

Understanding Resource Requirements and Management

This fact sheet covers the necessary considerations regarding resource requirements and management for competency-based training and assessment. It is essential for delivering competency-based training that meets industry standards, optimises resource use, and achieves educational outcomes.

Understanding Resource Requirements

To understand the specific resources required for a qualification:

- Refer to the relevant implementation guide or handbook for each qualification.
- Consider the specific unit, particularly in streamlined packages, which details assessment conditions and requirements.
- Understand that resources need to reflect industry standards. For example, commercial cooking cannot be delivered using a household oven – commercial ovens are necessary.

Simulated Work Environments

Simulated work environments are often used when real learning situations are impractical, too expensive, or potentially dangerous. The key points to remember are:

- Simulation should accurately reproduce the conditions that exist in a real workplace. This includes factors like noise and sound levels.
- If the training provider (RTO) does not have the appropriate facilities (e.g., a commercial kitchen), options include hiring one or utilising a local establishment, such as a cafe.

Managing Resources

Efficient management and monitoring of resources involve several steps:

- Establish what resources are required and how to obtain them, either through ownership or hire.
- Keep a checklist or review list of the equipment needed for each unit.
- Regularly review the condition and availability of resources, ensuring they are used in a way that reflects industry standards.

- If there is any doubt about the availability or appropriateness of resources, carry out a physical check.

Industry Engagement and Feedback

Industry feedback is crucial in maintaining resource quality and relevance:

- Industry feedback about physical resources must be obtained as part of industry engagement.
- The industry needs to be satisfied with the training delivery method, whether they are providing resources or not.
- Ongoing monitoring of industry requirements is necessary, ensuring that these are met throughout the course delivery.

Risk and Agreements

When hiring resources or using third-party facilities, certain agreements and risks need to be managed:

- All agreements, such as with the hiring provider or for risk and insurance, must be considered when organising resources.
- Continuous review of these agreements is essential to ensure compliance and mitigate risk.

Review Process

A systematic review process involves:

- Regularly checking the availability and working order of resources.
- Confirming that resources are being used in a manner that reflects industry standards.
- Verifying compliance with the requirements outlined in the implementation guide or handbook.

Note: This VET Fact Sheet provides general information and should not be considered as legal advice.