

Specification of Competency Standards
for the Arboriculture & Horticulture Industry
Unit of Competency

Functional Area - Arboriculture and Horticulture Project Administration and Management

Title	Perform quantity surveying
Code	109035L4
Range	This unit of competency is applicable to managers who are engaged in project management in arboricultural and horticultural organisations. Practitioners should be capable of mastering the methods and standards of quantity surveying, calculating the detailed quantities of materials of the projects and drawing up the bills of quantity.
Level	4
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess knowledge of quantity surveying</p> <ul style="list-style-type: none"> • Comprehend the projects' method statements and the project plans • Comprehend the methods and standards of quantity surveying • Comprehend the trends of market prices of the materials <p>2. Perform quantity surveying</p> <ul style="list-style-type: none"> • Conduct quantity surveying and calculate the quantities of materials at the work sites according to the projects' method statements and the project plans • Prepare the detailed bills of quantity for works projects based on the quantity surveying and calculation results • Review the bills of quantity to ensure that they meet the contract requirements • Based on the bills of quantity, market prices and market trends, submit the lists of construction costs of the materials to project managers for reference • Re-conduct the quantity surveying and material quantity calculation if there are changes or modifications to the projects <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> • Provide the work material quantity and related costs to project managers or superiors in a precise and timely manner
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Able to accurately calculate the quantities of materials and prepare the bills of quantity in accordance with the projects' method statements and the project plans; and • Able to integrate market information and submit the lists of construction costs of materials for superiors' consideration.
Remark	