

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

Functional Area - Human Resources Management relating to a Property

Title	Formulate the standards and guidelines on occupational health and safety
Code	110603L5
Range	Management of occupational safety and health, applicable to the development of occupational health and safety standards and related guidelines
Level	5
Credit	6
Competency	<p>Performance Requirements</p> <p>1. Proficient in the standards of work safety</p> <ul style="list-style-type: none"> • Be proficient in occupational safety and health related legislations, including updates and amendments • Be proficient in the principles and elements of the occupational health and safety standards <p>2. Plan overall standard of occupational health and safety</p> <ul style="list-style-type: none"> • Be able to plan and design the suitable equipment and layout of the workplace based on the factors of work safety, environment, job nature, content and legal requirements • Be able to formulate work safety assessment reports for workplace, ancillary facilities and working partners, including the assessment of risks at work, planning on work safety measures and defining appropriate equipment/auxiliary equipment • Be able to develop an effective safe work system based on work safety assessment reports and relevant legislations • Be able to make corresponding amendments to the safe work system in response to the update of occupational safety and health related legislations • Be able to respond to the latest technologies or products, revise and change the work safety systems to improve the level of occupational health and safety • Be able to formulate occupational health and safety standards and formulate relevant assessment methods and practical guidelines to assess the effectiveness of implementation in response to different factors, such as legal requirements, corporate strategies, market positioning and customer expectations, etc. • Be able to analyse the results of the assessment, review the effectiveness of the implementation of occupational safety and health management, and make improvements to the problems
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Be proficiency in occupational safety and health related legislations and proficiency in the principles and elements of the occupational health and safety standards; • Be able to formulate work safety assessment reports, assess the risks at work, design work safety measures and prescribe appropriate equipment/auxiliary equipment, and formulate effective safe work systems in accordance with relevant legislations; • be proficient in the updating of relevant legislations, the application of the latest technologies or products in order to formulate and improve the work safety systems correspondently; and • Be able to develop occupational health and safety standards based on various factors, and develop relevant assessment methods and guidelines to assess the effectiveness of implementation, and able to make improvements on specific problems.
Remark	