

# POLO10 – GOVERNANCE POLICY

*This policy applies to both Southern Training Organisation RTO#91378 and MBA Group Training Limited RTO#88163*

This policy outlines the approach of, and method adopted by, the RTO to ensure effective governance and administration arrangements are in place as per Standard 7 of the Standards for Registered Training Organisations (RTOs) 2015.

## RTO OBLIGATIONS

To ensure compliance with Standard 7 of the Standards for Registered Training Organisations (RTOs) 2015 the RTO has established a governance system to monitor, report and govern the training operations of the organisation.

This system defines the roles and responsibilities of senior staff, including executive officers and managerial agents, and specifies the duties of other staff in relation to maintaining RTO governance.

In addition to this governance system, the RTO has key staff who are responsible for aspects of RTO compliance such as management of insurance, financial viability, fee protection and provision of information to the VET regulator and other industry bodies. These staff members participate in various meetings within the governance system to keep other staff informed of these requirements and any changes to the RTO’s position.

## GOVERNANCE SYSTEM

The following diagram details the meetings and linkage of the RTO’s Governance System. The terms of reference document for each meeting are available for staff to access anytime as required.



### DOCUMENT INFO

Relevant Standards: Standards for Registered Training Organisations (RTOs) 2015 – Standard 7

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