

**Specification of Competency Standards
for the Chinese Catering Industry
Unit of Competency**

1. Title	Devise outsourcing/contracting plans in the catering industry
2. Code	CCZZMS604A
3. Level	6
4. Credit	4
5. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>5.1 Understand the concepts of outsourcing/contracting</p> <ul style="list-style-type: none"> ◆ Understand the cost, risks and advantages of outsourcing/contracting ◆ Understand market demands, the latest technological development and opportunities of outsourcing/contracting ◆ Understand the operating modes of outsourcing/contracting <p>5.2 Master assessment skills for the feasibility of outsourcing/contracting</p> <ul style="list-style-type: none"> ◆ Assess the core competencies and strategies of the enterprises and the decisions on outsourcing/contracting ◆ Determine the corporate functions that can be outsourced ◆ Conduct feasibility studies on outsourcing and assess all feasible proposals <p>5.3 Devise the contents and format of contracts</p> <ul style="list-style-type: none"> ◆ Master the contents and obligations of contracts and pay attention to the terms and conditions in contracts, such as time, quality control and etc ◆ Devise carefully the contents and terms in outsourcing contracts to safeguard corporate interests <p>5.4 Assess and review decisions on outsourcing/contracting</p> <ul style="list-style-type: none"> ◆ Monitor and administer the performance of contractors ◆ Review the execution and implementation of outsourcing/contracting <p>5.5 Devise outsourcing/contracting plans</p> <ul style="list-style-type: none"> ◆ Devise outsourcing/contracting plans to enhance corporate efficiency
6. Range	While working in Chinese restaurants or relevant workplaces, practitioners should be able to devise outsourcing/contracting plans to reduce operating costs of the organization and enhance its efficiency.
7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: (i) the abilities to fully understand and compare different outsourcing/contracting projects and devise outsourcing contracts; and (ii) the abilities to reduce the operating costs of the organization in order to enhance its operational efficiency.
8. Remarks	This unit of competency is applicable to the management in Chinese restaurants.