

Reserve your place by writing to support@wiseworkplacetraining.com.au indicating which sessions you would like to attend.

Date	Units covered
Monday 13/1/25	Session 1: Behaviours and Presentation PSPETH002 Uphold and support the values and principles of public office (CORE) PSPGEN029 Value diversity (C) PSPLEG002 Encourage compliance with legislation in the public sector (C) PSPPCY004 Support policy implementation (C)
	Session 2: Plan Investigations PSPINV001 Plan and initiate an investigation (CORE) PSPGEN038 Identify and treat risks (C) PSPGEN043 Apply government processes (C) PSPGEN023 Deliver and monitor service to clients (C)
Tuesday 14/1/25	Session 3: Conduct Investigations & Interviews PSPINV002 Conduct an investigation (CORE) PSPREG012 Gather information through interviews (CORE) PSPREG006 Produce formal record of interview (B)
	Session 4: Finalise Investigations PSPINV003 Finalise an investigation (CORE) PSPREG010 Prepare a brief of evidence (C)
Wednesday 15/1/25	<i>Learners not studying the below electives will use this day to conduct interviews and write reports for Sessions 3 and 4.</i>
	Session 5: Post Investigations PSPGEN033 Use advanced workplace communication strategies (C) PSPREG018 Plan and implement recovery action (B)
	Session 6: Safety and Inspections BSBWHS301 Maintain workplace safety (A)



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	<p>PSPREG013 Undertake inspections and monitoring (B)</p> <p>Session 7: Data and Audits PSPREG015 Receive and validate data (B) PSPREG016 Conduct data analysis (C) PSPREG017 Undertake compliance audits (B)</p>
<p>Thursday 16/1/25</p>	<p><i>Learners not studying the below electives will use this day to conduct interviews and write reports for Sessions 3 and 4.</i></p> <p>Session 8: Ensure Compliance PSPREG003 Apply regulatory powers (CORE) PSPREG004 Promote client compliance (B) PSPREG005 Assess compliance (B) PSPREG008 Act on non-compliance (B)</p>
<p>Friday 17/1/25</p>	<p><i>Learners not studying the below electives will use this day to conduct interviews and write reports for Sessions 3 and 4.</i></p> <p>Session 9: Hearings PSPCRT007 Compile and use official notes (C) PSPREG011 Give Evidence (C)</p> <p>Session 10: Regulated Powers PSPREG007 Make arrests (C) PSPREG009 Conduct search and seizure (C) PSPREG014 Conduct surveillance (C)</p>



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