

Specification of Competency Standards
for the Catering Industry
Unit of Competency

Functional Area - Professional Management Skills

Title	Carry out preventive measures against emergencies and crises
Code	109619L3
Range	This unit of competency is applicable to staff responsible for carrying out preventive measures against emergencies and crises in restaurants or establishments. This UoC concerns the handling and prevention of emergencies and crises that may happen in restaurants or related establishments, in accordance with the specified policies and procedures, to enhance the safety and overall image of restaurants.
Level	3
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Knowledge of emergency and crisis prevention:</p> <ul style="list-style-type: none"> • Well aware of the preventive measures against emergencies and crises specified by the restaurants (if available) • Possess good knowledge of the purposes and expected effects of the related measures • Possess good knowledge of the laws and regulations related to the safety of restaurants, for example: <ul style="list-style-type: none"> ○ Occupational Safety and Health Ordinance (Chapter 509) ○ Food Safety Ordinance (Chapter 612) ○ Fire Safety (Commercial Premises) Ordinance (Chapter 502) • Possess good knowledge of the maintenance responsibility and third-party responsibility within restaurant premises • Possess good knowledge of the use and operation of equipment and facilities related to occupational safety and health within restaurant premises • Possess good skills to communicate with others and build good interpersonal relationships • Possess good writing skills to document information and events clearly and precisely <p>2. Carry out preventive measures against emergencies and crises</p> <ul style="list-style-type: none"> • During daily work, strictly follow the preventive measures against emergencies and crises specified by the restaurants, especially about the following: <ul style="list-style-type: none"> ○ Requirements of establishments, laws, etc. ○ Potential safety risks within restaurant premises ○ Care and services to customers ○ Resources that can be used in this area of work • Gather available resources in terms of manpower, facilities, systems, equipment, etc. to implement the related measures, including: <ul style="list-style-type: none"> ○ Identify the issues and measures involved, such as fire prevention ○ Determine the processes involved in each measure, such as installing and checking fire extinguishers ○ Proper execution of all the processes involved in each measure, for example, correct use of fire extinguishers in fire ○ Record guidelines, policies and execution procedures related to the measures • Conduct regular inspections. Supervise and ensure the measures are followed and implemented properly • When in doubt about any of the above issues, seek advice or explanations from supervisors in a timely manner

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	<p>3. Exhibit professionalism</p> <ul style="list-style-type: none">• Always use the knowledge already acquired and follow professional ethics to ensure all preventive measures against emergencies and crises are properly carried out during work• Never intentionally fail to carry out the related measures or violate regulatory laws due to considerations such as convenience and benefits
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none">• Carry out the preventive measures against emergencies and crises specified by the establishments independently• Record the execution procedures of the related measures correctly
Remark	