

Title	Gather, maintain and interpret information for the Personal Property Securities Register		
Level	4	Credits	5

Purpose	<p>This unit standard is intended for people involved in or who are intending to be involved in the management of credit.</p> <p>People credited with this unit standard will be able to:</p> <ul style="list-style-type: none"> – gather information for registering security interests on the PPSR; – maintain information for security interests on the PPSR; and – interpret information from the PPSR.
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Classification	Financial Management > Credit Management
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Available grade	Achieved
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Guidance Information

- 1 Legislation applicable to this unit standard includes:
Personal Property Securities Act 1999.
- 2 Definitions
Industry practice includes policies, procedures and standards that competent practitioners in the industry recognise as current industry best practice.
Organisational practice includes documented policies, procedures, and practices, and policy and procedure manuals pertaining to credit.
PPSR – Personal Property Securities Register.
- 3 This unit standard may be assessed on-job in the workplace using naturally occurring evidence or in off-job simulated work situations designed to draw upon similar performance to that required in work in a credit administration and/or credit management context.
- 4 All evidence must be in accordance with organisational practice where possible, otherwise evidence may be based on industry practice.

Outcomes and performance criteria

Outcome 1

Gather information for registering security interests on the PPSR.

Performance criteria

- 1.1 Identify information necessary for registering a security interest on the PPSR.
- 1.2 Gather information required to register a security interest on the PPSR in accordance with legislative requirements.
- 1.3 Determine need for applicable supporting information for registering a security interest on the PPSR.
- Range supporting information may include but is not limited to – collateral type and description.

Outcome 2

Maintain information for security interests on the PPSR.

Performance criteria

- 2.1 Implement a maintenance policy to ensure registered security interests remain current.
- 2.2 Monitor debtors for changes of name to maintain security interests on the PPSR.

Outcome 3

Interpret information from the PPSR.

Performance criteria

- 3.1 Interpret information from PPSR records in accordance with the requirements of the Personal Property Securities Act.
- Range information may include but is not limited to – debtor details, potential client details, existing security interests, information about collateral, subordination.
- 3.2 Interpret PPSR details of potential clients to determine suitability of applicant for credit.
- 3.3 Interpret PPSR details of clients to determine priority of security interests.

Planned review date	31 December 2029
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 September 2020	31 December 2027
Review	2	27 March 2025	N/A

Consent and Moderation Requirements (CMR) reference

0121

This CMR can be accessed at www.nzqa.govt.nz/framework/search/index.do.

Comments on this unit standard

Please contact Ringa Hora Services Workforce Development Council
qualifications@ringahora.nz if you wish to suggest changes to the content of this unit standard.