

Overview

Scheme instrument

Starting this module

This submodule sets out the requirements your association must meet when drafting the legal instrument for your professional standards scheme. The instrument must:

- assure consumers that your association addressed our mandatory considerations before we approved the scheme
- ensure that the draft instrument complies with the requirements of the legislation.

If you cannot complete this submodule or need more information, please contact us.

Understanding the scheme instrument

The scheme instrument is the most important document you will submit with your application. All other material you may be required to submit is evidence to support the scheme instrument, and must align with it.

The legislation does not prescribe the form that a scheme instrument should take, but it does prescribe the content the instrument must contain. Refer to the relevant legislation to understand these requirements.

We strongly recommend that you use our Scheme instrument [template](#), modifying it as needed to suit your association's unique circumstances.

The drafting used in the template complies with the professional standards legislation in all states and territories.

Using our template also makes it clear that:

- you submitted evidence to help us consider mandatory elements of a scheme
- we considered this and all other relevant matters before approving the scheme.

Completing the template

Enter the required information into the Scheme instrument [template](#). Use the Scheme instrument [guidance](#) to help you. It explains the statutory or policy basis for each element of the recommended drafting.