

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

Functional Area - Law in Practice relating to a Property

Title	Review the provisions of contracts and legal documents and provide suggestions
Code	110558L6
Range	Writing and updating of contractual provisions, applicable to reviewing contract terms and legal documents, and providing advices on legal documents or provisions
Level	6
Credit	6
Competency	<p>Performance Requirements</p> <p>1. Integrate relevant legislations</p> <ul style="list-style-type: none"> <li>• Integrate contract law, land law and related legislations, integrate the latest court cases and the specific applications of the law</li> </ul> <p>2. Review provisions in contracts and legal documents</p> <ul style="list-style-type: none"> <li>• Be able to integrate the impact and specific implementation of the provisions of the management agreement and other service contracts, and review any vague or unenforceable provisions, then make reviews and amendments</li> <li>• Be able to study and discuss the implementation status of various contracts, and plan the methods of application and arrangements of various contracts according to the company's strategy or property conditions</li> <li>• Be able to review and determine the content of various legal documents in adapting to legislative amendments, environmental changes and practical needs</li> <li>• Be able to provide suggestions for improvement on the development of the property management industry and the application of laws and contracts</li> </ul>
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> <li>• Be able to integrate contract law, land law and related legislation, integrate the latest court cases and the specific applications of legislation;</li> <li>• Be able to effectively review the provisions of the contract, integrate the latest information on the relevant laws and the specific implementation of the contracts, make valid judgments and arrange amendments; and</li> <li>• Be able to study and discuss the implementation status of various contracts systematically, and plan the application methods and specific arrangements of various contracts according to the company's strategy or property conditions.</li> </ul>
Remark	The requirement on writing specifications for repair or maintenance and construction contracts is not covered under this unit