

Specification of Competency Standards for Human Resource Management

Unit of Competency

Title	Evaluate effectiveness of policies and procedures of equal opportunities and diversity
Code	107101L6
Range	Providing recommendations to support a diverse workforce with a wide range of knowledge, skills and resources to the business. This applies to the periodic review and alignment of policies and procedures of equal opportunities and diversity in the workplace with the involvement of major stakeholders.
Level	6
Credit	5
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> 1. Knowledge in the Subject Area <ul style="list-style-type: none"> • Understand the organisation's policies and procedures in relation to equal opportunities and diversity, as well as the development of employment related ordinances and statutory regulations in order to design and conduct review specific to the organisation • Understand common practices for the review of human resource policies (e.g. consultation and approval processes) 2. Applications and Processes <ul style="list-style-type: none"> • Determine frequency and reporting structure of the evaluation • Evaluate the policies and procedures with major stakeholders on a timely basis for compliance of all relevant legal requirements in respective operating markets and jurisdictions • Engage different stakeholders in the organisation for feedback and / or suggestions on the policies and procedures of equal opportunities and diversity • Solicit input from legal experts and relevant professional bodies on diversity and inclusion in the review exercise 3. Professional Behaviour and Attitude <ul style="list-style-type: none"> • Present to senior management the results of evaluation and recommendations to enhance policies, procedures and practices of equal opportunities and diversity • Introduce changes to policies and procedures with reference to the latest employment ordinances and statutory regulations in relation to equal opportunities and diversity • Benchmark best practices of policy review of diversity and inclusion in the market • Define the scope of evaluation to cover multiple factors or levels (e.g. from employee reaction to business impact)
Assessment Criteria	<p>The integrated outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Execution of evaluation of the policies and procedures of equal opportunities and diversity for compliance of all relevant legal requirements in respective operating markets and jurisdictions. • Provision of recommendations to improve the policies, procedures and practices of equal opportunities and diversity based on the evaluation results. • Engagement of major stakeholders in the evaluation of policies and procedures of equal opportunities and diversity.
Remark	