

Specification of Competency Standards for ICT Operation and Support

Unit of Competency

Functional Area: Core Skills

Title	Comply with anti-bribery law and adopt a high standard of integrity in the operation and procurement of ICT products and services
Code	107869L2
Range	This unit of competency (UoC) is applicable to staff involved in the operation and procurement of ICT products and services in an organisation. It involves a basic understanding of the importance of compliance with the law, key provisions of the anti-bribery law in Hong Kong as well as ethical and integrity requirements; an awareness of the related challenges that may arise in the work environment in the industry, and knowledge of how to deal with them; and development of a high standard of integrity, and an ethical as well as law-compliant culture.
Level	2
Credit	1
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> Knowledge of the anti-bribery law in Hong Kong, ethical and integrity requirements, and the related challenges: <ul style="list-style-type: none"> Understand the importance of compliance with the law and business ethics to the proper functioning and well-being of individuals, businesses, and society Understand the key provisions of the Prevention of Bribery Ordinance Understand the values, requirements and expectations of business ethics, including fairness, justice, impartiality, integrity, fiduciary duty, confidentiality, etc. Understand the importance of complying with the organisation's code of conduct and house rules Comply with anti-bribery law and adopt a high standard of integrity in the operation and procurement of ICT products and services <ul style="list-style-type: none"> Develop a law-compliant and ethical culture, and a high standard of personal integrity Ensure that one's performance of duty and personal behaviour complies with the Prevention of Bribery Ordinance and related laws Ensure that one's performance of duty and personal behaviour complies with business ethics principles, integrity requirements, and the company's code of conduct and house rules Be able to identify potential risks of violation of law, and seek attention of senior management or appropriate authority as necessary Exhibit professionalism <ul style="list-style-type: none"> Possess and exhibit a high standard of personal integrity as well as law-compliant and ethical culture in performing one's duties; and Understand the corruption/integrity challenges that may arise in the work environment, and be able to deal with them properly
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> Develop a law-abiding awareness, gained a practical understanding of the anti-bribery law and common corruption challenges at work, and being capable to deal with them properly Gain a good understanding of the expected standard of integrity and common ethical challenges at work, and being capable to deal with them properly.
Remark	