

Property Management – Specification of Competency Standards

Unit of Competency

Functional Area : Management of the Property Environment (Emergency Handling)

1. Name	Handle emergency situations following prescribed steps	
2. Code	PMZZEM202A	
3. Range	Emergency handling works in common types of buildings, mainly applied by individual frontline staff on common emergency situations	
4. Level	2	
5. Credit	1.5	
6. Competency	Performance Requirement	
	6.1 Understand emergency handling	<ul style="list-style-type: none">● Be familiar with emergency exit routes within the building in order to take instructions and assist in evacuation when necessary and to lead rescuers into scene● Understand the need to report an emergency situation to seniors and seek for assistance
	6.2 Prescribed steps in emergency handling	<ul style="list-style-type: none">● Know how to follow prescribed instructions and take initial steps in response to emergency situations such as power failure, cut off of water supply, lift malfunctioning causing trapping of passengers, flooding, fire, gas leakage, crimes, rainstorms and typhoon, etc.● Know how to take care of and console the victims● Can carry out follow-up works● Can record the incident
	6.3 To deal with the aftermath of an incident and keep record	<ul style="list-style-type: none">● Can deal with the aftermath of an incident● Can keep record of the incident
7. Assessment Guidelines	The integral outcome requirements are: Can react immediately to accident, and follow prescribed instructions to handle basic emergency situations and handle the aftermath	
8. Remarks		