

Field Business**Review of *Public Sector Services* unit standards**

Subfield	Domain	ID
Public Sector Services	Border Management	18248-18257, 18259-18267, 18622-18625, 18627-18629, 18632, 18633, 18636, 18641, 18643, 19502, 19503, 19642-19645, 19647-19650, 19652-19654, 20881-20883
	Customs and Excise	18626, 18630, 18631, 18634, 18635, 18637-18639, 18640, 18642

Learning State (trading name of the Public Sector Training Organisation) has completed the review of the unit standards listed above.

Date new versions published

July 2010

Planned review date

February 2015

Summary

Learning State has completed a full review of the unit standards above in consultation with the New Zealand Customs Service.

The review was to ensure the unit standards still meet industry requirements, and to ensure they were clear, logical and fit for purpose.

The review found that the majority of the unit standards from the Border Management and Customs and Excise domains required substantial changes. Changes made to the unit standards now better reflect the New Zealand Customs Services' internal requirements, as well as their core business of Border Management and Customs and Excise.

Credits and levels of some unit standards have been reviewed, not only to better reflect the core business of New Zealand Customs but also to better reflect the progression of training and development for Customs staff.

These unit standards have been endorsed by the New Zealand Customs Service.

Main changes

- Titles, levels and credits have been updated to better reflect the content of the unit standards and to better reflect the skills and knowledge required of candidates.
- Standards 18630, 18631, 18640, and 18642 in domain Customs and Excise, and standards 18248, 18252, 18255, 18259, 18261, 18629, 18636, 19502, 19644, 19654 and 20883 in domain Border Management have been designated expiring as they are no longer fit for purpose or required by the industry.
- Legislation, government guidelines, and industry codes of practice have been updated.
- The special notes for each unit standard were standardised for consistency.

- Elements and performance criteria in many of the standards have been amended or added to, to better reflect the current practices and industry requirements.
- Changes have been made to the entry information. Standard 18643 is now a recommended unit standard for the following unit standards 18632, 18249, 18253, 18264, 18265, 18625, 18636, 18643, 19649, 19653, 18635, 18257, and 19642.
- Standard 18249 is the recommended unit standard for unit standards 18652, 19650, 20881 and 20882.
- Standard 18636 has been replaced by 26537.

The *Registration Criteria for National Qualifications Framework (NQF) Unit Standards* have been reviewed and replaced with the *Quality assurance criteria for the listing of unit standards on the Directory of Assessment Standards*. The changes made to the criteria during this review reflect the replacement of the NQF and the Register with the New Zealand Qualifications Framework (NZQF) and the Directory of Assessment Standards, the inclusion of criteria for grades, and changes to terminology and format of unit standards. The main changes to terminology are that:

- Special Notes were renamed *Explanatory notes*
- Elements were renamed *Outcomes*
- Performance Criteria were renamed *Evidence requirements*.

The unit standards covered by this report have been published in the new format.

Category C and D unit standards will expire at the end of December 2013.

Impact on existing accreditations

Current Accreditation for			Accreditation extended to		
Nature of accreditation	ID	Level	Nature of accreditation	ID	Level
Field	Business	4	Standard	19649	5

Detailed list of unit standards – classification, title, level, and credits

All changes are in **bold**.

Key to review category	
A	Dates changed, but no other changes are made - the new version of the standard carries the same ID and a new version number
B	Changes made, but the overall outcome remains the same - the new version of the standard carries the same ID and a new version number
C	Major changes that necessitate the registration of a replacement standard with a new ID
D	Standard will expire and not be replaced

Business > Public Sector Services > Border Management

ID	Title	Level	Credit	Review Category
18248	Demonstrate knowledge of controlled drugs legislation as it impacts on the role of a Customs officer	4	3	D
18249	Conduct a personal search as a Customs officer	4	10	B
18250	Question an individual in the role of a Customs Officer Question a person as a Customs officer	3	8 4	B

ID	Title	Level	Credit	Review Category
18251	Profile a person crossing the border Observe and profile a person or persons as a Customs officer	4 3	8 6	B
18252	Demonstrate knowledge of law as it applies to the role of a Customs officer	4	3	D
18253	Conduct a baggage search as a Customs officer Conduct a baggage examination as a Customs officer	4	10	B
18254	Demonstrate knowledge of primary processing for immigration	4	6 4	B
18255	Provide primary processing of travel documentation for immigration as a Customs officer	4	6	D
18256	Demonstrate knowledge of prohibited goods as a Customs officer	3	4	B
18257	Use surveillance to gather information relevant to Customs	4	8 6	B
18259	Rummage a vessel as a Customs Officer	5	15	D
18260	Demonstrate knowledge of documentation accompanying craft crossing the border	3	3	B
18261	Carry out the surveillance of a person crossing the border	4	4	D
18262	Submit an electronic report relevant to Customs activity using recorded information Submit an electronic report relevant to Customs activity	3	3	B
18263	Co-ordinate activities from a Customs control room at an international airport Operate a Customs control room in an international airport	5 4	12 8	B
18264	Conduct a patrol as a Customs Officer	4	3	B
18265	Conduct an interview to obtain information relevant to a Customs investigation Conduct a recorded interview in a Customs environment	5 4	15 10	B
18266	Demonstrate knowledge of exhibit handling Explain and carry out exhibit handling for border management	4	2 3	B
18267	Demonstrate knowledge of processing goods accompanying persons crossing the border	4 3	5	B
18622	Interpret the tariff and classify imported, exported and excisable goods	5	10 5	B
18623	Conduct an inspection of goods subject to the control of Customs	5	20	B
18624	Demonstrate knowledge of legislation, regulations and rules that impact on a Customs officer Demonstrate knowledge of Customs legislation, regulations and rules	3	5	B
18625	Evaluate goods entries in terms of Customs and Excise requirements	4 3	3	B

ID	Title	Level	Credit	Review Category
18627	Calculate revenue payable on goods subject to the control of Customs	4 3	4	B
18628	Demonstrate knowledge of Customs goods entries	4	5	B
18629	Licence a Customs controlled area	4	4	D
18632	Seize and detain forfeited goods under the Customs and Excise Act 1996 Demonstrate knowledge of and use legislative power to seize forfeited goods	4	6 4	B
18633	Use CusMod as a Customs work tool Use Customs Computer System as a work tool	4 3	8 3	B
18636 26537	Demonstrate knowledge of delegations as the basis for making decisions as a Customs officer Demonstrate knowledge of Chief Executive delegations to Customs officers	3	3 6	C
18641	Demonstrate applied knowledge of Customs entry adjustments and drawbacks	4	10 3	B
18643	Demonstrate knowledge of the powers of a Customs officer	3	6 10	B
19502	Provide a support role as witness for a personal search conducted by a Customs officer	4	5	D
19503	Demonstrate knowledge and apply health and safety requirements in a Customs operational area Demonstrate knowledge of and apply health and safety requirements in a Customs operational area	4	4	B
19642	Conduct a Customs fraud investigation	5	20	B
19643	Conduct a Customs drug investigation	5	20	B
19644	Demonstrate knowledge of prohibited goods legislation as it impacts on Customs investigations	3	5	D
19645	Demonstrate knowledge of Customs drug enforcement strategies and their impact on investigations Explain the of Customs drug enforcement strategies and their impact on investigations	4	2	B
19647	Explain the Customs Investigations unit and its investigative processes	3	4	B
19648	Plan and execute a controlled delivery	5	15	B
19649	Demonstrate and apply knowledge of operational and legal issues related to Customs search warrants	4 5	8	B
19650	Conduct a detention for an internal concealment as a Customs officer	5	15	B
19652	Collect and preserve exhibits during a Customs investigative activity	4	6	B
19653	Conduct and record an interview as part of a Customs investigative process Conduct a visually recorded interview as part of a Customs investigative process	5	15	B
19654	Command a Customs operation	5	25	D

ID	Title	Level	Credit	Review Category
20881	Search a marine pleasure boat as a Customs officer	4	10	B
20882	Search a ship as a Customs officer	4	10	B
20883	Conduct a marine pleasure boat search as a Customs search Team Leader	5	15	D

Business > Public Sector Services > Customs and Excise

ID	Title	Level	Credit	Review Category
18626	Audit for Customs compliance	6 5	20	B
18630	Verify the origin of imported goods for Customs purposes	5	30	D
18631	Apply complex procedures to determine the Customs value for duty purposes	5	30	D
18634	Demonstrate knowledge of excisable goods and Excise duty assessments Demonstrate knowledge of excisable goods and excise duty assessments	4	6	B
18635	Demonstrate knowledge of documentation required to verify goods compliance with Customs legislation	4	6	B
18637	Demonstrate knowledge of the application of GST in the context of Customs and Excise requirements	5	8	B
18638	Demonstrate knowledge of the Customs audit programme and associated audit methodology Demonstrate knowledge of the Customs Trade Assurance programme	4	5 4	B
18639	Use the transaction method to value goods for Customs purposes Demonstrate knowledge and use the transaction method to value goods for Customs purposes	4	12 6	B
18640	Demonstrate knowledge of Trade Remedies	3	3	D
18642	Make a Customs ruling	6	40	D