

Specification of Competency Standards
for the Banking Industry
Unit of Competency

Functional Area - 11. Other Generic Competencies
(Key Function – 11.5 Project / Programme Management)

Title	Develop implementation plan of the project / programme
Code	109603L5
Range	Developing the implementation details of the project / programme which include action steps, budget, timeframe, monitoring mechanism. This refers to projects / programmes of any types or sizes.
Level	5
Credit	4 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Knowledge in the Subject Area</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Understand the importance of data analysis in project / programme management by conducting micro and macro analysis on the project objectives, environment, team members, etc. in order to determine the approach in achieving the goal; • Possess knowledge in project / programme management by elaborating the approach, chunk it into different stages and develop the details of specific action items. <p>2. Applications</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Analyse the action items and outline the resources requirements; • Optimize the allocation and integration of available resources (e.g. funds, people, materials and so on) for completing the project / programme within defined scope, quality, time and cost constraints; • Design and assign relevant level of authority, responsibilities as well as specific tasks to appropriate project / programme team members for effective and efficient execution; • Establish a monitoring system and metrics to follow through so as to guarantee readiness and required resources according to specifications, cost and timing agreed on project plan. <p>3. Professional Behaviour and Attitude</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Identify possible hindrance when carrying out the action items and develop a control mechanism to ensure that the project / programme is delivered within pre-defined constraints such as scope, quality, time and cost; • Follow through the key project indicators and metrics to measure effectiveness and efficiency of task execution.
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Formulation of implementation plan which outlining action items to be carried out based on analysis on project objectives, environment and team members; the allocation of resources after analysing the requirement needs and cost constraints, etc.; and monitoring actions to ensure smooth execution and delivery of the project / programme.
Remark	