

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

Functional Area - Management of the Environment of a Property

Title	Plan and coordinate as a whole the overall caring, safety and management of arboriculture and horticulture works
Code	110436L5
Range	Arboriculture and horticulture in properties, applicable to overall planning and coordinating on gardening, landscaping and tree conservation, safety and management within the property
Level	5
Credit	6
Competency	<p>Performance Requirements</p> <p>1. Proficient in planning, landscape and tree conservation management</p> <ul style="list-style-type: none"> <li>• Be proficient in the overall planning of the management plan of gardening, landscaping and tree conservation in the property</li> <li>• Be proficient in the planning principles of overall safety and risk management in the property and the relevant legislation of horticulture and arboriculture</li> </ul> <p>2. Coordinate and plan landscape and tree conservation management</p> <ul style="list-style-type: none"> <li>• Be able to finalize the overall design of gardens, landscape and trees within the property</li> <li>• Be able to review the service performance of the contractors and suppliers of landscaping, tree conservation in the property accurately</li> <li>• Be able to select and hire suitable suppliers and contractors of flowers and plants, horticultural beautification and maintenance, and tree conservation</li> <li>• Be able to coordinate landscape contractors, property management and facility maintenance contractors, etc., to provide a good and suitable environment and facilities for the garden or planting area to help the growth of various plants within the property</li> <li>• Be able to make regular and continuous improvements to the landscape in the property in response to climate and environment, advice from owners/customers and other professional opinions</li> <li>• Be able to refer to the latest technology or plant varieties, choose appropriate plant or conservation techniques to regularly update or improve the garden design within the property</li> <li>• Be able to plan the management programmes for landscaping and tree conservation within the property, including quarterly, annual and long-term plans, and supervise subordinates and contractors to implement effectively</li> </ul> <p>3. Coordinate and plan the work for safety and risk management in horticulture and arboriculture</p> <ul style="list-style-type: none"> <li>• Be able to coordinate staff, maintenance contractors and other departments to promote safety and risk management of horticulture and arboriculture in the property</li> <li>• Be able to review and improve work safety and risk management procedures by referring to the latest cases or incidents</li> <li>• Be able to plan procedures and resources for safety and risk management, such as talent and technical training, equipment and facilities, communication and division of responsibilities in case of emergency, etc.</li> <li>• Be able to conduct a detailed investigation into the causes and circumstances of the incident after its happening, review the performance of the staff and operating procedures, and make appropriate amendments and improvements</li> </ul>
Assessment Criteria	The integral outcome requirements of this UoC are:

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	<ul style="list-style-type: none"><li>• Be proficient in the overall planning of the management of horticultural beautification and tree conservation in the property, and be proficient in the planning principles of overall safety and risk management, and the relevant legislation of horticulture in the property and;</li><li>• Be able to effectively coordinate and plan the overall landscaping and tree conservation management plan within the property, select and employ suitable suppliers and contractors, and effectively supervise the staff and contractors to perform the provision of high-quality products or services in accordance with the service contract; and</li><li>• Be able to coordinate staff, contractors and other departments to promote safety and risk management of horticulture and arboriculture in the property, plan the resources required, and regularly and continuously review and improve the work safety and risk management procedures in response to the environment and accidents.</li></ul>
Remark	