

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

Functional Area - Law in Practice relating to a Property

Title	Be proficient in the judiciary in Hong Kong and have sufficient understanding in legal proceedings and arrangements of litigation or mediation in dealing with various cases
Code	110554L5
Range	Arrangement of litigation and mediation of property management, applicable to the judgment of the decision to arrange legal proceedings or mediation to deal with the cases or disputes of property management
Level	5
Credit	6
Competency	<p>Performance Requirements</p> <p>1. Proficient in legal system and procedures</p> <ul style="list-style-type: none"> <li>• Be proficient in Hong Kong judicial system, judicial bodies and related legal procedures</li> <li>• Be proficient in the scope, procedures, pros and cons of mediation</li> </ul> <p>2. Analyse the legal proceedings required</p> <ul style="list-style-type: none"> <li>• Be able to decide the resolution of disputes by litigation or other methods based on the pros and cons of each method</li> <li>• Be able to discuss and maintain close contact with legal counsel or retained counsel to grasp the main points of the case and assess the expected outcomes to plan and prepare for the required procedures, resources, documents, information, evidence and witnesses, etc.</li> <li>• Be able to arrange conciliation proceedings to deal with the case in accordance with the circumstances of the case and the wishes of the parties</li> <li>• Be able to explain the pros and cons of various legal proceedings or mediation, and the expected effects to the owners, owners corporation or clients, and then assist the owners corporation, owners or clients in making decisions</li> </ul>
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> <li>• Be proficient in Hong Kong's judicial system, judicial bodies and related legal procedures, and proficient in the scope, procedures, pros and cons of mediation;</li> <li>• Be able to identify the nature of the cases and disputes, analyse the critical point of the issues, and contact the relevant legal counsel/appointed lawyers to make appropriate legal arrangements; and</li> <li>• Be able to explain the pros and cons of various legal proceedings or mediation schemes and the expected effects to the owners, owners corporations or clients, and assist the owners corporation, clients or owners in making decisions.</li> </ul>
Remark	