

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

Functional Area - Management of the Environment of a Property

Title	Monitor and improve the conditions of cleanliness and management of risk
Code	110430L4
Range	Works for control on cleanliness in properties, applicable to monitoring and improving the works for control on cleanliness of properties and performing risk management
Level	4
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Thoroughly understand legal requirements and procedures</p> <ul style="list-style-type: none"> • Thoroughly understand the legal requirements and enforcement procedures relating to the control on cleanliness of properties, domestic solid waste, construction waste, waste recycling, health protection or pest control, etc. <p>2. Monitor and improve the works for control on cleanliness</p> <ul style="list-style-type: none"> • Be able to monitor the relevant personnel to carry out the work of cleaning and housekeeping, pest and rodent control, waste disposal and recycling, and health protection within the property reasonably and legally • Be able to identify loopholes in the environmental hygiene or health protection, and provide suggestions for improvement to superiors basing on experience, opinions of owners, the latest information and actual needs • Be able to communicate effectively with relevant departments or subordinates to follow up and improve the environmental hygiene or pest and rodent problems • Be able to assist in the drafting of work manual, flowcharts and periodic reports for the implementation of inspections and reports for control on cleanliness <p>3. Perform risk management</p> <ul style="list-style-type: none"> • Be able to assist in the publicity, promotion, activities related to control on cleanliness, pest control, waste recycling and health protection • Be able to gather information such as available resources or grants to help properties to improve the control on cleanliness and health protection and reduce the risk of disease transmission • Be able to inspect and examine potential risks to the property environment and instruct staff to take follow-up measures to minimise the risk of disease transmission or other accidents
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Be able to be understand the legal requirements and enforcement procedures relating to control on cleanliness, health protection or pest control thoroughly; • Be able to monitor the implementation of the cleaning and tidying, pest control and prevention and health protection work within the property reasonably and lawfully, identify loopholes in the environmental hygiene or health protection of properties, then follow up and solve the problems effectively; and • Be able to use resources and information to promote and assist properties in improving control on cleanliness and health protection, reduce the risk of disease transmission, be able to inspect and examine potential risks to the property environment, and instruct staff to take follow-up measures.
Remark	