

1. Title	Perform fire service project management
2. Code	EMFSPM401A
3. Range	Apply all kinds of project management techniques, in a range of varied and specific situations, at fire service work sites to ensure smooth completion of projects.
4. Level	4
5. Credit	6
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 Content of fire service project and knowledge of project management</p> <ul style="list-style-type: none"> <li>◆ Understand the content of fire service project, including contract details, working drawing, project schedule, etc.</li> <li>◆ Understand all kinds of project management theory, e.g. work breakdown structure (WBS), manpower organization, project schedule, income and expenditure list, etc.</li> <li>◆ Understand project planning, job allocation, authority and responsibilities</li> <li>◆ Understand supervisory techniques for project management such as mastering the engineering processes, giving orders for different jobs, communicating and reporting effectively, etc.</li> <li>◆ Understand problems concerning project management, e.g. problem solving mechanism, making reports, etc.</li> </ul> <p>6.2 Perform fire service project management</p> <ul style="list-style-type: none"> <li>◆ Perform project management for fire equipment and installations in a range of varied and specific situations according to project management plan, including: <ul style="list-style-type: none"> <li>• Mastering the key points of work for fire equipment and installations</li> <li>• Arranging the work flow, including: dismantling, installation, inspection, testing, commissioning, repair and maintenance</li> <li>• Arranging the transport of materials and fire equipment</li> <li>• Contact different kinds of engineering personnel to coordinate the engineering activities for a smooth completion of every work process</li> <li>• Inspect and report on the progress and problems of the fire installation project</li> </ul> </li> </ul>
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) Capable to arrange the work flow and transport of materials and fire equipment in a range of varied and specific situations; and</p> <p>(ii) Capable to set up a reporting mechanism to coordinate the engineering activities for a smooth completion of every work process.</p>
8. Remarks	