

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

Functional Area - Cargo Safety and Security

Title	Develop safety workplaces for special cargo
Code	LOSASS501B
Range	This unit of competency is applicable to logistics service providers. Practitioners should be capable of developing and maintaining safe workplaces and formulate special cargo safe workplaces in accordance with relevant regulatory requirements (for example, Chapter 509 of the OSH Ordinance and subsidiary regulations)
Level	5
Credit	6 (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>• Understand the OSH related requirements related to logistics-related industries</li> <li>• Understand relevant legislation, regulations and standards in logistics-related industries</li> <li>• Understand the policies and procedures of company</li> </ul> </li> <li>2. Plan and implement as per safety requirements <ul style="list-style-type: none"> <li>• Conduct a risk assessment of the Occupational Safety Bureau as part of the overall production planning exercise,</li> <li>• Develop policies and procedures to implement safe workplace requirements</li> <li>• Plan work internships with colleagues to ensure compliance with environmental regulations and workplace standards</li> <li>• Communicate and record safe operating procedures</li> <li>• Implement relevant work practices in accordance with relevant environmental and safe workplace regulations</li> <li>• Provide effective induction and supervision to support colleagues in managing their organisational responsibilities</li> <li>• Include OSH commitments in the procurement policy for the provision of goods and services</li> </ul> </li> <li>3. Provide updated details and training to the staff as per OSH regulations <ul style="list-style-type: none"> <li>• Provide legislation, standards and organisational policies and practices for company and individuals</li> <li>• Provide OSH information to relevant personnel in their language, style and format for better understanding</li> <li>• Develop and implement vocational training programs to determine and meet employees' OSH training needs</li> <li>• Ensure that individuals/teams are aware of their legal responsibilities</li> <li>• Clarify the impact of unsafe workplaces and environments on everyone in the workplace</li> </ul> </li> <li>4. Establish and maintain assessment and control of safety and risk procedure <ul style="list-style-type: none"> <li>• Detect and assess potential risk about OSH according to the relevant legislation and regulations</li> <li>• Establish system to control the identified risk</li> <li>• Establish and implement workplace procedures to deal with identified risks where appropriate</li> </ul> </li> <li>5. Monitor, adjust and report on security performance</li> </ol>

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	<ul style="list-style-type: none"> <li>• Identify, evaluate and prioritise risks/hazardous actions</li> <li>• Take control measures to prevent health and safety risks</li> <li>• Recycle, process and reduce waste within the scope of organisational and legislative requirements</li> <li>• Provide improvement suggestions to meet the relevant personnel's laws and related standards</li> <li>• Inform individuals/teams to improve and change OSH procedures</li> <li>• Maintain records, systems and reporting procedures in accordance with legislative requirements</li> </ul> <p>6. Investigate and compile report for any non-compliance situation</p> <ul style="list-style-type: none"> <li>• Assess in accordance with occupational safety and health legislation and codes of conduct to ensure that relevant occupational safety and health standards are maintained</li> <li>• Investigate and handle non-compliance issues according to legislative requirements</li> <li>• Train colleagues to be able to meet legal requirements and standards</li> <li>• Implement operational and practice changes to ensure that nonconformities are not repeated</li> </ul> <p>7. Establish and maintain OSH recording system</p> <ul style="list-style-type: none"> <li>• Develop and monitor a system to maintain OSH records to determine occupational injury and disease patterns in areas of management responsibility</li> </ul> <p>8. Assess OSH system procedure and flow</p> <ul style="list-style-type: none"> <li>• Assess the effectiveness of the OSH system and related procedures, policies and plans.</li> <li>• Develop and implement OSH system improvements to ensure the effective realisation of the organisation's goals in terms of OSH policies and objectives</li> <li>• Identify the shortcomings of current risk control measures</li> <li>• Provide suggested improvement</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 OSH knowledge to plan and implement safety requirements;</li> <li>• Capable of providing personnel with information and training on OSH legislation, guidelines and standards;</li> <li>• Capable of monitoring safety performance; and</li> <li>• Capable of evaluating the OSH system and related policies, procedures and plans</li> </ul>
Remark	