



Australian Government

Department of Agriculture,
Fisheries and Forestry

Competency and Assessment Requirements

ECI3001 Export Inspection of Empty Containers

Version 2.0

ECI3001: Export Inspection of Empty Containers

Version History

Version	Date	Comments
1.0	17/11/2022	First publication of this document.
2.0	25/07/2023	Removed reference to APS code of conduct and values and replaced with AO terms and conditions.

Application

This unit describes the skills, knowledge and attributes required of an Authorised Officer (AO) candidate to successfully complete actions and tasks involved in inspecting empty containers to be used to export plants and plant products from Australia in a competency-based assessment.

It applies to individuals with export inspection responsibilities.

To be found competent in this job function, candidates are expected to describe and demonstrate the scope and criteria required to conduct an empty container inspection.

Candidates will be required to demonstrate compliance with legal/statutory requirements, organisational protocols and industry standards. Candidates will be asked to describe a process, demonstrate process tasks and record the inspection.

Unit Sector

Assessment

Competency Standards and Competency Criteria

COMPETENCY STANDARDS	COMPETENCY CRITERIA
<i>Standards describe the essential outcomes.</i>	<i>Competency criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Work effectively in an export environment	<p>1.1 Demonstrate compliance with export legislation, Authorised officer (AO) terms and conditions, departmental instructional material and workplace health and safety (WHS) requirements.</p> <p>1.2 Apply effective communication, conflict management and decision-making techniques.</p> <p>1.3 Verify all required export documentation has been completed and/or lodged.</p>
2. Conduct pre-inspection tasks	<p>2.1 Obtain relevant instructional and reference material.</p> <p>2.2 Collect required tools/equipment.</p> <p>2.3 Check site WHS and personal protective equipment (PPE) requirements.</p> <p>2.4 Determine the facility is adequate.</p>
3. Conduct container inspection tasks	<p>3.1 Inspect all exterior parts of the container following correct procedures.</p> <p>3.2 Inspect all interior parts of the container following correct procedures.</p> <p>3.3 Inspect container for live pests, vermin and contaminants and apply relevant tolerances.</p>
4. Pass the container	<p>4.1 Pass container based on the relevant tolerances.</p> <p>4.2 Verify the passed container is labelled and sealed as required.</p> <p>4.3 Complete the Empty Container Inspection Record for passed containers and distribute and retain as required.</p>
5. Reject the container	<p>5.1 Reject the container based on the relevant tolerances.</p> <p>5.2 Complete the Empty Container Inspection Record for rejected containers and distribute and retain as required.</p>

COMPETENCY STANDARDS	COMPETENCY CRITERIA
6. Inspect a resubmitted container	6.1 Confirm rejected containers are treated appropriately. 6.2 Sight appropriate documentation before commencing re-inspection. 6.3 Inspect the container following correct procedures.
7. Revoke the container approval	7.1 Identify when the condition of a container has changed since the container approval was issued. 7.2 Revoke the container approval.

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Competency Criteria	Description
Reading	1.1, 1.3, 2.1, 2.3, 3.1, 3.2, 3.3, 4.1, 4.2, 4.3, 5.1, 5.2, 6.1, 6.2, 6.3, 7.1, 7.2	<ul style="list-style-type: none"> Read, interpret and follow policies, procedures and instructions. Verify export documentation is completed/lodged.
Writing	1.2, 1.3, 4.2, 4.3, 5.2, 6.3, 7.2	<ul style="list-style-type: none"> Record outcomes of empty container inspections.
Oral Communication	1.2, 2.3, 2.4, 4.3, 5.2, 6.1, 6.2, 7.2	<ul style="list-style-type: none"> Participate in exchanges about inspection tasks and requirements. Discuss inspection outcomes with relevant parties.
Navigate the world of work	1.1, 1.2, 1.3, 6.1, 6.2, 6.3	<ul style="list-style-type: none"> Identify, confirm and take responsibility for adherence to legislation, policies, procedures and ethical requirements.
Interact with others	1.2, 1.3, 2.3, 2.4, 4.3, 5.2, 6.1, 6.2	<ul style="list-style-type: none"> Collaborate with supervisors, exporters and the department.
Get the work done	2.1, 2.2, 2.3, 2.4, 3.1, 3.2, 3.3, 4.1, 4.2, 4.3, 5.1, 5.2, 6.1, 6.2, 6.3, 7.1, 7.2	<ul style="list-style-type: none"> Plan a process and related tasks with logically sequenced steps, according to defined procedures. Use defensible decision-making processes, identifying information and evaluating inspection outcomes against set policies.

Assessment Conditions

Assessors must gather and record evidence from the candidate that demonstrates consistent performance. The assessment conditions must be safe and typical of those experienced in the export environment. This includes access to:

- a quiet, private office area for knowledge assessment
- an empty shipping container
- inspection equipment
- an internet equipped device.

Candidates must ensure they have allocated sufficient time to participate in assessment and are prepared to demonstrate both their knowledge and performance evidence during this time.

The assessment is open book, and the candidates may refer to any resources they require to provide evidence to the assessor.

Assessors must satisfy the requirements as outlined in departmental policies. Assessors must record sufficient evidence to provide the candidates with an assessment outcome at the end of the assessment. Assessors must not provide any direct feedback to the candidate during the assessment time.

Knowledge Evidence

Candidates must be able to demonstrate essential knowledge to effectively complete the task outlined in the standards and competency criteria of this unit. This includes knowledge of:

- legislation
- the AO terms and conditions
- defensible decision making and consequences of incorrect decisions
- WHS requirements
- identifying products
- consumable and non-consumable inspection requirements
- inspection requirements for empty containers both externally and internally
- inspection requirements for bulk heads, liners or laminations
- inspection techniques
- pests and diseases of quarantine concern
- confirming treatment actions
- effective communication skills and governance processes
- conflict management techniques
- inspection documentation requirements.

Performance Evidence

Candidates must demonstrate the ability to complete tasks outlined in the standards and competency criteria of this unit, including:

- accessing and using legislation
- conducting pre-inspection tasks
- validating supporting documentation
- demonstrating how to
 - work safely and avoid workplace incidents or accidents
 - access departmental policies and procedural documents
 - inspect one (1) empty container both externally and internally
 - complete one (1) inspection record based on a scenario provided
- demonstrating actions taken to
 - pass a container
 - reject a container
 - complete a reinspection of a container
- demonstrating how a container approval would be revoked.

The evidence requirements for each occasion must include:

- completion of export documentation
- preparing for inspection
- carrying out inspection
- identifying infested containers cleaning and storing equipment and materials following inspection
- accurately recording inspection results
- selecting and applying procedures specific to tasks associated with empty container inspections
- using effective communication skills when conducting inspection, including questioning techniques, active listening, clarifying information, consulting with supervisors and exporters and dealing with conflict
- applying appropriate interpersonal skills to work with and relate to people from a diverse range of cultures, social and religious backgrounds.

Links

Job function prospectus

[ECI3001: Export inspection of empty containers](#)