

Property Management – Specification of Competency Standards

Unit of Competency

Functional Area : Management of the Property Environment (Control on Private Road, Cleanliness and Environmental Protection)

1. Name	Carry out private road control, cleaning and environmental protection works of a building	
2. Code	PMZZEM204A	
3. Range	Private road control work of common types of buildings	
4. Level	2	
5. Credit	1.5	
6. Competency	<u>Performance Requirement</u>	
	6.1 Private road control	<ul style="list-style-type: none">● Know about private road control boundary and responsibilities, and the use of devices to impound vehicles● Know the steps of impound / tow away vehicles illegally parked on private road according to instructions● Can assist the control of parking, the number of vehicles on a private road and acts that are in breach of the rules and regulations within a building area according to the actual situation
	6.2 Environment cleanliness and protection	<ul style="list-style-type: none">● Can persuade drivers to switch off the car engine while waiting on the private road to limit emission of exhaust gas● Can pay attention to air quality and lighting conditions in the carpark area and report to superiors● Can inspect and reflect to superiors on the cleanliness, pest control, refuse disposal and recycling of the property● Know about noise abatement periods under the law and normal source of noise● Can pay attention to noise from fitting-out works of a unit, disposal of construction waste and remind owners / tenants and construction workers on related matters● Can carry out energy-saving procedures according to instructions● Can assist according to instructions in clearing hawkers from the property
7. Assessment Guidelines	The integral outcome requirements are: Know the control boundary, the respective responsibility, and requirement on and condition of the environment in order to carry out private road control work and environmental protection duties in a correct and legal manner	
8. Remarks		