

**Specification of Competency Standards**  
**for the Logistics Industry**  
**Unit of Competency**

Functional Area - Cargo Safety and Security

Title	Plan and implement OSH (occupational safety and health) procedures in workplaces
Code	LOCUSS407B
Range	This unit of competency is applicable to logistics service providers. Practitioners should be capable of carrying out work activities according to relevant OSH regulations, codes (e.g., OSH Ordinance Cap. 509 and subsidiary regulations).
Level	4
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> <li>1. Possess the knowledge of OSH <ul style="list-style-type: none"> <li>• Know about the principles of OSH</li> <li>• Know about relevant regulations, codes, and workplace requirements</li> <li>• Understand workplace policy and procedures</li> </ul> </li> <li>2. Use information about OSH policies and procedures <ul style="list-style-type: none"> <li>• Accurately follow relevant OSH legislation and codes</li> <li>• Promote workplace OSH policies, procedures and programmes to employees in the relevant groups</li> <li>• Accurately and clearly explain implications of risks and OSH requirements to the groups and individuals</li> <li>• Use relevant OSH information in the design/redesign of workplace procedures</li> </ul> </li> <li>3. Identify and assess hazards <ul style="list-style-type: none"> <li>• Identify existing and potential hazards in the workplaces through audit, monitoring of processes, equipment and products used</li> <li>• Identify existing and potential hazards in response to employee complaints and questions</li> <li>• Assess identified hazards in relation to relative risk and impact on workplace operations and OSH</li> <li>• Establish and report priorities for hazard resolution to appropriate personnel</li> </ul> </li> <li>4. Control risks and resolve OSH complaints <ul style="list-style-type: none"> <li>• Monitor measures and identify possible improvement area</li> <li>• Implement and identify required improvements to existing risk control measures</li> <li>• Establish and report required resources for implementation to appropriate personnel</li> <li>• Conduct negotiations with management and employees to revise work procedures within workplace issue resolution procedures</li> </ul> </li> <li>5. Implement risk management strategies <ul style="list-style-type: none"> <li>• Use workplace procedures for accident, incident, and hazard reporting</li> <li>• Establish and maintain cooperative working relationships with other employees and external authorities involved in OSH procedures</li> <li>• Follow legislative provisions for improvement inspections and notices</li> </ul> </li> <li>6. Review OSH procedures <ul style="list-style-type: none"> <li>• Accurate collect and record incidents or non-compliance</li> <li>• Regularly review OSH procedures</li> </ul> </li> </ol>

**Specification of Competency Standards**  
**for the Logistics Industry**  
**Unit of Competency**

Functional Area - Cargo Safety and Security

	<ul style="list-style-type: none"><li>• Provide recommendations for improvements</li></ul>
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"><li>• Capable of applying information about OSH policies and procedures;</li><li>• Capable of identifying and assessing hazards;</li><li>• Capable of negotiating to control risks and resolving OSH complaints; and</li><li>• Capable of establishing risk management strategies</li></ul>
Remark	