

Functional Area: Product & Service Life Cycle (Service Commissioning)

1. Title	Allocate appropriate resources	
2. Code	ITCSPL520A	
3. Range	This UoC applies to all operations and tasks relating to the determination and actual allocation of various input resources for the new product / service in concern. This step concentrates on carrying out the actual undertakings as the relevant decisions should have been made in previous steps.	
4. Level	5	
5. Credit	3	
6. Competency	<p><u>Performance Requirement</u></p> <p>6.1 Possess the knowledge in the subject area</p> <p>6.2 Allocate appropriate resources</p> <p>6.3 Exhibit professionalism</p>	<ul style="list-style-type: none"> ● Fully understand the importance of carrying out the resources allocation task as determined in the previous steps ● Fully understand the importance for the timely and thorough completion of the tasks in this particular step ● Aware with alertness the possibility of discrepancy between targeted and actual resources input due to various internal and external factors, which demands for intelligent and flexible handlings ● Fully aware of the necessity of preparing an execution plan in advance for the current step to handle the numerous tasks involved ● Be aware of the implicit competition for resources among the different products / services of the company <p>Be able to:</p> <ul style="list-style-type: none"> ● Supervise the carrying out of detailed tasks for resource allocation of the new product / service ● Allocate with good estimation and forecasting skills the optimal amount of input resources ● Ensure keeping of an accurate account on details of the allocated resources for subsequent review or replenishment purposes ● Identify possible internal and external supplies of the required resources to ensure continuous availability, and within acceptance price levels ● Effectively communicate with relevant parties significant status of the resources pool, for the purpose of identifying problems as early as possible ● Anticipate and establish alternative resources allocation schemes to cater for the ever changing market and environmental factors ● Ensure recording of important indicators about the resources allocation tasks for management's periodic monitoring and review ● Ensure all cost performance policies established by senior management are strictly adhered to <ul style="list-style-type: none"> ● Always ensure all staff members involved in resources allocation to contribute their best effort for this task ● Always work with full capacity and ability to ensure optimal allocation of required resources for the particular product / service ● Always take into consideration and strike a proper balance among all related technological, political, social and legal factors
7. Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <p>i. allocate the optimal amount of input resources in time for the new products</p> <p>ii. ensure measurable and satisfactory results for the products in terms of cost benefit performance</p>	
Remark		