

<b>Title</b>	<b>Contribute to the intelligence processes in a regulatory organisation</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>5</b>

<b>Purpose</b>	<p>This unit standard is for people currently employed as regulatory officers.</p> <p>People credited with this unit standard are able to contribute to the intelligence processes in a regulatory organisation.</p>
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<b>Classification</b>	Public Sector Compliance > Public Sector Compliance Operations
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 Definitions
 

*Organisational requirements* refer to instructions to staff on policies, procedures, and methodologies which are documented and are available in the workplace. This includes an organisation's obligations under the Treaty of Waitangi.

*Te Tiriti o Waitangi* refers to the Māori language text of the Treaty.

*Treaty of Waitangi* refers to the English language text of the Treaty.

The Regulatory sector has a number of terms with specific usage. For current definitions visit [Programme Guidance-Skills](#).
- 2 References include but are not limited to
 

Health and Safety at Work Act 2015;

Local Government Official Information and Meetings Act 1987;

Official Information Act 1982;

Privacy Act 2020;

Te Tiriti o Waitangi/Treaty of Waitangi/;

specific legislation mandating the powers and duties of a specific organisation with respect to its regulatory role and/or any other legislation applicable to a particular regulatory situation (e.g. Fisheries Act 1996, Resource Management Act 1991); and any subsequent amendments and replacements.
- 3 Range
  - a Demonstration of knowledge and skills must be consistent with any applicable code or codes of conduct such as the New Zealand State Services Code of Conduct, *Standards of Integrity and Conduct* (available from <http://publicservice.govt.nz>) and/or any other agency specific code or codes of conduct and/or ethics.
  - b All activities and evidence presented for outcomes and performance criteria in this unit standard must be in accordance with organisational requirements.

## Outcomes and performance criteria

### Outcome 1

Contribute to the intelligence processes in a regulatory organisation.

Range evidence of a minimum of two instances of contributing to the intelligence processes is required.

### Performance criteria

1.1 Contribute to the intelligence process consistent with organisational standards of integrity and conduct required of people working in a regulatory role.

Range may include but is not limited to – information collection such as notes, records, and observations; evaluation of reliability; submissions; response to intelligence taskings.

1.2 Develop and maintain operational relationships with stakeholders in accordance with organisational requirements.

Range may include – regulated parties, colleagues in one's own organisation, other stakeholders in relation to one's own role (such as colleagues in partner organisations, members of interest groups, members of the public).

<b>Planned review date</b>	31 December 2025
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### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 February 2016	31 December 2023
Review			

<b>Consent and Moderation Requirements (CMR) reference</b>	0121
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

### Comments on this unit standard

Please contact The Skills Organisation at [reviewcomments@skills.org.nz](mailto:reviewcomments@skills.org.nz) if you wish to suggest changes to the content of this unit standard.