

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

Functional Area - Common

Title	Track clients' business performance
Code	108298L5
Description	Track client business and financial performance to inform necessary actions. This applies to individuals who are required to monitor and review the ongoing business and financial performance of clients in order to assess business risks and recommend action to prevent or mitigate potential losses to a fashion business.
Level	5
Credit	4
Competency	<p>Performance Requirements</p> <p>1. Knowledge in the subject area</p> <p>Be able to:</p> <ul style="list-style-type: none"> <li>• review the key provisions of legislation, organisational policy, and quality standards applicable to business and financial evaluation and risk analysis</li> <li>• identify the common approaches as well as the financial tools and information required for assessing the business and financial risks of fashion business clients</li> <li>• identify any possible warning signs that a client is in financial trouble</li> <li>• examine the contingency planning policies of the organisation</li> <li>• develop reasoned judgments on the basis of all available evidence to ensure each client is financially secure and creditworthy</li> </ul> <p>2. Application and process</p> <p>Be able to:</p> <ul style="list-style-type: none"> <li>• develop an appropriate approach to monitor and review business and financial performance of clients</li> <li>• develop risk criteria and determine the financial tools to be adopted for risk assessment</li> <li>• analyse clients' accounts and publicly accessible documents (e.g. annual reports) or carry out external credit checks</li> <li>• undertake comparative assessments or trend analysis to assess the financial health and business risks of each client and compile a risk profile</li> <li>• regularly review the business and financial performance and other risk factors (e.g. geopolitical situations of the major markets) of each client to identify key trends and any possible risk exposure</li> <li>• undertake contingency planning when there are warning signs that a client is in financial trouble</li> <li>• report risks discerned and recommend appropriate action in accordance with organisational procedures</li> </ul> <p>3. Exhibit professionalism</p> <p>Be able to:</p> <ul style="list-style-type: none"> <li>• demonstrate accuracy as well as impartial and unbiased judgment throughout the risk assessment process</li> <li>• exercise risk-based thinking in considering client retention and profitability</li> </ul>
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to accomplish:</p> <ul style="list-style-type: none"> <li>• Tracking business and financial performance of clients in order to assess business risks and recommend any possible action to prevent or mitigate potential losses to a fashion business.</li> </ul>

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Functional Area - Common

Remark	Common UoC across the functional areas: Merchandising and Material Procurement / Sales and Marketing
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