

Specification of Competency Standards for the Logistics Industry
Unit of Competency

1. Title	Act on requirements for logistics device and equipment maintenance
2. Code	LOCUSH306A
3. 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.
4. Level	3
5. Credit	6 (for reference only)
6. Competency	<p align="center"><u>Performance Requirements</u></p> <p>6.1 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>6.2 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 <ul style="list-style-type: none"> • Assist in collecting data related to the maintenance costs, frequency of damage and failure, impact on service quality, and staff members' ability, etc.
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7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: <ul style="list-style-type: none">(i) Capable to elaborate the impact of transport and logistics equipment on service quality;(ii) Capable to carry out repair and maintenance systematically to assure the transport and logistics service quality;(iii) Capable to compile repair and maintenance procedures and schedules, working procedures, and format or forms of records; and(iv) Capable to manage damaged and failed equipment to assure the continuity of service.
8. Remarks	