Specification of Competency Standards
for the Property Management Industry
Unit of Competency

Functional Area - Management of the Environment of a Property

Title	Devise and continuously improve the safe environment policy
Code	110426L6
Range	Work for the safe environment of properties, applicable to planning property safe environment policies and making continuous improvements
Level	6
Credit	6
Competency	Performance Requirements 1. Integrate safe environment policy • Integrate principles and legislative requirements for property safe environment policy 2. Plan and improve continuously • Be able to integrate and develop an overall safe environment policy for the property, including safety standards, required resources, technology, procedures and guidelines • Be able to plan and allocate the resources required for environmental policy, to coordinate the relevant departments and technologies, such as coordinating the maintenance department, the security department, and the customer service department to jointly implement fire safety measures • Be able to coordinate the formulation of various safety guidelines, including procedures and guidelines for the prevention, inspection, maintenance, response and other related procedures and guidelines for various incidents (fire, typhoon, flood, landslide, lift/elevator accident, gas leakage, water/electricity outage, etc.) to ensure compliance with legal requirements and quality standards • Be able to analyse and integrate various types of information technology, including legislation, construction technology, electrical and mechanical equipment updates, then evaluate various safety policies and to update management measures and procedures • Be able to assess and review the effectiveness of the implementation of the safe environment policy and to make continuous improvements according to the outcome
Assessment Criteria	The integral outcome requirements of this UoC are: • Be able to integrate the principles and legislative requirements of property safe environment policy; • Be able to integrate and formulate the overall safe environment policy for the property, coordinate the development of various safety guidelines to ensure compliance with legal requirements and quality standards, and integrate various information technologies to update management measures and procedures; and • Be able to assess and review the effectiveness of the implementation of the safe environment policy and make continuous improvements according to the outcome.
Remark	