

Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Occupational Safety and Health

Title	Act on requirements for the maintenance of logistics device and equipment
Code	LOCUSH306B
Range	This unit of competency is applicable to all asset-owing logistics enterprises. Practitioners should be capable to implement equipment management to assure transport and logistics service quality according to the equipment maintenance plan.
Level	3
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Knowledge of maintenance of transport and logistic devices and equipment</p> <ul style="list-style-type: none"> • Understand the importance of maintenance to devices and equipment • Understand the importance of major equipment, such as transport, measuring and warehousing equipment, to logistics service quality • Understand the use and maintenance of major transport and logistic equipment, and relevant legal requirements • Master procedures and techniques for purchase of equipment, the appointment of repair and maintenance contractor and the contract management • Master techniques for compiling procedures, schedules, working guidelines, repair and maintenance records, etc. • Master basic statistics and data analysis <p>2. Implement transport and logistics device and equipment maintenance plan</p> <ul style="list-style-type: none"> • According to the requirements of the device and equipment maintenance plan: <ul style="list-style-type: none"> ○ Compile repair and maintenance procedures and schedules ○ Deploy suitable personnel and resources for repair and maintenance ○ Establish a filing system to keep repair and maintenance records • According to the requirements of guidelines, standards and technology for equipment use and maintenance, and guidelines for safe use of equipment and environmental protection <ul style="list-style-type: none"> ○ Formulate working procedures, format or forms of records ○ Supervise the repair and maintenance work • Manage damaged and failed equipment <ul style="list-style-type: none"> ○ Conduct damage and failure investigation ○ Assess its impact on transport and logistics service quality ○ Take contingency or business resumption measures according to plan • Assist in revising the repair and maintenance management plan • Assist in collecting data related to the maintenance costs, frequency of damage and failure, impact on service quality, and staff members' ability, etc.
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable to elaborate the impact of transport and logistics equipment on service quality; • Capable to carry out repair and maintenance systematically to assure the transport and logistics service quality; • Capable to compile repair and maintenance procedures and schedules, working procedures, and format or forms of records; and • Capable to manage damaged and failed equipment to assure the continuity of service.
Remark	