

## **CMR for Infrastructure Industries [Ref: 0101] version 6**

### **Review of *InfraTrain New Zealand* CMR**

InfraTrain New Zealand has completed the review of the Consent and Moderation Requirements (CMR) above.

#### **Date new version published**

**May 2013**

The next CMR review is planned to take place during 2015.

#### **Summary of review**

The review was instigated by the changes in terminology by NZQA and the need to update the existing CMR to better reflect the needs of the infrastructure industry. The consent to assess requirements and moderation information has been updated to make the process clearer and more flexible to meet stakeholder's needs.

#### **Compliance with new requirements**

Requirements for consent to assess will apply with effect from June 2013.

Moderation system requirements will apply with effect from June 2013.

Organisations with consent to assess will be expected to be able to demonstrate compliance with the CMR from November 2013 onwards.

#### **Main changes**

### **AMAP for Infrastructure Industries [Ref: 0101] version 6 CMR for Infrastructure Industries [Ref: 0101] version 7**

#### Requirements for Consent to Assess (RCA)

##### Visit waiver conditions

- Removal of reference to audit against NZQA Quality Assurance Standard.

##### Industry or sector-specific requirements for consent to assess

- Criterion 1 – reworded to make requirements clearer.
- Criterion 2 – reworded to make requirements clearer.
  - Reduced number of examples of necessary equipment given.
  - Removed statement already listed in the General requirements for accreditation.
- Criterion 3 – reworded to make requirements clearer.
  - Removed requirement for adult education qualification to be a New Zealand qualification as this can be benchmarked.
  - Staff appraisal requirement has been removed as this is already listed in the General requirements for accreditation.
  - An additional requirement has been added requiring organisations to have policies and procedures to ensure that if no staff are available that meet the industry specific requirements of criterion 3 then teaching and assessment will not proceed.

- Criterion 4 – removed as this is already listed in the General requirements for accreditation and there are no additional requirements that are industry specific.
- Criterion 5 – removed as this is already listed in the General requirements for accreditation and there are no additional requirements that are industry specific.
- Criterion 6 – reworded to make requirements clearer.
  - An additional requirement has been added to include the responsibility and procedures for the assessment and reporting of credits to be included in the written agreement or contract.
- Criterion 7 – reworded to make requirements clearer.
  - Requirements have been updated to reflect best practice in assessment methodology, and include integrated assessment and evidence based assessment models.
  - A requirement has been added which requires applicant organisations to advise whether they will use self-developed or InfraTrain assessment materials.
- Criterion 8 – removed as this is already listed in the General requirements for accreditation and there are no additional requirements that are industry specific.

#### Moderation Requirements (MR)

##### Moderation System

- Reworded to make requirements clearer and add timeframes.
- A new requirement has been added requiring organisations to advise InfraTrain of their moderation contact by 28 February each year.
- A new requirement has been added requiring organisations with consent to assess in writing one month in advance if they are assessing unit standards in any domains that they have not assessed in the previous 12 months.
- The publication of a five-year moderation cycle has been included.
- The NZQA EER reports have been added as a consideration factor for reducing moderation requirements.
- Pre-assessment moderation reworded to make requirements clearer. All submissions for pre-assessment moderation must now be accompanied by a pre-moderation coversheet and checklist available from the InfraTrain website.

- Post-assessment moderation requirements have been updated.
  - The percentage of moderation has been removed and replaced with a list of selection criteria for unit standards.
  - Timeframes for keeping assessment paperwork has been added.
  - Number of samples requested has been updated.
  - Postal submission timeframes have been added.
  - Group moderation workshop details have been updated and timeframes added.
  - Moderation visit details have been reworded for clarity and timeframes added.

#### Reporting

- Reworded for clarity and timeframes added.

#### Funding

- Updated to include all applicable fees including non-compliance visit fees.

#### Non-compliance with moderation requirements

- Fees removed and included in the funding section.

#### Appeals

- Updated and reworded for clarity.
- Timeframes for response added and responsibilities updated.