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| Title: | **Understanding legislative and regulatory requirements for an enterprise**  |
| Level: | **3** |
| Credit value: | **3** |
| Unit guided learning hours | **12** |
| Learning outcomes (the learner will) | Assessment criteria (the learner can) |
| 1 Understand how to comply with legal and regulatory requirements  | 1.11.2 | Identify the laws and regulations relevant to the enterprise Examine the consequences of non compliance with legal, regulatory requirements  |
| * 1. Understand the law of contract in relation to the provision of goods and services
 | 2.12.2 | Examine how the business could be affected by contract law issues Describe the legislation of contracts pertaining to the sale of goods and services  |
| * 1. Understand the relevant health, safety and environmental obligations and their implications to the enterprise
 | 3.13.23.3 | Describe how health and safety legislation will impact on the enterprise and its activities Identify the duties and responsibilities of compliance under health and safety legislation Identify and describe the environmental factors and legislation required by the enterprise  |
| * 1. Be able to prevent and control hazards and risks in the enterprise
 | 4.14.2 | Identify possible hazards and risks within the enterprise Determine ways to prevent, minimise and control hazards within the enterprise  |
| **Additional information about the unit** |  |
| Unit purpose and aim(s) | To understand the impact of relevant legislative and regulatory requirements of the enterprise. |
| Details of the relationship between the unit and relevant national occupational standards or professional standards or curricula (if appropriate) | Links to SFEDI 2010 NOS: BD1, BD11, LG1, LG2, LG3, LG4, LG5, OP10Links to CfA 2009 NOS: M&LB10, M&LE5, M&LE6, |
| Assessment requirements or guidance specified by a sector or regulatory body (if appropriate) |  |
| Support for the unit from a sector skills council or other appropriate body (if required) | Council for Administration (CfA) |
| Equivalencies agreed for the unit (if required) | E3.07 Complying with legislation and regulatory requirements  |
| Location of the unit within the subject/sector classification system | 15.3 - Business Management |
| **Additional Guidance about the Unit** |
| **Indicative Content:** |
| 1 | * Compliance and consequences of non-compliance with the law, including social enterprise (if relevant)
* Very brief coverage of:
* The national legal system, sources of law, common law, statute and the doctrine of precedence
* Nature of law, rules, sanctions, enforcement and administration. Civil and criminal law affecting business/enterprise and employment
* European law, Directives and their impact on UK law
* Alternative business entities and their implications for the individual and the business/enterprise
* Employment law, contracts of employment, individual statutory employment rights, unfair dismissal
* Legal duties in relation to sex, race and disability and unfair discrimination
* Data Protection Acts and other relevant and current legislation
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| 2 | * The law of contract, terms and conditions, remedies for breach of contract
* Legislation affecting contracts for the sale of goods and services
* Product liability, consumer protection legislation, civil and criminal liability and enforcement
* Sources of legal advice
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| 3 | * Health and Safety at Work acts and European Union Directives, Codes of Practice, Guidance Literature and workplace regulations
* Duties and obligations of employer and employees as relevant
* Defining policies and procedures to ensure the business/enterprise complies with health, safety and environmental obligations
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| 4 | * The role of risk assessment in business/enterprise
* Legislation relating to risk assessment in business/enterprise, including COSHH
* Practical techniques for risk assessment
* Methods of preventing and/or controlling risks as appropriate to the business/enterprise
* Appropriate recording procedures
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