

Title	Establish an offence or offences		
Level	5	Credits	4

Purpose	This unit standard is for people who work, or intend to work as compliance inspectors or enforcement officers. People credited with this unit standard are able to establish ingredients of offence or offences, and write a report to establish offence or offences.
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Classification	Compliance and Law Enforcement > Compliance and Regulatory Control
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Available grade	Achieved
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Guidance Information

- 1 Assessment will be in relation to those laws, regulations, bylaws, activities, procedures, and policies defined by the compliance and/or regulatory organisation relevant to the performance context.
- 2 *Organisational requirements* refer to instructions to staff on policy and procedures, which are documented in memo or manual format and are available in the workplace. These include the application of legislation.

Outcomes and performance criteria

Outcome 1

Establish ingredients of offence or offences.

Performance criteria

- 1.1 Provisions of laws that relate to conduct of offence are identified.
- 1.2 Ingredients of offence or offences are listed.
- 1.3 Related offence or offences and ingredients are identified.
- 1.4 Prima facie case is established.

Outcome 2

Write a report to establish offence or offences.

Performance criteria

- 2.1 Ingredients of offence or offences are listed against supporting evidence.
- 2.2 Possible charges are ranked in terms of severity and degree to which the charge is supported by evidence.
- 2.3 Decision is made on which charges to recommend prosecution.
- 2.4 Report is completed in accordance with organisational requirements.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 April 1995	31 December 2023
Revision	2	25 November 1997	31 December 2023
Revision	3	17 July 2002	31 December 2023
Revision	4	19 May 2004	31 December 2023
Review	5	27 February 2006	31 December 2023
Review	6	23 May 2019	31 December 2023

Consent and Moderation Requirements (CMR) reference

0046

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