

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

Functional Area - Arboriculture and Horticulture Project Administration and Management

Title	Conduct site work processes and quality assurance inspection
Code	109037L4
Range	This unit of competency is applicable to managers who are engaged in quality assurance management in arboricultural and horticultural organisations. Practitioners should be capable of inspecting site work processes according to the contents of project contracts to ensure that the work quality meets the contract requirements.
Level	4
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess knowledge of conducting site work processes and quality inspection</p> <ul style="list-style-type: none"> • Comprehend the contract requirements of works projects • Comprehend the work procedures and quality inspection methods of works projects • Comprehend the characteristics and restrictions of sites <p>2. Conduct site work processes and quality inspection</p> <ul style="list-style-type: none"> • Inspect the site work processes regularly according to the work procedures and quality inspection procedures of the projects to ensure that they meet the contract requirements • Identify processes that fail to comply with the requirements • Guide staff to rectify the unsatisfactory work processes and follow up the cases • Record the actual progress and quality of work processes, and report to the superiors as scheduled <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> • Survey the characteristics and restrictions of the sites, analyse the potential problems and limitations of the adopted inspection methods and suggest solutions to ensure that the projects can be implemented effectively
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Able to master the contract requirements, and conduct site work processes and quality inspection as required; and • Able to identify processes that fail to comply with the requirements, and provide suitable suggestions for improvement and follow up the cases.
Remark	