

Unit of Competency**Functional Area: Operations Management**

Title	Develop and implement contingency plans
Code	105296L4
Range	This unit of competency is applicable to practitioners in the import and export industry. It involves the development and implementation of contingency plans to handle unexpected incidents in the import and export operations.
Level	4
Credit	6 (for reference only)
Competency	<p>Performance Requirement</p> <ol style="list-style-type: none"> 1. Possess knowledge of contingency management <ul style="list-style-type: none"> • Use a rigorous approach to develop contingency plans • Use a range of skills to implement contingency plans 2.1. Develop contingency plans <ul style="list-style-type: none"> • Collect internal and external information to identify internal and external factors influencing contingency needs • Identify possible incidents that may occur and cause disruption of current activities • Select the incidents that require responses • Identify possible worst case scenario • Identify available options in response to major contingencies • Develop course of actions to handle major contingencies 2.2. Implement contingency plans <ul style="list-style-type: none"> • Estimate required resources to implement contingency plans • Obtain required resources to implement contingency plans • Identify expected difficulties and provide solutions • Develop and implement contingency procedures 3. Regular review and fine-tune the contingency plans <ul style="list-style-type: none"> • Investigate and analyse problems in implementing contingency plans and operating contingency procedures • Provide recommendations for further improvements
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable of developing contingency plans to handle import and export activities • Capable of implementing contingency plans to handle import and export activities
Remark	