Specification of Competency Standards for the Logistics Industry
Unit of Competency

1. Title	Research compliance requirements and issues
2. Code	LOCULC603A
3. Range	This unit of competency is applicable to logistics service providers. Practitioners should be capable of identifying and investigating impacts, issues and policy implications of various aspects of compliance. It also applies to internal or external consultants who carry out research activities for customers on various aspects of compliance as a compliance researcher or member of a compliance management team.
4. Level	6
5. Credit	9 (for reference only)
6. Competency	Performance Requirements: 6.1 Knowledge of business research - Know about research objectives - Know about research plans - Know about data collection - Know about data analysis - Know about developing conclusions and recommendation according to research findings 6.2.1 Clarify the purpose and scope of the research - Clarify the purpose and scope of the research with the customer and relevant personnel - Document the purpose and scope of the research 6.2.2 Develop the research plan - Develop research methodology to enable valid and reliable research outcomes - Prepare the research plan for the proposed project 6.2.3 Gather required research data - Gather research data by relevant research techniques and sources in line with the research plan - Gather and interpret from appropriate sources, information on relevant international standards pertaining to compliance requirements and related systems 6.2.4 Critically analyse collected data - Organise, interpret and review collected data in terms of its relevance to the project's purpose and objectives - Discuss problems and uncertainties when interpreting the research data and address properly with relevant personnel - Organise interpreted research data for subsequent analysis - Apply planned methodology to analyse data - Evaluate and discuss the findings with relevant personnel 6.2.5 Formulate research findings and outcomes - Critically evaluate preliminary findings and outcomes in accordance with the project objectives - Develop research findings, issues and recommendations with relevant personnel - Carry out additional data collection and analysis required to clarify research findings and issues

	6.2.6 Document and disseminate research outcomes • Prepare the draft report according to the agreed structure and format, and acquire feedbacks and comments from relevant personnel • Obtain feedbacks and edit report • Proofread report prior to publication • Ensure the findings, outcomes, and recommendations in the report are approved by relevant personnel • Generate and disseminate report to designated personnel according to the agreed arrangements
7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: • Capable of completing projects in which key aspects or issues associated with compliance requirements or a compliance programme/management system have been researched • Capable of applying knowledge of compliance requirements relevant to the organisation research methods and techniques suitable for compliance related research projects.
8. Remarks	