Package Products Policy 2019* and the *Training Package Development and Endorsement Process Policy 2019*.

Evidence of consultation with states and territories, and evidence that the views of key stakeholders have been considered, is provided in Section 3 of this Case for Endorsement.

The training product changes outlined in this Case for Endorsement are based on PwC's Skills for Australia's analysis of the feedback received through consultation with industry.

C Evidence of industry support

The Business Services IRC supports the submission of the training products detailed in this Case for Endorsement.

Name of Chair: Yvonne Webb, Business Services IRC Chair

Signature of Chair:



Date:

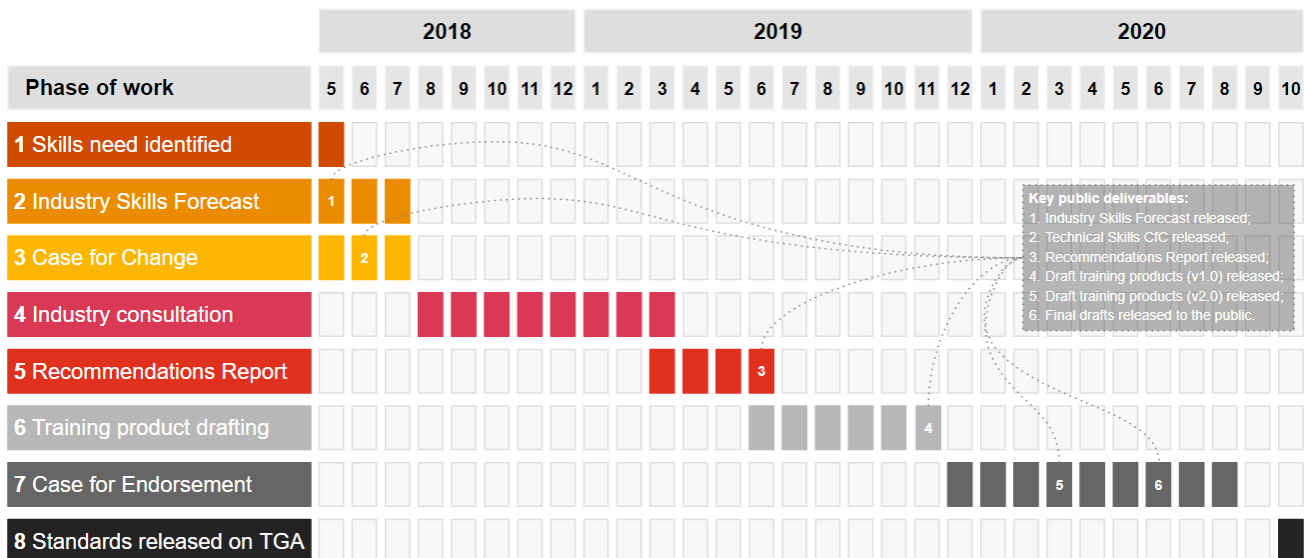
2 July 2020

C1 Conduct of enquiry and evidence of consultation

Our consultation approach has been guided by the following principles for training product development, which requires that our work should:

- 1 Be industry led
- 2 Encourage broad and transparent stakeholder consultation
- 3 Respond quickly to industry skills needs and priorities
- 4 Be efficient and cost effective
- 5 Produce high quality and independently validated training products

Figure 4 Project timeline – BSB Business Enterprise Skills and Technical Skills projects



We have consulted extensively with Business Services IRC members, industry and other relevant stakeholders through the methods outlined below. A list of stakeholders consulted over the course of project work is found in **Appendix 1**. The consultation methodology ensured that all stakeholders had an opportunity to provide feedback on the training products, irrespective of geography or stakeholder type. Stakeholders in regional and remote areas were proactively engaged throughout the projects using consultation mechanisms such as surveys and videoconferences.

IRC meetings

The Business Services IRC has been engaged throughout all phases of project work, including initial consultation, review of consultation insights and training product recommendations, and review of draft and final training products. Business Services IRC members have been engaged through formal IRC meetings, individual and focus group consultation, project

C Evidence of industry support

working group (PWG) meetings (where applicable) and invitations to submit feedback for draft training products published on the PwC's Skills for Australia website. The approach of the IRC has been, at all times, forward-looking and innovative.

The table below provides a list of the IRC meetings where Projects 2A or 3A were discussed.

Table 6 List of Business Services IRC meetings

Date	Project
Tuesday 30th January, 2018	2A Technical Skills 3A Business Enterprise Skills
Wednesday 7th March, 2018	2A Technical Skills 3A Business Enterprise Skills
Thursday 10th May, 2018	2A Technical Skills 3A Business Enterprise Skills
Wednesday 4th July, 2018	2A Technical Skills 3A Business Enterprise Skills
Tuesday 2nd October, 2018	2A Technical Skills 3A Business Enterprise Skills
Tuesday 4th December, 2018	2A Technical Skills 3A Business Enterprise Skills
Thursday 7th March, 2019	2A Technical Skills 3A Business Enterprise Skills
Thursday 9th May, 2019	2A Technical Skills 3A Business Enterprise Skills
Thursday 13th February, 2020	2A Technical Skills 3A Business Enterprise Skills
Monday 25th May, 2020	2A Technical Skills 3A Business Enterprise Skills
Thursday 2nd July, 2020	2A Technical Skills 3A Business Enterprise Skills

Project working groups (PWGs)

Following approval of the Case for Change PWGs were established to provide subject matter expertise for training product development work, and to guide stakeholder engagement. PWG members for each project are listed in **Appendix 1** of this Case for Endorsement.

PWG membership and composition were directed by the Business Services IRC and reflected the representation of geographies and industry sectors appropriate for the project. PWGs for Projects 2A and 3A met three times over the period from August 2018 to December 2019. The purpose of these meetings was for members to offer specialised input, to discuss key consultation feedback and to consider recommendations in response to that feedback. In addition to scheduled meetings, PWG members were consulted on an ongoing basis to validate key issues and review key documents.

Surveys

In order to collect feedback from a broader range of participants, surveys were published on the PwC's Skills for Australia website. Two surveys were published. The surveys were open to the public for a total of 26 weeks. The first survey was open from October 2018 to February 2019, and served to increase stakeholder consultation and awareness of the projects and gain insights on skills and knowledge requirements prior to development of the Recommendations Report. The second survey was open from November 2019 to February 2020 to allow stakeholders to provide feedback during the draft version public review period.

Targeted industry consultations

Targeted consultations were conducted with groups and individuals identified as relevant stakeholders by the Business Services IRC, PWGs and industry contacts within the PwC's Skills for Australia network.

As the Business Services Training Package is part of a national training system, PwC's Skills for Australia sought consultation with, and invited feedback from, stakeholders in all states and territories, including industry employers and

C Evidence of industry support

organisations, peak bodies, government and registered training organisations (RTOs). Targeted consultations were generally conducted via one to one interview over the phone or in person, focus groups and email correspondence.

In general, targeted consultation concentrated on geographies in which economic activity and employer demand are most concentrated for the relevant job roles addressed by the project. Furthermore, to capture feedback from stakeholders that were not able to be engaged via one to one interview or focus groups, PwC's Skills for Australia published draft training products on its website and social media channels for public review and encouraged IRC and PWG members to share published materials with their networks.

Targeted training sector consultation period

During the draft version public review period (11 November 2019 to 31 January 2020) PwC's Skills for Australia actively engaged with training sector stakeholders, holding open forum consultation sessions in Adelaide, Brisbane, Canberra, Darwin, Hobart, Melbourne, Perth and Sydney. PwC's Skills for Australia also hosted video conferences for regional stakeholders (centred on engagement in Wollongong and Bendigo). The consultation sessions involved an overview of the training product development process, an update on the current state of the draft training products, discussion of implementation considerations and an interactive feedback session. More than 100 stakeholders participated in these consultation sessions and provided targeted feedback.

All RTOs with BSB Training Products on scope were notified of review progress and outcomes on several occasions, inviting feedback on both projects.

The table below summarises stakeholder involvement in consultation for these projects, including IRC and PWG members who also participated in one-on-one consultations or focus group discussions.

Table 7 Consultation by project and stakeholder type

Project	Industry	RTO	Government/Peak body/Union/Other	TOTAL
2A Technical Skills	261	230	65	556
3A Business Enterprise Skills	106	291	50	447

Table 8 Consultation by project and state or territory

Project	ACT	NSW	NT	QLD	SA	TAS	VIC	WA	National	TOTAL
2A Technical Skills	9	144	13	50	47	12	80	97	104	556
3A Business Enterprise Skills	8	96	39	38	31	19	60	66	90	447

Engagement with State and Territory Training Authorities

State and Territory Training Authorities (STAs) have been engaged throughout the review process and provided feedback at scheduled periods and on an ongoing basis. All STAs were engaged to provide feedback on draft training products released during the following periods:

- Draft version public review period: 11 November 2019 – 31 January 2020
- Public validation period: 24 February – 6 March 2020
- Dedicated STA review period: 25 May – 23 June 2020

Draft training product review

Draft training products were published on PwC's Skills for Australia's website for public review and feedback on two occasions:

Draft version public review period:

C Evidence of industry support

- **2A Technical Skills**, 11 November 2019 – 31 January 2020
- **3A Business Enterprise Skills**, 11 November 2019 – 31 January 2020

Public validation period:

- **2A Technical Skills**, 24 February 2020 – 6 March 2020
- **3A Business Enterprise Skills**, 24 February 2020 – 6 March 2020

Email alerts were also sent to all BSB subscribers of PwC's Skills for Australia's website (including STA networks), IRC members, PWG members, and all RTOs that have BSB units on scope. The email alerts advised that the draft training products were available for review on the project webpage.

Based on the download data available through PwC's Skills for Australia's website, there was a minimum of:

- 230 unique draft training product downloads for the draft version public review period;
- 247 unique draft training product downloads for the public validation period.

D Industry expectations about training delivery

D1 Industry advice on training delivery

Industry members advised that training delivery and assessments should be permitted to be performed in a simulated environment to ensure learner accessibility. This is provided that the simulated environment is realistic and sufficiently rigorous to cover all aspects of this sector's workplace performance. As a result, this has been reflected in the Assessment Conditions of each reviewed unit.

In addition, within the Assessment Requirements of each unit, to be consistent with Training Package Products Policy and to improve clarity of instructions to assessors, the Performance Evidence states the number of times a task is required to be performed in order to demonstrate competence. Industry stakeholders advised that, in most cases, tasks should all be performed more than once in order for a learner to be deemed competent.

Additional advice is included in the BSB Companion Volume Implementation Guide about industry's expectations of training delivery, delivery modes and pathways, work-based learning strategies and learner characteristics, and assessments.

D2 Industry advice on traineeships and apprenticeships

The supersession of BSB10115 Certificate I in Business and BSB20115 Certificate II in Business may have an impact on traineeships and apprenticeships. The updated BSB10120 Certificate I in Workplace Skills and BSB20120 Certificate II in Workplace Skills better reflect the skills required by a learner entering the business services workforce for the first time. Refer to section B for further details.

Industry consultation has indicated that all other amendments to training products presented in this Case for Endorsement are not expected to have an impact on the use of traineeships and apprenticeships.

E Implementation of the new Training Package

E1 Implementation management strategy

This review of the BSB Business Services Training Package encompasses a substantial number of training products (ref. Table 1). The Business Services IRC understands the burden borne by the training sector (e.g. RTOs, regulators, training materials developers) through the implementation of a Training Package release of this scale, and the risk of learners being impacted under default transition arrangements set out in the *Standards for RTOs 2015*.

Given the non-equivalence of many updated qualifications, as well as the timing of submission (i.e. August AISC meeting), an extended transition period would benefit existing and future learners by allowing RTOs more time to meet their obligations. This should also allow sufficient time for processing the higher-than-normal volume of applications to change RTO scope of registration.

As a result, to ease in transition between versions of the BSB Business Services Training Package, the Business Services IRC has formally requested that PwC's Skills for Australia apply for an extension of default transition periods to 18-months.

Communication of changes to the BSB Business Services Training Package will require RTOs to make changes to their qualifications on scope. To address this, the following communications strategy has been developed to notify stakeholders, including RTOs, of changes to the BSB Business Services Training Package:

- Update the PwC's Skills for Australia website, including publishing a news post on the BSB webpage
- Email all subscribers to the BSB industry on PwC's Skills for Australia's website
- Email all RTOs with BSB Training Products on scope at the point of submission to the AISC (i.e. several months prior to release on the national register)
- Email organisations and individuals previously engaged throughout the training product development process, including STAs, employers, RTOs and peak bodies
- Develop a summary document outlining the changes, and include it with the abovementioned communications
- Verbally communicate the changes at relevant meetings, conferences and events attended by PwC's Skills for Australia team members
- Share the changes with the broader stakeholders via social media, including the PwC's Skills for Australia LinkedIn page

In addition, an automated email will be sent from training.gov.au notifying all RTOs on scope of changes to the BSB Business Services Training Package.

E2 Licensing requirements

Updates to the Conveyancing qualifications will have a minor impact on licensing in that profession. The states and territories that mandate completion of these qualifications as a condition of licensing will need to review the adequacy of the updated Advanced Diploma qualification to assess its viability as an ongoing licensing requirement.

As discussed in **Section B1** of this Case for Endorsement, updates to the Advanced Diploma of Conveyancing do not impact existing licensing arrangements – i.e. the qualification is packaged in such a way that a learner can satisfy existing licensing requirements in all states and territories that currently mandate completion of the Advanced Diploma, including those that mandate completion of specific units of competency.

Western Australia is currently the only state that requires completion of BSB52015 Diploma of Conveyancing as a condition of licensing (and does not also recognise completion of the Advanced Diploma qualification). The Department of Mines,

E Implementation of the new Training Package

Industry Regulation and Safety WA (the relevant regulatory body) has been consulted and made aware of the qualification changes.

Industry consultation indicated that all other changes made in relation to the training products will not affect any licensing requirements across Australia. Licensing requirements that affect BSB Business Services Training Package are listed in the BSB Implementation Guide in the 'Implementation information' section.

F Quality assurance reports

F1 Independent Quality Reports

Independent Quality Reports, including an Editorial Report, an Equity Report, and a Quality Report have been included as part of this Case for Endorsement.

The reports attest to there being a quality assured Companion Volume Implementation Guide prepared. PwC’s Skills for Australia confirms that this guide will be available on VETNET following publication of Version 7 of the BSB Business Services Training Package on the National Register.

Equity Report

The equity report was completed on 17 April 2020.

Editorial Report

The equity report was completed on 17 April 2020.

Quality Report

The quality report was completed on 24 May 2020.

F2 Declaration of alignment with standards

Throughout the training product development process, we have ensured that developed qualifications, skill sets and units of competency meet industry needs and the requirements of:

- *The Standards for Training Packages 2012*
- *Training Package Products Policy 2019*
- *Training Package Development and Endorsement Process Policy 2019.*

F3 Declaration of having met the Training Package Quality Principles

The table below provides statements that support that the training products being submitted to the AISC for approval meet the Training Package Quality Principles.

Table 9 Declaration of having met the Training Package Quality Principles

Principle	Evidence
1. Reflect identified workforce outcomes	<ul style="list-style-type: none"> • The conduct of our enquiry, as outlined in Section C1 of this Case for Endorsement, has ensured that industry needs have formed the basis of training product development. • Existing training products have been amended to ensure alignment with current industry processes, procedures and technology. • New training products have been created to meet the needs of current job roles across the Business Services industry. • Training products have been developed to respond to the key trends identified in the Business Services Industry Skills Forecasts and Proposed Schedules of

Principle	Evidence
	<p>Work and key themes emerging from industry consultation.</p>
<p>2. Support portability of skills and competencies including reflecting licensing and regulatory requirements</p>	<ul style="list-style-type: none"> • We have closely involved relevant regulatory and licensing bodies in our training product development work, including consultations with the Business Services IRC and PWG members, focus groups and targeted consultations with stakeholders listed in Appendix 1. Refer to Section E2 for further discussion of licensing requirements. • Industry indicates no other licensing or regulatory requirements have been impacted by the proposed modifications to training products listed in this Case for Endorsement. • Skill sets have been updated to support the transferability and portability of skills. For example, BSBSS00109 Introduction to Team Management Skill Set, is applicable to individuals in a variety of organisations in a team management position.
<p>3. Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry</p>	<ul style="list-style-type: none"> • Our consultations have included stakeholders from national and multinational employers, peak bodies, RTOs and other subject matter experts, as outlined in Appendix 1.
<p>4. Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces</p>	<ul style="list-style-type: none"> • Units of competency have been updated to ensure alignment with industry needs and workforce skill requirements. Furthermore, terminology used in Performance Criteria, Performance Evidence and Knowledge Evidence has been updated, where appropriate, to ensure it is sufficiently flexible to adapt to evolving industry processes, procedures and technologies. • Qualifications have been updated to ensure appropriate and varied listed elective units of competency are available for learners. Moreover, Packaging Rules have been updated, where appropriate, to increase the number of units of competency that may be selected from elsewhere within the BSB Business Services Training Package (Version 7), other endorsed training packages or accredited courses to maximise each qualification's flexibility.
<p>5. Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors</p>	<ul style="list-style-type: none"> • Skill sets and qualifications have been updated to provide learners with pathways from school into VET, between VET qualifications, into higher education, and into job roles in Business Services, with 'exit points' into jobs existing for each qualification.
<p>6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements</p>	<ul style="list-style-type: none"> • The content of units of competency has been developed in consultation with industry and trainers and assessors, ensuring language used is relevant to workplaces and is easily understood in a training context. • A Companion Volume Implementation Guide will accompany Version 7 of the BSB Business Services

Principle	Evidence
	<p>Training Package to support implementation of training across a range of settings.</p> <ul style="list-style-type: none">• Assessment Requirements in units of competency have been standardised where appropriate to ensure consistency. Where industry requires assessment to occur in a particular way for a given unit of competency, it has been clearly articulated in the Assessment Conditions.

G Implementation of COAG Industry and Skills Council reforms to Training Packages

G1 Alignment with the COAG ISC reforms to Training Packages

The table below demonstrates the alignment of the draft training products with the Council of Australian Governments (COAG) Industry and Skills Council reforms to Training Packages.

Table 10 Alignment with the COAG ISC reforms to Training Packages

Principle	Evidence
1. Ensure obsolete and superfluous qualifications are removed from the system	<ul style="list-style-type: none"> Qualification enrolment and completion data, as well as feedback from industry and training sector stakeholders were used to inform determinations as to whether qualifications were obsolete and/or superfluous. Refer to Appendix 7.
2. Ensure that more information about industry's expectations of training delivery is available to training providers to improve their delivery and to consumers to enable more informed course choices	<ul style="list-style-type: none"> Training products have been clearly titled, with titles linked to job roles and/or to specific skills, enabling users without an in depth understanding of the VET system to make more informed course choices. The inclusion of specialisation streams in key qualifications will also support user engagement. A Companion Volume Implementation Guide will accompany Version 7 of the BSB Business Services Training Package to support implementation of training across a range of settings. Assessment Requirements in units of competency have been written to ensure consistency. Where industry requires assessment to occur in a particular way for a given unit of competency, it has been clearly articulated in the Assessment Conditions.
3. Ensure that the training system better supports individuals to move easily from one related occupation to another	<ul style="list-style-type: none"> Entry Requirements have only been applied to qualifications where a strong rationale has been articulated by industry stakeholders. No prerequisite units of competency have been added. Skill sets have been updated in response to industry needs to ensure that clear pathways into qualifications and job roles exist.
4. Improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors	<ul style="list-style-type: none"> The Business Services Training Package contains units of competency and qualifications that support the development of transferable skills. These business enterprise skills underpin all roles in the Business Services sector, as well as roles across other industries. The updated structure of the Training Package supports greater use by SSOs and IRCs.
5. Foster greater recognition of skill sets	<ul style="list-style-type: none"> Skill sets have been updated in response to industry needs. New skill sets have been created to meet

Principle	Evidence
	<p>industry's desire for targeted microcredentials that align to emerging skills needs.</p> <ul style="list-style-type: none"> Advice on the implementation of these skill sets is included in the Companion Volume Implementation Guide.

G2 Alignment of development work with AISC Cases for Change

The Activity Orders for the Cases for Change for Projects 2A and 3A were for a review of 527 units of competency, as outlined in **Table 3** in Section A of this Case for Endorsement.

The final result of the training product development work was a review of 545 units of competency - including 283 updated units of competency submitted for endorsement and 20 units of competency newly created, as outlined in **Table 11 and 2** in Section 1 of this Case for Endorsement.

Our work also included non-endorsable changes to the Training Package. A list of these changes is available in **Appendix 2**.

G3 Evidence that training products are publication ready

All draft training products are included in this Case for Endorsement. Subject to the AISC's endorsement of the training products, they are ready for publication on the National Register.

We expect Version 7 of the BSB Business Services Training Package to be published on the National Register in October 2020.

Appendices

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Appendix 1 Consultation

The tables below list the stakeholders who provided feedback throughout PwC's Skills for Australia training product development work in their capacity as IRC members, or through their participation in PWGs, targeted consultations, surveys and feedback on draft training products published on PwC's Skills for Australia's website.

Industry Reference Committee members

For a complete list of current Business Services IRC members, please refer to the relevant AISC website page below:

- [Business Services IRC](#)

Please note that former IRC members have been included in the PWG and targeted consultation tables as appropriate.

Project working groups

Table 11 Project working group members by project

Stream	Individual	Representation	Organisation	State/ Territory
2A Technical Skills				
Audit and Compliance	Andrew Baines	Industry association	Exemplar Global	NSW
Audit and Compliance	John MacArthur-King	Employer	Office of the Army Adjutant General	National
Audit and Compliance	Kareena Assem	Employer	Commonwealth Bank of Australia	National
Audit and Compliance	Louise McGrath <i>(former)</i>	Industry association	Australian Industry Group	National
Audit and Compliance	Mark Harrison	Industry association	Institute of Internal Auditors (also MD – Canberra, Protiviti)	ACT
Audit and Compliance	Michael Magelakis	Employer	SSMI Group, BSB IRC	VIC
Audit and Compliance	Naomi Burley	Industry association	Governance Risk & Compliance Institute	NSW
Human Resources	Catherine Hathaway <i>(former)</i>	Employer	GrainCorp	National
Human Resources	Cheryl Seslija	Industry association	Recruitment Consulting and Staffing Association	National
Human Resources	Debra Booth	Employer	Defence	National
Human Resources	Kate Stone	Employer	AUB Group, BSB IRC	VIC
Human Resources	Kim Schofield	Industry association	Australian Human Resources Institute	National
Human Resources	Marika Mayhew <i>(former)</i>	Employer	The Fred Hollows Foundation	National
Human Resources	Michael Ewer	Training provider	TAFE SA	SA
Human Resources	Rita D'Arcy	Employer	Particularly People, BSB IRC	NSW
Human Resources	Sandy Zuiani	Employer	Department of Human Services (SA)	SA
Human Resources	Shaun Ridley	Industry association	Australian Institute of Management (WA), BSB IRC	WA
Information Services	Ann-Marie Ryan	ITAB	FutureNow	WA
Information Services	Anne Cornish	Industry association	Records and Information Management Professionals Australasia	National
Information Services	Clare-Frances Craig	Employer	Western Australian Museum	WA
Information Services	Genevieve Dwyer <i>(former)</i>	Employer	National Archives of Australia	National
Information Services	Helen Webster	Employer	State Library of Queensland	QLD

Stream	Individual	Representation	Organisation	State/ Territory
Information Services	Julia Mant <i>(former)</i>	Industry association	Australian Society of Archivists	National
Information Services	Julie Coxall	Industry association	Australian Society of Archivists	National
Information Services	Judy Brooker <i>(former)</i>	Industry association	Australian Library and Information Association	National
Information Services	Kate Bunker	Industry association	Australian Library and Information Association, BSB IRC	National
Information Services	Kathryn Greenhill	Training provider	Curtin University	WA
Information Services	Kerrie Kelly	Employer	State Library Victoria	VIC
Information Services	Linda Zakman	Employer	National Archives of Australia	National
Information Services	Lynne Cullen	Training provider	Box Hill Institute	VIC
Information Services	Margie Anderson	Training provider	Victoria University	VIC
Information Services	Michael Augello	Industry association	IIBA - International Institute of Business Analysis	VIC
Information Services	Robyn Murfet	Employer	LINC Tasmania	TAS
Information Services	Simon Cootes	Employer	Western Sydney University Library	NSW
Information Services	Tim Newbegin <i>(former)</i>	Industry association	Records and Information Management Professionals Australasia	National
Legal Services	Chris Tyler	Industry association	Australian Institute of Conveyancers (NSW)	NSW
Legal Services	Judy Brooker <i>(former)</i>	Industry association	Australian Library and Information Association	National
Legal Services	Katy McDougall	Employer	Legal Aid WA	WA
Legal Services	Sharmaine Gewohn	Training provider	University of NSW	NSW
Legal Services	Tamara Sims	Employer	Gilbert + Tobin	NSW
Marketing	Andrea Martens	Industry association	Association for Data-Driven Marketing & Advertising	National
Marketing	Asheley Jones	Industry association	Australian Marketing Institute	National
Marketing	Jenny Muir	Industry association	Public Relations Institute of Australia	National
Marketing	John Broome <i>(former)</i>	Industry association	Australian Association of National Advertisers	National
Marketing	Max Wilson	ITAB	Arts Communications Finance Industries and Property Services ITAB	NSW
Marketing	Michael Ewer	Training provider	TAFE SA	SA
Marketing	Michael Laxton <i>(former)</i>	Employer	Fairfax Media	National
Marketing	Yvonne Webb	ITAB	Industry Skills Advisory Council NT, BSB IRC	NT
3A Business Enterprise Skills				
Business Enterprise Skills	Anna Henderson	ITAB	Business Skills Viability	VIC
Business Enterprise Skills	Brendan O'Connell <i>(former)</i>	Industry association	Bayside Glen Eira Kingston Local Learning & Employment Network (BGKLEN)	VIC
Business Enterprise Skills	Jan Owen <i>(former)</i>	Industry association	Foundation for Young Australians	VIC
Business Enterprise Skills	Louise McGrath <i>(former)</i>	Industry association	Australian Industry Group	National
Business Enterprise Skills	Lynda Douglas	Employer	Director, National Skills Framework, Defence Education Learning and Training Authority	National
Business Enterprise Skills	Michael Augello	Industry association	IIBA - International Institute of Business Analysis	VIC
Business Enterprise Skills	Michael Magelakis	Employer	SSMI Group, BSB IRC	VIC
Business Enterprise Skills	Peter Strong <i>(former)</i>	Industry association	Council of Small Business of Australia, BSB IRC	National

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Stream	Individual	Representation	Organisation	State/ Territory
Business Enterprise Skills	Simon Corcoran	Industry association	Change Management Institute	NSW
Business Enterprise Skills	Sue McComasky	Industry association	Australian Institute of Office Professionals	WA
Leadership and Project Management	Ben Burrows <i>(former)</i>	Employer	Capability Acquisition and Sustainment Group (Defence)	National
Leadership and Project Management	David Pich <i>(former)</i>	Industry association	Institute of Managers and Leaders	National
Leadership and Project Management	Lesley Mitchell	Employer	Collaborative Learning and Development Pty Ltd	NSW
Leadership and Project Management	Lynda Douglas	Employer	Director, National Skills Framework, Defence Education Learning and Training Authority, BSB IRC	National
Leadership and Project Management	Max Wilson	ITAB	Arts Communications Finance Industries and Property Services ITAB	NSW
Leadership and Project Management	Michael Augello	Industry association	IIBA - International Institute of Business Analysis	VIC
Leadership and Project Management	Michael Young	Industry association	Australian Institute of Project Management	National
Leadership and Project Management	Pam Pryor	Industry association	Safety Institute of Australia, BSB IRC	National
Leadership and Project Management	Sandra de Rose	Employer	DXC Technology	National
Leadership and Project Management	Sandy Zuiani	Employer	Department of Human Services (SA)	SA
Leadership and Project Management	Shaun Ridley	Training provider	Australian Institute of Management (WA), BSB IRC	WA
Leadership and Project Management	Simon Bell <i>(former)</i>	Industry association	The Centre for Workplace Leadership	VIC
Leadership and Project Management	Yvonne Webb	ITAB	Industry Skills Advisory Council NT, BSB IRC	NT

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Table 12 Targeted consultation participants by project

Key for consultee table below	
1:1	A 1-on-1 conversation took place with the consultee either in person or via teleconference
FG	The consultee took part in a focus group
SV	The consultee participated in a survey
WF	The consultee provided written feedback

Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Recommendations Report Development										
Mark Harrison	Institute of Internal Auditors Protiviti	President (also MD – Canberra, Protiviti)	ACT	Industry Association	Audit and Compliance	Recommendations Report Development		✓	✓	
Narelle Sheppard	Consultant	Audit committee member	ACT	Other	Audit and Compliance	Recommendations Report Development			✓	
Bill Henderson	Internal Audit Professionals Pty Ltd	Managing Director	National	Employer	Audit and Compliance	Recommendations Report Development			✓	
Brigita Osolnik	Capability Acquisition and Sustainment Group (Defence)	Compliance and Assurance	National	Employer	Audit and Compliance	Recommendations Report Development		✓		
Cathy Wagner	Contractor	Compliance and Writer	National	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Dalys Marquis	Australasian Drilling Institute Pty Ltd	Quality Manger	National	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Damien Dal Cortivo	Capability Acquisition and Sustainment Group (Defence)	Assistant Director - Health, Safety & Environment	National	Employer	Audit and Compliance	Recommendations Report Development		✓		
Dawn Foster	Consultant	RTO and compliance consultant	National	Other	Audit and Compliance	Recommendations Report Development			✓	
Don Walter	Walter Partners Walter Allan Hall	Partner	National	Employer	Audit and Compliance	Recommendations Report Development			✓	
Jacinta Rowe	Mutig Consulting	CEO	National	Other	Audit and Compliance	Recommendations Report Development			✓	
Jaydee Perez	Joint Capability Group (Defence)	Assistant Director - Finance	National	Employer	Audit and Compliance	Recommendations Report Development		✓		
John MacArthur-King	Office of the Army Adjutant General	Chief of Staff	National	Employer	Audit and Compliance	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Jonathan Muller	Audit Branch (Defence)	Director - Internal Audit	National	Employer	Audit and Compliance	Recommendations Report Development		✓		
Julie Young	Institute of Internal Auditors	Company Secretary	National	Industry Association	Audit and Compliance	Recommendations Report Development			✓	
Kareena Assem	Australian Institute of Management	Head of Compliance	National	Training Provider	Audit and Compliance	Recommendations Report Development		✓	✓	
Lauren Hollows	Understand TAE	Director	National	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Lee Perlitz	Lee Perlitz Training Consultancy	Owner	National	Other	Audit and Compliance	Recommendations Report Development			✓	
Linda Barbero	Consultant	Consultant	National	Other	Audit and Compliance	Recommendations Report Development			✓	
Louise McGrath (BSB IRC)	Australian Industry Group	National Manager - Business and International Advisory Services	National	Industry Association	Audit and Compliance	Recommendations Report Development		✓	✓	
Magdalena Fatyga	Australian Pacific College	Enterprise Education Manager	National	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Mark Lawrence	Audit Branch (Defence)	Director - Audit Branch	National	Employer	Audit and Compliance	Recommendations Report Development		✓		
Melenie Ross	Office of the Army Adjutant General	Training Development Officer	National	Employer	Audit and Compliance	Recommendations Report Development	✓			
Melissa Grantham	Bendigo and Adelaide Bank Limited	Head of Group Operational Risk	National	Employer	Audit and Compliance	Recommendations Report Development			✓	
Peter Jones	Institute of Internal Auditors	Chief Executive	National	Industry Association	Audit and Compliance	Recommendations Report Development			✓	
Prabhakar Agraja	Educator Training Services Pty Ltd	CEO	National	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Rob Cooper	Capability Acquisition and Sustainment Group (Defence)	Compliance and Auditing	National	Employer	Audit and Compliance	Recommendations Report Development		✓		
Sarav Rajagopalan	Murdoch University	Director Audit and Risk Management	National	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Shivali Manra	Australian Training Products	Compliance officer	National	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Stephen Coates	Institute of Internal Auditors	Director	National	Industry Association	Audit and Compliance	Recommendations Report Development			✓	
Stephen Cooper	Valmec Limited	HSEQ	National	Employer	Audit and Compliance	Recommendations Report Development			✓	
Tamara Fullard-McShane	Navy Safety and Environment	Compliance and Assurance Officer	National	Employer	Audit and Compliance	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
	Policy Coordination									
Amanda Starkey	Vivacity RTO Coaching and Consulting	Operations Manager	NSW	Employer	Audit and Compliance	Recommendations Report Development			✓	
Andrew Baines	Exemplar Global	CEO	NSW	Industry Association	Audit and Compliance	Recommendations Report Development		✓		
Ian Lyall	Cessnock City Council	Internal Auditor	NSW	Employer	Audit and Compliance	Recommendations Report Development			✓	
Kath Densham	National Training Organisation	Compliance/Resource Developer	NSW	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Michelle Jarvie	University of Newcastle	Director Assurance Services	NSW	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Min Chang	Insurance & Care NSW (icare NSW)	GM, Internal Audit	NSW	Employer	Audit and Compliance	Recommendations Report Development			✓	
Naomi Burley	Governance Risk & Compliance Institute	Managing Director	NSW	Industry Association	Audit and Compliance	Recommendations Report Development		✓		
Petra Koziollek	TAFE NSW	Chief Audit Executive	NSW	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Sushil Ramrakha	Centium	Senior Consultant	NSW	Employer	Audit and Compliance	Recommendations Report Development			✓	
Tina Baker	Central Coast Council	Chief Internal Auditor	NSW	Employer	Audit and Compliance	Recommendations Report Development			✓	
Joanne Cole	Simpatico Safety Training	RTO CEO	QLD	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Praneel Balgovind	Global Dimensions Australia	Director	QLD	Other	Audit and Compliance	Recommendations Report Development			✓	
Sharleen Ejlertsen	Australis College	Quality Officer	QLD	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Valerie King	Queensland Health	Executive Director Risk, Assurance and Information Management	QLD	Employer	Audit and Compliance	Recommendations Report Development			✓	
Kyleigh Henningsen	Tauondi Aboriginal College	Compliance Officer	SA	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Tony Allwood	Department for Human Services	Manager, Internal Audit	SA	Employer	Audit and Compliance	Recommendations Report Development			✓	
Willem du Toit	Police Credit Union	Internal Auditor	SA	Employer	Audit and Compliance	Recommendations Report Development			✓	
Jason Lockley	Libraries Tasmania	Manager, Business Services	TAS	Employer	Audit and Compliance	Recommendations Report Development			✓	
Jeffrey Gunadasa	Education Access Australia	VET Coordinator	VIC	Training Provider	Audit and Compliance	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Max Folie	Newcrest	Chief Audit Executive	VIC	Industry Association	Audit and Compliance	Recommendations Report Development			✓	
Michael Magelakis (BSB IRC)	SSMI Group	Founder and CEO	VIC	Employer	Audit and Compliance	Recommendations Report Development		✓		
Penny Vervoorst	Holmesglen Institute	Internal auditor	VIC	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Andy Davis	Worklink WA	Trainer/Assessor	WA	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Claire Earle	Newton Moore Senior High School	Trainer/Assessor	WA	Training Provider	Audit and Compliance	Recommendations Report Development			✓	
Karen Bateman	City of Canning	Executive Manager Governance	WA	Employer	Audit and Compliance	Recommendations Report Development			✓	
Michael Nisbet	CBH	Risk & Assurance Project Lead	WA	Employer	Audit and Compliance	Recommendations Report Development			✓	
Alexis Raboy	Smart Probe	CNC Operator Programmer	National	Industry Association	Business Enterprise Skills	Recommendations Report Development			✓	
Andrea Hayman	Downer	Manager	National	Employer	Business Enterprise Skills	Recommendations Report Development			✓	
Frank Morberger	wex Australia	Head Of Sales	National	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Jade Reed	Redman Solutions	Senior Consultant	National	Industry Association	Business Enterprise Skills	Recommendations Report Development			✓	
JB Tinker	Certiport	Senior Territory Manager	National	Industry Association	Business Enterprise Skills	Recommendations Report Development			✓	
Jeffrey Lehrer	Scouts Australia	National RTO Compliance Manager	National	Other	Business Enterprise Skills	Recommendations Report Development			✓	
John Baker	The Next Step	Managing Director	National	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Leigh Penberthy	Australian Salary Packaging Industry Association	Chairman	National	Industry Association	Business Enterprise Skills	Recommendations Report Development			✓	
Linda Viskovic	N/A	Executive Assistant	National	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Marcus Xavier	The Uber Academy	Director, Course Developer	National	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Mark Costello	Asset College	Director	National	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Matt Burford	Workpac	National Vocational Training Manager	National	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Muhammad Muneer	Binzagr Co.	Financial Analyst	National	Employee Representative	Business Enterprise Skills	Recommendations Report Development			✓	
Nikki Scholtens	PwC Australia	Higher Apprenticeship Leadership and Talent Manager	National	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Peter Robertson	RGIT	Academic Principal	National	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Peter Strong (BSB IRC)	Council of Small Business of Australia	CEO	National	Industry Association	Business Enterprise Skills	Recommendations Report Development		✓		
Tristan Wakeham	All States Training	Compliance Manager	National	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Alison Field	CEDP	Secondary Teacher	NSW	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Andrea Wallace	TAFE NSW	Teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Ashlee Berryman	CEDP	Teacher	NSW	Employer	Business Enterprise Skills	Recommendations Report Development			✓	
Benjamin Paul Miller	CEDP	Teacher	NSW	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Clinton Boreham	Loyola SHS	Teacher/Trainer	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Deborah Kelly	TAFE NSW	Teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Dione Terrantry	ET Australia	Trainer and Assessor	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Evenil Contemplacion	McCarthy Catholic Trade Training Centre	Trainer	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Harmeen Kaur	Aston College	Co-founder and Operations	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Jessica Newman	ET Australia	Trainer & Assessor	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Judith Colwill	TAFE NSW	Head Teacher Business Services	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Katrina Hergenhan	TAFE NSW	Teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Kerrie McPhee	Calvary Mater Newcastle	EA to Chief Medical Physicist and Chief Radiation Therapist	NSW	Employer	Business Enterprise Skills	Recommendations Report Development			✓	
Kimberley Martin	PMHS	Teacher	NSW	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Leah Martin	CEDP	Teacher	NSW	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Lee Clark	TAFE NSW	Teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Lisa Allen	CMC	VET teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Marcus Mellick	NSW Department of Industry	Director, Talent Management	NSW	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Marie Power	TAFE Digital	Head Teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Michael Forrest	Forrest Training	Busienss Owner	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Rowan Bechara	Nagle College	Secondary Teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Sharon Fenger	TAFE NSW	Industry Relationship Lead	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Sharon van Rensburg	TAFE	TAFE Teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Simon Corcoran	Change Management Institute	Australian Country Lead	NSW	Industry Association	Business Enterprise Skills	Recommendations Report Development		✓	✓	
Stacy Jenkinson	TAFE NSW, Prismatic Production and Hawkesbury	Trainer, Business owner and Chamber of Commerce Board Member	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
	City Chamber of Commerce									
Virginia Pieterse	TAFE	Teacher	NSW	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Annette Law	All Aspects Recruitment	Director	NT	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Malcolm Doig	Corporate Evolution	Director	NT	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Debbie Ernst	Meridan State College	Head of Department	QLD	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Denise Barbi	Hinchinbrook Shire Council	Records Supervisor	QLD	Employer	Business Enterprise Skills	Recommendations Report Development			✓	
Leonie Ferriday	Calibre Training & Development	Branch Manager	QLD	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Mark Sterpin	The Eagle Academy	Business Trainer	QLD	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Morgan Ash	RTO	Trainer	QLD	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Narelle Simpson	Origin	Senior Data Analyst	QLD	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Therese Ridley	Inspire Education	Trainer / Assessor	QLD	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Brenda Honan	Outback Communities Authority	Business Services Manager	SA	Employer	Business Enterprise Skills	Recommendations Report Development			✓	
Jodi Walton	Harrison McMillan	Managing Director	SA	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Silvia Zola-Coulson	ARO Educational Services	CEO	SA	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Ainsley Johnstone	Think Talent	Co-CEO	VIC	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Alan Daniel	Department of Education and Training	EO CMM Business Industries	VIC	Employer	Business Enterprise Skills	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Andree Armour	Chisholm Institute	Educator	VIC	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Anna Henderson	Business Skills Viability	Executive Director	VIC	ITAB	Business Enterprise Skills	Recommendations Report Development		✓		
Brendan O'Connell	Bayside Glen Eira Kingston Local Learning & Employment Network (BGKLLN)	Executive Officer	VIC	Industry Association	Business Enterprise Skills	Recommendations Report Development		✓		
Christine Bugbee	Chisholm Institute of TAFE	Teacher	VIC	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Jan Owen	Foundation for Young Australians	CEO	VIC	Industry Association	Business Enterprise Skills	Recommendations Report Development		✓		
Jane Wilson	South West TAFE	Teacher	VIC	Employer	Business Enterprise Skills	Recommendations Report Development			✓	
Kelli Chatfield	WWSC	Records Coordinator	VIC	Other	Business Enterprise Skills	Recommendations Report Development			✓	
Natalie Firth	Think Talent	Co-CEO	VIC	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Peter Lochert	Victorian Parliament	Secretary	VIC	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Ray Jopling	Chisholm Institute	Trainer	VIC	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Sarah Scotti	Swinburne University	Swinburne Professional facilitator	VIC	Training Provider	Business Enterprise Skills	Recommendations Report Development	✓			
Alison Sweet	Financial, Administrative and Professional Services Training Council, Inc	Project Manager - Business & Finance	WA	ITAB	Business Enterprise Skills	Recommendations Report Development			✓	
Alison Taylor	Australian Institute of Management (WA)	Manager - Learning and Development	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓		
Angeline Celestine	North Metro TAFE	Lecturer	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Ann O'Neil	South Metropolitan TAFE	Head of Programs (Business)	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓	✓	
Anna Thomas	North Metro TAFE	Senior Client Engagement Officer (Jobs and Skills Centre)	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓		
Brad Pense	Recruit West	Managing Director	WA	Employer	Business Enterprise Skills	Recommendations Report Development	✓			
Cassie de Burgh	South Metropolitan TAFE	ASL2 Lecturer/Workplace Assessor	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Jeremy Trott	Training Services Australia	Quality Manager	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓		
Judy Gatlarna	North Metro TAFE	-	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓		
Lyn Polkinghorne	North Regional TAFE	Lecturer	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Melissa Nardi	SMTAFE	Business Lecturer	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Michael Lange	Australian Chamber of Commerce and Industry (WA)	Business Development Advisor (Apprenticeship Support Australia)	WA	Industry Association	Business Enterprise Skills	Recommendations Report Development		✓		
Paul Abbott	Workskil Australia	-	WA	Industry Association	Business Enterprise Skills	Recommendations Report Development		✓		
Paul Muenchow	Department of Training and Workforce Development (WA)	Senior Program Officer - Training Curriculum	WA	Other	Business Enterprise Skills	Recommendations Report Development		✓		
Rachel Atkinson	South Metropolitan TAFE	Business & Finance Lecturer	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Raphael Poole	Australian Institute of Management (WA)	RTO Compliance Specialist	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓		
Robert Bray	Souht Metro TAFE	Lecturer	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Sam Thompson	AMA Training Services	Quality Systems Manager	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Sue Fraser	North Regional TAFE	Lecturer - Finance	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Sue McComasky	Australian Institute of Office Professionals	President	WA	Industry Association	Business Enterprise Skills	Recommendations Report Development		✓	✓	
Tess Martin	Indian Ocean Group Training Association	Employment Services Coordinator	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development			✓	
Tricia Campion	Australian Institute of Management (WA)	Manager - Learning and Development	WA	Training Provider	Business Enterprise Skills	Recommendations Report Development		✓		
Catherine Hathaway	Graincorp	Group General Manager, HR and SHE	National	Employer	Human Resources	Recommendations Report Development		✓		
Cheryle Ferry	Defence People Group, HR Services	HR Business Partner - Army	National	Employer	Human Resources	Recommendations Report Development		✓		
Cheryll Seslija	Recruitment Consulting and Staffing Association	Senior Learning and Development Coordinator	National	Industry Association	Human Resources	Recommendations Report Development		✓		
Debra Booth	Defence	Manager HR Services	National	Employer	Human Resources	Recommendations Report Development		✓		
Donna Ross	Australian Taxation Office (ATO) AHRI State Council	HR Director (also Member, AHRI Vic State Council)	National	Employer	Human Resources	Recommendations Report Development		✓		
Joel Stevens	Steps Group Australian	Exec Manager Education & Training	National	Training Provider	Human Resources	Recommendations Report Development			✓	
Kim Schofield	Australian Human Resources Institute	General Manager (HR Standards and Practice)	National	Industry Association	Human Resources	Recommendations Report Development		✓		
Melissa Louise	Australian Computer Society	OD consultant	National	Industry Association	Human Resources	Recommendations Report Development			✓	
Roz Russelhuber	Charles Darwin University	VET Lecturer / Workplace Assessor - Business IT & Training and Assessing (Central)	National	Training Provider	Human Resources	Recommendations Report Development	✓		✓	
Samie Archer	Air Force	Employment Category Review	National	Employer	Human Resources	Recommendations Report Development		✓		
Stephanie Roberts	Defence	HR Business Partner	National	Employer	Human Resources	Recommendations Report Development		✓		
Toula Filokostas	Australian Human	Senior Manager - HR Practice Development	National	Industry Association	Human Resources	Recommendations Report Development	✓			

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
	Resources Institute									
Tracey Milne	Air Force	Mustering Capability Advisor (PCS)	National	Employer	Human Resources	Recommendations Report Development		✓		
Justine Cooper	Westpac	Head of HRBP, BT Advice & Private	NSW	Employer	Human Resources	Recommendations Report Development	✓			
Rita D'Arcy (BSB IRC)	Particularly People	Founder & Principal	NSW	Employer	Human Resources	Recommendations Report Development		✓		
Robert Phipps	evolvefast AHRI State Council	Managing Director (AHRI NSW State Council, President)	NSW	Employer	Human Resources	Recommendations Report Development	✓			
Kristin Lehmann	Litchfield Council	HR and WHS Advisor	NT	Industry Association	Human Resources	Recommendations Report Development			✓	
Sue Smith	NTG	Workforce Development	NT	Industry Association	Human Resources	Recommendations Report Development			✓	
Ting Charles	Miwatj Aboriginal Corporation	HR Officer	NT	Employer	Human Resources	Recommendations Report Development			✓	
Caroline McGuire	Clariti Consulting AHRI State Council	HR Specialist & Coach (AHRI QLD State Council, President)	QLD	Employer	Human Resources	Recommendations Report Development		✓		
Gerardine Rudolph	AHRI State Council James Cook University	Councillor (also Lecturer, James Cook University)	QLD	Industry Association	Human Resources	Recommendations Report Development		✓		
Kyla Ryan	Grow Training Group	Compliance Manager	QLD	Training Provider	Human Resources	Recommendations Report Development			✓	
Laura Bickhoff	Queensland Government TMR AHRI State Council	Principal Advisor - Program Management, Infrastructure (AHRI QLD State Council, Councillor)	QLD	Employer	Human Resources	Recommendations Report Development		✓		
Leisa Messer	HR Business Direction AHRI State Council	Managing Director (AHRI QLD State Council, Councillor)	QLD	Employer	Human Resources	Recommendations Report Development		✓		
Melissa Langton	exceler8 AHRI State Council	HR Specialist (AHRI QLD State Council, Councillor)	QLD	Employer	Human Resources	Recommendations Report Development		✓		
Rick Thompson	Powerlink Queensland AHRI State Council	Program and Change Manager (AHRI QLD State Council, Councillor and Secretary)	QLD	Employer	Human Resources	Recommendations Report Development		✓		
Sarah Lomax	Inspire Education	Business Services Trainer	QLD	Training Provider	Human Resources	Recommendations Report Development			✓	
Cherie Bone	Copper Coast Council	Corporate Services Officer	SA	Employer	Human Resources	Recommendations Report Development			✓	
Chris Wood	Adelaide Football Club AHRI State Council	General Manager, Human Resources (AHRI SA State Council, President)	SA	Employer	Human Resources	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Kym Waters	Royal Automobile Association of SA, Inc. (RAA) AHRI State Council	Senior Manager, HR Operations (AHRI SA State Council, Councillor)	SA	Employer	Human Resources	Recommendations Report Development		✓		
Louise Handley	TAFE SA	Lecturer	SA	Training Provider	Human Resources	Recommendations Report Development			✓	
Martin Smallridge	Rural City of Murray Bridge	Manager - Organisational Development	SA	Employer	Human Resources	Recommendations Report Development			✓	
Nicole Deacon	Department of Human Services (SA)	Head of Human Resources, Wellbeing and Safety	SA	Employer	Human Resources	Recommendations Report Development	✓			
Reagan Garner	Return to Work SA AHRI State Council	Manager, HR Services (AHRI SA State Council, Councillor)	SA	Employer	Human Resources	Recommendations Report Development		✓		
Ruth Sims	AHRI SA State Council University of South Australia	Councillor (also PhD Student, University of South Australia)	SA	Industry Association	Human Resources	Recommendations Report Development		✓		
Stacey Taylor	TAFE SA	Lecturer	SA	Training Provider	Human Resources	Recommendations Report Development			✓	
Stacey Terrell	West Beach Parks AHRI State Council	Business Partner - People & Culture (AHRI SA State Council, Councillor)	SA	Employer	Human Resources	Recommendations Report Development		✓		
Sue Tobin	Town of Gawler	Team Leader Organisational Development	SA	Employer	Human Resources	Recommendations Report Development			✓	
Alayne Baker	DJ Motors AHRI State Council	Human Resources Executive (AHRI Tas State Council, President)	TAS	Employer	Human Resources	Recommendations Report Development	✓			
Lisa Burstall	Libraries Tasmania	Manager, Strategy, Performance and Partnerships	TAS	Employer	Human Resources	Recommendations Report Development			✓	
Dr John Molineux	AHRI State Council Deakin University	Chair, Victorian State Council (also Academic, Deakin University)	VIC	Industry Association	Human Resources	Recommendations Report Development		✓		
Kate Stone (BSB IRC)	AUB Group	Head of People & Culture	VIC	Employer	Human Resources	Recommendations Report Development		✓		
Naomi Dunn	Australian Securities & Investments Commission (ASIC) AHRI State Council	HR Manager (also Member, AHRI Vic State Council)	VIC	Employer	Human Resources	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Sarah Wood	AHRI State Council	Member, Victorian State Council (also consultant)	VIC	Industry Association	Human Resources	Recommendations Report Development		✓		
Donna Newton	Shire of Three Springs	Finance Officer	WA	Employer	Human Resources	Recommendations Report Development			✓	
Julie Carpenter	Department of Defence	Assistant Director Records Management Policy	ACT	Employer	Information Services	Recommendations Report Development			✓	
Matt Jordan	iCognition	Principal Consultant	ACT	Employer	Information Services	Recommendations Report Development			✓	
Rebecca Gibbs	National Library of Australia	Manager, Australian Contemporary Publications	ACT	Employer	Information Services	Recommendations Report Development			✓	
Vinicius Henrique Pereira	School	Librarian	ACT	Other	Information Services	Recommendations Report Development			✓	
Anna De Paoli	Dept Social Services	Records Officer	National	Employer	Information Services	Recommendations Report Development			✓	
Anne Cornish	Records and Information Management Professionals Australasia	Executive Director	National	Industry Association	Information Services	Recommendations Report Development		✓	✓	
Barbara Reed	Recordkeeping Innovation	Director	National	Other	Information Services	Recommendations Report Development			✓	
Bronwyn Nicholas	RBA	Manager, Information Management	National	Employer	Information Services	Recommendations Report Development			✓	
Catherine Hill	Ignite Limited	Recruitment Consultant	National	Employer	Information Services	Recommendations Report Development			✓	
Chris Fripp	Relevancy P/L	Trainer & Assessor RTO	National	Training Provider	Information Services	Recommendations Report Development			✓	
Dr. Shadrack Katuu	United Nations	Information Management Officer	National	Employer	Information Services	Recommendations Report Development			✓	
Fraser Faithfull	Australian and New Zealand College of Anaesthetists	Archivist	National	Training Provider	Information Services	Recommendations Report Development			✓	
Jane Inglis	Dept of Industry, Innovation and Science	Senior Information Officer	National	Employer	Information Services	Recommendations Report Development			✓	
Jarrad Bennett	North Metropolitan TAFE	Library Technician/Lecturer	National	Training Provider	Information Services	Recommendations Report Development			✓	
Joanna Baker	Attorney-General's Dept (fed)	Senior Information Manager	National	Employer	Information Services	Recommendations Report Development			✓	
Joanna Hicks	ACMA	Information Manager	National	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Judy Brooker (BSB IRC)	Australian Library and Information Association	Director of Learning	National	Industry Association	Information Services	Recommendations Report Development		✓		
Julia Mant	Australian Society of Archivists	President	National	Industry Association	Information Services	Recommendations Report Development		✓		
Justine Cormack	Beca	Group Information Services Manager	National	Employer	Information Services	Recommendations Report Development			✓	
Kat Giles	Australian Electoral Commission	Assistant Director, Information & Knowledge Management	National	Other	Information Services	Recommendations Report Development			✓	
Katherine Brooks	Future Fund Management Agency	Records & Information Management - Contractor	National	Employer	Information Services	Recommendations Report Development			✓	
Katherine Clarke	Archives New Zealand	Information Advisor	National	Employer	Information Services	Recommendations Report Development			✓	
Laura Millar	Consultant	Consultant	National	Other	Information Services	Recommendations Report Development			✓	
Linda Zakman	National Archives of Australia	Director, Commonwealth Information Management	National	Employer	Information Services	Recommendations Report Development		✓		
Liviana Tabalala	Pacific TAFE, USP	Coordinator of Diploma of Library and Information Services	National	Training Provider	Information Services	Recommendations Report Development			✓	
Lorien Mader	Department of Finance	Digital Information Management Officer	National	Employer	Information Services	Recommendations Report Development			✓	
Louise Tallon	Australian National Maritime Museum	EDRMS Administrator	National	Employer	Information Services	Recommendations Report Development			✓	
Margaret Bolton	National Library of Australia	Assistant Director, Overseas Collections	National	Other	Information Services	Recommendations Report Development			✓	
Matthew Barker	Geoscience Australia	Manager, Planning, Performance and Information Management	National	Employer	Information Services	Recommendations Report Development			✓	
Megan Cappelleri	Datacom	Manager Enterprise Information Management Australia	National	Employer	Information Services	Recommendations Report Development			✓	
Melissa Mitchell	ATO	Information Manager	National	Employer	Information Services	Recommendations Report Development			✓	
Nell Leonard	Attorney-General's Department (Federal)	Records Manager	National	Employer	Information Services	Recommendations Report Development			✓	
Pamela Gonzalez	Dept of Jobs and Small Business	Manager - IM governance	National	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Patrick Power	Ministry of Justice	Principal Advisor, Information Management	National	Employer	Information Services	Recommendations Report Development			✓	
Shadrack Katuu	UNI SA	Academic	National	Employer	Information Services	Recommendations Report Development			✓	
Tim Newbegin	Corporate	Records Manager	National	Employer	Information Services	Recommendations Report Development			✓	
Tynelle Spinner	RIMPA	Member services and Events	National	Industry Association	Information Services	Recommendations Report Development			✓	
Adrian Hayward	NSW Nurses' & Midwives' Association	Information and Records Management Coordinator	NSW	Employee Representative	Information Services	Recommendations Report Development			✓	
Anna Henry	Art Gallery of NSW	Digitisation Project Officer	NSW	Employer	Information Services	Recommendations Report Development			✓	
Benjamin James Thomson	The Hills Shire Council	Team Leader - Business Information	NSW	Employer	Information Services	Recommendations Report Development			✓	
Catherine	Gunnedah Shire Council	Senior Records Officer	NSW	Employer	Information Services	Recommendations Report Development			✓	
Catherine Robinson	NSW State Archives and Records	Senior Project Officer, Government Recordkeeping	NSW	Employer	Information Services	Recommendations Report Development			✓	
Grant Willis	PwC Australia	Records Manager	NSW	Employer	Information Services	Recommendations Report Development	✓			
Irene Chymyn	NSW State Archives	Project Officer	NSW	Employer	Information Services	Recommendations Report Development			✓	
Jeff Greenwood	NSW Police Force	Associate Director	NSW	Employer	Information Services	Recommendations Report Development			✓	
Jenni Stapleton	State Archival Authority	Retired Senior Archivist	NSW	Employer	Information Services	Recommendations Report Development			✓	
Jo-Ann Bathurst	TAFE NSW - Sydney Region	Head Teacher - Library and Information Studies	NSW	Training Provider	Information Services	Recommendations Report Development			✓	
Joanne Savage	Griffith City Council	Information Manager	NSW	Employer	Information Services	Recommendations Report Development			✓	
Julie Barkman	TAFE NSW - Sydney Region	Head Teacher - Library & Information Studies	NSW	Training Provider	Information Services	Recommendations Report Development			✓	
Lynda Leigh	Contractor	Records Specialist	NSW	Other	Information Services	Recommendations Report Development			✓	
Lyvern Slender	RAAF - Air Mobility Group	Informaiton Manager	NSW	Employer	Information Services	Recommendations Report Development			✓	
Narelle Bell	TAFENSW	Teacher	NSW	Training Provider	Information Services	Recommendations Report Development			✓	
Narelle Haken	icare	Information Analyst	NSW	Employer	Information Services	Recommendations Report Development			✓	
Narelle Heness	Bathurst Regional Council	Records Supervisor	NSW	Employer	Information Services	Recommendations Report Development			✓	
Rani Abeyasinghe	Dept of Finance Services & Innervations	Digitisation Support Officer	NSW	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Rob Thomson	TAFE NSW	Teacher	NSW	Training Provider	Information Services	Recommendations Report Development			✓	
Sarah Fearnley	TAFE	TAFE Teacher	NSW	Training Provider	Information Services	Recommendations Report Development			✓	
Savia Calisto	Objective Strata Management	Information Management Specialist	NSW	Industry Association	Information Services	Recommendations Report Development			✓	
Simon Cootes	Western Sydney University Library	Team Leader, Collection Management	NSW	Employer	Information Services	Recommendations Report Development		✓		
Toni Anderson	Consultant	Consultant	NSW	Other	Information Services	Recommendations Report Development			✓	
Chris Jordan	yourtown	Records & Information Specialist	QLD	Other	Information Services	Recommendations Report Development			✓	
Gabrielle Ingram	Griffith University	Manager Information Management	QLD	Employer	Information Services	Recommendations Report Development			✓	
Glenda Phillips	Queensland Health	Manager	QLD	Employer	Information Services	Recommendations Report Development			✓	
Heather Mitchell	City Parklands Services Pty Ltd	Records Manager	QLD	Other	Information Services	Recommendations Report Development			✓	
Jackie Kalinowsky	Middlemount Coal	Health Safety and Training Senior Administrator	QLD	Employer	Information Services	Recommendations Report Development			✓	
Jenny Marsh	Tablelands Regional Council	Supervisor Records and Information Management	QLD	Industry Association	Information Services	Recommendations Report Development			✓	
Kaye England	University of Southern Queensland	Records Manager	QLD	Other	Information Services	Recommendations Report Development			✓	
Keith Wayne Spence	Redland City Council	Team Leader Records Management	QLD	Employer	Information Services	Recommendations Report Development			✓	
Louise Thomson	Seqwater	Enterprise Content Mgt Lead	QLD	Employer	Information Services	Recommendations Report Development			✓	
Lucy O'Dell	Advanced Industry Training	Business Manager/Trainer	QLD	Training Provider	Information Services	Recommendations Report Development			✓	
Meryl Bourke	Logan City Council	Records Management Program Leader	QLD	Other	Information Services	Recommendations Report Development			✓	
Mihi Davis	Department of the Premier and Cabinet	TRIM Systems Administrator	QLD	Employer	Information Services	Recommendations Report Development			✓	
Nancy Taia	Legal Aid Queensland	Manager, Records and Information Management	QLD	Employer	Information Services	Recommendations Report Development			✓	
Phyllis Goodridge	TAFE Queensland	Teacher Coordinator, Library Studies	QLD	Training Provider	Information Services	Recommendations Report Development			✓	
Robert Bromwich	YMCA of Bundaberg	Corporate Services Administration Asst	QLD	Other	Information Services	Recommendations Report Development			✓	
Sara Vonnordheim	Arts Queensland	Manager, Document and Information Resource Services	QLD	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Sarah Godfrey	Tourism and Events Queensland	Information Manager	QLD	Employer	Information Services	Recommendations Report Development			✓	
Susan Coleman	Unitywater	Information and Records Manager	QLD	Employer	Information Services	Recommendations Report Development			✓	
Ally Allerby	TAFE SA	Senior Records Management Officer/Auditor	SA	Training Provider	Information Services	Recommendations Report Development			✓	
Brigid Venables	SA Water	Records Manager	SA	Industry Association	Information Services	Recommendations Report Development			✓	
David Wotzke	Department for Industry and Skills	Archives Officer	SA	Employer	Information Services	Recommendations Report Development			✓	
Emily Wilson	Public Library Services SA	Supplier Content Librarian	SA	Employer	Information Services	Recommendations Report Development	✓			
Hanlie Erasmus	City of Unley	Manager Libraries, Museum and Customer Experience	SA	Employer	Information Services	Recommendations Report Development	✓			
Kelly Daniel	State Records	Support and Engagement Officer	SA	Employer	Information Services	Recommendations Report Development			✓	
Leeann Forrest	Auditor-General's Department	Records Management / Administrative Officer	SA	Employer	Information Services	Recommendations Report Development			✓	
Tania Maree Watts	Department for Child Protection	Information Disposal Coordinator	SA	Employer	Information Services	Recommendations Report Development			✓	
Tony Secomb	Southern Mallee District Council	Manager Corporate Services	SA	Employer	Information Services	Recommendations Report Development			✓	
Veronica Mathews	Public Library Services, Arts SA, Department of Premier and Cabinet	A/Manager of Strategic Projects and Communication	SA	Employer	Information Services	Recommendations Report Development	✓			
Anita Planchon	Libraries Tasmania	Director, Strategy and Engagement	TAS	Employer	Information Services	Recommendations Report Development			✓	
Helen Wyatt	Integrity Commission	Records Officer	TAS	Employer	Information Services	Recommendations Report Development			✓	
Robyn Murfet	LINC Tasmania	Manager Programs, Services and Client Experience	TAS	Employer	Information Services	Recommendations Report Development		✓	✓	
Sally Murdoch	LINC Tasmania (now Libraries Tasmania)	Consultant, Government Recordkeeping	TAS	Employer	Information Services	Recommendations Report Development			✓	
Samara McIlroy	Libraries Tasmania	Manager, Government Recordkeeping	TAS	Employer	Information Services	Recommendations Report Development			✓	
Adam Bullock	Swinburne University	Manager Digital Information & Records Management	VIC	Training Provider	Information Services	Recommendations Report Development			✓	
Ann Goode	Wannon Water	Manager Knowledge Services	VIC	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Anne Beckwith	Satate Library Victoria	Collection Resources Librarian	VIC	Employer	Information Services	Recommendations Report Development			✓	
Annette Nair	Consultant	Consultant	VIC	Training Provider	Information Services	Recommendations Report Development			✓	
Anthony Duffin	Swan Hill Rural City Council	Information Co-ordinator	VIC	Employer	Information Services	Recommendations Report Development			✓	
Bronwyn Heap	State Library of Victoria	Library Technician	VIC	Employer	Information Services	Recommendations Report Development			✓	
Chris Vincent	City of Kingston	Team Leader Corporate Information	VIC	Employer	Information Services	Recommendations Report Development			✓	
Clare Brophy	Swinburne University	Course leader	VIC	Training Provider	Information Services	Recommendations Report Development			✓	
David Brown	PROV	Assistant Director	VIC	Employer	Information Services	Recommendations Report Development			✓	
David Studham	Melbourne Cricket Club	Librarian	VIC	Employer	Information Services	Recommendations Report Development	✓			
Dr Craig Anderson	Deakin University Library	University Librarian	VIC	Employer	Information Services	Recommendations Report Development	✓			
Dragana Mitrovich	Swinburne University	RM Consultant	VIC	Employer	Information Services	Recommendations Report Development			✓	
Elizabeth Crump	Westernport Water	Business Information Coordinator	VIC	Employer	Information Services	Recommendations Report Development			✓	
Hellena Lozanovski	State Library of Victoria	Lbrary Technician	VIC	Employer	Information Services	Recommendations Report Development			✓	
Jacinta Jubb	Wannon Water	Records Administrator	VIC	Employer	Information Services	Recommendations Report Development			✓	
Jacqueline Borrett	Parks Victoria	Information manager	VIC	Employer	Information Services	Recommendations Report Development			✓	
Jane Carter	Local Government	Records and Customer Service Supervisor	VIC	Other	Information Services	Recommendations Report Development			✓	
Jane McKinna	Banyule City Council	Information Management Coordinator	VIC	Employer	Information Services	Recommendations Report Development			✓	
Janet Blackwell	Aquinas College	Teacher Librarian	VIC	Employer	Information Services	Recommendations Report Development	✓			
Jennie Hyland	Latrobe Community Health Service	Information Management Coordinator	VIC	Other	Information Services	Recommendations Report Development			✓	
Jodie Lettl	State Library of Victoria	Library Technician	VIC	Other	Information Services	Recommendations Report Development			✓	
John Sim	Victorian Managed Insurance Authority	Records Manager	VIC	Employer	Information Services	Recommendations Report Development			✓	
Katherine Toom	Hepburn Shire Council	Coordinator Governance and Information	VIC	Employer	Information Services	Recommendations Report Development			✓	
Katie Haden	Australian Government Solicitor	Library Systems Manager	VIC	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Kerrie Kelly	State Library Victoria	Database coordinator	VIC	Employer	Information Services	Recommendations Report Development			✓	
Kerrie Ludekens	CPA Australia	Library: Systems and Archives	VIC	Employer	Information Services	Recommendations Report Development	✓			
Linda Notley	State Library Victoria	Senior Library Technician	VIC	Employer	Information Services	Recommendations Report Development			✓	
Lois McEvey	State Library Victoria	Library Technician	VIC	Employer	Information Services	Recommendations Report Development			✓	
Luke Privitera	Holmes Institute	Librarian	VIC	Employer	Information Services	Recommendations Report Development	✓			
Lyndal Healey	Moorabool Shire Council	Document Management Officer	VIC	Employer	Information Services	Recommendations Report Development			✓	
Lynne Cullen	Box Hill Institute	Teacher	VIC	Training Provider	Information Services	Recommendations Report Development		✓		
Margie Anderson	Victoria University	Teacher - Library Studies, Transition Education	VIC	Training Provider	Information Services	Recommendations Report Development		✓		
Marj McInnes	Wellington Shire Council	Coordinator Information Management	VIC	Other	Information Services	Recommendations Report Development			✓	
Mary Neazor	Environment Protection Authority	Team Lead Records & Information	VIC	Employer	Information Services	Recommendations Report Development			✓	
Melanie Ngo	State Library Victoria	Library Technician	VIC	Employer	Information Services	Recommendations Report Development			✓	
Michael Augello	IIBA - International Institute of Business Analysis	Regional Director, Strategic Advisor and Past Chair of International Board	VIC	Industry Association	Information Services	Recommendations Report Development		✓		
Michele Hardy	Chisholm Institute	Educator / Course Coordinator	VIC	Training Provider	Information Services	Recommendations Report Development			✓	
Michelle Bromley	Strathbogie Shire Council	Record Co-ordinator	VIC	Employer	Information Services	Recommendations Report Development			✓	
Michelle Page-Cook	Wellington Shire Council	Senior Information Officer	VIC	Employer	Information Services	Recommendations Report Development			✓	
Naomi Crotty	State Library Victoria	Library Technician	VIC	Employer	Information Services	Recommendations Report Development			✓	
Peter Newell	Warrnambool City Council	Manager Information Services	VIC	Employer	Information Services	Recommendations Report Development			✓	
Sandra Gillam	Victoria Police	Manager, Information Management	VIC	Employer	Information Services	Recommendations Report Development			✓	
Sandra Reely	MMG Limited	Document Management Lead	VIC	Employer	Information Services	Recommendations Report Development	✓			
Scott Gardiner	Moira Shire Council	Senior Records Officer	VIC	Employer	Information Services	Recommendations Report Development			✓	
Sue Burton	Bass Coast Shire Council	Corporate Information Systems Administrator	VIC	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Adrian Bowen	State Library of Western Australia	Team Leader	WA	Employer	Information Services	Recommendations Report Development			✓	
Alessandra Giacchi	WA Department of Education	Library Officer	WA	Employer	Information Services	Recommendations Report Development			✓	
Amanda Sears	Department of Primary Industries and Regional Development	Records Manager	WA	Employer	Information Services	Recommendations Report Development			✓	
Amanda Smith	Shire of York	Records Officer	WA	Employer	Information Services	Recommendations Report Development			✓	
Ananda Leblond	DMIRS	Manager Corporate Information Management Branch	WA	Employer	Information Services	Recommendations Report Development			✓	
Anna Amoganathan	School Curriculum and Standards Authority	Corporate Records Management Officer	WA	Employer	Information Services	Recommendations Report Development			✓	
Anne McDonald	Shire of Mundaring	Team Leader Information Management	WA	Employer	Information Services	Recommendations Report Development			✓	
Ann-Marie Ryan	FutureNow Creative & Leisure Industries Training Council	Industry Manager (Creative Industries and ICT)	WA	ITAB	Information Services	Recommendations Report Development		✓	✓	
Barbara Parnaby	Curtin University	Manager, Curtin University Library	WA	Employer	Information Services	Recommendations Report Development			✓	
Bindy Hammond	North Metro TAFE	Lecturer Library Studies	WA	Training Provider	Information Services	Recommendations Report Development		✓		
Carol Smith	Gingin Shire	Records	WA	Employer	Information Services	Recommendations Report Development			✓	
Chad Creighton	Aboriginal Arts Centre Hub WA (AACHWA)	CEO	WA	Industry Association	Information Services	Recommendations Report Development		✓	✓	
Clare-Frances Craig	Western Australian Museum	Senior Projects Officer, Regional	WA	Employer	Information Services	Recommendations Report Development		✓		
Colleen Harris	North Metro TAFE	Lecturer - Information and Library Studies	WA	Training Provider	Information Services	Recommendations Report Development		✓		
Daniel Rozas Nunez	Murdoch University	Coordinator, Special Collections	WA	Other	Information Services	Recommendations Report Development			✓	
Danielle Rafferty	City of Canning	Leader Information Management	WA	Employer	Information Services	Recommendations Report Development			✓	
Danni Chard	Shire of Brookton	Customer Service & Administration Officer	WA	Employer	Information Services	Recommendations Report Development			✓	
Debbie Crudass	Edith Cowan University	Information Management Adviser	WA	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Fox Ward	City of Mandurah	Information Management Consultant	WA	Employer	Information Services	Recommendations Report Development			✓	
Isobel Conner	North Metro TAFE	Team Leader - Library Technician	WA	Employer	Information Services	Recommendations Report Development		✓		
Jane King	John Curtin Gallery	Gallery Manager	WA	Employer	Information Services	Recommendations Report Development			✓	
Janice Nottingham	Shire of Ashburton	Records and Customer Service Coordinator	WA	Employer	Information Services	Recommendations Report Development			✓	
Jenny Kenny	State Library of Western Australia	A/Manager Client Services	WA	Employer	Information Services	Recommendations Report Development			✓	
Joanna Andrew	City of Perth Library	Coordinator Library Services	WA	Employer	Information Services	Recommendations Report Development			✓	
Jonelle Beck	Shire of Merredin	Records Officer	WA	Employer	Information Services	Recommendations Report Development			✓	
Julie Coxall	City of Armadale	Records Coordinator	WA	Employer	Information Services	Recommendations Report Development		✓	✓	
Julie Hobbs	FutureNow	CEO	WA	ITAB	Information Services	Recommendations Report Development		✓		
Kathryn Greenhill	Curtin University	Lecturer	WA	Training Provider	Information Services	Recommendations Report Development		✓		
Katrina Duncan	SHQ	Library and Information Coordinator	WA	Employer	Information Services	Recommendations Report Development			✓	
Kim Jameson	Art on the Move (AOTM)	Executive Director	WA	Other	Information Services	Recommendations Report Development		✓	✓	
Mimma Sardi	Dept of Transport	Team Leader IM Operations	WA	Employer	Information Services	Recommendations Report Development			✓	
Ming Ghee Khoo	City of Perth	Records Coordinator	WA	Employer	Information Services	Recommendations Report Development			✓	
Nalynn Fooyontphanich	NMTafe	Librarian	WA	Training Provider	Information Services	Recommendations Report Development			✓	
Natalie Evans	Museums Galleries Australia (WA)	Executive Director	WA	Employer	Information Services	Recommendations Report Development		✓		
Patricia Lam Sin Cho	Chisholm Catholic College	Library Technician	WA	Other	Information Services	Recommendations Report Development			✓	
Patrizia Gianatti	Town of Bassendean	Digital and System Service Officer	WA	Other	Information Services	Recommendations Report Development			✓	
Phyllis Paioff	Perth College	Library Technician	WA	Other	Information Services	Recommendations Report Development			✓	
Prue O'Neill	North Metro TAFE	Lecturer	WA	Training Provider	Information Services	Recommendations Report Development		✓		
Robert Mitchell	Museums Galleries Australia (WA)	Executive Officer	WA	Employer	Information Services	Recommendations Report Development		✓		
Rosemary Hessel	City of Perth	Team Leader Technical Services	WA	Employer	Information Services	Recommendations Report Development			✓	
Ross Withnell	State Library of WA	Manager	WA	Employer	Information Services	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Shane Culbertson	Main Roads WA	Information Manager	WA	Employer	Information Services	Recommendations Report Development			✓	
Shirley Cowcher	Information Enterprises Australia Pty Ltd	Managing Director	WA	Employer	Information Services	Recommendations Report Development			✓	
Sienna Gilchrist	Australian Library and Information Association	WA State Manager	WA	Industry Association	Information Services	Recommendations Report Development			✓	
Silvana Monaco	City of Canning	System Administrator	WA	Employer	Information Services	Recommendations Report Development			✓	
Sue North	State Library of WA	Manager	WA	Employer	Information Services	Recommendations Report Development			✓	
Tom Cleary	Department of the Premier and Cabinet, WA	Cyber Security Analyst	WA	Employer	Information Services	Recommendations Report Development		✓	✓	
Tony Ferrinda	Transport WA	Manager	WA	Employer	Information Services	Recommendations Report Development			✓	
Trissa Dent	Child and Adolescent Health Services	Records & Compliance Manager	WA	Employer	Information Services	Recommendations Report Development			✓	
Vanessa Rooney	North Metropolitan TAFE	Lecturer	WA	Training Provider	Information Services	Recommendations Report Development			✓	
Viv Barton	City of Stirling	Service Lead Libraries and Lifelong Learning	WA	Employer	Information Services	Recommendations Report Development			✓	
Wendy Read	Town of East Fremantle	Records Officer	WA	Employer	Information Services	Recommendations Report Development			✓	
Zena Ghosn	North Metropolitan TAFE	Librarian	WA	Training Provider	Information Services	Recommendations Report Development		✓	✓	
Ellouise Boel	YWCA Canberra	Compliance and Quality	ACT	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Alasdair Bradley	Australian Institute of Management	Learning Experience Architect	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Cate Rhodes	Army	SO2 RTO	National	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
David Hoey	MiTraining	CEO	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Jan Rose	One World Learning	Director	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Jeanne Elliott	Aveling	Instructional Designer	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Jenni Welch	Aspire Training and Consulting Ltd	Publishing Manager	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Julie Doran	Defence People Group	L&D Manager	National	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Kerry Hall	International Teacher Training Academy	Teacher	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Laura Carlton	Australian Institute of Management	Vocational Product Manager	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Lynne Stephens	Australasian Leadership Academy	Founder and MD	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Mark Poland	Salary Packaging Australia	General Manager	National	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Michelle Munrowd-Harris	Trainwest	CEO	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Paul Moggach	Navy Leadership and Culture Development	Director	National	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Pepe Newton	Australian Institute of Management	Senior Consultant	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Rabi Yonzon	UIA	Director	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Sandy Welton	Consultant	Instructional Designer	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Steve Salter	smallprint	Instructional designer	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Steven Bristow	LWB	Learning & Development Lead	National	Industry Association	Leadership, Project Mgmt	Recommendations Report Development			✓	
Steven Smith	Scentia	Director, Product	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Sue Shegog	Learning Partners	Educator	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Catherine Maxwell	Governance Institute of Australia	Executive Manager, Policy and Advocacy	NSW	Industry Association	Leadership, Project Mgmt	Recommendations Report Development			✓	
Denise Goddard	Office of Sport	Organisational Development	NSW	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Jane Lees	National Training Masters	CEO	NSW	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Jerome Babate	Profdev Center	Executive Director	NSW	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Katrina Tierney	KARBEN Training Solutions	RTO Compliance Administrator	NSW	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Lisa Bailey	Consultant	Consultant	NSW	Other	Leadership, Project Mgmt	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Steve Beet	Stanninghouse Consulting	Director	NSW	Other	Leadership, Project Mgmt	Recommendations Report Development			✓	
Farzi Khan	Calvary Community Care	Service Coordinator	NT	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Robyn Lacey	TeamHEALTH	Human Resources Manager	NT	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Jasmyn Cross	The Eagle Academy	Operations Manager	QLD	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Kimberly Halter	Academy of Career Training	Director	QLD	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Melissa Arnold	TAFE QLD	Compliance and Audit Advisor	QLD	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
April McLennan	Defence Teaming Centre	Director Skilling and Workforce	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Cheryl Kirkwood	TAFE SA	Lecturer	SA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development		✓		
Jackie Gates	Department of Human Services (SA)	Facilitator of Learning; Stanton Institute	SA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development	✓			
Julie Pisano	TAFE SA	Principal Lecturer	SA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development		✓	✓	
Karen Tohver	Department for Education	Course Manager	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Lorraine Johnson	Minda	Executive Manager, People & Culture	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Michelle Donnelly	Department for Education	Program Manager	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Pamela Lee	City of Mount Gambier	General Manager, Council Business Services	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Rebecca Dickens	Maxima	Consultant	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Robyn Hudson	smallprint	Instructional designer	SA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Serena Eales	SA Country Fire Service	State Training Officer - L&D	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Tracey Healy	Department for Education	Course Manager	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Wendy Hill	Department of Education	Course Manager - Diploma of Leadership and Management	SA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development		✓	✓	
Brett Patterson	Libraries Tasmania	Director Governance and Operations	TAS	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Andrea Rose	Gordon Institute of TAFE	Quality Manager	VIC	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Daejeong Choi	Centre for Workplace Leadership	Program Director	VIC	Industry Association	Leadership, Project Mgmt	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Franz Wohlgezogen	Centre for Workplace Leadership	Senior Lecturer	VIC	Industry Association	Leadership, Project Mgmt	Recommendations Report Development		✓		
Jason McCutcheon	Box Hill TAFE	Trainer	VIC	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Jo Rawson	Success Trilogy	Leadership & Management Trainer/Assessor contractor	VIC	Other	Leadership, Project Mgmt	Recommendations Report Development			✓	
Katrina Watt	Sunraysia Institute of TAFE	Teacher	VIC	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Lisa Musumeci	DHHS	manager	VIC	Other	Leadership, Project Mgmt	Recommendations Report Development			✓	
Michele Tocci	Chisholm Institute	Industry Educator	VIC	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Michelle Marsden	Deakin University	Quality and Compliance/Assessor	VIC	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Sharyn Meade	Holmesglen Institute	Lecturer	VIC	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Victor Sojo	Centre for Workplace Leadership	Research Fellow	VIC	Industry Association	Leadership, Project Mgmt	Recommendations Report Development		✓		
Vivienne O'Shannessy	MCIE	Manager, VET	VIC	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Chris Godwin	3CM School of Management	Managing Director	WA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Damien Wragg	Trainwest	Director of Operations	WA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Janelle Dawson	Sterling Business College	Principal	WA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Joel Schreiber	North Regional TAFE	Advanced Skills Lecturer	WA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Mark Jackson	North Regional TAFE	Head of Programs	WA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Melissa Boynes	Contractor	BSB Trainer/Assessor	WA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Regan Whitby	NCT Corporate training providers	Industry Trainer	WA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Collin Smith	International Centre for Complex Project Management	Managing Director and CEO	ACT	Industry Association	Leadership, Project Mgmt	Recommendations Report Development	✓			
Mark White	PM-AXIS Pty Ltd	Managing Director	ACT	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Ben Burrows	Capability Acquisition and	Director of Program Management - LAND Domain	National	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
	Sustainment Group (Defence)									
Erin Evans	Transcend Complexity	Consultant Educator	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Julia Abrenica	Compliant Learning Resources	Instructional Designer	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Lynda Douglas (BSB IRC)	Australian Defence College	Director, National Skills Framework, Defence Education Learning and Training Authority	National	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Mark Raven	New Horizons	CEO	National	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Michael Young	Australian Institute of Project Management	Director	National	Industry Association	Leadership, Project Mgmt	Recommendations Report Development		✓	✓	
Pam Pryor (BSB IRC)	Safety Institute of Australia	Manager OHS Body of Knowledge	National	Industry Association	Leadership, Project Mgmt	Recommendations Report Development		✓		
Phillip Rutherford	PDRutherford & Associates	Industry Consultant	National	Other	Leadership, Project Mgmt	Recommendations Report Development			✓	
Sandra de Rose	DXC Technology	Global Program Manager, Leadership Program	National	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Graham Selkirk	Jacobs Consultancy	Senior Consultant	NSW	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Ian Sharpe	DXC Technology	Global Program Director – Digital transformation capability	NSW	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Julien Pollack	USYD	A/Prof	NSW	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Lesley Mitchell	Collaborative Learning and Development Pty Ltd	Director	NSW	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Phil Crosby	CSIRO	CASS Business Strategist & Major Projects Specialist	NSW	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Brian Kelly	Department of Infrastructure Planning and Logistics, NT Government	Manager, Projects	NT	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Christian Slavik	RPS Group	Project Manager	NT	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Claire Monks	ISACNT	Training Package Development	NT	ITAB	Leadership, Project Mgmt	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Eric Vanweydevelde	Power and Water Corporation	Senior Project Manager	NT	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Mark Monahagn	Engineers Australia	General Manager	NT	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Simon Weidenhofer	RPS Group	Senior Project Manager	NT	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Lou Marks	Institute of Management	Head - School of PM	QLD	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Robert Jan	Project and Development Services Pty Ltd	Director	QLD	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Jodie Blum	District Council of Tumby Bay	Executive Assistant	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Sandy Zuiani	Department of Human Services (SA)	Learning and Development Manager	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development		✓		
Stephen Beaty	IPMG (SA) Pty Ltd	Project Director	SA	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Adam Taylor	Metro Trains Melbourne	Program Manager	VIC	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Iona McKimmie	Mentor Education	CAO	VIC	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Lex Gan	InEight	Business Development Manager	VIC	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Simon Bell	The Centre for Workplace Leadership	Director	VIC	Industry Association	Leadership, Project Mgmt	Recommendations Report Development		✓		
Tyson Kingston	Accuraco	Project Manager	VIC	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Zafar Issadeen	InEight	Manager, Project Delivery	VIC	Employer	Leadership, Project Mgmt	Recommendations Report Development	✓			
Clare-Frances Craig	WA Museum	Senior Project Officer , Regions	WA	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Maryke Botes	South Metropolitan TAFE	Lecturer - Project Management	WA	Training Provider	Leadership, Project Mgmt	Recommendations Report Development			✓	
Shaun Ridley (BSB IRC)	Australian Institute of Management (WA)	Deputy CEO	WA	Industry Association	Leadership, Project Mgmt	Recommendations Report Development		✓		
Suparna Chatterjee	Communities	Project Manager	WA	Employer	Leadership, Project Mgmt	Recommendations Report Development			✓	
Fred Arugay	ACT Land Titles Office ARNECC	Senior Manager (also, ARNECC)	ACT	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Tim Pearse	ACT Land Titles Office ARNECC	Project Manager (also, ARNECC)	ACT	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Angeline Antony	NSW Office of the Registrar General ARNECC	Senior Lawyer - E-conveyancing (also, ARNECC)	NSW	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Cheryl Alt	Alternative Conveyancing Australian Institute of Conveyancers (NSW)	Principal (President, AIC NSW)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Chris Tyler	Australian Institute of Conveyancers (NSW)	CEO	NSW	Industry Association	Legal Services, Conveyancing	Recommendations Report Development		✓		
Dale Turner	Australian Institute of Conveyancers (NSW)	Consultant (AIC NSW Best Practice Group member)	NSW	Industry Association	Legal Services, Conveyancing	Recommendations Report Development		✓		
John Reid	CJ Conveyancing Australian Institute of Conveyancers (NSW)	Principal (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Kathy Townsend	Fair Trading NSW	Director, Industry Support - Specialist Services	NSW	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Kirin Khatra	Kilara and Associates Australian Institute of Conveyancers (NSW)	Director (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Leah Stevens	Fox Stevens Australian Institute of Conveyancers (NSW)	Director / Licensed Conveyancer (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Maria Crosbie	Crosbie Conveyancing Australian Institute of Conveyancers (NSW)	Principal (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Marina Eyeington	Village Green Conveyancing Australian Institute of	Licensee (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
	Conveyancers (NSW)									
Peter Dunphy	Fair Trading NSW	Executive Director - Specialist Services	NSW	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Robert Goncalves	NSW Office of the Registrar General ARNECC	Director, E-conveyancing (also, ARNECC)	NSW	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Sandra Miller	Sandra Miller Conveyancing Australian Institute of Conveyancers (NSW)	Principal (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Shirley Hardingham	Carmalt Conveyancing Australian Institute of Conveyancers (NSW)	Licensed Conveyancer (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Tracey Warden	Tracey Warden Conveyancing Australian Institute of Conveyancers (NSW)	Principal / Licensed Conveyancer (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Viv Pauling	iSettle Australian Institute of Conveyancers (NSW)	Director / Licensed Conveyancer (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Brad Warneke	Queensland Titles Registry ARNECC	Director, Operations (also, ARNECC)	QLD	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Steve Smith	Queensland Titles Registry ARNECC	Business Analyst (also, ARNECC)	QLD	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Angie Nguyen	SA Office of the Registrar General ARNECC	E-conveyancing Specialist / Conveyancer (also, ARNECC)	SA	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Bill Moore	TAFE SA	Senior Lecturer (Conveyancing)	SA	Training Provider	Legal Services, Conveyancing	Recommendations Report Development		✓		
Gemma Wallace	Johnston Withers Lawyers	SA Head of Conveyancing	SA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Jenny Cottnam	SA Office of the Registrar General ARNECC	Deputy Registrar General (also, ARNECC)	SA	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Margaret Barron	Australian Institute of Conveyancers (SA)	Manager, Policy and Training	SA	Industry Association	Legal Services, Conveyancing	Recommendations Report Development		✓		
Rebecca Hayes	Australian Institute of Conveyancers (SA)	CEO	SA	Industry Association	Legal Services, Conveyancing	Recommendations Report Development		✓		
Rod Hammond	Cleartitle Conveyancing	Conveyancer	SA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Stuart James	Land Titles Office Tasmania ARNECC	Senior Business Analyst (also, ARNECC)	TAS	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Aviva Greenberger	TMG College	Industry Engagement & Learning Coordinator - Conveyancing	VIC	Training Provider	Legal Services, Conveyancing	Recommendations Report Development	✓			
Elizabeth Lanyon	Consumer Affairs Victoria	Director, Policy and Corporate Services	VIC	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Gina Papas	Consumer Affairs Victoria	Acting Chief Policy Advisor	VIC	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Jennifer Wadelton	Smokeball Australia Australian Institute of Conveyancers (Vic)	Business Development Manager (AIC Committee Member)	VIC	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Jillean Ludwell	Australian Institute of Conveyancers (VIC)	CEO	VIC	Industry Association	Legal Services, Conveyancing	Recommendations Report Development		✓		
Joan Lentini	Complete Conveyancing	Licensed Conveyancer	VIC	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Malka Lawrence	TMG College	Chairman	VIC	Training Provider	Legal Services, Conveyancing	Recommendations Report Development	✓			
Michelle Marfurt	Consumer Affairs Victoria	Principal Legal Policy Advisor	VIC	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Paula Lau	Wayne Wong & Associates	Conveyancer	VIC	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Richard Jefferson	Land Use Victoria ARNECC	Executive Director, Land Registry Services (also, ARNECC)	VIC	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Santina Taranto	Geelong Conveyancing Australian Institute of Conveyancers (National, Vic)	Licensed Conveyancer (AIC National, VIC Committee Member)	VIC	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Shakila Maclean	All Hours Conveyancing Australian Institute of Conveyancers (Vic)	Owner, Director (AIC VIC Committee Member)	VIC	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Sheree Hensgen	Allstate Conveyancing Services P/L	Proprietor, Director	VIC	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Tania Gooley	Chambers Conveyancing	Conveyancer - Owner/Operator	VIC	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Brad McBride	Landgate WA ARNECC	Manager, Registrations (also, ARNECC)	WA	Other	Legal Services, Conveyancing	Recommendations Report Development		✓		
Sarah McDonald	Safety Bay Settlements	Licensed Conveyancer / Settlement Agent	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Steve Britten	Britten Enterprises Pty Ltd	Principal / Director	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Valerie Haskins	Haskins Settlements	Licensee	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Fiona Croswell	Australasian Legal Practice Management Association	Learning and Development Manager	National	Industry Association	Legal Services, Conveyancing	Recommendations Report Development	✓			
Jai Wright	Piper Alderman	National Trainer	National	Employer	Legal Services, Conveyancing	Recommendations Report Development			✓	
Deborah Veness	TAFENSW	Head Teacher	NSW	Training Provider	Legal Services, Conveyancing	Recommendations Report Development			✓	
Jason Elias	Elias Recruitment	Chief Executive Officer	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development	✓			
Sharmaine Gewohn	University of NSW	Director, Continuing Legal Education	NSW	Industry Association	Legal Services, Conveyancing	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Tamara Sims	Gilbert + Tobin	Senior Lawyer	NSW	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Danielle Misell	TAFE SA	Coordinator & Lecturer, Legal Services	SA	Training Provider	Legal Services, Conveyancing	Recommendations Report Development	✓			
Emily Mortimer	Piper Alderman Australasian Legal Practice Management Association	Human Resources Manager (also, Chair SA Committee, ALPMA)	SA	Employer	Legal Services, Conveyancing	Recommendations Report Development	✓			
Laura Wilkinson	Swinburne University	Manager	VIC	Training Provider	Legal Services, Conveyancing	Recommendations Report Development			✓	
Alison Muller	Regional Alliance West	Principal Solicitor	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development	✓			
Anna Copeland	SCALES Community Legal Centre Murdoch University	Supervising Solicitor (also, Director of Clinical Legal Programs, Murdoch University)	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development	✓			
Corina Martin	Aboriginal Family Law Services	CEO	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development	✓			
Danielle Smith	Aboriginal Legal Service WA Ltd	HR Manager	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Gai Walker	SCALES Community Legal Centre	Managing Director	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Katy McDougall	Legal Aid WA	Solicitor	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Peter Collins	Aboriginal Legal Service WA Ltd	Director, Legal Services	WA	Employer	Legal Services, Conveyancing	Recommendations Report Development		✓		
Sharryn Jackson	Community Legal Centres Association WA	Executive Director	WA	Industry Association	Legal Services, Conveyancing	Recommendations Report Development		✓		
Ashley Jones	Australian Marketing Institute	Deputy Chair Vocational Training Endorsement & AMI Accreditation and Endorsement Board	National	Industry Association	Marketing	Recommendations Report Development		✓		
Belinda Brown	Financial Education Professionals	Manager, Industry Capability and Content Strategy	National	Training Provider	Marketing	Recommendations Report Development			✓	

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Jenny Muir	Public Relations Institute of Australia	Immediate Past President	National	Industry Association	Marketing	Recommendations Report Development		✓		
John Broome	Australian Association of National Advertisers	CEO	National	Industry Association	Marketing	Recommendations Report Development		✓	✓	
Michael Laxton	Fairfax Media	Chief Marketing Officer	National	Employer	Marketing	Recommendations Report Development		✓		
Regina Benisano	AIPM	Marketing Manager	National	Industry Association	Marketing	Recommendations Report Development			✓	
Steve Sinha	Association for Data-Driven Marketing & Advertising	COO	National	Industry Association	Marketing	Recommendations Report Development		✓		
Andrew Mashman	Liberated Vision	Edu & Industry Specialist	NSW	Other	Marketing	Recommendations Report Development			✓	
Anthony Lowe	PRIA	Professional Competency Working Group - Matrix Designer	NSW	Industry Association	Marketing	Recommendations Report Development	✓			
David Morgan	MacMorgan	CMO/Founder	NSW	Employer	Marketing	Recommendations Report Development	✓			
Louise John	TAFE NSW	Part Time teacher	NSW	Training Provider	Marketing	Recommendations Report Development			✓	
Max Wilson	Arts Communications Finance Industries and Property Services ITAB	Executive Director	NSW	ITAB	Marketing	Recommendations Report Development		✓		
Yvonne Webb (BSB IRC)	Industry Skills Advisory Council NT	Industry Engagement Officer	NT	ITAB	Marketing	Recommendations Report Development		✓	✓	
Dr Amisha Mehta	Queensland University of Technology	Associate Professor	QLD	Other	Marketing	Recommendations Report Development	✓			
Ellen Tyquin	Ellen Tyquin Consulting	Owner	QLD	Employer	Marketing	Recommendations Report Development	✓			
Andrea Jenkins	TAFE SA	Lecturer	SA	Training Provider	Marketing	Recommendations Report Development		✓		
Bjarne Sorensen	TAFE SA	Lecturer	SA	Training Provider	Marketing	Recommendations Report Development		✓		
Jocelyn Awwad	HAB Dental	Consultant (Marketing)	SA	Employer	Marketing	Recommendations Report Development		✓		
Juliana Fitzpatrick	Department for Industry and Skills	Education and Training Products Consultant	SA	Other	Marketing	Recommendations Report Development		✓		
Michael Ewer	Ignite VR	Founder	SA	Employer	Marketing	Recommendations Report Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Pip Hankin	Libraries Tasmania	Manager Communications and Marketing	TAS	Employer	Marketing	Recommendations Report Development			✓	
Matt James	Contractor	Trainer Assessor	VIC	Training Provider	Marketing	Recommendations Report Development			✓	
Bridget Tombleson	Curtin University	Clinical/Professional Fellow	WA	Other	Marketing	Recommendations Report Development	✓			
Dr Katharina Wolf	Curtin University	Senior Lecturer	WA	Other	Marketing	Recommendations Report Development	✓			
Kim Ahino	South Metropolitan TAFE	Lecturer	WA	Training Provider	Marketing	Recommendations Report Development			✓	
Marie Mills	Mills Wilson	Managing Director	WA	Employer	Marketing	Recommendations Report Development	✓			
Neil Le Febvre	HBF	General Manager Marketing	WA	Employer	Marketing	Recommendations Report Development	✓			
Warrick Hazeldine	Cannings Purple	Managing Director	WA	Employer	Marketing	Recommendations Report Development	✓			
Draft Version 1 Training Product Development										
Cathy Wagner	Contractor	Compliance and Writer	National	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development	✓			
Dawn Foster	Consultant	RTO and compliance consultant	National	Other	Audit and Compliance	Draft Version 1 Training Product Development	✓			
Prabhakar Agraja	Educator Training Services Pty Ltd	CEO	National	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development	✓			
Barb Hepworth	TAFE NSW	Quality Assurance Manager	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development		✓		
Biljana Stanojic	TAFE NSW	Head Teacher	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development		✓		
Giselle Mawer	The Vet PD Network	Partner	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development	✓			
James Nolan	TAFE NSW	Trainer/industry	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development		✓		
Karen Robertson	TAFE NSW	TBC	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development		✓		
Leanne Tusker	TAFE NSW	Trainer/industry	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development		✓		
Marilyn Treanor	TAFE NSW	Product Developer	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development		✓		
Stephen Bailey	TAFE NSW	TBC	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development		✓		
Susan Lockett	TAFE NSW	Assistant Controller	NSW	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development		✓		
Geoff Gray	Gray Management Systems	Director	VIC	Training Provider	Audit and Compliance	Draft Version 1 Training Product Development	✓			

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Jinnine Ridge	SafetyNet Management Solutions	Director,Project Manager	NSW	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
Marie Power	TAFE DIGITAL NSW (North Coast)	Head Teacher	NSW	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development		✓		
Paula Mills	Academy of Entrepreneurs	Founder & CEO	NSW	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
Sharon Fenger	TAFE NSW	Industry Relationship Lead	NSW	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development		✓		
-	AECOM Australia	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Australian Indigenous Leadership Centre	-	NT	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Australian Institute of Project Management – NT Chapter	-	NT	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Biz North	-	NT	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Bronwyn Clee	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Charles Darwin University	-	NT	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Department of Corporate and Information Services	-	NT	Industry Association	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Dovaston Training and Assessment	-	NT	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development				✓
-	Engineers Australia (Northern Division)	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Harris Kmon (HK Solutions)	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
-	LCN Training Solutions	-	NT	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development		✓		
-	Learning Potential International	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development				✓
-	Oaks Elan Hotel	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development		✓		
-	Real Estate Institute of the NT	-	NT	Training Provider	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	RP Project Management	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development		✓		
-	RPS Group	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Territory Proud	-	NT	Industry Association	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	The Princes' Trust	-	NT	Other	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	The Time Tamer	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Chamber of Commerce NT	-	NT	Industry Association	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Department of Attorney-General and Justice	-	NT	Industry Association	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
-	Law Society NT	-	NT	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
Alan Daniel	Department of Education and Training	EO CMM Business Industries	VIC	Employer	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
Alison Sweet	CoreData WA	Project Manager - Business & Finance	WA	ITAB	Business Enterprise Skills	Draft Version 1 Training Product Development	✓			
Antonella Geracitano	TAFE NSW	HR Teacher	NSW	Training Provider	Human Resources	Draft Version 1 Training Product Development		✓		
Diedre Moore	TAFE NSW, TAFE Digital	HR Teacher	NSW	Training Provider	Human Resources	Draft Version 1 Training Product Development		✓		
Jenny Barlow	TAFE NSW	Head Teacher	NSW	Training Provider	Human Resources	Draft Version 1 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Joanne Smith	TAFE NSW	Head Teacher, West Region (Orange)	NSW	Training Provider	Human Resources	Draft Version 1 Training Product Development		✓		
Laura Connelly	TAFE NSW	Head Teacher, Business (Campbelltown)	NSW	Training Provider	Human Resources	Draft Version 1 Training Product Development		✓		
Nicole Martin	TAFE NSW	Head of Department	NSW	Training Provider	Human Resources	Draft Version 1 Training Product Development		✓		
Nola Sher	TAFE NSW	Head Teacher	NSW	Training Provider	Human Resources	Draft Version 1 Training Product Development		✓		
Peter Luedecke	TAFE NSW	Head Teacher, HR	NSW	Training Provider	Human Resources	Draft Version 1 Training Product Development		✓		
Debbie Barns	BIITE	Senior HR Consultant	NT	Employer	Human Resources	Draft Version 1 Training Product Development		✓		
Laura Marsland	HR Business Partner NT	HR Advisor	NT	Employer	Human Resources	Draft Version 1 Training Product Development		✓		
Lynette Murray	Charles Darwin University	Lecturer/Workplace Assessor - Human Resources	NT	Training Provider	Human Resources	Draft Version 1 Training Product Development	✓	✓		
Sandra Black	Hilton	Director of HR	NT	Employer	Human Resources	Draft Version 1 Training Product Development		✓		
Zehra Roofi	WAIFS	Trainer	WA	Training Provider	Human Resources	Draft Version 1 Training Product Development	✓			
Genevieve Dwyer	National Archives of Australia	Assistant Director, Commonwealth Information Management	National	Employer	Information Services	Draft Version 1 Training Product Development	✓			
Linda Zackman	National Archives of Australia	Assitant Director Information Policy	National	Other	Information Services	Draft Version 1 Training Product Development	✓			
Lorien Mader	Department of Finance	Digital Information Management Officer	National	Employer	Information Services	Draft Version 1 Training Product Development	✓			
Sue McKerracher	Australian Library and Information Association	CEO	National	Industry Association	Information Services	Draft Version 1 Training Product Development	✓			
Jo-Ann Bathurst	TAFE NSW Sydney, Ultimo	Head Teacher - Library and Information Studies	NSW	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		
Julie Barkman	TAFE NSW Sydney, Ultimo	Head Teacher - Library & Information Studies	NSW	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		
Matthew Jones	TAFE NSW (TAFE Western Connect)	Course Coordinator Library and Information Services	NSW	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		
Narelle Bell	TAFE NSW Newcastle	Teacher	NSW	Training Provider	Information Services	Draft Version 1 Training Product Development	✓	✓		
Robyn Hill	TAFE NSW Mount Druitt, Western Sydney	Acting Head Teacher	NSW	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		
Anita Deo	TAFE Queensland Online	Library Course Coordinator	QLD	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Catherine Maloney	TAFE Queensland East Coast	Teacher	QLD	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		
Phyllis Goodridge	TAFE Queensland Brisbane Region	Teacher Coordinator, Library Studies	QLD	Training Provider	Information Services	Draft Version 1 Training Product Development	✓	✓		
Jeannine Hooper	TAFESA Adelaide City Campus	Lecturer	SA	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		
Clare Brophy	Swinburne University	Course leader	VIC	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		
Julie Coxall	City of Armadale	Records Coordinator	WA	Employer	Information Services	Draft Version 1 Training Product Development	✓			
Prue O'Neill	North Metropolitan TAFE	Lecturer	WA	Training Provider	Information Services	Draft Version 1 Training Product Development		✓		
Vanessa Rooney	North Metropolitan TAFE	Lecturer	WA	Training Provider	Information Services	Draft Version 1 Training Product Development	✓	✓		
Bronwyn Clee	Bronwyn Clee & Co	Director	NT	Employer	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Ralph Dsouza	Oaks Elan Hotel	Hotel Manager	NT	Employer	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Steve Oldham	Charles Darwin University	VET Lecturer	NT	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Tammy Healy	Charles Darwin University	VET Lecturer / Workplace Assessor - Business	NT	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Timmy Duggan	Australian Indigenous Leadership Centre	Program Manager	NT	Employer	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Julie Pisano	TAFE SA	Principal Lecturer	SA	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development	✓			
Liz Newlan	Bega Cheese Ltd	Human Resources Manager	VIC	Employer	Leadership, Project Mgmt	Draft Version 1 Training Product Development	✓			
Karen Wright	TAFE NSW	Teacher	NSW	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Lisa Armstrong	TAFE NSW	Teacher	NSW	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Peter Beach	TAFE NSW	Head Teacher (Business Services, Belmont)	NSW	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Sussan Rijabi	TAFE NSW	Teacher (Ultimo)	NSW	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Brett Walker	RPS Group	PM Consultant / Trainer	NT	Employer	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Brian Kelly	Northern Territory Department of	Manager, Projects	NT	Employer	Leadership, Project Mgmt	Draft Version 1 Training Product Development	✓			

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
	Infrastructure, Planning and Logistics									
Jaswant Deo	RP Project Management	Principal Project Manager	NT	Employer	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Nicole Lethlean	Charles Darwin University	VET Lecturer - Project Management	NT	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Simon Brownrigg	RPS Group	Project Support Coordinator	NT	Employer	Leadership, Project Mgmt	Draft Version 1 Training Product Development		✓		
Neil Pearson	HoP	Training and Development Specilaist	QLD	Training Provider	Leadership, Project Mgmt	Draft Version 1 Training Product Development	✓			
Margaret Barron	Australian Institute of Conveyancers (SA)	Manager, Policy and Training	SA	Industry Association	Legal Services, Conveyancing	Draft Version 1 Training Product Development	✓	✓		
Christian Leclair	TAFE NSW	Product Manager	NSW	Training Provider	Legal Services, Conveyancing	Draft Version 1 Training Product Development		✓		
Debbie Ferguson	Granville TAFE	Head Teacher	NSW	Training Provider	Legal Services, Conveyancing	Draft Version 1 Training Product Development		✓		
Kay Manettas	TAFE NSW	Assessment Designer	NSW	Training Provider	Legal Services, Conveyancing	Draft Version 1 Training Product Development		✓		
Kellie Abbiss	TAFE NSW	Head Teacher	NSW	Training Provider	Legal Services, Conveyancing	Draft Version 1 Training Product Development		✓		
Melinda Moore	TAFE NSW	Quality Assurance Officer	NSW	Training Provider	Legal Services, Conveyancing	Draft Version 1 Training Product Development		✓		
Melissa Mahoney	Melissa Mahoney Legal College	Director	QLD	Training Provider	Legal Services, Conveyancing	Draft Version 1 Training Product Development	✓			
Danielle Missell	TAFE SA	Course Coordinator and Lecturer	SA	Training Provider	Legal Services, Conveyancing	Draft Version 1 Training Product Development	✓			
Lynette McWilliam	Crisis Preparedness and Response	Senior Officer	ACT	Training Provider	Marketing	Draft Version 1 Training Product Development	✓			
Belinda Brown	Financial Education	Manager, Industry Capability and Content Strategy	National	Training Provider	Marketing	Draft Version 1 Training Product Development	✓			
Chrisitan Leclair	TAFE NSW	Product Manager	NSW	Training Provider	Marketing	Draft Version 1 Training Product Development		✓		
Dianne See	TAFE NSW	Head Teacher	NSW	Training Provider	Marketing	Draft Version 1 Training Product Development		✓		
Glenn Cumberland	TAFE NSW	Head Teacher	NSW	Training Provider	Marketing	Draft Version 1 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Vivien Gazaleh	TAFE NSW	Teacher	NSW	Training Provider	Marketing	Draft Version 1 Training Product Development		✓		
Emily Flores	Chisholm Institute	Marketing Manager	VIC	Training Provider	Marketing	Draft Version 1 Training Product Development	✓			
Draft Version 2 Training Product Development										
Sharon A Stewart	LCN Training Solutions	Director	National	Training Provider	Audit and Compliance	Draft Version 2 Training Product Development		✓		
Kath Densham	National Training Organisation	Compliance/Resource Developer	NSW	Training Provider	Audit and Compliance	Draft Version 2 Training Product Development		✓		
Carmel Guy	TAFE Queensland Gold Coast	Director of Quality and Audit	QLD	Training Provider	Audit and Compliance	Draft Version 2 Training Product Development				✓
Rachel DeNooyer	EDCV	Compliance Validator	QLD	Training Provider	Audit and Compliance	Draft Version 2 Training Product Development		✓		
Geoffrey James Gray	Gray Management Systems Pty Ltd #3839	RTO Director	VIC	Training Provider	Audit and Compliance	Draft Version 2 Training Product Development				✓
Fiona Mitchell	Canberra Institute of Technology	Director Business and Leadership College	ACT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Patrick Goodarzi	Skills Canberra, ACT Government	Research and Policy Analyst	ACT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Sam Mills	CIT	Manager	ACT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Sarah Silver	Canberra Institute of Technology	Project Management Coordinator	ACT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Timothy Sealey	Skills Canberra, ACT Government	STA contact	ACT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Andrea Kocsis	Gradability Pty Ltd	Compliance Manager	National	Industry Association	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Beverley Krogdahl	Life Medicine International Inc.	CEO	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Catherine Jeffs	Navitas Professional	Curriculum Development Officer	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Christie Hamilton	Navitas Professional	Curriculum and learning manager	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Deb Kerrison	Australian Professional Skills Institute	Trainer/Assessor	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Diane Minnis	National NEIS Association	Director	National	Industry Association	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		✓
Erica Crome	National Workplace Initiative	Project Director	National	Industry Association	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Jeffrey Lehrer	Scouts Australia	National RTO Compliance Manager	National	Other	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Jolanda Brockhurst	Youi Insurance	Learning and Development Training Manager	National	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Karl Sincock	Flexible Training	Business Manager	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Keith Maitland	HCF Insurance	Learning and Development	National	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Lynda Green	Australian Apprenticeship and Traineeships Information Service	Training Package Content Officer	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Mark Costello	Asset College	Director	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Michael Griffiths	Inspire Education	Trainer and assessor	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Rebecca French	HCF Insurance	Learning and Development Officer	National	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Roz Jani	Charles Darwin University	VET Lecturer / Workplace Assessor	National	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Susan Geoghegan	Commonwealth Bank of Australia	Learning and Development	National	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
-	TAFE NSW	-	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Adam Farmer	MY MyGateway	Employment Services Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Angus Ng	Konekt Employment	Product Manager	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Anne Murray-Bergan	Western Sydney University The College	Director RTO	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Caitlin Grant	Riverina Community College	Trainer and Assessor	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Chemène Sinson	Blackwater Projects	Principal	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Chris Czarnosz	ACCM	CEO	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Dannelle Robson	WEA Illawarra	Traineeship Coordinator	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Don Walker	MAXIMA	GTO	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Donna Croker	Wingham Family Health Clinic	Practice Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Garry Simpson	MAXIMA	GTO	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Greg Cheetham	ACFIPS Industry Training Advisory Body	Project Officer	NSW	Other	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Helen McGuire	Figtree Surgery	Practice Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
John Beattie	GTES (Group Training Organisation)	Field Officer	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Kelly Hendry	Gulgong Medical Centre	Practice Administration	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Kim Archibald	Coffs Colorectal and Capsule Endoscopy Centre	Practice Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Leah Simpson	TAFE NSW	Head Teacher BSB	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Maria Mercado	ARC Training	Compliance Manager	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Meagan Thorpe	1300apprentice	Area Manager (sales management and management of apprenticeships and traineeships))	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Megan Lawrence	Cardiology at the Mater	Practice Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Michelle Gripton	Thirroul Medical Centre	Practice Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Natasha Stengel	Software Publications	Publisher	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Patricia Downs	TAFE NSW	Product Manager	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Pru Killick	Pegasus	L&D Officer	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Rebecca Ryan	HunterNet Group Training	Field Office, Group Training Organisation	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Renee Roe	Central Coast Group Training	Group Training Organisation Manager	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Robyn Hopkinson	Mittagong Medical Centre	Practice Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Ros Raimond	NSW Education Standards Authority (NESA)	R/Inspector, Vocational Education	NSW	Other	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Sarah Curran	Maxima	GTO	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Simone Carter	Tura Beach Medical Centre	Administration Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Sophie Ashton	The Goulburn Health Hub and Medical Centre	Practice Manager	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Suzanne Stubbs	TAFE NSW	Trainer and Assessor	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Tanaya-Jo Harding	Hilltop Surgery	Surgery Supervisor	NSW	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Venise Damaskos	Academy Green	Compliance Operations Manager	NSW	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
-	Batchelor Institute of Indigenous Education	-	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
-	Charles Darwin University	-	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development	✓			
-	LCN Training Solutions	-	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
-	Power Water Corporation	-	NT	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Donna Giles	Dovaston Training	Trainer	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Janet Fisher	CDU	Trainer	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		✓
Melania McMahon	Charles Darwin University	VET Lecturer/Assessor	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Paul Rousham	Batchelor Institute	Manager Quality Assurance	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Robyn Morrison	Taminmin College	Trainer	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Susan Burgess	Taminmin College	Trainer	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Viv Gasson	Dovaston Training	Trainer	NT	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Yvonne Webb	ISAC NT	Training Package Development	NT	ITAB	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Anthony Kukas	TAFE Queensland	Teacher	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Carlie Sargent	Queensland Water Directorate	Manager Skills	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Coby Liddell	Binnacle Training	Program Development Specialist	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		

Appendix 1 Consultation

Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Conrad Hine	Envirotech Education	Trainer and Assessor	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		✓
Hayley Tremain	Ballistic Training solutions	National business manager	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Karen Artis	TAFE Queensland	Lead Vocational Teacher	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Karen White	Toowoomba Catholic Schools Office	School-Based Apprenticeships Assistant Manager	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Kathy Gaff	The Ipswich State High School	HOD Business/VET	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Laura Love	TAFE Queensland	Teacher	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Lesley Kelk	Barefoot Training	Director	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		✓
Mayerlyn Garcia	Stellar College Pty Ltd	CEO	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Michael Norton	TAFE Queensland	Business Portfolio Professional Learning Community Chair	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Michelle Kim	Good Samaritan College	Teacher - VET Coordinator	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Neale Price	Various RTOs	Trainer and Assessor	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Sandie McCoy	TAFE Queensland Gold Coast	Product Lead - Business and Finance Portfolios	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Sandra Larritt	Youth Plus RTO	RTO Operations Manager	QLD	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Allison Miller	Digital Capability	Director	SA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Emily Melgar	Independent RTO	Director	SA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Michelle Cockshell	AMA Skills Training	Training Manager	SA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Brendan Holland	Tasmania TasTAFE	Division manager	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Christine Watson	Don College	Quality Manager VET	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Christopher Griffin	Tasmania TasTAFE	Teacher	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Damian von Samorzewski	Tasmania TasTAFE	TasTAFE president	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Gaylene Allen	Tasmanian Secondary Colleges RTO	Executive Officer RTO	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Genia Mcgirr	Tasmania TasTAFE	Senior VET Consultant	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Holly Butler	Launceston College	VET Quality Manager	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Ian Lester Digney	Launceston College	ICT VET Coordinator	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Jacqui Lewis	Tasmania TasTAFE	Educator	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Kathy Young	Department of Education	Administration Officer	TAS	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Kerryn Meredith-Soti	Tasmania TasTAFE	Executive Director	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Kris Foweraker	Tasmania TasTAFE	Teacher	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Lou Christie	Hobart College	Certificate II Information, Digital Media and Technology Teacher	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Lyndene Bowen	Tasmania TasTAFE	Business Centre Manager (acting)	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Marcus Wynwood	Tasmanian Department of Education	Teacher (trainer and assessor)	TAS	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Scott Davenport	Launceston College Tas Secondary College RTO	teacher / trainer	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Toni Mcwaide	Tasmania TasTAFE	Education Manager	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Tracy Davies	Tasmania TasTAFE	Quality Supprt Officer	TAS	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Alan Daniel	Department of Education and Training Victoria	EO CMM Business Industries	VIC	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Andrea Weppner	Wodonga TAFE	Team Leader	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Anthony Richard Steele	Inspired Solutions Group Pty Ltd t/a The Training Room	Learning and Development Consultant	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Ashlee Gilbert	Stellar Asia Pacific	L & D Manager	VIC	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Danielle McAuliffe	VCAA	Program Manager	VIC	Industry Association	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Daryl Steffen	Swinburne	Course Leader - Business	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Deborah Mullan	Training that Works	Indsutry Consultant	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Karolina Tilli	SportsReady	Education, Coordinator	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Leo Gilman	BRS	Owner	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Michelle Church	Wodonga TAFE	Teacher (Leadership, Management and HR)	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Nancy Pavlovic	Pavlov Group	Managing Director	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Rachael Fyfe	SuniTAFE	Coordinator	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Rob Zreczycki	Hallam Senior College	Trainer and Assessor	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Sally Hamop	Aspire Learning Resources	Instruct Designer	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Timothy Born	GOTAFE	Teacher	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Vivek Sharma	CEO	CEO	VIC	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
-	North Metropolitan TAFE	-	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Allan Jones	Financial Administrative & Professional Services Training Council	Manager	WA	Other	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Allison Sweet	Core Data WA	Research Manager	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Christine Liveris	North Metropolitan TAFE	Principal Lecturer	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Danielle Viti	IVET	School Relationships	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Darren Channell	North Metropolitan TAFE	Director	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Hari Sethi	NIT Australia	Executive Director	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Hebba Gibson	Financial Administrative & Professional Services Training Council	Project Officer	WA	Other	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Jeremy Trott	Training Services Australia	Quality Manager	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		✓
Lisa De Graaf	SMYL Community College	Coordinator, Training Services	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		✓
Mike Rezaud	North Metropolitan TAFE	Manager, Quality Assurance	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Paul Muenchow	Department of Training and Workforce Development	Senior Program Officer - Training Curriculum	WA	Other	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		

Appendix 1 Consultation

Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Rachel Davidson	Department of Education, WA	Principal Consultant, School Curriculum and Standards	WA	Employer	Business Enterprise Skills	Draft Version 2 Training Product Development				✓
Rene Chahal	NIT Australia	Operations Coordinator	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Renee Burns	North Metropolitan TAFE	Head of Program	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Rosemarie Lenane	Central Regional TAFE	Lecturer	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Rowena Mailing	South Metro TAFE	Portfolio Manager	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		✓
Vicki Coyne	South Regional TAFE	Lecturer	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Wilna Fourie	Central Regional TAFE	Lecturer	WA	Training Provider	Business Enterprise Skills	Draft Version 2 Training Product Development		✓		
Dr. Teresa Schweltnus	Asia Pacific College of Business and Law (APCBL) Charles Darwin University	Head of Business VET	National	Training Provider	Human Resources	Draft Version 2 Training Product Development		✓		
Melissa Louise	ACS	OD consultant	National	Industry Association	Human Resources	Draft Version 2 Training Product Development		✓		
David Liptak	National Training Masters	Director of Learning and Development	NSW	Training Provider	Human Resources	Draft Version 2 Training Product Development		✓		✓
Lisa Jones	ACCM College RTO 1441	Managing Director	NSW	Training Provider	Human Resources	Draft Version 2 Training Product Development				✓
Susan Stack	Australian Pacific College Education Group	Academic Coordinator (Vocational Programs)	NSW	Training Provider	Human Resources	Draft Version 2 Training Product Development		✓		
Lynette Murray	CDU	Lecturer/Workplace Assessor - Human Resources	NT	Training Provider	Human Resources	Draft Version 2 Training Product Development		✓		
Sarah Lomax	Inspire Education	Business Services Trainer	QLD	Training Provider	Human Resources	Draft Version 2 Training Product Development				✓
David Evans	North Metro TAFE WA	Principal Lecturer	WA	Training Provider	Human Resources	Draft Version 2 Training Product Development				✓
Anne Cornish	Records and Information Management Professionals Australasia	Executive Director	National	Industry Association	Information Services	Draft Version 2 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Chris Fripp	Relevancy P/L	Trainer & Assessor RTO	National	Training Provider	Information Services	Draft Version 2 Training Product Development		✓		
Kate Bunker	ALIA	Director of Learning	National	Industry Association	Information Services	Draft Version 2 Training Product Development				✓
Lorien Mader	Department of Finance	Digital Information Management Officer	National	Employer	Information Services	Draft Version 2 Training Product Development		✓		
Jo-Ann Bathurst	TAFE NSW Sydney Region	Head Teacher - Library and Information Studies	NSW	Training Provider	Information Services	Draft Version 2 Training Product Development				✓
Julie Barkman	Sydney TAFE Ultimo	Head Teacher - Library & Information Studies	NSW	Training Provider	Information Services	Draft Version 2 Training Product Development				✓
Lesley Watson	TAFE Ultimo	Teacher, Library and Information Services	NSW	Training Provider	Information Services	Draft Version 2 Training Product Development				✓
Louise McMorland	TAFE NSW	Teacher, Library and Information Services	NSW	Training Provider	Information Services	Draft Version 2 Training Product Development				✓
Narelle Bell	TAFE NSW Newcastle	Teacher	NSW	Training Provider	Information Services	Draft Version 2 Training Product Development				✓
Sevinc Bebrer	Crown Solicitors Office	Senior Records Officer	NSW	Employer	Information Services	Draft Version 2 Training Product Development				✓
Helen Webster	State Library	Team Leader	QLD	Training Provider	Information Services	Draft Version 2 Training Product Development		✓		
Peter Lausberg	Queensland Curriculum and Assessment Authority	Principal Education Office - Lead Auditor	QLD	Training Provider	Information Services	Draft Version 2 Training Product Development		✓		✓
Phyllis Goodridge	TAFE Queensland	Teacher Coordinator, Library Studies	QLD	Training Provider	Information Services	Draft Version 2 Training Product Development		✓		✓
Peter Crush	Consultant in archives and recordkeeping	Consultant	SA	Employer	Information Services	Draft Version 2 Training Product Development				✓
Tony Walker	Relevancy Ptd Ltd	-	TAS	Training Provider	Information Services	Draft Version 2 Training Product Development				✓
Anthony Steele	Inspired Solutions Group Pty Ltd. t/a The Training Room	Learning and Development Consultant	VIC	Training Provider	Information Services	Draft Version 2 Training Product Development				✓
Michele Hardy	Chisholm Institute	Educator / Course Coordinator	VIC	Training Provider	Information Services	Draft Version 2 Training Product Development				✓
Ann-Marie Ryan	FutureNow Creative & Leisure Industries Training Council	Industry Manager (Creative Industries and ICT)	WA	ITAB	Information Services	Draft Version 2 Training Product Development				✓
Jenni Welch	N/A	Publishing Manager	National	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development				✓
Sandy Welton	Welton Resources	Instructional Designer	National	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development				✓
Rafal M Gasior	Kent Institute Australia	Head of Vocational Education	NSW	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development		✓		

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Steve Oldham	CDU	VET Lecturer	NT	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development		✓		
Tammy Healy	CDU	VET Lecturer / Workplace Assessor - Business	NT	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development		✓		
Rebecca Dickens	Maxima	Consultant	SA	Employer	Leadership, Project Mgmt	Draft Version 2 Training Product Development		✓		✓
Wayne Elliot	Netgain	CEO	VIC	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development		✓		
Damien Wragg	Trainwest	Director of Operations	WA	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development		✓		
Joel Schreiber	North Regional TAFE	Advanced Skills Lecturer	WA	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development				✓
Nicole Lethlean	CDU	VET Lecturer - Project Management	NT	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development		✓		
Nicholas Howie	Naval Shipbuilding College	Training Solutions Manager	SA	Training Provider	Leadership, Project Mgmt	Draft Version 2 Training Product Development		✓		
Patrick Brennan	Australian Institute of Credit Management	Education Manager	National	Training Provider	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Maria Crosbie	Crosbie Conveyancing	Principal (AIC NSW Best Practice Group member)	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Margot Barron	AIC SA	Manager, Policy and Training	SA	Industry Association	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Jodie Harrison	Department of Mines, Industry Regulation and Safety WA	-	WA	Other	Legal Services, Conveyancing	Draft Version 2 Training Product Development	✓			
Jenny Hirst	Apprenticeship Careers Australia	Group Training Organisation Manager	National	Training Provider	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Alana Matthews	HVTC Southern Tablelands	GTO Field Officer	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Courtney Carstons	GKA Investigations Group	Office Manager	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Jenny Bourke	Work Ventures	Manager GTO	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Julie Mondon	Johnston Tobin Solicitors	Office Manager	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓

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Name	Organisation	Title	Jurisdiction	Stakeholder type	Stream	Phase	1:1	FG	SV	WF
Karlie Bell	Sawers and Levonpere	Practice manager	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Linda Standley	Grace Lawyers	Practice Office Manager	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Renae Mossman	Acorn Lawyers	Manager	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Silvia Shaw	B&B Secretarial Services	Office Manager	NSW	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Katy McDougall	Legal Aid WA	Solicitor	WA	Employer	Legal Services, Conveyancing	Draft Version 2 Training Product Development				✓
Anne Lawler	Sydney TAFE Ultimo	Teacher / Internship Coordinator	NSW	Training Provider	Marketing	Draft Version 2 Training Product Development				✓
Mahedi Kabir	Kent Institute Australia	VET Course Coordinator	NSW	Training Provider	Marketing	Draft Version 2 Training Product Development		✓		
Maja Kowalska	Kent Institute Australia	Trainer	NSW	Training Provider	Marketing	Draft Version 2 Training Product Development		✓		
Yvonne Webb (BSB IRC)	ISAC NT	Industry Engagement Officer	NT	ITAB	Marketing	Draft Version 2 Training Product Development				✓
Juliana Fitzpatrick	Department of Innovation and Skills	Education and Training Products Consultant	SA	Other	Marketing	Draft Version 2 Training Product Development		✓		
Michael Ewer	Ignite VR	Founder	SA	Employer	Marketing	Draft Version 2 Training Product Development		✓		

Appendix 2 Non-endorsable components

This section outlines additional updates that will be implemented when BSB Business Services Training Package (Version 7) is Versioned on the National Register.

Non-endorsable changes

The IRC approved non-endorsable updates which will be implemented when the BSB Business Services Training Package (Version 7) is added to the National Register.

Table 13 Non-endorsable training products submitted

Code	Title	Existing/Newly Created
BSB30719	Certificate III in Work Health and Safety	Existing
BSB41419	Certificate IV in Work Health and Safety	Existing
BSB51319	Diploma of Work Health and Safety	Existing
BSB60619	Advanced Diploma of Work Health and Safety	Existing
BSBSS00095	Lead Auditor Skill Set	Newly Created
BSBSS00096	Innovation Practice Skill Set	Newly Created
BSBSS00097	Innovation Leadership Skill Set	Newly Created
BSBSS00098	Marketing Foundations Skill Set	Newly Created
BSBSS00099	Communications and Public Relations Foundations Skill Set	Newly Created
BSBSS00100	Business Operations Support Skill Set	Newly Created
BSBSS00101	Business Operations Management Skill Set	Newly Created
BSBSS00102	Micro Business Skill Set	Newly Created
BSBSS00103	New Business Ventures Skill Set	Newly Created
BSBSS00104	Small Business Management Skill Set	Newly Created
BSBSS00105	Human Resources Foundations Skill Set	Newly Created
BSBSS00106	Introduction to Paralegal Services Skill Set	Newly Created
BSBSS00107	Marketing and Communication Foundations Skill Set	Newly Created
BSBSS00108	Marketing and Communication Skill Set	Newly Created
BSBSS00109	Introduction to Team Management Skill Set	Newly Created
BSBSS00110	Business Development Skill Set	Newly Created
BSBSS00111	Human Resources Advisor Skill Set	Newly Created
BSBSS00112	Workplace Technology Skill Set	Newly Created
BSBSS00113	Digital Business Administration Skill Set	Newly Created
BSBSS00114	Organisational Governance Skill Set	Newly Created
BSBSS00115	Copyright Management Skill Set	Newly Created

Appendix 2 Non-endorsable components

BSBSS00116	Campaign Management Skill Set	Newly Created
BSBSS00117	Diversity and Inclusion Skill Set	Newly Created
BSBSS00118	Procurement Manager Skill Set	Newly Created
BSBSS00119	Customer Service Skill Set	Newly Created
BSBSS00120	Administrative Assistant Skill Set	Newly Created
BSBSS00121	Medical Administration Skill Set	Newly Created
BSBSS00122	Compliance Skill Set	Newly Created
BSBSS00123	Records and Information Management Skill Set	Newly Created
BSBSS00124	Workplace IT Foundations Skill Set	Newly Created
BSBSS00125	Workplace Foundations Skill Set	Newly Created
BSBSS00126	Contact Centre Skill Set	Newly Created
BSBSS00127	Contact Centre Team Manager Skill Set	Newly Created

Appendix 3 Equity Report

Equity Report

The following Equity Report was produced by Bernadette Delaney as part of the quality assurance process.

Information required	Detail
Training Package title and code	BSB Business Services Training Package (Version 7)
Number of new qualifications and their titles ¹	nil
Number of revised qualifications and their titles	33 Attachment A
Number of new units of competency and their titles	20 Attachment A
Number of revised units of competency and their titles	283 Attachment A
Confirmation that the draft training package components are publication-ready	The draft training package components meet the requirements in Section 2 <i>Equity checklist of draft training package components</i> .
Is the Editorial Report prepared by a member of the Quality Assurance Panel? If 'yes' please provide a name.	Yes Bernadette Delaney
Date of completion of the report	30 th June, 2020

Section 2 – Equity checklist of draft training package components

Equity requirements	Equity reviewer comments
<p>The training package component(s) comply with Standard 2 of the <i>Standards for Training Packages 2012</i>. The standard requires compliance with the <i>Training Package Products Policy</i>, specifically with the access and equity requirements:</p> <ul style="list-style-type: none"> • Training Package developers must meet their obligations under Commonwealth anti-discrimination legislation and associated standards and regulations. • Training Package developers must ensure that Training Packages are flexible and that they provide guidance and recommendations to enable reasonable adjustments in implementation. 	<p>Yes, there is compliance with Standard 2 of the <i>Standards for Training Packages 2012</i> and <i>Training Package Products Policy 2019</i> (the Policy).</p> <p>Access and Equity Requirements</p> <p>The draft <i>BSB Business Services Training Package Companion Volume Implementation Guide (Version 7)(CVIG,v7)</i> has a section on <i>Access and Equity Considerations</i>. This section identifies learner categories that may require individual support as well as particular legislative responsibilities with learners with a disability.</p> <p>Reasonable Adjustment</p> <p>The draft <i>CVIG v7.0</i> advises Registered Training Organisations (RTOs) about implementing reasonable adjustments to respond to different needs of learners and ensure equitable access to training products. This section also provides links to additional resources such as the Australian Disability Clearing House on Education and Training. This information follows the Policy requirements (1.5.2).</p> <p>Foundation Skills</p> <p>There is a section in the draft <i>CVIG v7.0</i> explaining the approach to Foundation Skills in the units of competency. These Foundation Skills are described in detail on the units but clearly relate to the skills essential to achieving the performance criteria. As per the Policy guidance, these Foundation Skills reflect and do not exceed the skills required in the workplace (1.3.2).</p> <p>Units of Competency</p>

¹ When the number of training products is high the titles can be presented as an attachment.

	<p>The draft units presented have the required code and titles. Unit codes follow the prescribed conventions and the titles have been reviewed to ensure they concisely describe the unit outcomes. A mapping table was provided which incorporated the newly required components of the equivalence table (2.4.5). This table registered non-equivalent units and explained the consultation and development approach to these units in the <i>Case for Endorsement</i> (2.5.4). Imported units were checked for currency (2.3.3).</p> <p>Entry requirements</p> <p>The CVIG v7.0 has a section that provides a rationale for entry requirements to qualifications and skill sets.</p>
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Section 3 - Training Package Quality Principles

Quality Principle 4

Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces.

Equity requirements	Equity reviewer comments
1. What evidence demonstrates that the draft components provide flexible qualifications/units of competency that enable application in different contexts?	<p>There were 20 draft qualifications and only those at Diploma or Advanced Diploma level had mandatory entry requirements. These entry requirements were flexible and consisted of other BSB units or a relevant prescribed period of work experience. The CVIG 7.0 provides a detailed and clear rationale for each of these entry requirements.</p> <p>None of the qualifications from Certificate 1 to Certificate IV had entry requirements.</p> <p>Packaging rules were flexible with a wide range of electives offered. These rules allow for importing of units of competency from other training packages or units of competency from other qualifications within the BSB Training Package, as well as specifically nominated core units.</p> <p>One of the main objectives of this BSB project was to ensure units of competency are generic so as to allow flexibility for contextualisation in the application to the multitude of business environments.</p>
2. Is there evidence of multiple entry and exit points?	<p>The qualifications offer a range of entry and exit points for different educational and occupational levels.</p> <p>Skills Sets also enhance accessibility to the qualifications with all presented having credit pathways to qualifications.</p>
3. Have prerequisite units of competency been minimised where possible?	<p>There were no prerequisites in the BSB or imported units presented in this review.</p>
4. Are there other examples of evidence that demonstrate how the key features of the flexibility principle are being achieved?	<p>The BSB Training Package components have been developed so they are applicable across job roles in different contexts, wherever possible. The draft units of competency developed will apply to a number of different work contexts in the business services sector. The more specific technical qualifications and units in areas such as compliance, conveyancing, information services, human resources and marketing have carefully used a design approach that ensures their relevance in a range of different contexts across Australian industries.</p>

Quality Principle 5

Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors.

Equity requirements	Equity reviewer comments
<p>1. What evidence demonstrates pathways from entry and preparatory level as appropriate to facilitate movement between schools and VET, from entry level into work, and between VET and higher education qualifications?</p>	<p>The Case for Endorsement states that Skill Sets and qualifications have been revised to provide learners with pathways from school into VET, between VET qualifications, into higher education, and into job roles in Business Services or Technical roles. Relationships between skill sets and qualifications are noted in the draft CVIG,v7.</p> <p>The draft CVIG,v7 provides details on qualifications available for pathways in relation to VET, higher education, apprenticeships and VET in schools.</p> <p>Pathways to occupational outcomes are also listed by qualification. No national credit arrangements exist at this time with higher education.</p>

Quality Principle 6

Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements.

Equity requirements	Equity reviewer comments
<p>1. Does the Companion Volume Implementation Guide include advice about:</p> <ul style="list-style-type: none"> • Pathways • Access and equity • Foundation skills? <p>(see Training Package Standard 11)</p>	<p>The draft CVIG v7.0 has advice on pathways, access and equity and foundation skills.</p> <p>Skill Set pathways to qualifications are described (p120).</p>
<p>2. Are the foundation skills explicit and recognisable within the training package and do they reflect and not exceed the foundation skills required in the workplace?</p>	<p>The foundation skills are clearly documented for each unit if they are not explicit in the performance criteria. These additional foundation skills, essential to performance are stated on each unit and provide sufficient guidance to training product users.</p> <p>All foundation skills prescribed clearly the requirements needed to complete the tasks outlined in the units. The foundation skills are also relevant to the assessment requirements and would be covered in the application of these requirements.</p>

Appendix 4 Editorial Report

Editorial Report

The following Editorial Report was produced by Bernadette Delaney as part of the quality assurance process.

1. Cover page

Information required	Detail
Training Package title and code	BSB Business Services Training Package (Version 7)
Number of new qualifications and their titles	nil
Number of revised qualifications and their titles	33 Attachment A
Number of new units of competency and their titles	20 Attachment A
Number of revised units of competency and their titles	283 Attachment A
Confirmation that the draft training package components are publication-ready	The draft training package components were publication-ready.
Is the Editorial Report prepared by a member of the Quality Assurance Panel? If 'yes' please provide a name.	Yes Bernadette Delaney
Date of completion of the report	30 th June, 2020

2. Content and structure

Units of Competency

Editorial requirements	Comments
Standard 5: <ul style="list-style-type: none"> The structure of units of competency complies with the unit of competency template. 	<p>Yes, the structure of the units of competency is compliant.</p> <p>Each unit of competency followed the template requirements covering code, title, application, unit sector, elements, performance criteria foundation skills and unit mapping information. All components follow the required descriptors outlined in the template.</p> <p>Additional information was supplied in the unit mapping section of the unit with all the superseded units listed for advice to Registered Training Organisations (RTOs).</p>
Standard 7: <ul style="list-style-type: none"> The structure of assessment requirements complies with the assessment requirements template. 	<p>Yes, the structure of the Assessment Requirements is compliant, covering performance and knowledge evidence, assessment conditions and a link to the BSB Business Services Training Package Companion Volume Implementation Guide (Version 7) CVIGv7.0.</p> <p>Each section of the Assessment Requirements presented follows the required template and provides volume or frequency for the performance evidence. There was close engagement with industry to determine this volume or frequency. For conveyancing, the industry body, the Australian Institute of Conveyancers, suggested changes to the units attached to licensing requirements to ensure rigor in assessment requirements.</p>

	Knowledge evidence reflects the requirements to achieve the performance evidence and unit requirements. Assessment conditions are clearly stated.
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Qualifications

Editorial requirements	Comments by the editor
<p>Standard 9:</p> <ul style="list-style-type: none"> The structure of the information for qualifications complies with the qualification template. 	<p>The qualifications comply with the required template.</p> <p>Packaging rules were succinctly described and unit codes and titles were set out logically. Each qualification had a clear description of the expected outcome which would guide users in their selection of the most appropriate qualification to undertake.</p>
<p>Standard 10:</p> <ul style="list-style-type: none"> Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template. 	<p>No national credit arrangements exist at this stage for the qualifications presented.</p>

Companion Volumes

Editorial requirements	Comments by the editor
<p>Standard 11:</p> <ul style="list-style-type: none"> A quality assured companion volume implementation guide is available and complies with the companion volume implementation guide template. 	<p>The BSB Business Services Training Package Companion Volume Implementation Guide (Version 7) complies with all the mandatory sections in the Standards for Training Package template. This includes:</p> <ul style="list-style-type: none"> overview information key implementation information including qualification pathways, occupational outcomes, access and equity, foundation skills and safety. <p>The CVIGv7.0 addresses the Training Package Products Policy clauses noted below in the areas of</p> <ul style="list-style-type: none"> mapping and equivalence status (2.5) details of changes in training products (2.5.4) rationale for entry requirements (3.2.2) pathways advice related to qualifications, apprenticeships and VET in schools (3.6) relationships between skills sets and qualifications (4.1.5).

3. Proof reading

Editorial requirements	Comments by the editor
<ul style="list-style-type: none"> Unit codes and titles and qualification codes and titles are accurately cross-referenced throughout the training package product(s) including mapping information and packaging rules, and in the companion volume implementation guide. 	<p>Unit codes and titles and qualification codes and titles were checked for consistency across the training package products. Mapping in the Case for Endorsement and the BSB Business Services Training Package Companion Volume Implementation Guide (Version 7) (CVIG) was consistent with the individual units of competency and the qualifications.</p>

<ul style="list-style-type: none"> • Units of competency and their content are presented in full. 	<p>Units of competency and their content were presented in full and reviewed.</p>
<ul style="list-style-type: none"> • The author of the Editorial Report is satisfied with the quality of the training products, specifically with regard to: <ul style="list-style-type: none"> ○ absence of spelling, grammatical and typing mistakes ○ consistency of language and formatting ○ logical structure and presentation of the document. ○ compliance with the required templates 	<p>This Editorial Report is satisfied with the quality of the training products.</p> <p>The developers have undertaken these actions:</p> <ul style="list-style-type: none"> • well organised and presented training products • integration of new policy requirements into training products • internal editing to check spelling, grammar and typing mistakes • consistency of terminology checked. <p>Editorial review has checked the draft training products submitted in these areas:</p> <ul style="list-style-type: none"> • the relationship between summary of changes and the draft units • consistency of unit content and with the title, application and within units and across units • linkages between sections of the unit of competency and assessment requirements • formats and terminology by cross referencing between draft training products • the logical presentation of unit and assessment requirements and structure • qualifications checked for clarity of packaging rules, unit codes and consistency of all sections • clear expression and policy compliance in CVIG and Case for Endorsement • compliance with all templates as in the Standards for Training Packages.

Appendix 5 Quality Assurance Report

Quality Report

The following Quality Assurance Report was produced by Sally Tansley as part of the quality assurance process.

Quality Report – BSB Business Services Training Package Release 7.0

Section 1 – Cover page

Information required	Detail
Training Package title and code	BSB Business Services Training Package Release 7.0
Number of new qualifications and their titles ²	Nil
Number of revised qualifications and their titles	33 – see the case for endorsement
Number of new units of competency and their titles	20 – see the case for endorsement
Number of revised units of competency and their titles	283 – see the case for endorsement
Confirmation that the panel member is independent of: <ul style="list-style-type: none"> the Training Package or Training Package components review ('Yes' or 'No') development and/or validation activities associated with the Case for Endorsement ('Yes' or 'No') undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report ('Yes' or 'No') 	Yes the panel member is independent of: <ul style="list-style-type: none"> the Training Package or Training Package components review development and/or validation activities associated with the Case for Endorsement undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report
Confirmation of the Training Packages or components thereof being compliant with the <i>Standards for Training Packages 2012</i>	In my opinion, the Training Package is compliant with the Standards for Training Packages.
Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Products Policy</i>	In my opinion, the Training Package is compliant with the Training Package Products Policy.
Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Development and Endorsement Process Policy</i>	The Training Package Development and Endorsement Process Policy has been complied with.

² When the number of training products is high the titles can be presented as an attached list.

<p>Panel member's view about whether:</p> <ul style="list-style-type: none"> the evidence of consultation and validation process being fit for purpose and commensurate with the scope estimated impact of the proposed changes is sufficient and convincing 	<p>The case for endorsement details a range of consultation strategies which appear to be fit for purpose and included:</p> <ul style="list-style-type: none"> IRC meetings Project working groups Surveys Targeted industry consultations Targeted training sectors consultations Engage with STAs Publication on website. <p>The estimated impact of the proposed changes is sufficient and convincing.</p>
<p>Name of panel member completing Quality Report</p>	<p>Sally Tansley</p>
<p>Date of completion of the Quality Report</p>	<p>1 July 2020</p>

Section 2 – Compliance with the Standards for Training Packages 2012

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 1</p> <p>Training Packages consist of the following:</p> <ol style="list-style-type: none"> AISC endorsed components: <ul style="list-style-type: none"> qualifications units of competency assessment requirements (associated with each unit of competency) credit arrangements One or more quality assured companion volumes 	<p>Yes</p>	<p>Yes, the components submitted as part of the Case for Endorsement include the qualification and units of competency and their associated assessment requirements. There are no current credit arrangements. There is an implementation guide, which has been reviewed as part of this quality assurance reporting process.</p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 2 Training Package developers comply with the <i>Training Package Products Policy</i></p>	Yes	<p>Training Package – coding and titling The Business Services Training Package Release 7.0 meets Training Package coding and titling.</p> <p>Access and equity There is nothing to suggest that the developer has not met their obligations under anti-discrimination and associated standards and regulations. A section on access and equity is included in the implementation guide, including advice on reasonable adjustment.</p> <p>Foundation Skills Foundation skills are included within units and reflect the foundation skills required in the workplace.</p> <p>Units of competency – coding and titling Coding has been updated meeting the Training Package Products Policy. Some unit titles have been changed to better meet requirements.</p> <p>Units of competency imported from other Training Packages Units competency imported from other Training Packages comply with the Training Package Products Policy. It is noted that at the time of completing this review that it was indicated that some imported units may be updated if superseded prior to endorsement of this release of the Training Package.</p> <p>Units of competency – mapping Unit of competency mapping is included in the Case for Endorsement and in the Implementation Guide.</p> <p>Qualifications – Coding and Titling Qualifications are coded and titled according to the Training Package Products Policy.</p> <p>Qualifications – entry requirements Entry requirements exist for a number of qualifications with the rationale for such being included in the Case for Endorsement and the Implementation Guide.</p> <p>Qualifications – packaging rules The packaging rules for BSB qualifications meet the packaging rules as per the Training Products Policy.</p> <p>Qualifications – pathways advice Pathways information and advice is included in the Implementation Guide.</p> <p>Skill sets Skills sets have been determined and are included as part of the Release 7.0.</p>
<p>Standard 3 Training Package developers comply with the <i>AISC Training Package Development and Endorsement Process Policy</i></p>	Yes	<p>The process of Training Package development and endorsement has been followed and the case for endorsement details a range of consultation strategies as noted previously.</p>
<p>Standard 4 Units of competency specify the standards of performance required in the workplace</p>	Yes	<p>Units of competency were extensively reviewed as part of the quality assurance process conducted. Significant changes were recommended to improve clarity of the elements and performance criteria of units of competency. Major issues were identified in regard to the performance evidence as summarised under Standard 6. PwC's Skills for Australia accepted most of the recommendations provided and this Panel member is now satisfied with the units and standards of performance.</p>
<p>Standard 5 The structure of units of competency complies with the unit of competency template</p>	Yes	<p>The structure of units of competency complies with the unit of competency template.</p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Standard 6 Assessment requirements specify the evidence and required conditions for assessment	Yes	Assessment requirements were extensively reviewed as part of the quality assurance process conducted. Significant changes were recommended to improve the performance evidence of most units which were either unclear and/or had a volume/frequency which was excessive and would have a significant impact on RTOs and students. PwC's Skills for Australia accepted most of the recommendations provided and this Panel member is now broadly satisfied with the assessment requirements and conditions for assessment. Where the recommendations were not accepted, PwC's Skills for Australia advised that the IRC had approved the volume and/or frequency statement in the performance evidence of each unit as being suitable and required. See also comments under Quality Principle 6.
Standard 7 Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template	Yes	
Standard 8 Qualifications comply with the Australian Qualifications Framework specification for that qualification type	Yes	Qualifications comply with the AQF specification for the level with application descriptors clearly linking to AQF specifications.
Standard 9 The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template	Yes	
Standard 10 Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template	Yes	No credit arrangements exist currently.
Standard 11 A quality assured companion volume implementation guide produced by the Training Package developer is available at the time of endorsement and complies with the companion volume implementation guide template.	Yes	
Standard 12 Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.	NA	

Section 3 – Compliance with the training package quality principles

Note: not all training package quality principles might be applicable to every training package or its components. Please provide a supporting statement/evidence of compliance or non-compliance against each principle.

Quality principle 1. Reflect identified workforce outcomes

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance/non compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Driven by industry's needs	Yes	The Case for Endorsement clearly shows that the BSB Business Services Training Package (Version 7) clearly addresses industry needs. Of particular note is the importance of transferable skills which have been recognised through the inclusion of business enterprise skills in the Training Package.
<p>Compliant and responds to government policy initiatives</p> <p>Training package component responds to the COAG Industry and Skills Council's (CISC) training package-related initiatives or directions, in particular the 2015 training package reforms. Please specify which of the following CISC reforms are relevant to the training product and identify supporting evidence:</p> <ul style="list-style-type: none"> • ensure obsolete and superfluous qualifications are removed from the system • ensure that more information about industry's expectations of training delivery is available to training providers to improve their delivery and to consumers to enable more informed course choices • ensure that the training system better supports individuals to move easily from one related occupation to another • improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors • foster greater recognition of skill sets 	Yes	<p>The Case for Endorsement provides a comprehensive and sound explanation of how reforms are met.</p> <p>The new Training Package is streamlined and is certainly in keeping with removing obsolete and superfluous qualifications/units.</p> <p>My only minor concern is regarding the inclusion of the unit BSBPMG541 Manage complex projects in the qualification BSB50820 Diploma of Project Management, as I consider that the core units already address complex project management and cannot see the value of this unit as an elective within this qualification.</p> <p>I also have some concerns (but not major) in the difference in skills and knowledge between this unit and the unit BSBPMG430 Undertake project work. I consider that project management is project management regardless of whether the project is complex or not.</p>
Reflect contemporary work organisation and job profiles incorporating a future orientation	Yes	The qualifications and units appear to reflect contemporary work organisation and job roles. There are still some terms in the marketing and communication units which I am not sure reflect contemporary terminology including "e-marketing" (known as digital marketing in my view) and the use of the term "convergent" (my engagement with a number of marketers indicates they do not understand this term). However, these are relatively minor issues.

Quality principle 2: Support portability of skills and competencies including reflecting licensing and regulatory requirements

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support movement of skills within and across organisations and sectors	Yes	Very much so with the inclusion of transferrable skills.
Promote national and international portability	Yes	Very much so with the inclusion of transferrable skills and technical skills that are globally recognised.
Reflect regulatory requirements and licensing	Yes	

Quality principle 3: Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Reflect national consensus	Yes	The consultation outlined in the Case for Endorsement indications national consensus.
Recognise convergence and connectivity of skills	Yes	Very much so, see previous comments.

Quality principle 4: Be flexible to meet the diversity of individual and employer needs including the capacity to adapt to changing job roles and workplaces

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Meet the diversity of individual and employer needs	Yes	I believe the qualifications and units are structured to meet the diversity of individual and employer needs.
Support equitable access and progression of learners	Yes	

Quality principle 5: Facilitate recognition of an individual’s skills and knowledge and support movement between the school, vocational education and higher education sectors

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support learner transition between education sectors	Yes	The qualifications at the higher level will certainly support learners’ transition into higher education.

Quality principle 6: Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support implementation across a range of settings	Yes	Especially due to the focus on transferrable skills.
Support sound assessment practice	Yes	I still have some concerns about the volume/frequency in the performance evidence of units i.e. in many units, two and above occasions. I note that where the recommendations were not accepted, PWC’s Skills for Australia advised that the IRC had approved the volume and/or frequency statement in the performance evidence of each unit as being suitable and required. I consider that it will be very important once the package is implemented to get feedback from users on volume/frequency requirements and their impact.

Support implementation	Yes	See above.
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Appendix 6 Qualification supporting information

Table 14 Packaging rules

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
Business Enterprise Skills Project			
BSB10115 Certificate I in Business	BSB10120 Certificate I in Workplace Skills	<p>Total number of units = 6 2 core units plus 4 elective units, of which:</p> <ul style="list-style-type: none"> 2 elective units must be selected from the elective units listed below <p>for the remaining 2 elective units:</p> <ul style="list-style-type: none"> up to 2 units may be selected from the elective units listed below if not listed, up to 2 units may be selected from a Certificate I or Certificate II from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to align with COAG Industry and Skills Council reforms to Training Packages. Reference section B for further details.
<p>Amalgamated two qualifications to create one:</p> <p>BSB20115 Certificate II in Business</p> <p>BSB20215 Certificate II in Customer Engagement</p>	BSB20120 Certificate II in Workplace Skills	<p>Total number of units = 10 5 core units plus 5 elective units, of which:</p> <ul style="list-style-type: none"> 1 elective unit must be selected from Group A 1 elective unit must be selected from Group B <p>For the remaining 3 elective units:</p> <ul style="list-style-type: none"> up to 3 units may be selected from Groups A, B and C if not listed, up to 2 units may be selected from a Certificate I, Certificate II or Certificate III from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to streamline qualifications in line with COAG Industry and Skills Council reforms to Training Packages. The update was also required to remove duplicative units and create a clearer pathway in the BSB Business Services Training Package. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
<p>Amalgamated six qualifications to create one:</p> <p>BSB30115 Certificate III in Business</p> <p>BSB30215 Certificate III in Customer Engagement</p> <p>BSB30415 Certificate III in Business Administration</p> <p>BSB30815 Certificate III in Recordkeeping</p> <p>BSB30915 Certificate III in Business Administration (Education)</p> <p>BSB31115 Certificate III in Business Administration (Medical)</p>	BSB30120 Certificate III in Business	<p>Total number of units = 13</p> <p>6 core units plus</p> <p>7 elective units, of which:</p> <ul style="list-style-type: none"> • 2 elective units must be selected from Group A • 1 elective unit must be selected from Group B <p>For the remaining 4 elective units:</p> <ul style="list-style-type: none"> • up to 4 units may be selected from Groups A – G • if not listed, up to 3 units may be selected from a Certificate II, Certificate III or Certificate IV from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to streamline qualifications in line with COAG Industry and Skills Council reforms to Training Packages. The update was also required to remove duplicative units and create a clearer pathway in the BSB Business Services Training Package. Reference section B for further details.
BSB30315 Certificate III in Micro Business Operations	BSB30220 Certificate III in Entrepreneurship and New Business	<p>Total number of units = 10</p> <p>4 core units plus</p> <p>6 elective units, of which:</p> <ul style="list-style-type: none"> • 4 elective units must be selected from the elective units listed below <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> • up to 2 units may be selected from the elective units listed below • if not listed, up to 2 units may be selected from a Certificate II, Certificate III or Certificate IV from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required as industry identified that intrapreneur skills were needed in the qualification. Reference section B for further details.
<p>Amalgamated eight qualifications to create one:</p> <p>BSB40215 Certificate IV in Business</p> <p>BSB40315 Certificate IV in Customer Engagement</p> <p>BSB40515 Certificate IV in Business Administration</p> <p>BSB40615 Certificate IV in Business Sales</p> <p>BSB41115 Certificate IV in International Trade</p>	BSB40120 Certificate IV in Business	<p>Total number of units = 12</p> <p>6 core units plus</p> <p>6 elective units, of which:</p> <ul style="list-style-type: none"> • 2 elective units must be selected from Group A <p>For the remaining 4 elective units:</p>	The update was required to streamline qualifications in line with COAG Industry and Skills Council reforms to Training Packages. The update was also required to remove duplicative units and create a clearer pathway in the BSB Business Services Training Package. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
BSB41618 Certificate IV in Business (Procurement) BSB41715 Certificate IV in Recordkeeping BSB42315 Certificate IV in Environmental Management and Sustainability		<ul style="list-style-type: none"> up to 4 units may be selected from Groups A – J if not listed, up to 2 units may be selected from a Certificate III, Certificate IV or Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	
BSB41515 Certificate IV in Project Management Practice	BSB40920 Certificate IV in Project Management Practice	<p>Total number of units = 9 3 core units plus 6 elective units, of which:</p> <ul style="list-style-type: none"> 3 elective units must be selected from Group A <p>For the remaining 3 elective units:</p> <ul style="list-style-type: none"> up to 3 units may be selected from Groups A and B if not listed, up to 3 units may be selected from a Certificate IV or higher from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to align with COAG Industry and Skills Council reforms to Training Packages. Reference section B for further details.
BSB41915 Certificate IV in Business (Governance)	BSB40220 Certificate IV in Aboriginal and Torres Strait Islander Governance	<p>Total number of units = 12 7 core units plus 5 elective units, of which:</p> <ul style="list-style-type: none"> 3 elective units must be selected from Group A <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> up to 2 units may be selected from Groups A and B if not listed, up to 2 units may be selected from a Certificate III, Certificate IV or Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to retitle the qualification. The update was also required to update elective banks to more accurately reflect the purpose of the qualification. Reference section B for further details.
BSB42015 Certificate IV in Leadership and Management	BSB40520 Certificate IV in Leadership and Management	<p>Total number of units = 12 5 core units plus 7 elective units, of which:</p>	The update was required to ensure core leadership skills were developed. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
		<ul style="list-style-type: none"> 4 elective units must be selected from Group A <p>For the remaining 3 elective units:</p> <ul style="list-style-type: none"> up to 3 units may be selected from Groups A and B if not listed, up to 2 units may be selected from a Certificate IV or above, from this or any other currently endorsed Training Package qualification or accredited course. 	
<p>Amalgamated two qualifications to create one:</p> <p>BSB42518 Certificate IV in Small Business Management</p> <p>BSB42618 Certificate IV in New Small Business.</p>	<p>BSB40320 Certificate IV in Entrepreneurship and New Business</p>	<p>Total number of units = 10</p> <p>4 core units plus</p> <p>6 elective units, of which:</p> <ul style="list-style-type: none"> 2 elective units must be selected from Group A <p>For the remaining 4 elective units:</p> <ul style="list-style-type: none"> up to 3 units may be selected from Group A up to 4 units may be selected from Group B if not listed, up to 2 units may be selected from a Certificate III, Certificate IV or Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	<p>The update was required to streamline qualifications in line with COAG Industry and Skills Council reforms to Training Packages. The update was also required as industry identified that intrapreneur skills were needed in the qualification. Reference section B for further details.</p>
<p>Amalgamated seven qualifications to create one:</p> <p>BSB50215 Diploma of Business</p> <p>BSB50315 Diploma of Customer Engagement</p> <p>BSB50415 Diploma of Business Administration</p> <p>BSB50815 Diploma of International Business</p> <p>BSB51518 Diploma of Business (Procurement)</p> <p>BSB51715 Diploma of Recordkeeping</p> <p>BSB60815 Advanced Diploma of Recordkeeping.</p>	<p>BSB50120 Diploma of Business</p>	<p>Total number of units = 12</p> <p>5 core units plus</p> <p>7 elective units, of which:</p> <ul style="list-style-type: none"> 2 elective units must be selected from Group A <p>For the remaining 5 elective units:</p> <ul style="list-style-type: none"> up to 5 units may be selected from Groups A – H if not listed, up to 2 units may be selected from a Certificate IV, Diploma or Advanced Diploma from this or any other currently endorsed 	<p>The update was required to streamline qualifications in line with COAG Industry and Skills Council reforms to Training Packages. The update was also required to remove duplicative units and create a clearer pathway in the BSB Business Services Training Package. Reference section B for further details.</p>

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
BSB50715 Diploma of Business (Governance)	BSB50220 Diploma of Aboriginal and Torres Strait Islander Governance	<p>Training Package qualification or accredited course.</p> <p>Total number of units = 12 7 core units plus 5 elective units, of which:</p> <ul style="list-style-type: none"> 3 elective units must be selected from Group A <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> up to 2 units may be selected from Groups A and B if not listed, up to 2 units may be selected from a Certificate IV, Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course <p>If selecting the unit PSPGEN049 Undertake negotiations, Registered Training Organisations should contextualise it to include situations relevant to negotiations undertaken by board members of Aboriginal and Torres Strait Islander organisations.</p>	The update was required to retitle the qualification. The update was also required to update elective banks to more accurately reflect the purpose of the qualification. Reference section B for further details.
BSB51415 Diploma of Project Management	BSB50820 Diploma of Project Management	<p>Total number of units = 12 8 core units plus 4 elective units, of which:</p> <ul style="list-style-type: none"> 2 elective units must be selected from the elective units listed below <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> up to 2 units may be selected from the elective units listed below if not listed, up to 2 units may be selected from a Diploma or above, from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to address the management of complex projects. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
BSB51918 Diploma of Leadership and Management	BSB50420 Diploma of Leadership and Management	<p>Total number of units = 12 6 core units plus 6 elective units, of which:</p> <ul style="list-style-type: none"> 4 elective units must be selected from the elective units listed below <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> up to 2 units may be selected from the elective units listed below if not listed, up to 2 units may be selected from a Certificate IV or above, from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to ensure core leadership skills were developed. Reference section B for further details.
BSB60215 Advanced Diploma of Business	BSB60120 Advanced Diploma of Business	<p>Total number of units = 10 5 core units plus 5 elective units, of which:</p> <ul style="list-style-type: none"> 3 elective units must be selected from elective Group A <p>for the remaining 2 units:</p> <ul style="list-style-type: none"> up to 2 elective units may be selected from elective Groups A and B if not listed, up to 2 elective units may be selected from a Diploma or Advanced Diploma, from any currently endorsed Training Package qualification or accredited course. 	The update was required to align with COAG Industry and Skills Council reforms to Training Packages. Reference section B for further details.
BSB61015 Advanced Diploma of Leadership and Management	BSB60420 Advanced Diploma of Leadership and Management	<p>Total number of units = 10 5 core units plus 5 elective units, of which:</p> <ul style="list-style-type: none"> 3 elective units must be selected from the elective units listed below <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> up to 2 units may be selected from the elective units listed below if not listed, up to 2 units may be selected from an Advanced Diploma or above, from this or any other 	The update was required to ensure core leadership skills were developed. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
		currently endorsed Training Package qualification or accredited course.	
BSB61218 Advanced Diploma of Program Management	BSB60720 Advanced Diploma of Program Management	<p>Total number of units = 12 4 core units plus 8 elective units, of which:</p> <ul style="list-style-type: none"> 6 elective units must be selected from the elective units listed below <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> up to 2 units may be selected from the elective units listed below if not listed, up to 2 units may be selective from an Advanced Diploma or above, from this or any other currently endorsed Training Package qualification or accredited course if not listed, 1 unit may be selected from a Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to align with COAG Industry and Skills Council reforms to Training Packages. Reference section B for further details.
BSB80215 Graduate Diploma of Strategic Leadership	BSB80320 Graduate Diploma of Strategic Leadership	<p>Total number of units = 8 2 core units plus 6 elective units, of which:</p> <ul style="list-style-type: none"> 4 elective units must be selected from the elective units listed below <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> up to 2 units may be selected from the elective units listed below if not listed, up to 2 units may be selected from a Graduate Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to align with COAG Industry and Skills Council reforms to Training Packages. Reference section B for further details.
BSB80415 Graduate Diploma of Portfolio Management	BSB80220 Graduate Diploma of Portfolio Management	<p>Total number of units = 8 4 core units plus 4 elective units, of which:</p> <ul style="list-style-type: none"> 2 elective units must be selected from the elective units listed below 	The update was required to align with COAG Industry and Skills Council reforms to Training Packages. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
		For the remaining 2 elective units: <ul style="list-style-type: none"> up to 2 units may be selected from the elective units listed below if not listed, up to 2 units may be selected from a Graduate Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	
Amalgamated two qualifications to create one: BSB80515 Graduate Certificate in Management (Learning) BSB80615 Graduate Diploma of Management (Learning).	BSB80120 Graduate Diploma of Management (Learning)	Total number of units = 8 3 core units plus 5 elective units, of which: <ul style="list-style-type: none"> 3 elective units must be selected from the elective units listed below For the remaining 2 elective units: <ul style="list-style-type: none"> up to 2 units may be selected from the elective units listed below if not listed, up to 2 units may be selected from an Advanced Diploma, Graduate Certificate or Graduate Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	The update was required to align with COAG Industry and Skills Council reforms to Training Packages. Reference section B for further details.
Technical Skills Project			
BSB31215 Certificate III in Library and Information Services	BSB30420 Certificate III in Library and Information Services	Total number of units = 12 6 core units plus 6 elective units, of which: <ul style="list-style-type: none"> 3 elective units must be selected from Group A 1 elective unit must be selected from Group B For the remaining 2 elective units: <ul style="list-style-type: none"> up to 2 units may be selected from Groups A and B if not listed, up to 2 units may be selected from a Certificate II, Certificate III or Certificate IV from this or any other currently endorsed 	The update to this qualification was required as there has been a shift in terminology used in the information services industry. Units of competency and qualifications have been updated to ensure they remain relevant and utilise current industry terminology. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
		Training Package qualification or accredited course.	
BSB31015 Certificate III in Business Administration (Legal)	BSB30320 Certificate III in Legal Services	<p>Total number of units = 10 4 core units plus 6 elective units, of which:</p> <ul style="list-style-type: none"> • 2 elective units must be selected from Group A • 2 elective units must be selected from Group B <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> • up to 2 units may be selected from Groups A and B • if not listed, up to 2 units may be selected from a Certificate III or Certificate IV from this or any other currently endorsed Training Package qualification or accredited course. 	<p>The update to this qualification was required as there was an industry need to better align training products to existing job roles.</p> <p>Units of competency have been updated to reflect the electronic nature of Legal Services work tasks. Reference section B for further details.</p>
BSB41015 Certificate IV in Human Resources	BSB40420 Certificate IV in Human Resource Management	<p>Total number of units = 12 6 core units plus 6 elective units, of which:</p> <ul style="list-style-type: none"> • 2 elective units must be selected from Group A • 2 elective units must be selected from Group B <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> • up to 2 units may be selected from Groups A and B • if not listed, up to 2 units may be selected from a Certificate III, Certificate IV or Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	<p>The update to this qualification was required as there was a misalignment of units of competency within qualification levels. Existing HR units of competency have been updated and transferable business skills have been packaged into the qualification. Reference section B for further details.</p>
BSB42115 Certificate IV in Library and Information Services	BSB40720 Certificate IV in Library and Information Services	<p>Total number of units = 14 5 core units plus 9 elective units, of which:</p>	<p>The update to this qualification was required as there has been a shift in terminology used in the information services industry. Units of competency and qualifications have been updated</p>

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
		<ul style="list-style-type: none"> • 4 elective units must be selected from Group A • 2 elective units must be selected from Group B <p>For the remaining 3 elective units:</p> <ul style="list-style-type: none"> • up to 3 units may be selected from Groups A and B • if not listed, up to 3 units may be selected from a Certificate III, Certificate IV or Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	<p>to ensure they remain relevant and utilise current industry terminology. Reference section B for further details.</p>
BSB42215 Certificate IV in Legal Services	BSB40620 Certificate IV in Legal Services	<p>Total number of units = 10 5 core units plus 5 elective units, of which:</p> <ul style="list-style-type: none"> • 2 elective units must be selected from Group A • 1 elective unit must be selected from Group B <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> • up to 2 units may be selected from Groups A and B • if not listed, up to 2 units may be selected from a Certificate III, Certificate IV or Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	<p>The update to this qualification was required as there was an industry need to better align training products to existing job roles. Units of competency have been updated to reflect the electronic nature of Legal Services work tasks. Reference section B for further details.</p>
BSB42415 Certificate IV in Marketing and Communication	BSB40820 Certificate IV in Marketing and Communication	<p>Total number of units = 12 6 core units plus 6 elective units, of which:</p> <ul style="list-style-type: none"> • 2 elective units must be selected from Group A • 2 elective units must be selected from Group B <p>For the remaining 2 elective units:</p>	<p>The update to this qualification was required as industry identified the increasing importance of effective Public Relations brought about by social media and the rise of the 24-hour news cycle. A new unit of competency was developed to address the skills and knowledge required for leading organisational</p>

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
		<ul style="list-style-type: none"> • up to 2 units may be selected from Groups A and B • if not listed, up to 2 units may be selected from a Certificate III, Certificate IV or Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	public relations. Reference section B for further details.
BSB50618 Diploma of Human Resources Management	BSB50320 Diploma of Human Resource Management	Total number of units = 12 7 core units plus 5 elective units, of which: <ul style="list-style-type: none"> • 2 elective units must be selected from Group A • 2 elective units must be selected from Group B For the remaining 1 elective unit: <ul style="list-style-type: none"> • up to 1 unit may be selected from Groups A and B • if not listed, 1 unit may be selected from a Certificate IV, Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	The update to this qualification was required as there was a misalignment of units of competency within qualification levels. Existing HR units of competency have been updated and transferable business skills have been packaged into the qualification. Reference section B for further details.
BSB51615 Diploma of Quality Auditing	BSB50920 Diploma of Quality Auditing	Total number of units = 12 4 core units plus 8 elective units, of which: <ul style="list-style-type: none"> • 2 elective units must be selected from Group A • 2 elective units must be selected from Group B For the remaining 4 elective units: <ul style="list-style-type: none"> • up to 4 units may be selected from Groups A and B • if not listed, up to 2 units may be selected from a Certificate IV from this or any other currently endorsed 	The update to this qualification was required as there was insufficient rigour in the packaging rules. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
		Training Package qualification or accredited course <ul style="list-style-type: none"> if not listed, up to 4 units may be selected from a Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	
BSB52115 Diploma of Library and Information Services	BSB50520 Diploma of Library and Information Services	Total number of units = 16 4 core units plus 12 elective units, of which: <ul style="list-style-type: none"> 7 elective units must be selected from Group A 1 elective unit must be selected from Group B 2 elective units must be selected from Group C For the remaining 2 elective units: <ul style="list-style-type: none"> up to 2 units may be selected from Groups A, B and C if not listed, up to 2 units may be selected from a Certificate IV, Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	The update to this qualification was required as there has been a shift in terminology used in the information services industry. Units of competency and qualifications have been updated to ensure they remain relevant and utilise current industry terminology. Reference section B for further details.
BSB52215 Diploma of Legal Services	BSB50720 Diploma of Paralegal Services	Total number of units = 12 5 core units plus 7 elective units, of which: <ul style="list-style-type: none"> 3 elective units must be selected from Group A 2 elective units must be selected from Group B For the remaining 2 elective units: <ul style="list-style-type: none"> up to 2 units may be selected from Groups A and B if not listed, up to 2 units may be selected from a Certificate IV, 	The update to this qualification was required as there was an industry need to better align training products to existing job roles. Units of competency have been updated to reflect the electronic nature of Legal Services work tasks. Reference section B for further details.

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
BSB52415 Diploma of Marketing and Communication	BSB50620 Diploma of Marketing and Communication	<p>Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course.</p> <p>Total number of units = 12 5 core units plus 7 elective units, of which:</p> <ul style="list-style-type: none"> • 3 elective units must be selected from Group A • 2 elective units must be selected from Group B <p>For the remaining 2 elective units:</p> <ul style="list-style-type: none"> • up to 2 units may be selected from Groups A and B • if not listed, up to 2 units may be selected from a Certificate IV, Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	The update to this qualification was required as industry identified the increasing importance of effective Public Relations brought about by social media and the rise of the 24-hour news cycle. A new unit of competency was developed to address the skills and knowledge required for leading organisational public relations. Reference section B for further detail.
BSB60915 Advanced Diploma of Management (Human Resources)	BSB60320 Advanced Diploma of Human Resource Management	<p>Total number of units = 10 6 core units plus 4 elective units, of which:</p> <ul style="list-style-type: none"> • 3 elective units must be selected from the elective units listed below <p>For the remaining 1 elective unit:</p> <ul style="list-style-type: none"> • up to 1 unit may be selected from the elective units listed below • if not listed, 1 unit may be selected from a Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	The update to this qualification was required as there was a misalignment of units of competency within qualification levels. Existing HR units of competency have been updated and transferable business skills have been packaged into the qualification. Reference section B for further details.
Amalgamated two qualifications to create one: BSB52015 Diploma of Conveyancing BSB61115 Advanced Diploma of Conveyancing.	BSB60220 Advanced Diploma of Conveyancing	<p>Total number of units = 15 9 core units plus 6 elective units, of which:</p> <ul style="list-style-type: none"> • 3 elective units must be selected from Group A 	The update to this qualification was required as the majority of state and territory regulatory bodies required completion of the Advanced Diploma of Conveyancing as a condition of

Current qualifications	Updated qualification	Updated packaging rules	Justification for update
		<ul style="list-style-type: none"> 1 elective unit must be selected from Group B For the remaining 2 elective units: <ul style="list-style-type: none"> up to 2 units may be selected from Groups A and B if not listed, up to 2 units may be selected from a Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course. 	licensing (as opposed to the Diploma qualification). Reference section B for further details.
BSB61315 Advanced Diploma of Marketing and Communication	BSB60520 Advanced Diploma of Marketing and Communication	Total number of units = 12 4 core units plus 8 elective units, of which: <ul style="list-style-type: none"> 2 elective units must be selected from Group A 3 elective units must be selected from Group B For the remaining 3 elective units: <ul style="list-style-type: none"> up to 3 units may be selected from Groups A and B if not listed, up to 3 units may be selected from a Diploma or above from this or any other currently endorsed Training Package qualification or accredited course. 	The update to this qualification was required as industry identified the increasing importance of effective Public Relations brought about by social media and the rise of the 24-hour news cycle. A new unit of competency was developed to address the skills and knowledge required for leading organisational public relations. Reference section B for further detail.

Previous updates to qualifications being reviewed as part of this Case for Endorsement

Table 15 Past updates

Qualification	Last major update	Reason for last major update
BSB10115 Certificate I in Business	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB20115 Certificate II in Business	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB20215 Certificate II in Customer Engagement	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.

Qualification	Last major update	Reason for last major update
BSB30115 Certificate III in Business	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB30215 Certificate III in Customer Engagement	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB30315 Certificate III in Micro Business Operations	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB30415 Certificate III in Business Administration	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB30815 Certificate III in Recordkeeping	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB30915 Certificate III in Business Administration (Education)	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB31015 Certificate III in Business Administration (Legal)	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB31115 Certificate III in Business Administration (Medical)	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB31215 Certificate III in Library and Information Services	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB40215 Certificate IV in Business	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB40315 Certificate IV in Customer Engagement	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB40515 Certificate IV in Business Administration	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB40615 Certificate IV in Business Sales	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB41015 Certificate IV in Human Resources	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB41115 Certificate IV in International Trade	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB41515 Certificate IV in Project Management Practice	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB41618 Certificate IV in Business (Procurement)	2018	The qualification did not accurately represent the skills required to be involved in the procurement function. The previous Units of Competency did not equip learners with practicable knowledge relevant to industry and, therefore, occupation outcomes were ambiguous.
BSB41715 Certificate IV in Recordkeeping	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB41915 Certificate IV in Business (Governance)	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB42015 Certificate IV in Leadership and Management	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.

Qualification	Last major update	Reason for last major update
BSB42115 Certificate IV in Library and Information Services	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB42215 Certificate IV in Legal Services	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB42315 Certificate IV in Environmental Management and Sustainability	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB42415 Certificate IV in Marketing and Communication	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB42518 Certificate IV in Small Business Management	2018	The qualifications and units of competency did not contain necessary skills identified by industry, these included, data analytics, digital infrastructure, cloud computing, and autonomous working.
BSB42618 Certificate IV in New Small Business.	2018	The qualifications and units of competency did not contain necessary skills identified by industry, these included, data analytics, digital infrastructure, cloud computing, and autonomous working.
BSB50215 Diploma of Business	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB50315 Diploma of Customer Engagement	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB50415 Diploma of Business Administration	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB50618 Diploma of Human Resources Management	2018	The qualification did not accurately represent the skills required to be involved in the Human resources function. The previous Units of Competency did not equip learners with practicable knowledge relevant to industry and, therefore, occupation outcomes were ambiguous.
BSB50715 Diploma of Business (Governance)	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB50815 Diploma of International Business	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB51415 Diploma of Project Management	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB51518 Diploma of Business (Procurement)	2018	The previous qualifications contained vague and outdated electives, ambiguous occupation outcomes, minimal industry relevance and impractical packaging rules.
BSB51615 Diploma of Quality Auditing	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB51715 Diploma of Recordkeeping	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB51918 Diploma of Leadership and Management	2018	The previous qualification did not contain emotional intelligence skills. These skills were identified by industry as important in leadership positions in organisations.
BSB52015 Diploma of Conveyancing	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB52115 Diploma of Library and Information Services	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB52215 Diploma of Legal Services	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.

Qualification	Last major update	Reason for last major update
BSB52415 Diploma of Marketing and Communication	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB60215 Advanced Diploma of Business	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB60815 Advanced Diploma of Recordkeeping.	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB60915 Advanced Diploma of Management (Human Resources)	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB61015 Advanced Diploma of Leadership and Management	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB61115 Advanced Diploma of Conveyancing.	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB61218 Advanced Diploma of Program Management	2018	There was not a defined pathway from the Diploma of Project Management to the Advanced Diploma of Program Management.
BSB61315 Advanced Diploma of Marketing and Communication	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB80215 Graduate Diploma of Strategic Leadership	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB80415 Graduate Diploma of Portfolio Management	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB80515 Graduate Certificate in Management (Learning)	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.
BSB80615 Graduate Diploma of Management (Learning).	2015	PwC's Skills for Australia was not the SSO for the BSB Business Services Training Package at the time the qualification was updated.

Appendix 7 Training products proposed for deletion

In accordance with industry consultation, no units are proposed for deletion from the National Register.

The below qualifications are proposed for deletion, based on extremely low uptake and recognition by industry.

Training products removed				
Qualifications				
7 qualifications deleted		2017 Enrolments	2018 Enrolments	Rationale for deletion
BSB30515	Certificate III in Business Administration (International Education)	-	-	Consistent low enrolment. Consultation revealed low industry recognition. Unclear job outcomes. Learners better suited by undertaking BSB30120 Certificate III in Business, specialising in 'Business Administration'.
BSB30615	Certificate III in International Trade	0	0	Consistent low enrolment. Consultation revealed low industry recognition. Unclear job outcomes. Learners at AQF Level 3 are highly unlikely to be participating in international trade as a job role.
BSB40715	Certificate IV in Franchising	2	0	Consistent low enrolment. Consultation revealed low industry recognition. The skills required to run a franchise are not sufficiently distinguished from running another small business to require a standalone qualification. Franchisors tend to offer necessary training for franchisees.
BSB40915	Certificate IV in Governance	4	3	Consistent low enrolment. Governance is not a job role such that it would warrant a standalone qualification. Learners better suited by undertaking BSB40120 Certificate IV in Business.
BSB50515	Diploma of Franchising	15	4	Consistent low enrolment. Consultation revealed low industry recognition. The skills required to run a franchise are not sufficiently distinguished from running another small business to require a standalone qualification. Franchisors tend to offer necessary training for franchisees.
BSB52318	Diploma of Governance	-	-	Consistent low enrolment. Governance is not a job role such that it would warrant a standalone qualification. Learners better suited by undertaking BSBSS00114 Organisational Governance Skill Set or BSB50120 Diploma of Business.
BSB80315	Graduate Certificate in Leadership Diversity	37	33	Consistent low enrolment. Unclear job outcomes. Learners better suited by undertaking BSB80320 Graduate Diploma of Strategic Leadership.
Units of competency				
0 units of competency deleted				

Appendix 8 Substantiation of determination of equivalence or non-equivalence of training products

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSB10115 Certificate I in Business	BSB10120 Certificate I in Workplace Skills	Changed qualification title, Packaging Rules, core and elective unit lists. Added core units.	NE
BSB20115 Certificate II in Business	BSB20120 Certificate II in Workplace Skills	Amalgamated two qualifications to create one: <ul style="list-style-type: none"> BSB20115 Certificate II in Business BSB20215 Certificate II in Customer Engagement. Changed total number of units, core and elective unit lists. Created elective groups.	NE
BSB20215 Certificate II in Customer Engagement	BSB20120 Certificate II in Workplace Skills	Amalgamated two qualifications to create one: <ul style="list-style-type: none"> BSB20115 Certificate II in Business BSB20215 Certificate II in Customer Engagement. Changed total number of units, core and elective unit lists. Created elective groups.	NE
BSB30115 Certificate III in Business	BSB30120 Certificate III in Business	Amalgamated six qualifications to create one: <ul style="list-style-type: none"> BSB30115 Certificate III in Business BSB30215 Certificate III in Customer Engagement BSB30415 Certificate III in Business Administration BSB30815 Certificate III in Recordkeeping BSB30915 Certificate III in Business Administration (Education) BSB31115 Certificate III in Business Administration (Medical). Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.	NE
BSB30215 Certificate III in Customer Engagement	BSB30120 Certificate III in Business	Amalgamated six qualifications to create one: <ul style="list-style-type: none"> BSB30115 Certificate III in Business BSB30215 Certificate III in Customer Engagement BSB30415 Certificate III in Business Administration BSB30815 Certificate III in Recordkeeping 	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		<ul style="list-style-type: none"> BSB30915 Certificate III in Business Administration (Education) BSB31115 Certificate III in Business Administration (Medical). <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	
BSB30315 Certificate III in Micro Business Operations	BSB30220 Certificate III in Entrepreneurship and New Business	Changed qualification title and Packaging Rules. Updated superseded core units. Changed elective unit list.	E
BSB30415 Certificate III in Business Administration	BSB30120 Certificate III in Business	<p>Amalgamated six qualifications to create one:</p> <ul style="list-style-type: none"> BSB30115 Certificate III in Business BSB30215 Certificate III in Customer Engagement BSB30415 Certificate III in Business Administration BSB30815 Certificate III in Recordkeeping BSB30915 Certificate III in Business Administration (Education) BSB31115 Certificate III in Business Administration (Medical). <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB30515 Certificate III in Business Administration (International Education)	-	Qualification deleted.	D
BSB30615 Certificate III in International Trade	-	Qualification deleted.	D
BSB30719 Certificate III in Work Health and Safety	BSB30719 Certificate III in Work Health and Safety	Qualification updated to include updated elective units.	E
BSB30815 Certificate III in Recordkeeping	BSB30120 Certificate III in Business	<p>Amalgamated six qualifications to create one:</p> <ul style="list-style-type: none"> BSB30115 Certificate III in Business BSB30215 Certificate III in Customer Engagement BSB30415 Certificate III in Business Administration BSB30815 Certificate III in Recordkeeping BSB30915 Certificate III in Business Administration BSB31115 Certificate III in Business Administration (Medical). <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB30915 Certificate III in Business Administration (Education)	BSB30120 Certificate III in Business	<p>Amalgamated six qualifications to create one:</p> <ul style="list-style-type: none"> BSB30115 Certificate III in Business BSB30215 Certificate III in Customer Engagement BSB30415 Certificate III in Business Administration 	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		<ul style="list-style-type: none"> BSB30815 Certificate III in Recordkeeping BSB30915 Certificate III in Business Administration (Education) BSB31115 Certificate III in Business Administration (Medical). <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	
BSB31015 Certificate III in Business Administration (Legal)	BSB30320 Certificate III in Legal Services	Changed qualification title and Packaging Rules. Changed total number of units. Added core units. Streamlined elective groups.	NE
BSB31115 Certificate III in Business Administration (Medical)	BSB30120 Certificate III in Business	<p>Amalgamated six qualifications to create one:</p> <ul style="list-style-type: none"> BSB30115 Certificate III in Business BSB30215 Certificate III in Customer Engagement BSB30415 Certificate III in Business Administration BSB30815 Certificate III in Recordkeeping BSB30915 Certificate III in Business Administration (Education) BSB31115 Certificate III in Business Administration (Medical). <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB31215 Certificate III in Library and Information Services	BSB30420 Certificate III in Library and Information Services	Changed Packaging Rules, core and elective unit lists. Updated elective groups.	NE
BSB40215 Certificate IV in Business	BSB40120 Certificate IV in Business	<p>Amalgamated eight qualifications to create one:</p> <ul style="list-style-type: none"> BSB40215 Certificate IV in Business BSB40315 Certificate IV in Customer Engagement BSB40515 Certificate IV in Business Administration BSB40615 Certificate IV in Business Sales BSB41115 Certificate IV in International Trade BSB41618 Certificate IV in Business (Procurement) BSB41715 Certificate IV in Recordkeeping BSB42315 Certificate IV in Environmental Management and Sustainability. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB40315 Certificate IV in Customer Engagement	BSB40120 Certificate IV in Business	<p>Amalgamated eight qualifications to create one:</p> <ul style="list-style-type: none"> BSB40215 Certificate IV in Business 	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0

Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		<ul style="list-style-type: none"> • BSB40315 Certificate IV in Customer Engagement • BSB40515 Certificate IV in Business Administration • BSB40615 Certificate IV in Business Sales • BSB41115 Certificate IV in International Trade • BSB41618 Certificate IV in Business (Procurement) • BSB41715 Certificate IV in Recordkeeping • BSB42315 Certificate IV in Environmental Management and Sustainability. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	
BSB40515 Certificate IV in Business Administration	BSB40120 Certificate IV in Business	<p>Amalgamated eight qualifications to create one:</p> <ul style="list-style-type: none"> • BSB40215 Certificate IV in Business • BSB40315 Certificate IV in Customer Engagement • BSB40515 Certificate IV in Business Administration • BSB40615 Certificate IV in Business Sales • BSB41115 Certificate IV in International Trade • BSB41618 Certificate IV in Business (Procurement) • BSB41715 Certificate IV in Recordkeeping • BSB42315 Certificate IV in Environmental Management and Sustainability. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB40615 Certificate IV in Business Sales	BSB40120 Certificate IV in Business	<p>Amalgamated eight qualifications to create one:</p> <ul style="list-style-type: none"> • BSB40215 Certificate IV in Business • BSB40315 Certificate IV in Customer Engagement • BSB40515 Certificate IV in Business Administration • BSB40615 Certificate IV in Business Sales • BSB41115 Certificate IV in International Trade • BSB41618 Certificate IV in Business (Procurement) • BSB41715 Certificate IV in Recordkeeping • BSB42315 Certificate IV in Environmental Management and Sustainability. 	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.	
BSB40715 Certificate IV in Franchising	-	Qualification deleted.	D
BSB40915 Certificate IV in Governance	-	Qualification deleted.	D
BSB41015 Certificate IV in Human Resources	BSB40420 Certificate IV in Human Resource Management	Changed qualification title and Packaging Rules. Changed total number of units. Updated core units. Created elective groups.	NE
BSB41115 Certificate IV in International Trade	BSB40120 Certificate IV in Business	Amalgamated eight qualifications to create one: <ul style="list-style-type: none"> • BSB40215 Certificate IV in Business • BSB40315 Certificate IV in Customer Engagement • BSB40515 Certificate IV in Business Administration • BSB40615 Certificate IV in Business Sales • BSB41115 Certificate IV in International Trade • BSB41618 Certificate IV in Business (Procurement) • BSB41715 Certificate IV in Recordkeeping • BSB42315 Certificate IV in Environmental Management and Sustainability. Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.	NE
BSB41419 Certificate IV in Work Health and Safety	BSB41419 Certificate IV in Work Health and Safety	Qualification updated to include updated elective units.	E
BSB41515 Certificate IV in Project Management Practice	BSB40920 Certificate IV in Project Management Practice	Updated superseded core and elective units. Changed elective unit list.	E
BSB41618 Certificate IV in Business (Procurement)	BSB40120 Certificate IV in Business	Amalgamated eight qualifications to create one: <ul style="list-style-type: none"> • BSB40215 Certificate IV in Business • BSB40315 Certificate IV in Customer Engagement • BSB40515 Certificate IV in Business Administration • BSB40615 Certificate IV in Business Sales • BSB41115 Certificate IV in International Trade • BSB41618 Certificate IV in Business (Procurement) • BSB41715 Certificate IV in Recordkeeping • BSB42315 Certificate IV in Environmental Management and Sustainability. Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSB41715 Certificate IV in Recordkeeping	BSB40120 Certificate IV in Business	<p>Amalgamated eight qualifications to create one:</p> <ul style="list-style-type: none"> • BSB40215 Certificate IV in Business • BSB40315 Certificate IV in Customer Engagement • BSB40515 Certificate IV in Business Administration • BSB40615 Certificate IV in Business Sales • BSB41115 Certificate IV in International Trade • BSB41618 Certificate IV in Business (Procurement) • BSB41715 Certificate IV in Recordkeeping • BSB42315 Certificate IV in Environmental Management and Sustainability. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB41915 Certificate IV in Business (Governance)	BSB40220 Certificate IV in Aboriginal and Torres Strait Islander Governance	Changed qualification title. Changed elective units. Created elective groups.	E
BSB42015 Certificate IV in Leadership and Management	BSB40520 Certificate IV in Leadership and Management	Changed Packaging Rules, core and elective unit lists.	E
BSB42115 Certificate IV in Library and Information Services	BSB40720 Certificate IV in Library and Information Services	Changed Packaging Rules, core and elective unit lists. Updated elective groups.	NE
BSB42215 Certificate IV in Legal Services	BSB40620 Certificate IV in Legal Services	Change total number of units. Changed Packaging Rules, core and elective unit lists. Created elective groups.	NE
BSB42315 Certificate IV in Environmental Management and Sustainability	BSB40120 Certificate IV in Business	<p>Amalgamated eight qualifications to create one:</p> <ul style="list-style-type: none"> • BSB40215 Certificate IV in Business • BSB40315 Certificate IV in Customer Engagement • BSB40515 Certificate IV in Business Administration • BSB40615 Certificate IV in Business Sales • BSB41115 Certificate IV in International Trade • BSB41618 Certificate IV in Business (Procurement) • BSB41715 Certificate IV in Recordkeeping • BSB42315 Certificate IV in Environmental Management and Sustainability. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB42415 Certificate IV in Marketing and Communication	BSB40820 Certificate IV in Marketing and Communication	Changed Packaging Rules, core and elective unit lists. Created elective groups.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSB42518 Certificate IV in Small Business Management	BSB40320 Certificate IV in Entrepreneurship and New Business	<p>Amalgamated two qualifications to create one:</p> <ul style="list-style-type: none"> • BSB42518 Certificate IV in Small Business Management • BSB42618 Certificate IV in New Small Business. <p>Changed qualification title and Packaging Rules. Changed core and elective unit lists. Created elective groups.</p>	NE
BSB42618 Certificate IV in New Small Business	BSB40320 Certificate IV in Entrepreneurship and New Business	<p>Amalgamated two qualifications to create one:</p> <ul style="list-style-type: none"> • BSB42518 Certificate IV in Small Business Management • BSB42618 Certificate IV in New Small Business. <p>Changed qualification title and Packaging Rules. Changed core and elective unit lists. Created elective groups.</p>	E
BSB50215 Diploma of Business	BSB50120 Diploma of Business	<p>Amalgamated seven qualifications to create one:</p> <ul style="list-style-type: none"> • BSB50215 Diploma of Business • BSB50315 Diploma of Customer Engagement • BSB50415 Diploma of Business Administration • BSB50815 Diploma of International Business • BSB51518 Diploma of Business (Procurement) • BSB51715 Diploma of Recordkeeping • BSB60815 Advanced Diploma of Recordkeeping. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB50315 Diploma of Customer Engagement	BSB50120 Diploma of Business	<p>Amalgamated seven qualifications to create one:</p> <ul style="list-style-type: none"> • BSB50215 Diploma of Business • BSB50315 Diploma of Customer Engagement • BSB50415 Diploma of Business Administration • BSB50815 Diploma of International Business • BSB51518 Diploma of Business (Procurement) • BSB51715 Diploma of Recordkeeping • BSB60815 Advanced Diploma of Recordkeeping. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB50415 Diploma of Business Administration	BSB50120 Diploma of Business	<p>Amalgamated seven qualifications to create one:</p> <ul style="list-style-type: none"> • BSB50215 Diploma of Business 	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		<ul style="list-style-type: none"> BSB50315 Diploma of Customer Engagement BSB50415 Diploma of Business Administration BSB50815 Diploma of International Business BSB51518 Diploma of Business (Procurement) BSB51715 Diploma of Recordkeeping BSB60815 Advanced Diploma of Recordkeeping. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	
BSB50515 Diploma of Franchising	-	Qualification deleted.	D
BSB50618 Diploma of Human Resources Management	BSB50320 Diploma of Human Resource Management	Changed qualification title. Changed total number of units. Added core unit. Created elective groups. Added Entry Requirements.	NE
BSB50715 Diploma of Business (Governance)	BSB50220 Diploma of Aboriginal and Torres Strait Islander Governance	Changed qualification title. Changed elective units. Created elective groups.	E
BSB50815 Diploma of International Business	BSB50120 Diploma of Business	<p>Amalgamated seven qualifications to create one:</p> <ul style="list-style-type: none"> BSB50215 Diploma of Business BSB50315 Diploma of Customer Engagement BSB50415 Diploma of Business Administration BSB50815 Diploma of International Business BSB51518 Diploma of Business (Procurement) BSB51715 Diploma of Recordkeeping BSB60815 Advanced Diploma of Recordkeeping. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB51319 Diploma of Work Health and Safety	BSB51319 Diploma of Work Health and Safety	Qualification updated to include updated elective units.	E
BSB51415 Diploma of Project Management	BSB50820 Diploma of Project Management	Changed Packaging Rules. Updated superseded core and elective units. Changed elective unit list.	E
BSB51518 Diploma of Business (Procurement)	BSB50120 Diploma of Business	<p>Amalgamated seven qualifications to create one:</p> <ul style="list-style-type: none"> BSB50215 Diploma of Business BSB50315 Diploma of Customer Engagement BSB50415 Diploma of Business Administration BSB50815 Diploma of International Business BSB51518 Diploma of Business (Procurement) BSB51715 Diploma of Recordkeeping 	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		<ul style="list-style-type: none"> BSB60815 Advanced Diploma of Recordkeeping. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	
BSB51615 Diploma of Quality Auditing	BSB50920 Diploma of Quality Auditing	Changed total number of units and Packaging Rules. Added core units. Updated elective groups.	NE
BSB51715 Diploma of Recordkeeping	BSB50120 Diploma of Business	<p>Amalgamated seven qualifications to create one:</p> <ul style="list-style-type: none"> BSB50215 Diploma of Business BSB50315 Diploma of Customer Engagement BSB50415 Diploma of Business Administration BSB50815 Diploma of International Business BSB51518 Diploma of Business (Procurement) BSB51715 Diploma of Recordkeeping BSB60815 Advanced Diploma of Recordkeeping. <p>Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.</p>	NE
BSB51918 Diploma of Leadership and Management	BSB50420 Diploma of Leadership and Management	Changed Packaging Rules, core and elective unit lists.	E
BSB52015 Diploma of Conveyancing	BSB60220 Advanced Diploma of Conveyancing	<p>Amalgamated two qualifications to create one:</p> <ul style="list-style-type: none"> BSB52015 Diploma of Conveyancing BSB61115 Advanced Diploma of Conveyancing. <p>Changed total number of units and Packaging Rules. Changed core and elective unit lists.</p>	NE
BSB52115 Diploma of Library and Information Services	BSB50520 Diploma of Library and Information Services	Changed Packaging Rules, core and elective unit lists. Updated elective groups.	NE
BSB52215 Diploma of Legal Services	BSB50720 Diploma of Paralegal Services	Changed qualification title. Changed total number of units. Added core units. Created elective groups. Added Entry Requirements.	NE
BSB52318 Diploma of Governance	-	Qualification deleted.	D
BSB52415 Diploma of Marketing and Communication	BSB50620 Diploma of Marketing and Communication	Changed Packaging Rules, core and elective unit lists. Created elective groups. Updated Entry Requirements.	NE
BSB60215 Advanced Diploma of Business	BSB60120 Advanced Diploma of Business	Changed total number of units. Added core units. Changed elective group unit lists. Added Entry Requirements.	NE
BSB60619 Advanced Diploma of Work Health and Safety	BSB60619 Advanced Diploma of Work Health and Safety	Qualification updated to include updated elective units.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSB60815 Advanced Diploma of Recordkeeping	BSB50120 Diploma of Business	Amalgamated seven qualifications to create one: <ul style="list-style-type: none"> BSB50215 Diploma of Business BSB50315 Diploma of Customer Engagement BSB50415 Diploma of Business Administration BSB50815 Diploma of International Business BSB51518 Diploma of Business (Procurement) BSB51715 Diploma of Recordkeeping BSB60815 Advanced Diploma of Recordkeeping. Changed total number of units, core and elective unit lists. Created elective groups and added specialisations.	NE
BSB60915 Advanced Diploma of Management (Human Resources)	BSB60320 Advanced Diploma of Human Resource Management	Changed qualification title. Changed total number of units. Added core units. Changed elective unit list. Added Entry Requirements.	NE
BSB61015 Advanced Diploma of Leadership and Management	BSB60420 Advanced Diploma of Leadership and Management	Changed Packaging Rules, core and elective unit lists. Added Entry Requirements.	NE
BSB61115 Advanced Diploma of Conveyancing	BSB60220 Advanced Diploma of Conveyancing	Amalgamated two qualifications to create one: <ul style="list-style-type: none"> BSB52015 Diploma of Conveyancing BSB61115 Advanced Diploma of Conveyancing. Changed total number of units and Packaging Rules. Changed core and elective unit lists.	NE
BSB61218 Advanced Diploma of Program Management	BSB60720 Advanced Diploma of Program Management	Updated superseded core and elective units. Changed elective unit list.	E
BSB61315 Advanced Diploma of Marketing and Communication	BSB60520 Advanced Diploma of Marketing and Communication	Changed Packaging Rules, core and elective unit lists. Created elective groups. Updated Entry Requirements.	NE
BSB80215 Graduate Diploma of Strategic Leadership	BSB80320 Graduate Diploma of Strategic Leadership	Updated superseded core units. Changed elective unit list.	E
BSB80315 Graduate Certificate in Leadership Diversity	-	Qualification deleted.	D
BSB80415 Graduate Diploma of Portfolio Management	BSB80220 Graduate Diploma of Portfolio Management	Updated superseded core and elective units. Changed elective unit list.	E
BSB80515 Graduate Certificate in Management (Learning)	BSB80120 Graduate Diploma of Management (Learning)	Amalgamated two qualifications to create one: <ul style="list-style-type: none"> BSB80515 Graduate Certificate in Management (Learning) BSB80615 Graduate Diploma of Management (Learning). Changed Packaging Rules, core and elective unit lists.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSB80615 Graduate Diploma of Management (Learning)	BSB80120 Graduate Diploma of Management (Learning)	Amalgamated two qualifications to create one: <ul style="list-style-type: none"> BSB80515 Graduate Certificate in Management (Learning) BSB80615 Graduate Diploma of Management (Learning). Changed Packaging Rules, core and elective unit lists.	NE
BSBADM101 Use business equipment and resources	BSBOPS101 Use business resources	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to Training Package Products Policy (policy). Updates made to Assessment Conditions to align to policy.	E
BSBADM301 Produce texts from shorthand notes	BSBOPS401 Coordinate business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADM302 Produce texts from notes	BSBOPS401 Coordinate business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADM303 Produce texts from audio transcription	BSBOPS401 Coordinate business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADM307 Organise schedules	BSBOPS303 Organise schedules	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBADM311 Maintain business resources	BSBOPS301 Maintain business resources	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBADM401 Produce complex texts from shorthand notes	BSBOPS401 Coordinate business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADM405 Organise meetings	BSBOPS405 Organise business meetings	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBADM406 Organise business travel	BSBOPS401 Coordinate business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBADM407 Administer projects	BSBPMG430 Undertake project work	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADM409 Coordinate business resources	BSBOPS401 Coordinate business resources	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBADM411 Produce complex texts from audio transcription	BSBOPS401 Coordinate business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADM502 Manage meetings	BSBTWK503 Manage meetings	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBADM503 Plan and manage conferences	BSBOPS405 Organise business meetings	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADM504 Plan and implement administrative systems	BSBOPS503 Develop administrative systems	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBADM506 Manage business document design and development	BSBOPS501 Manage business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADV402 Conduct pre-campaign testing	BSBMKG438 Implement and monitor advertising production	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADV403 Monitor advertising production	BSBMKG438 Implement and monitor advertising production	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADV404 Schedule advertisements	BSBMKG438 Implement and monitor advertising production	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBADV405 Perform media calculations	BSBMKG438 Implement and monitor advertising production	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADV406 Buy and monitor media	BSBMKG438 Implement and monitor advertising production	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADV407 Apply media analysis and processing tools	BSBMKG438 Implement and monitor advertising production	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBADV408 Review advertising media options	BSBMKG438 Implement and monitor advertising production	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBADV503 Coordinate advertising research	BSBMKG551 Create multiplatform advertisements for mass media	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADV507 Develop a media plan	BSBMKG552 Design and develop marketing communication plans	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBADV509 Create mass print media advertisements	BSBMKG551 Create multiplatform advertisements for mass media	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBADV510 Create mass electronic media advertisements	BSBMKG551 Create multiplatform advertisements for mass media	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBADV602 Develop an advertising campaign	BSBMKG626 Develop advertising campaigns	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBADV603 Manage advertising production	BSBMKG551 Create multiplatform advertisements for mass media	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBADV604 Execute an advertising campaign	BSBMKG627 Execute advertising campaigns	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBADV605 Evaluate campaign effectiveness	BSBMKG627 Execute advertising campaigns	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBAUD402 Participate in a quality audit	BSBAUD411 Participate in quality audits	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBAUD501 Initiate a quality audit	BSBAUD511 Initiate quality audits	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBAUD503 Lead a quality audit	BSBAUD512 Lead quality audits	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBAUD504 Report on a quality audit	BSBAUD513 Report on quality audits	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCMM101 Apply basic communication skills	BSBCMM211 Apply communication skills	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBCMM201 Communicate in the workplace	BSBCMM211 Apply communication skills	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCMM301 Process customer complaints	BSBOPS305 Process customer complaints	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	
BSBCMM401 Make a presentation	BSBCMM411 Make presentations	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCMM402 Implement effective communication strategies	BSBCMM511 Communicate with influence	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCMM501 Develop and nurture relationships	BSBTWK601 Develop and maintain strategic business networks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCNV501 Take instructions in relation to a transaction	BSBCNV511 Take instructions in relation to a conveyancing transaction	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCNV502 Read and interpret a legal document and provide advice	BSBCNV611 Interpret a legal document and provide advice in a conveyancing transaction	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCNV503 Analyse and interpret legal requirements for a transaction	BSBCNV612 Identify and apply legal requirements for a conveyancing transaction	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCNV504 Prepare legal documents	BSBCNV613 Prepare legal documents for a conveyancing transaction	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCNV505 Finalise the conveyancing transaction	BSBCNV512 Finalise the conveyancing transaction	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCNV506 Establish and manage a trust account	BSBCNV614 Apply principles of trust accounting	Changed Title to clarify intent. Significant edits made to Elements and Performance	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBCNV601 Identify and conduct searches	BSBCNV615 Interpret search results for a conveyancing transaction	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCOM401 Organise and monitor the operation of compliance management system	BSBAUD412 Work within compliance frameworks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCOM402 Implement processes for the management of a breach in compliance requirements	BSBAUD412 Work within compliance frameworks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCOM403 Provide education and training on compliance requirements and systems	BSBAUD412 Work within compliance frameworks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCOM404 Promote and liaise on compliance requirements, systems and related issues	BSBAUD412 Work within compliance frameworks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCOM405 Promote compliance with legislation	BSBAUD412 Work within compliance frameworks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCOM406 Conduct work within a compliance framework	BSBAUD412 Work within compliance frameworks	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCOM501 Identify and interpret compliance requirements	BSBAUD514 Interpret compliance requirements	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCOM502 Evaluate and review compliance	BSBAUD515 Evaluate and review compliance	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBCOM503 Develop processes for the management of breaches in compliance requirements	BSBAUD516 Develop and monitor processes for the management of breaches in compliance requirements	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCOM601 Research compliance requirements and issues	BSBAUD514 Interpret compliance requirements	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCOM602 Develop and create compliance requirements	BSBAUD515 Evaluate and review compliance	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCOM603 Plan and establish compliance management systems	BSBAUD601 Establish and manage compliance management systems	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCON401 Work effectively in a business continuity context	BSBSTR402 Implement continuous improvement	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCON601 Develop and maintain business continuity plans	BSBSTR603 Develop business continuity plans	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBCON801 Establish and review the business continuity management framework and strategies	BSBSTR803 Establish business continuity management strategies	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCRT101 Apply critical thinking techniques	BSBCRT201 Develop and apply thinking and problem solving skills	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBCRT301 Develop and extend critical and creative thinking skills	BSBCRT311 Apply critical thinking skills in a team environment	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	
BSBCRT401 Articulate, present and debate ideas	BSBCRT412 Articulate, present and debate ideas	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCRT402 Collaborate in a creative process	BSBCRT413 Collaborate in creative processes	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCRT403 Explore the history and social impact of creativity	BSBCRT413 Collaborate in creative processes	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCRT404 Apply advanced critical thinking to work processes	BSBCRT411 Apply critical thinking to work practices	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCRT501 Originate and develop concepts	BSBCRT512 Originate and develop concepts	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCRT502 Develop critical thinking in others	BSBCRT511 Develop critical thinking in others	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCRT601 Research and apply concepts and theories of creativity	BSBCRT611 Apply critical thinking for complex problem solving	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE203 Conduct customer engagement	BSBOPS202 Engage with customers	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Updates made to Assessment Conditions to align to policy.	
BSBCUE204 Collect data	BSBDAT201 Collect and record data	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBCUE205 Prepare for work in a customer engagement environment	BSBOPS202 Engage with customers	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE301 Use multiple information systems	BSBTEC201 Use business software applications	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE302 Deploy customer service field staff	BSBOPS202 Engage with customers	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE303 Conduct a telemarketing campaign	BSBMKG442 Conduct e-marketing communications (COM)	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE304 Provide sales solutions to customers	BSBOPS305 Process customer complaints	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE305 Process credit applications	BSBFIN301 Process financial transactions	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE306 Process complex accounts	BSBFIN301 Process financial transactions	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE307 Work effectively in customer engagement	BSBOPS202 Engage with customers	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE308 Conduct outbound customer engagement	BSBOPS305 Process customer complaints	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE309 Develop product and service knowledge for customer engagement operation	BSBOPS304 Deliver and monitor a service to customers	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE403 Schedule customer engagement activity	BSBOPS401 Coordinate business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE404 Collect, analyse and record information	BSBDAT501 Analyse data	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE405 Survey stakeholders to gather and record information	BSBINS508 Research and analyse information to meet library customer needs	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE406 Run a multicentre	BSBOPS501 Manage business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE407 Administer customer engagement technology	BSBTEC403 Apply digital solutions to work processes	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBCUE501 Develop business continuity strategy	BSBSTR502 Facilitate continuous improvement	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE502 Establish a multicentre	BSBOPS501 Manage business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE503 Manage data interrogation	BSBDAT501 Analyse data	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE504 Integrate customer engagement within the organisation	BSBOPS505 Manage organisational customer service	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE601 Optimise customer engagement operations	BSBOPS505 Manage organisational customer service	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE602 Manage customer engagement information	BSBOPS505 Manage organisational customer service	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE603 Design and launch new customer engagement facilities	BSBOPS505 Manage organisational customer service	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE604 Develop and maintain a service level strategy	BSBOPS601 Develop and implement business plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE605 Develop and maintain a customer engagement marketing strategy	BSBMKG621 Develop organisational marketing strategy	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE606 Forecast and plan using customer engagement traffic information analysis	BSBOPS601 Develop and implement business plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE607 Manage customer engagement centre staffing	BSBOPS501 Manage business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUE608 Manage customer engagement operational costs	BSBOPS501 Manage business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUS201 Deliver a service to customers	BSBOPS203 Deliver a service to customers	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCUS301 Deliver and monitor a service to customers	BSBOPS304 Deliver and monitor a service to customers	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBCUS401 Coordinate implementation of customer service strategies	BSBOPS404 Implement customer service strategies	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		to policy. Updates made to Assessment Conditions to align to policy.	
BSBCUS402 Address customer needs	BSBOPS404 Implement customer service strategies	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUS403 Implement customer service standards	BSBOPS404 Implement customer service strategies	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBCUS501 Manage quality customer service	BSBOPS505 Manage organisational customer service	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBDIV301 Work effectively with diversity	BSBTWK301 Use inclusive work practices	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBDIV501 Manage diversity in the workplace	BSBTWK501 Lead diversity and inclusion	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBDIV601 Develop and implement diversity policy	BSBTWK501 Lead diversity and inclusion	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBDIV801 Conduct strategic diversity workforce planning	BSBHRM615 Contribute to the development of diversity and inclusion strategies	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBDIV802 Conduct strategic planning for diversity learning practices	BSBHRM615 Contribute to the development of diversity and inclusion strategies	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBDIV803 Develop cross cultural communication and negotiation strategies	BSBSTR802 Lead strategic planning processes for an organisation	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEBU401 Review and maintain a website	BSBTEC405 Review and maintain organisation's digital presence	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBEBU502 Implement e-business solutions	BSBTEC501 Develop and implement an e-commerce strategy	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEBU511 Develop and implement an e-business strategy	BSBTEC501 Develop and implement an e-commerce strategy	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBEDU301 Assist with monitoring compliance in international education services	BSBAUD412 Work within compliance frameworks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEDU302 Assist in resolution of issues and incidents in an international education environment	BSBLDR301 Support effective workplace relationships	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEDU303 Assist with the provision of international education information	BSBOPS304 Deliver and monitor a service to customers	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEDU304 Assist with the provision of pastoral care services to international students	BSBTWK301 Use inclusive work practices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEDU305 Assist with international education events and programs	BSBINS511 Develop and promote library activities, events and public programs	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEMS401 Develop and implement business development strategies to expand client base	BSBHRM415 Coordinate recruitment and onboarding	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEMS402 Develop and implement strategies to source and assess candidates	BSBHRM415 Coordinate recruitment and onboarding	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBEMS403 Develop and provide employment management services to candidates	BSBHRM415 Coordinate recruitment and onboarding	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBEMS404 Manage the recruitment process for client organisations	BSBHRM415 Coordinate recruitment and onboarding	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFIA301 Maintain financial records	BSBFIN302 Maintain financial records	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBFIA302 Process payroll	BSBHRM416 Process payroll	No Title change. Minor edits made to Elements and Performance Criteria to align	E

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Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBFIA303 Process accounts payable and receivable	BSBFIN301 Process financial transactions	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBFIA304 Maintain a general ledger	BSBFIN302 Maintain financial records	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBFIA401 Prepare financial reports	BSBFIN401 Report on financial activity	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBFIA412 Report on financial activity	BSBFIN401 Report on financial activity	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBFIA501 Report on finances related to international business	BSBFIN401 Report on financial activity	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFIM501 Manage budgets and financial plans	BSBFIN501 Manage budgets and financial plans	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBFIM502 Manage payroll	BSBHRM526 Manage payroll	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBFIM601 Manage finances	BSBFIN601 Manage organisational finances	Changed Title to clarify intent. Minor edits made to Elements and Performance	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBFIM801 Manage financial resources	BSBFIN801 Lead financial strategy development	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBFLM303 Contribute to effective workplace relationships	BSBLDR301 Support effective workplace relationships	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBFLM305 Support operational plan	BSBOPS402 Coordinate business operational plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFLM306 Provide workplace information and resourcing plans	BSBOPS301 Maintain business resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFLM309 Support continuous improvement systems and processes	BSBSTR301 Contribute to continuous improvement	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBFLM311 Support a workplace learning environment	BSBHRM413 Support the learning and development of teams and individuals	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFLM312 Contribute to team effectiveness	BSBXTW Work in a Team	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFLM313 Apply language, literacy and numeracy to support others in the workplace	BSBTWK301 Use inclusive work practices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFLM314 Mentor others in the workplace to support their language, literacy and numeracy skill development	BSBTWK301 Use inclusive work practices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA301 Work within a franchise	BSBOPS201 Work effectively in business environments	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA401 Manage compliance with franchisee obligations and legislative requirements	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBFRA402 Establish a franchise	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA403 Manage relationship with franchisor	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA404 Manage a multiple-site franchise	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA501 Establish a franchise operation	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA502 Manage a franchise operation	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA503 Manage establishment of new sites or regions	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA504 Manage relationships with franchisees	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBFRA505 Manage closure of a franchise	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV401 Implement board member responsibilities	BSBOPS406 Participate in organisational governance	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV402 Work within organisational structure	BSBOPS406 Participate in organisational governance	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV403 Analyse financial reports and budgets	BSBFIN501 Manage budgets and financial plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV404 Communicate with community stakeholders	BSBCMM511 Communicate with influence	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV405 Undertake the roles and responsibilities of committee or board members	BSBOPS406 Participate in organisational governance	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBGOV501 Review and apply the organisation's constitution	BSBOPS406 Participate in organisational governance	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV502 Recruit and coordinate committee members	BSBOPS406 Participate in organisational governance	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBGOV503 Conduct organisational strategic planning	BSBSTR503 Develop organisational policy	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV504 Monitor organisational finances	BSBFIN601 Manage organisational finances	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV505 Seek and apply for funding opportunities	BSBOPS406 Participate in organisational governance	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV506 Manage advocacy for your organisation	BSBOPS602 Monitor corporate governance activities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBGOV507 Manage board or committee and organisational conflict	BSBOPS602 Monitor corporate governance activities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBHRM403 Support performance management process	BSBHRM411 Administer performance development processes	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBHRM404 Review human resource functions	BSBHRM417 Support human resources functions and processes	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBHRM405 Support the recruitment, selection and induction of staff	BSBHRM415 Coordinate recruitment and onboarding	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBHRM501 Manage human resource services	BSBHRM527 Coordinate human resource functions and processes	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBHRM502 Manage human resource management information systems	BSBHRM414 Use human resources information systems	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBHRM505 Manage remuneration and employee benefits	BSBHRM528 Coordinate remuneration and employee benefits	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBHRM506 Manage recruitment selection and induction processes	BSBHRM525 Manage recruitment and onboarding	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBHRM507 Manage separation or termination	BSBHRM529 Coordinate separation and termination processes	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBHRM509 Manage rehabilitation or return to work programs	BSBHRM530 Coordinate rehabilitation and return to work programs	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBHRM510 Manage mediation processes	BSBHRM527 Coordinate human resource functions and processes	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBHRM511 Manage expatriate staff	BSBHRM527 Coordinate human resource functions and processes	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBHRM512 Develop and manage performance management processes	BSBHRM521 Facilitate performance development processes	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBHRM513 Manage workforce planning	BSBHRM524 Coordinate workforce plan implementation	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBHRM602 Manage human resources strategic planning	BSBHRM614 Contribute to strategic workforce planning	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBHRM604 Manage employee relations	BSBHRM612 Contribute to the development of	Changed Title to clarify intent. Significant edits made to Elements and Performance	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
	employee and industrial relations strategies	Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	
BSBIND201 Work effectively in a business environment	BSBOPS201 Work effectively in business environments	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBIND301 Work effectively in an educational environment	BSBOPS201 Work effectively in business environments	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBIND302 Work effectively in the international education services industry	BSBOPS201 Work effectively in business environments	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINM201 Process and maintain workplace information	BSBINS201 Process and maintain workplace information	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBINM202 Handle mail	BSBINS202 Handle receipt and dispatch of information	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBINM301 Organise workplace information	BSBINS302 Organise workplace information	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBINM302 Utilise a knowledge management system	BSBINS303 Use knowledge management systems	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBINM303 Handle receipt and dispatch of information	BSBINS202 Handle receipt and dispatch of information	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		made to Assessment Conditions to align to policy.	
BSBINM401 Implement workplace information system	BSBINS402 Coordinate workplace information systems	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBINM501 Manage an information or knowledge management system	BSBINS501 Implement information and knowledge management systems	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBINM601 Manage knowledge and information	BSBINS601 Manage knowledge and information	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBINN201 Contribute to workplace innovation	BSBSTR301 Contribute to continuous improvement	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBINN301 Promote innovation in a team environment	BSBSTR401 Promote innovation in team environments	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBINN501 Establish systems that support innovation	BSBSTR501 Establish innovative work environments	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBINN502 Build and sustain an innovative work environment	BSBSTR501 Establish innovative work environments	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBINN601 Lead and manage organisational change	BSBLDR601 Lead and manage organisational change	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBINN801 Lead innovative thinking and practice	BSBSTR801 Lead innovative thinking and practice	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBINT301 Apply knowledge of the international trade environment to complete work	BSBMKG432 Research international markets	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT302 Apply knowledge of legislation relevant to international trade to complete work	BSBLEG529 Apply legal principles in corporation law matters	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT303 Organise the importing and exporting of goods	BSBOPS304 Deliver and monitor a service to customers	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT304 Assist in the international transfer of services	BSBOPS304 Deliver and monitor a service to customers	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT305 Prepare business documents for the international trade of goods	BSBTEC301 Design and produce business documents	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT306 Apply knowledge of international finance and insurance to complete work requirements	BSBFIN302 Maintain financial records	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT401 Research international business opportunities	BSBMKG432 Research international markets	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT405 Apply knowledge of import and export international conventions, laws and finance	BSBMKG548 Forecast international market and business needs	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT407 Prepare business advice on export Free-on-Board Value	BSBLEG421 Apply understanding of the Australian legal system	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT408 Prepare business advice on the taxes and duties for international trade transactions	BSBFIN401 Report on financial activity	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBINT409 Plan for international trade	BSBMKG432 Research international markets	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBIPR301 Comply with organisational requirements for protection and use of intellectual property	BSBLEG525 Apply legal principles in intellectual property law matters	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBIPR401 Use and respect copyright	BSBLEG525 Apply legal principles in intellectual property law matters	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBIPR402 Protect and use new inventions and innovations	BSBLEG525 Apply legal principles in intellectual property law matters	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBIPR403 Protect and use brands and business identity	BSBLEG525 Apply legal principles in intellectual property law matters	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBIPR404 Protect and use innovative designs	BSBLEG525 Apply legal principles in intellectual property law matters	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBIPR405 Protect and use intangible assets in small business	BSBESB402 Establish legal and risk management requirements of new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBIPR501 Manage intellectual property to protect and grow business	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBIPR601 Develop and implement strategies for intellectual property management	BSBLEG525 Apply legal principles in intellectual property law matters	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITA411 Design and develop relational databases	BSBTEC402 Design and produce complex spreadsheets	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITA611 Configure and optimise customer contact technology	BSBTEC601 Review organisational digital strategy	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITB511 Establish and maintain a network of digital devices	BSBITB404 Use digital technologies to collaborate in a work environment	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITB801 Implement advanced electronic technologies	BSBTEC601 Review organisational digital strategy	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITS411 Maintain and implement digital technology	BSBTEC403 Apply digital solutions to work processes	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBITU111 Operate a personal digital device	BSBTEC101 Operate digital devices	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBITU112 Develop keyboard skills	BSBTEC101 Operate digital devices	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBITU211 Produce digital text documents	BSBTEC201 Use business software applications	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU212 Create and use spreadsheets	BSBTEC201 Use business software applications	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU213 Use digital technologies to communicate remotely	BSBTEC202 Use digital technologies to communicate in a work environment	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU306 Design and produce business documents	BSBTEC301 Design and produce business documents	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU307 Develop keyboarding speed and accuracy	BSBTEC101 Operate digital devices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITU309 Produce desktop published documents	BSBTEC301 Design and produce business documents	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITU311 Use simple relational databases	BSBTEC302 Design and produce spreadsheets	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITU312 Create electronic presentations	BSBTEC303 Create electronic presentations	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU313 Design and produce digital text documents	BSBTEC301 Design and produce business documents	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBITU314 Design and produce spreadsheets	BSBTEC302 Design and produce spreadsheets	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU315 Purchase goods and services online	BSBTEC203 Research using the internet	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITU401 Design and develop complex text documents	BSBTEC401 Design and produce complex text documents	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU402 Develop and use complex spreadsheets	BSBTEC402 Design and produce complex spreadsheets	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU404 Produce complex desktop published documents	BSBTEC401 Design and produce complex text documents	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBITU422 Use digital technologies to collaborate in the workplace	BSBTEC404 Use digital technologies to collaborate in a work environment	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBITU501 Conduct data analysis	BSBDAT501 Analyse data	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLDR401 Communicate effectively as a workplace leader	BSBLDR412 Communicate effectively as a workplace leader	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLDR402 Lead effective workplace relationships	BSBLDR413 Lead effective workplace relationships	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	
BSBLDR403 Lead team effectiveness	BSBLDR414 Lead team effectiveness	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLDR404 Lead a diverse workforce	BSBLDR521 Lead the development of diverse workforces	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLDR502 Lead and manage effective workplace relationships	BSBLDR523 Lead and manage effective workplace relationships	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLDR504 Implement diversity in the workplace	BSBLDR521 Lead the development of diverse workforces	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLDR511 Develop and use emotional intelligence	BSBPEF502 Develop and use emotional intelligence	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLDR513 Communicate with influence	BSBCMM511 Communicate with influence	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLDR801 Lead personal and strategic transformation	BSBLDR811 Lead strategic transformation	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	
BSBLDR802 Lead the strategic planning process for an organisation	BSBSTR802 Lead strategic planning processes for an organisation	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLDR803 Develop and cultivate collaborative partnerships and relationships	BSBLDR812 Develop and cultivate collaborative partnerships and relationships	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLDR804 Influence and shape diversity management	BSBLDR521 Lead the development of diverse workforces	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLDR805 Lead and influence change	BSBLDR601 Lead and manage organisational change	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLDR806 Lead and influence ethical practice	BSBLDR813 Lead and influence ethical practice	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLED101 Plan skills development	BSBPEF101 Plan and prepare for work readiness	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLED301 Undertake e-learning	BSBHRM413 Support the learning and development of teams and individuals	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLED401 Develop teams and individuals	BSBHRM413 Support the learning and development of teams and individuals	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBLED501 Develop a workplace learning environment	BSBHRM523 Coordinate the learning and development of teams and individuals	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLED502 Manage programs that promote personal effectiveness	BSBHRM531 Coordinate health and wellness programs	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLED503 Maintain and enhance professional practice	BSBPEF501 Manage personal and professional development	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLED802 Lead learning strategy implementation	BSBHRM613 Contribute to the development of learning and development strategies	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLED803 Implement improved learning practice	BSBHRM613 Contribute to the development of learning and development strategies	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLED804 Review enterprise e-learning systems and solutions implementation	BSBHRM613 Contribute to the development of learning and development strategies	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLED805 Plan and implement a mentoring program	BSBHRM611 Contribute to organisational performance development	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLED806 Plan and implement a coaching strategy	BSBHRM611 Contribute to organisational performance development	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLED807 Establish career development services	BSBHRM611 Contribute to organisational performance development	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Updates made to Assessment Conditions to align to policy.	
BSBLED808 Conduct a career development session	BSBHRM611 Contribute to organisational performance development	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLED809 Identify and communicate trends in career development	BSBHRM611 Contribute to organisational performance development	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLED810 Develop human capital	BSBHRM611 Contribute to organisational performance development	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLEG301 Apply knowledge of the legal system to complete tasks	BSBLEG311 Work in a legal services environment	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLEG302 Carry out search of the public record	BSBLEG312 Carry out search of the public record	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG303 Deliver court documentation	BSBLEG313 Lodge documents in a legal services environment	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG304 Apply the principles of confidentiality and security within the legal environment	BSBLEG314 Protect information in a legal services environment	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLEG305 Use legal terminology in order to carry out tasks	BSBLEG311 Work in a legal services environment	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBLEG306 Maintain records for time and disbursements in a legal practice	BSBLEG311 Work in a legal services environment	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLEG308 Assist in prioritising and planning activities in a legal practice	BSBLEG315 Assist in planning activities in a legal services environment	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG403 Maintain trust accounts	BSBLEG422 Maintain a file in a legal services environment	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLEG413 Identify and apply the legal framework	BSBLEG421 Apply understanding of the Australian legal system	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG414 Establish and maintain a file in legal services	BSBLEG422 Maintain a file in a legal services environment	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG415 Apply the principles of contract law	BSBLEG522 Apply legal principles in contract law matters	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG416 Apply the principles of the law of torts	BSBLEG523 Apply legal principles in tort law matters	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG417 Apply the principles of evidence law	BSBLEG524 Apply principles of evidence law in matters under litigation	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG418 Produce complex legal documents	BSBLEG424 Support the drafting of complex legal documents	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Updates made to Assessment Conditions to align to policy.	
BSBLEG510 Apply legal principles in family law matters	BSBLEG527 Apply legal principles in family law matters	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG511 Apply legal principles in criminal law matters	BSBLEG526 Apply legal principles in criminal law matters	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG512 Apply legal principles in property law matters	BSBLEG528 Apply legal principles in property law matters	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLEG513 Apply legal principles in corporation law matters	BSBLEG529 Apply legal principles in corporation law matters	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLEG514 Assist with civil procedure	BSBLEG532 Assist with court procedure	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBLEG515 Apply legal principles in wills and probate matters	BSBLEG530 Apply legal principles in wills and probate matters	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB201 Assist with circulation services	BSBINS203 Assist with circulation services	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBLIB202 Process information resource orders	BSBINS203 Assist with circulation services	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB301 Catalogue objects into collections	BSBINS305 Participate in cataloguing activities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB302 Develop and apply knowledge of archives	BSBINS308 Control records	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB303 Provide multimedia support	BSBINS306 Provide multimedia support	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB304 Develop and use information literacy skills	BSBINS301 Develop and use information literacy skills	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB305 Use established cataloguing tools	BSBINS305 Participate in cataloguing activities	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB306 Process and maintain information resources	BSBINS304 Process and maintain information resources	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB401 Record and maintain collection information	BSBINS506 Implement lending and borrowing processes for collections	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB402 Consolidate and maintain industry knowledge	BSBINS407 Consolidate and maintain library industry knowledge	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB403 Complete a range of cataloguing activities	BSBINS305 Participate in cataloguing activities	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBLIB404 Use integrated library management systems	BSBINS405 Use integrated library management systems	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB405 Assist customers to access information	BSBINS406 Assist customers to access information	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB406 Obtain information from external and networked sources	BSBINS403 Obtain information from external and networked sources	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB407 Search library and information databases	BSBINS404 Search library and information databases	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB501 Manage lending and borrowing processes for collections	BSBINS506 Implement lending and borrowing processes for collections	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB502 Manage the development of collections	BSBINS506 Implement lending and borrowing processes for collections	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB503 Develop and promote activities, events and public programs	BSBINS511 Develop and promote library activities, events and public programs	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB504 Develop exhibition concepts	BSBINS511 Develop and promote library activities, events and public programs	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB505 Develop disaster management plans	BSBINS601 Manage knowledge and information	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB506 Maintain digital repositories	BSBINS504 Maintain digital repositories	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBLIB507 Promote literature and reading	BSBINS509 Promote literature and reading	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB508 Analyse and describe information resources	BSBINS502 Coordinate data management	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB509 Provide subject access and classify material	BSBINS505 Provide subject access and classify material	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB510 Use and monitor advanced functions of integrated library management systems	BSBINS507 Use advanced functions of integrated library management systems	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB511 Research and analyse information to meet customer needs	BSBINS508 Research and analyse information to meet library customer needs	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB512 Develop and maintain community and stakeholder relationships	BSBINS510 Develop community and stakeholder relationships in a library environment	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB513 Monitor compliance with copyright and licence requirements	BSBINS503 Monitor compliance with copyright and licence requirements	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB601 Research and document collection material	BSBINS604 Contribute to collection management	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB602 Develop and monitor procedures for the movement and storage of collection material	BSBINS604 Contribute to collection management	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBLIB603 Contribute to collection management	BSBINS604 Contribute to collection management	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBLIB604 Extend own information literacy skills to locate information	BSBINS602 Extend own information literacy skills to locate information	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBLIB605 Analyse and describe specialist and complex material	BSBINS601 Manage knowledge and information	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT401 Show leadership in the workplace	BSBLDR411 Demonstrate leadership in the workplace	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT402 Implement operational plan	BSBOPS402 Coordinate business operational plans	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMGT403 Implement continuous improvement	BSBSTR402 Implement continuous improvement	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT404 Lead and facilitate off-site staff	BSBLDR522 Manage people performance	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT405 Provide personal leadership	BSBLDR411 Demonstrate leadership in the workplace	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT406 Plan and monitor continuous improvement	BSBSTR402 Implement continuous improvement	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT407 Apply digital solutions to work processes	BSBTEC403 Apply digital solutions to work processes	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT502 Manage people performance	BSBLDR522 Manage people performance	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBMGT516 Facilitate continuous improvement	BSBSTR502 Facilitate continuous improvement	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT517 Manage operational plan	BSBOPS502 Manage business operational plans	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT518 Develop organisation policy	BSBSTR503 Develop organisational policy	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT519 Incorporate digital solutions into plans and practices	BSBTEC403 Apply digital solutions to work processes	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT520 Plan and manage the flexible workforce	BSBTWK502 Manage team effectiveness	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT521 Plan, implement and review a quality assurance program	BSBAUD601 Establish and manage compliance management systems	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT605 Provide leadership across the organisation	BSBLDR602 Provide leadership across the organisation	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT608 Manage innovation and continuous improvement	BSBSTR601 Manage innovation and continuous improvement	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT615 Contribute to organisation development	BSBLDR601 Lead and manage organisational change	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT616 Develop and implement strategic plans	BSBSTR602 Develop organisational strategies	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBMGT617 Develop and implement a business plan	BSBOPS601 Develop and implement business plans	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT618 Develop an engagement centre business plan	BSBOPS601 Develop and implement business plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT619 Identify and implement business innovation	BSBSTR601 Manage innovation and continuous improvement	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMGT621 Design and manage the enterprise quality management system	BSBAUD601 Establish and manage compliance management systems	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMGT622 Manage resources	BSBOPS501 Manage business resources	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMGT623 Monitor corporate governance activities	BSBOPS602 Monitor corporate governance activities	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMGT624 Develop and implement corporate social responsibility	BSBSUS601 Lead corporate social responsibility	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBMGT801 Direct the development of a knowledge management strategy for a business	BSBINS601 Manage knowledge and information	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT802 Lead design and review of enterprise systems	BSBST801 Lead innovative thinking and practice	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMGT803 Use financial and economic information for strategic decision making	BSBFIN801 Lead financial strategy development	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG401 Profile the market	BSBMKG431 Assess marketing opportunities	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMKG408 Conduct market research	BSBMKG431 Assess marketing opportunities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG409 Design direct response offers	BSBMKG436 Design and test direct marketing activities	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMKG410 Test direct marketing activities	BSBMKG436 Design and test direct marketing activities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG411 Analyse direct marketing databases	BSBMKG436 Design and test direct marketing activities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG412 Conduct e-marketing communications	BSBMKG442 Conduct e-marketing communications	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG413 Promote products and services	BSBMKG434 Promote products and services	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG414 Undertake marketing activities	BSBMKG433 Undertake marketing activities	No Title change. Significant edits made to Elements and Performance Criteria to	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBMKG415 Research international markets	BSBMKG432 Research international markets	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG416 Market goods and services internationally	BSBMKG550 Promote products and services to international markets	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMKG417 Apply marketing communication across a convergent industry	BSBMKG440 Apply marketing communication across a convergent industry	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG418 Develop and apply knowledge of marketing communication industry	BSBMKG439 Develop and apply knowledge of communications industry	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG419 Analyse consumer behaviour	BSBMKG435 Analyse consumer behaviour	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG420 Create digital media user experiences	BSBMKG437 Create and optimise digital media	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG421 Optimise digital media impact	BSBMKG437 Create and optimise digital media	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG501 Identify and evaluate marketing opportunities	BSBMKG541 Identify and evaluate marketing opportunities	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBMKG502 Establish and adjust the marketing mix	BSBMKG542 Establish and monitor the marketing mix	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG506 Plan market research	BSBMKG543 Plan and interpret market research	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG507 Interpret market trends and developments	BSBMKG543 Plan and interpret market research	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG508 Plan direct marketing activities	BSBMKG544 Plan and monitor direct marketing activities	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG509 Implement and monitor direct marketing activities	BSBMKG544 Plan and monitor direct marketing activities	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG510 Plan e-marketing communications	BSBMKG552 Design and develop marketing communication plans	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0

Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBMKG511 Analyse data from international markets	BSBMKG548 Forecast international market and business needs	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMKG512 Forecast international market and business needs	BSBMKG548 Forecast international market and business needs	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG513 Promote products and services to international markets	BSBMKG550 Promote products and services to international markets	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG514 Implement and monitor marketing activities	BSBMKG542 Establish and monitor the marketing mix	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMKG515 Conduct a marketing audit	BSBMKG545 Conduct marketing audits	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG516 Profile international markets	BSBMKG549 Profile and analyse consumer behaviour for international markets	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMKG517 Analyse consumer behaviour for specific international markets	BSBMKG549 Profile and analyse consumer behaviour for international markets	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	
BSBMKG518 Plan and implement services marketing	BSBMKG541 Identify and evaluate marketing opportunities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG519 Plan and implement business-to-business marketing	BSBMKG541 Identify and evaluate marketing opportunities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG520 Manage compliance within the marketing legislative framework	BSBMKG545 Conduct marketing audits	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG521 Plan and implement sponsorship and event marketing	BSBMKG541 Identify and evaluate marketing opportunities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG522 Plan measurement of marketing effectiveness	BSBMKG545 Conduct marketing audits	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG523 Design and develop an integrated marketing communication plan	BSBMKG552 Design and develop marketing communication plans	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG528 Mine data to identify industry directions	BSBMKG543 Plan and interpret market research	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG529 Manage client account	BSBMKG542 Establish and monitor the marketing mix	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG530 Create distributed multiplatform digital advertisements	BSBMKG551 Create multiplatform advertisements for mass media	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG534 Design effective digital user experiences	BSBMKG546 Develop social media engagement plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG535 Devise a search engine optimisation strategy	BSBMKG546 Develop social media engagement plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG536 Develop strategies to monetise digital engagement	BSBMKG547 Develop strategies to monetise digital engagement	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG537 Develop a social media engagement plan	BSBMKG546 Develop social media engagement plans	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBMKG603 Manage the marketing process	BSBMKG622 Manage organisational marketing processes	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG605 Evaluate international marketing opportunities	BSBMKG625 Implement and manage international marketing programs	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBMKG606 Manage international marketing programs	BSBMKG625 Implement and manage international marketing programs	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG607 Manage market research	BSBMKG624 Manage market research	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG608 Develop organisational marketing objectives	BSBMKG621 Develop organisational marketing strategy	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG609 Develop a marketing plan	BSBMKG623 Develop marketing plans	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBMKG610 Develop, implement and monitor a marketing campaign	BSBMKG623 Develop marketing plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBMKG611 Manage measurement of marketing effectiveness	BSBMKG622 Manage organisational marketing processes	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPMG409 Apply project scope management techniques	BSBPMG420 Apply project scope management techniques	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBPMG410 Apply project time management techniques	BSBPMG421 Apply project time management techniques	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG411 Apply project quality management techniques	BSBPMG422 Apply project quality management techniques	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG412 Apply project cost management techniques	BSBPMG423 Apply project cost management techniques	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG413 Apply project human resources management approaches	BSBPMG424 Apply project human resources management approaches	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG414 Apply project information management and communications techniques	BSBPMG425 Apply project information management and communications techniques	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG415 Apply project risk management techniques	BSBPMG426 Apply project risk management techniques	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG416 Apply project procurement procedures	BSBPMG427 Apply project procurement procedures	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBPMG417 Apply project life cycle management processes	BSBPMG428 Apply project life cycle management processes	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG418 Apply project stakeholder engagement techniques	BSBPMG429 Apply project stakeholder engagement techniques	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG511 Manage project scope	BSBPMG530 Manage project scope	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG512 Manage project time	BSBPMG531 Manage project time	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG513 Manage project quality	BSBPMG532 Manage project quality	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG514 Manage project cost	BSBPMG533 Manage project cost	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG515 Manage project human resources	BSBPMG534 Manage project human resources	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG516 Manage project information and communication	BSBPMG535 Manage project information and communication	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG517 Manage project risk	BSBPMG536 Manage project risk	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBPMG518 Manage project procurement	BSBPMG537 Manage project procurement	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG519 Manage project stakeholder engagement	BSBPMG538 Manage project stakeholder engagement	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG520 Manage project governance	BSBPMG539 Manage project governance	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG521 Manage project integration	BSBPMG540 Manage project integration	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG522 Undertake project work	BSBPMG430 Undertake project work	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG601 Direct the integration of projects	BSBPMG540 Manage project integration	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPMG602 Direct the scope of a project program	BSBPMG530 Manage project scope	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPMG603 Direct time management of a project program	BSBPMG531 Manage project time	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPMG604 Direct cost management of a project program	BSBPMG533 Manage project cost	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBPMG605 Direct quality management of a project program	BSBPMG532 Manage project quality	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPMG606 Direct human resources management of a project program	BSBPMG534 Manage project human resources	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPMG607 Direct communications management of a project program	BSBPMG535 Manage project information and communication	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPMG609 Direct procurement and contracting for a project program	BSBPMG537 Manage project procurement	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPMG610 Enable program execution	BSBPMG630 Enable program execution	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG615 Manage program delivery	BSBPMG631 Manage program delivery	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG616 Manage program risk	BSBPMG632 Manage program risk	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG617 Provide leadership for the program	BSBPMG633 Provide leadership for the program	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG621 Facilitate stakeholder engagement	BSBPMG634 Facilitate stakeholder engagement	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG622 Implement program governance	BSBPMG635 Implement program governance	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG623 Manage benefits	BSBPMG636 Manage benefits	No Title change. Minor edits made to Elements and Performance Criteria to align	E

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Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBPMG624 Engage in collaborative alliances	BSBPMG637 Engage in collaborative alliances	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG801 Prioritise projects and programs	BSBPMG810 Prioritise projects and programs	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG802 Select and balance the portfolio	BSBPMG811 Select and balance the portfolio	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG803 Manage and review portfolio performance	BSBPMG812 Manage and review portfolio performance	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG804 Govern the portfolio	BSBPMG813 Govern the portfolio	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG805 Lead the portfolio	BSBPMG814 Lead the portfolio	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG806 Manage portfolio communications and change	BSBPMG815 Manage portfolio communications and change	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPMG807 Manage portfolio resources	BSBPMG816 Manage portfolio resources	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBPMG808 Manage portfolio risk	BSBPMG817 Manage portfolio risk	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPRO301 Recommend products and services	BSBMKG434 Promote products and services	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPRO401 Develop product knowledge	BSBMKG434 Promote products and services	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPUB401 Develop and apply knowledge of public relations industry	BSBMKG439 Develop and apply knowledge of communications industry	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBPUB402 Develop public relations campaigns	BSBMKG441 Develop public relations documents	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBPUB403 Develop public relations documents	BSBMKG441 Develop public relations documents	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPUB501 Manage the public relations publication process	BSBMKG554 Plan and develop public relations publications	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPUB502 Develop and manage complex public relations campaigns	BSBMKG553 Develop public relations campaigns	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBPUB503 Manage fundraising and sponsorship activities	BSBMKG553 Develop public relations campaigns	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBPUB504 Develop and implement crisis management plans	BSBMKG553 Develop public relations campaigns	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBREL401 Establish networks	BSBTWK401 Build and maintain business relationships	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBREL402 Build client relationships and business networks	BSBTWK401 Build and maintain business relationships	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBREL403 Implement international client relationship strategies	BSBTWK401 Build and maintain business relationships	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBREL501 Build international client relationships	BSBTWK601 Develop and maintain strategic business networks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBREL502 Build international business networks	BSBTWK601 Develop and maintain strategic business networks	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRES404 Research legal information using primary sources	BSBLEG423 Conduct simple legal research	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBRES411 Analyse and present research information	BSBINS401 Analyse and present research information	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRES502 Research legal information using secondary sources	BSBLEG521 Conduct and apply legal research	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBRES801 Initiate and lead applied research	BSBINS603 Initiate and lead applied research	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge	E

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Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBRKG301 Control records	BSBINS308 Control records	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRKG302 Undertake disposal	BSBINS308 Control records	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG303 Retrieve information from records	BSBINS307 Retrieve information from records	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRKG304 Maintain business records	BSBINS309 Maintain business records	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRKG305 Review recordkeeping functions	BSBINS309 Maintain business records	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG401 Review the status of a record	BSBINS408 Provide information from and about records	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG402 Provide information from and about records	BSBINS408 Provide information from and about records	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRKG403 Set up a business or records system for a small business	BSBINS410 Implement records systems for small business	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRKG404 Monitor and maintain records in an online environment	BSBINS409 Maintain and monitor digital information and records	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRKG502 Manage and monitor business or records systems	BSBINS512 Monitor business records systems	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Minor edits made to Performance Evidence and Knowledge	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	
BSBRKG505 Document or reconstruct a business or records system	BSBINS512 Monitor business records systems	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG506 Develop and maintain terminology and classification schemes	BSBINS513 Contribute to records management framework	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG601 Define recordkeeping framework	BSBINS513 Contribute to records management framework	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRKG603 Prepare a functional analysis for an organisation	BSBINS601 Manage knowledge and information	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG604 Determine security and access rules and procedures	BSBINS512 Monitor business records systems	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG605 Determine records requirements to document a function	BSBINS513 Contribute to records management framework	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG606 Design a records retention and disposal schedule	BSBINS514 Contribute to records retention and disposal schedule	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRKG607 Document and monitor the record creating context	BSBINS513 Contribute to records management framework	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRKG608 Plan management of records over time	BSBINS513 Contribute to records management framework	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBRSK401 Identify risk and apply risk management processes	BSBOPS403 Apply business risk management processes	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBRSK501 Manage risk	BSBOPS504 Manage business risk	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSLS407 Identify and plan sales prospects	BSBOPS304 Deliver and monitor a service to customers	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

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Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBSLS408 Present, secure and support sales solutions	BSBOPS404 Implement customer service strategies	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSLS501 Develop a sales plan	BSBOPS505 Manage organisational customer service	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSLS502 Lead and manage a sales team	BSBLDR522 Manage people performance	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB201 Identify suitability for micro business	BSBESB301 Investigate business opportunities	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBSMB301 Investigate micro business opportunities	BSBESB301 Investigate business opportunities	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBSMB302 Develop a micro business proposal	BSBESB302 Develop and present business proposals	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB303 Organise finances for the micro business	BSBESB303 Organise finances for new business ventures	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB304 Determine resource requirements for the micro business	BSBESB304 Determine resource requirements for new business ventures	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB305 Comply with regulatory, taxation and insurance requirements for the micro business	BSBESB305 Address compliance requirements for new business ventures	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	
BSBSMB306 Plan a home based business	BSBESB301 Investigate business opportunities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB307 Set up information and communications technology for the micro business	BSBESB304 Determine resource requirements for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB308 Improve energy efficiency in micro or small business operations	BSBESB304 Determine resource requirements for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB401 Establish legal and risk management requirements of small business	BSBESB402 Establish legal and risk management requirements of new business ventures	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB402 Plan small business finances	BSBESB403 Plan finances for new business ventures	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Significant edits made to Foundation Skills to clarify intent and align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB403 Market the small business	BSBESB404 Market new business ventures	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB404 Undertake small business planning	BSBESB401 Research and develop business plans	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB407 Manage a small team	BSBLDR414 Lead team effectiveness	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB408 Manage personal, family, cultural and business obligations	BSBPEF402 Develop personal work priorities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB409 Build and maintain relationships with small business stakeholders	BSBESB404 Market new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBSMB410 Review and implement energy efficiency in business operations	BSBESB402 Establish legal and risk management requirements of new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB411 Manage specialist external advisory services	BSBTWK401 Build and maintain business relationships	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB415 Refine and strengthen a small business	BSBESB401 Research and develop business plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB417 Recruit staff	BSBHRM415 Coordinate recruitment and onboarding	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB418 Manage compliance for small business	BSBESB405 Manage compliance for small businesses	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB420 Evaluate and develop small business operations	BSBESB406 Establish operational strategies and procedures for new business ventures	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB421 Manage small business finances	BSBESB407 Manage finances for new business ventures	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSMB422 Plan small business growth	BSBESB401 Research and develop business plans	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSMB423 Create a digital technology plan for small business	BSBESB406 Establish operational strategies and procedures for new business ventures	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSUS201 Participate in environmentally sustainable work practices	BSBSUS211 Participate in sustainable work practices	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBSUS401 Implement and monitor environmentally sustainable work practices	BSBSUS411 Implement and monitor environmentally sustainable work practices	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBSUS402 Implement an environmental management plan	BSBSUS411 Implement and monitor environmentally sustainable work practices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSUS403 Measure, monitor and reduce carbon emissions	BSBSUS411 Implement and monitor environmentally sustainable work practices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSUS404 Assess, implement, monitor and report on waste management	BSBSUS411 Implement and monitor environmentally sustainable work practices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSUS405 Assess, monitor and reduce water use	BSBSUS411 Implement and monitor environmentally sustainable work practices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSUS406 Identify and apply sustainability rating tools	BSBSUS411 Implement and monitor environmentally sustainable work practices	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBSUS501 Develop workplace policy and procedures for sustainability	BSBSUS511 Develop workplace policies and procedures for sustainability	Updated Title to align to policy. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWHS201 Contribute to health and safety of self and others	BSBWHS211 Contribute to the health and safety of self and others	Minor changes to Elements and Performance Criteria. Vocational/job outcomes remain unchanged.	E
BSBWHS301 Maintain workplace safety	BSBWHS311 Assist with maintaining workplace safety	Title revised to better reflect work requirements. Minor wording changes to Elements. Performance Criteria added to clarify intent and scope of unit. Minor changes to Assessment Requirements and Foundation Skills. Vocational/job outcomes remain unchanged.	E
BSBWHS401 Implement and monitor WHS policies, procedures and programs to meet legislative requirements	BSBWHS411 Implement and monitor WHS policies, procedures and programs	Minor changes to Elements, Performance Criteria and Foundation Skills. Vocational/job outcomes remain unchanged.	E
BSBWOR201 Manage personal stress in the workplace	BSBPEF201 Support personal wellbeing in the workplace	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBWOR202 Organise and complete daily work activities	BSBPEF202 Plan and apply time management	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWOR203 Work effectively with others	BSBTWK201 Work effectively with others	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and	E

Equivalence Substantiation Information: BSB Version 6.0 to Version 7.0			
Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
		Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	
BSBWOR204 Use business technology	BSBTEC201 Use business software applications	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWOR301 Organise personal work priorities and development	BSBPEF301 Organise personal work priorities	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWOR302 Work effectively as an off-site worker	BSBOPS201 Work effectively in business environments	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBWOR403 Manage stress in the workplace	BSBPEF401 Manage personal health and wellbeing	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBWOR404 Develop work priorities	BSBPEF402 Develop personal work priorities	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWOR424 Develop a time management plan	BSBPEF402 Develop personal work priorities	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBWOR501 Manage personal work priorities and professional development	BSBPEF501 Manage personal and professional development	Changed Title to clarify intent. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	NE
BSBWOR502 Lead and manage team effectiveness	BSBTWK502 Manage team effectiveness	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E

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Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
BSBWRK311 Develop self-awareness	BSBPEF302 Develop self-awareness	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWRK409 Prepare for and participate in dispute resolution	BSBTWK502 Manage team effectiveness	Vocational outcomes of superseded unit addressed by current industry requirements described in superseding unit.	NE
BSBWRK411 Support employee and industrial relations procedures	BSBHRM412 Support employee and industrial relations	Updated Title to align to policy. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWRK412 Contribute to personal development	BSBPEF403 Lead personal development	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWRK520 Manage employee relations	BSBHRM522 Manage employee and industrial relations	Changed Title to clarify intent. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWRT301 Write simple documents	BSBWRT311 Write simple documents	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWRT401 Write complex documents	BSBWRT411 Write complex documents	No Title change. Minor edits made to Elements and Performance Criteria to align to policy. Updates made to Foundation Skills to align to policy. Minor edits made to Performance Evidence and Knowledge Evidence to align to policy. Updates made to Assessment Conditions to align to policy.	E
BSBWRT501 Write persuasive copy	BSBMKG555 Write persuasive copy	No Title change. Significant edits made to Elements and Performance Criteria to clarify intent and align to policy. Updates made to Foundation Skills to align to policy. Significant edits made to Performance Evidence and Knowledge Evidence to clarify intent and align to policy. Updates made to Assessment Conditions to align to policy.	E
-	BSBCMM412 Lead difficult conversations	Unit newly created.	NC

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Code and title BSB Version 6.0	Code and title BSB Version 7.0	Comments	Equivalence to previous
-	BSBCNV616 Comply with tax obligations in a conveyancing transaction	Unit newly created.	NC
-	BSBCRT611 Apply critical thinking for complex problem solving	Unit newly created.	NC
-	BSBFIN502 Manage financial compliance	Unit newly created.	NC
-	BSBINS502 Coordinate data management	Unit newly created.	NC
-	BSBINS515 Participate in archiving activities	Unit newly created.	NC
-	BSBINS516 Undertake cataloguing activities	Unit newly created.	NC
-	BSBLEG425 Apply principles of legal project management	Unit newly created.	NC
-	BSBLEG531 Apply legal principles in administrative law matters	Unit newly created.	NC
-	BSBLEG533 Support alternative dispute resolution processes	Unit newly created.	NC
-	BSBLEG534 Take instructions in a legal services environment	Unit newly created.	NC
-	BSBMKG628 Lead organisational public relations	Unit newly created.	NC
-	BSBOPS302 Identify business risk	Unit newly created.	NC
-	BSBOPS306 Record stakeholder interactions	Unit newly created.	NC
-	BSBPMG541 Manage complex projects	Unit newly created.	NC
-	BSBSUS412 Develop and implement workplace sustainability plans	Unit newly created.	NC
-	BSBSUS413 Evaluate and report on workplace sustainability	Unit newly created.	NC
-	BSBTEC203 Research using the internet	Unit newly created.	NC
-	BSBTEC601 Review organisational digital strategy	Unit newly created.	NC
-	BSBTWK601 Develop and maintain strategic business networks	Unit newly created.	NC
No further units of competency were created, deleted or changed in the update from Version 6.0 to Version 7.0. Those units of competency not included in the above mapping table are listed in the <i>Units in BSB Business Services Training Package</i> table.			
The 'Compare Content Tool' available on the <i>training.gov.au</i> (TGA) website allows users to access more detailed information on changes between training product versions. To watch a video on how to use this tool visit https://www.youtube.com/watch?v=EjhNe3Bu0H4 .			

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