

**Specification of Competency Standards**  
**for the Automotive Industry**  
**Unit of Competency**

Functional Area - Common Competency

Title	Carry out the operation guidelines on occupational safety and health
Code	108802L2
Range	This unit of competency is applicable in workplaces relevant to vehicle servicing workshops and storage warehouses. Practitioners should be able to perform routine working process according to the established operation guidelines on occupational safety and health in familiar workshops or warehouses.
Level	2
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Knowledge (Occupational safety legislations)</p> <ul style="list-style-type: none"> <li>• Understand the functions of the Occupational Safety and Health Council, Occupational Safety and Health Ordinance and the basic requirements of the Factories and Industrial Undertakings Ordinance, such as the general responsibilities to be fulfilled by employers and employees; also know about the prevention of accidents, fire prevention measures, the hygienic condition of the working environment, first-aid, manual handling operation, as well as the use of display devices.</li> <li>• Understand the different statutory fire prevention installations and equipment in the operating places of the automotive industry; and familiar with the emergency and contingency measures to be implemented in one's capacity.</li> <li>• Understand that LPG vehicles and the relevant workshops and technicians are subject to control under the Gas Safety Ordinance and relevant legislations.</li> <li>• Understand that the categorisation, manufacture, use, storage, recovery, disposal and transportation of dangerous chemicals are subject to control under the Dangerous Goods Ordinance.</li> </ul> <p>2. Performance (Comply with the operating guidelines on occupational safety and health)</p> <ul style="list-style-type: none"> <li>• Comply with the organisation's established safety operating guidelines to perform job duties safely so as to safeguard individual and others' safety, such as: <ul style="list-style-type: none"> <li>○ Ensure that relevant work is carried out in an appropriate working area</li> <li>○ Understand the potential risks of carrying out relevant work</li> <li>○ Determine if one possesses the capability to carry out the work</li> <li>○ Ensure that work is carried out under authorisation</li> <li>○ Familiar with relevant emergency and contingency measures</li> </ul> </li> <li>• Ensure that the work is carried out according to the requirements under the Occupational Safety and Health Ordinance, such as: <ul style="list-style-type: none"> <li>○ The environmental requirements of workshops</li> <li>○ The use of personal protective equipment</li> <li>○ The management of dangerous chemicals</li> <li>○ The requirements of weight equipment</li> </ul> </li> <li>• Understand the different risks involved in different regions within the operating places; and familiar with the risks involved in one's capacity.</li> </ul>
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are that the assessee shall prove that he/she is:</p> <ul style="list-style-type: none"> <li>• Capable of complying with the job-related rules and legislations on occupational safety and health in routine work to prevent accidents;</li> </ul>

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	<ul style="list-style-type: none"><li>• Capable of mastering the risks involved in the operating places and the work carried out therein; also familiar with the emergency and contingency measures to be implemented in one's capacity;</li><li>• Capable of ensuring that work is carried out according to the requirements under the Occupational Safety and Health Ordinance; and</li><li>• Capable of ensuring that work is carried out under authorization and undertaken in appropriate working areas.</li></ul>
Remark	