

# Specification of Competency Standards for Human Resource Management

## Unit of Competency

Title	Design resourcing strategy and plan
Code	106930L6
Range	Engaging major stakeholders to collect their input on departmental workforce budgets and plans with specific requirements of experience, knowledge and skills. This applies to the design and implementation of local and / or global human resource (HR) resourcing strategies and plans that meet both the strategic needs of the organisation and the practical needs of various departments.
Level	6
Credit	6
Competency	<p>Performance Requirements</p> <p>1. Knowledge in the Subject Area</p> <ul style="list-style-type: none"> <li>• Understand the impact of all internal, external, historical and future factors which impact the organisation's long-term workforce planning and strategy</li> <li>• Understand the approved departmental workforce plans and budgets</li> <li>• Understand the available resourcing strategies and solutions in the market that the organisation operates in</li> </ul> <p>2. Applications and Processes</p> <ul style="list-style-type: none"> <li>• Determine the objectives and time frame of workforce planning of each department in the organisation</li> <li>• Devise a mechanism for long-term workforce forecasting with due consideration of all developments and changes within and outside the organisation (e.g. political, economic, social, technological, legal and environmental)</li> <li>• Design local and / or global HR resourcing strategies and plans in alignment with HR strategy, with due consideration of all possible internal and external resources (e.g. implementing internal referral scheme, identifying external successors for key and strategic positions)</li> <li>• Introduce the approved resourcing strategies and plans with department heads in a timely manner</li> </ul> <p>3. Professional Behaviour and Attitude</p> <ul style="list-style-type: none"> <li>• Actively engage departments' participation to solicit their feedback, endorsement and as needed, approval on departmental workforce budgets and plans with experience, knowledge and skills demand, with reference to organisational structure, current workforce and potential attrition</li> <li>• Proactively explore new and innovative resourcing strategies and solutions in meeting diversified business requirements</li> <li>• Align the workforce plans and employee cost projection accurately with the organisation's business objectives and approved budget</li> </ul>
Assessment Criteria	<p>The integrated outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> <li>• Establishment and implementation of a mechanism for long-term workforce forecasting as an integral part of the organisation's workforce planning process.</li> <li>• Establishment and implementation of local and / or global HR resourcing strategies and plans to support the organisational strategies and meet the departments' practical needs (e.g. providing training to employees to take on new roles, employing external resources to complete some tasks).</li> <li>• Engagement with major stakeholders in the workforce planning process for multiple sources of input and ownership of the HR resourcing strategies and plans.</li> </ul>
Remark	