

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	Monitor project / programme implementation progress
Code	109604L5
Range	Monitoring the entire process of the project / programme implementation. This applies to different scale or types of the projects / programme in different business units.
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 metrics required for monitoring and measurement for building in the implementation plan; • Understand the key success factors of project / programme management by analysing the implementation plan and the pre-set control process in particular so as to employ suitable measures in monitoring. <p>2. Applications</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Monitor and report the implementation progress on defined tasks, timeline and budget regularly to stakeholders by evaluating incremental results at different milestones; • Identify any lapse from the stated plan and to identify reasons for the delay so as to define corrective and preventive actions to prevent recurrence of the programmes; • Investigate the impacts of the lapses and carry out suitable measures to minimize the negative consequences. <p>3. Professional Behaviour and Attitude</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Manage the implementation progress with sensitivity to avoid negative impacts imposed on other parties; • Oversee the implementation details and monitor all project / programme expenditure to detect wastage, corruption and fraud.
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Reporting the progress of the implementation plan after analysing information regarding the implementation process and formulating the remedial measures or preventive measures based on the analysis on the impacts and causes of the lapses.
Remark	