

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

Functional Area - Facility Management relating to a Property

Title	Verify the usage of space and venues, and supervise subordinates to carry out the rules on the use of space and venues
Code	110540L3
Range	Works of general public or open spaces and venues, applicable to verifying the use of spaces and venues, supervising subordinates to implement daily arrangements and enforce the rules of venues
Level	3
Credit	2
Competency	<p>Performance Requirements</p> <p>1. Be familiar with supervision of spaces and venues</p> <ul style="list-style-type: none"> <li>• Master the rules and frequent problems of the use of public and public spaces and venues</li> <li>• Master the methods of enforcing the rules of use of public and public spaces and venues and methods to deal with problems</li> </ul> <p>2. Monitor the enforcement of rules</p> <ul style="list-style-type: none"> <li>• Be able to supervise subordinates to inspect public and open spaces and venues, verify the use of spaces and venues, and check any violations</li> <li>• Be able to supervise subordinates to enforce the rules of use of public and open spaces and venues, stop violations and handle unexpected incidents</li> <li>• Be able to report the enforcement of rules and violations of use (including nature and number of cases)</li> <li>• Be able to instruct subordinates to handle daily arrangements for the use of spaces and venues or to make special arrangements</li> </ul>
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> <li>• Be familiar with the methods and procedures for enforcement of rules of public and open spaces and venues and the procedures for handling problems; and</li> <li>• Be able to assign and supervise subordinates to patrol and enforce the rules on use of space and venues, supervise daily arrangements according to established procedures, and be able to instruct subordinates to carry out contingency arrangements in accordance with special circumstances, and to report enforcement of rules and violations.</li> </ul>
Remark	