



香港學術及職業資歷評審局
Hong Kong Council for Accreditation of
Academic & Vocational Qualifications

SUMMARY ACCREDITATION REPORT

UNITED CHARTER CONSULTANCY LIMITED

**INITIAL EVALUATION
AND
LEARNING PROGRAMME ACCREDITATION**

**CERTIFICATE IN PEST CONTROL, PESTICIDE
SAFETY AND HEALTH (QF LEVEL 3)**

MAY 2020

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1076), the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), in the capacity of the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO), was commissioned by United Charter Consultancy Limited (“Operator”) to conduct an Initial Evaluation and Learning Programme Accreditation Exercise with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in AAVQO to determine whether the United Charter Consultancy Limited meets the stated objectives and is competent to operate learning programmes that meet the Hong Kong Qualifications Framework (HKQF, or in short QF) Level 3 standard, and can be granted Initial Evaluation Status at QF Level 3; and
- (b) To conduct an accreditation test as provided for in AAVQO to determine whether the programme of the United Charter Consultancy Limited meets the stated objectives and QF Level 3 standards and can be offered as an accredited programme
 - (i) Certificate in Pest Control, Pesticide Safety and Health (QF Level 3)
- (c) To issue to the Operator an accreditation report setting out the results of the determination in relation to (a) and (b) by HKCAAVQ.

1.2 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement. A videoconference with the Operator was conducted on 8 April 2020.

2. HKCAAVQ'S DETERMINATION

Initial Evaluation

2.1 HKCAAVQ has determined that United Charter Consultancy Limited is competent to achieve its stated objectives and to operate learning programmes meeting QF standards at Level 3, and can be granted Initial Evaluation (IE) status at QF Level 3 with a validity period of two years.

2.2 Validity Period

- 2.2.1 The validity period will commence on the date specified below.
- 2.2.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.4 by the specified fulfilment deadline.
- 2.2.3 Within the two-year validity period for IE, the Operator must have at least one programme successfully accredited. If the Operator does not have a current accredited programme on the Qualifications Register (QR) after the end of the two-year validity period of their IE, the Operator will need to apply for an extension of their IE status at least three months before the validity period expires. An extension of up to 2 years may be granted. Only one extension of IE status will normally be allowed. If the Operator continues to gain successful Learning Programme Accreditation (LPA), their IE status will remain valid.

2.3 The determinations on the Initial Evaluation are specified as follows:

Name of Operator	United Charter Consultancy Limited 聚研顧問有限公司
Address of Operator	Room 1801, 18/F, New Trend Centre, 704 Prince Edward Road East, Kowloon 九龍太子道東 704 號新時代工貿商業中心 18 樓 1801 室
Highest QF Level of programme(s) which the Operator can operate upon successful learning programme accreditation	Level 3
Start date of 2-year validity period of Initial Evaluation (IE) accreditation status	1 November 2020
Scope of IE Accreditation Status	For local programmes operating in Hong Kong

2.4 **Condition(s) (including pre-conditions for obtaining the HKCAAVQ accreditation status as applied for the commencement of the validity period; and requirements for maintenance of the accreditation status within the validity period)**

Requirement	Date of Fulfilment
1. The Operator is to submit evidence to HKCAAVQ on or before 31 October 2021 showing that an appropriate venue has been secured for the delivery of the learning programme planned by the Operator for the second year of the validity period.	31 October 2021

2.5 Recommendation(s)

HKCAAVQ offers the following recommendations for continuous improvement.

Recommendations
1. The Operator should review and revise the Staff Handbook to ensure that appropriate contents are included. 2. The Operator should review its staffing structure regularly to ensure that sufficient staff are in place to meet the operational needs in programme development, management and delivery. 3. The Operator should have a clear plan on the implementation of staff development and clearly document its staff development policy and implementation plan in the Staff Handbook.

Learning Programme Accreditation

2.6 HKCAAVQ has determined that, subject to the fulfilment of the conditions and compliance with the restrictions set out below, the Certificate in Pest Control, Pesticide Safety and Health (QF Level 3) meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 November 2020 to 31 October 2022.

2.7 Validity Period

2.7.1 The validity period will commence on the date specified below.

2.7.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.9 by the specified fulfilment deadline.

2.8 The determinations on the Learning Programme Accreditation are specified as follows:

Name of Operator(s)	United Charter Consultancy Limited 聚研顧問有限公司
Name of Award Granting Body	United Charter Consultancy Limited 聚研顧問有限公司
Title of Learning Programme	Certificate in Pest Control, Pesticide Safety and Health (QF Level 3) 害蟲防制及施用除害劑之安全與健康證書（資歷架構第3級）
Title of Qualification(s) (Exit Award(s))	Certificate in Pest Control, Pesticide Safety and Health (QF Level 3) 害蟲防制及施用除害劑之安全與健康證書（資歷架構第3級）
Primary Area of Study and Training	Medicine, Dentistry and Health Sciences
Sub-area (Primary Area of Study and Training)	Occupational Safety and Health
Other Area of Study and Training	Sciences
Sub-area (Other Area of Study and Training)	Life Sciences
Industry	Not applicable
Branch	Not applicable
QF Level	Level 3
QF Credits	14
Mode(s) of Delivery and Programme Length	Part-time, 2 months 138 notional learning hours (including 48 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 November 2020 to 31 October 2022
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of learners per class: 50 (Lectures) and 25 (Tutorial) Maximum of 200 learners per year
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	Not applicable
Address of Teaching/ Training Venue(s)	KITEC, 1 Trademart Drive, Kowloon Bay, Kowloon 九龍九龍灣展貿徑一號九龍灣國際展貿中心

2.9 **Condition(s) (including pre-conditions for obtaining the HKCAAVQ accreditation status as applied for within the validity period as specified in the above table; and requirements for maintenance of the accreditation status within the validity period)**

Requirement	Date of Fulfilment
<p>1. The Operator is to conduct a programme review in accordance with the revised quality assurance procedure after completing the first cohort and submit a programme review report to HKCAAVQ on or before 31 October 2021. The report should include the following:</p> <ul style="list-style-type: none"> • The External Advisers' advice on the appropriateness of programme objectives, PILOs, content, teaching and learning method; • Records of class observation conducted; • External Examiners' reports on previewing assessment papers and moderating learners' assessment results; • Records of collecting feedback from stakeholders; and • Relevant records of PMC's consideration of the collected feedbacks and follow up actions of the advices by the External Advisers and External Examiners. 	31 October 2021

2.10 Recommendation(s)

HKCAAVQ offers the following recommendation(s) for continuous improvement.

Recommendations
<ol style="list-style-type: none">1. The Operator should have an assessment policy documenting the guidelines for developing the written examination paper to ensure that the coverage of questions is appropriate for assessing learners' attainment of the PILOs and meet the competence requirements at QF Level 3.2. The Operator should clarify the appointment criteria and ensure that Lecturers assigned to teach the topics in the Health & Safety stream meet the appointment criteria.

2.11 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the Programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator by reference to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. **For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.**

3. INTRODUCTION

United Charter Consultancy Limited provides environmental and holistic health solutions, especially tailor-made mandatory training and consultancy services.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

Upon satisfactory completion of the learning programme, the graduates are:

- Competent to use type II Pesticides registered under Pesticide Ordinance, Cap 133
- Able to select and apply pesticide to control economic pests and public health pests on locations with the protection of environmental and public health,
- Capable of performing vector-borne disease control measures of known disease outbreak

4.2 Programme Intended Learning Outcomes

- PILO-1 Demonstrate and observe the legal liability relevant to pest control operation and pesticide, and occupational safety and health and any other legislation
- PILO-2 Calculate the dilution rate and select proper pesticide formulation for giving correct and clear instruction for the operators to apply pesticide to control of pest at different stage of life cycle
- PILO-3 Select the appropriate PPE in accordance with the application aerosol size of the pesticide formulation to prevent from health hazard and dangerous occurrences.
- PILO-4 Properly read the instruction of pesticide label for safe use, handling, storage or transport of pesticide at work.
- PILO-5 Apply the pest control measures control including environmental, physical, biological and chemical in hazard hierarchy to ensure safe system at work.

4.3 Programme Structure

Topic	QF Credits	
1. Legal matters related to Pesticide, Environmental and Occupational Safety & Health		
2. Understanding Pest, their behaviour and control measures		
3. Pesticide Labelling and its Material Safety Data Sheet		
4. Class, Formulation & Function of Pesticides		
5. Application Skills & Operation of Pest Control Equipment and Practice		
6. Environmental hazards: Confined Space and Safe transportation and handling of Pesticide		
7. Occupational Safety & Health Hazards and control measures		
8. Occupational Health and Safety at work – Cleaning related work		
9. Pest Control management: Integrated Pest Management		
Tutorials		
Assessment		
Total		14

4.4 Graduation Requirements

- At least 50% in both assessments for Group Project and Examination
- Overall attendance should be 70% or above

4.5 Admission Requirements

- (i) At least Form 3 education under the local education system or from local institution; and
 - (ii) Two (2) years pest control working experience.
- Or
- (iii) Either Form 7 education in or before 2011/2012, or Form 6 education in 2012/2013 or thereafter with two science subjects elected from “Physics”, “Chemistry”, “Biology”, or equivalent and at least one-year relevant working experience in pest control operations, or
 - (iv) The degree holders in any subject and at least one-year relevant working experience in pest control operations.

5. IMPORTANT INFORMATION REGARDING THIS ACCREDITATION REPORT

5.1 Variation and withdrawal of this Accreditation Report

- 5.1.1 This Accreditation Report is issued pursuant to section 5 of the AAVQO, and contains HKCAAVQ's substantive determination regarding the accreditation, including the validity period as well as any conditions and restrictions subject to which the determination is to have effect.
- 5.1.2 HKCAAVQ may subsequently decide to vary or withdraw this Accreditation Report if it is satisfied that any of the grounds set out in section 5 (2) of the AAVQO apply. This includes where HKCAAVQ is satisfied that the Operator is no longer competent to achieve the relevant objectives and/or the Programme no longer meets the standard to achieve the relevant objectives as claimed by the Operator (whether by reference to the Operator's failure to fulfil any conditions and/or comply with any restrictions stipulated in this Accreditation Report or otherwise) or where at any time during the validity period there has/have been substantial change(s) introduced by the Operator after HKCAAVQ has issued the accreditation report(s) to the Operator and which has/have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. These Guidance Notes can be downloaded from the HKCAAVQ website.
- 5.1.3 If HKCAAVQ decides to vary or withdraw this Accreditation Report, it will give the Operator notice of such variation or withdrawal pursuant to section 5(4) of the AAVQO.
- 5.1.4 The accreditation status of the Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of this Accreditation Report.

5.2 Appeals

- 5.2.1 If the Operator is aggrieved by the determination made in this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this Accreditation Report.
- 5.2.2 If the Operator is aggrieved by a decision to vary or withdraw this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of the Notice of Variation or Withdrawal.
- 5.2.3 The Operator should be aware that a notice of variation or withdrawal of this Accreditation Report is not itself an accreditation report and the right to appeal against HKCAAVQ's substantive determination regarding accreditation arises only from this Accreditation Report.
- 5.2.4 Please refer to Cap 592A (www.elegislation.gov.hk) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at: www.hkqf.gov.hk.

5.3 **Qualifications Register**

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the QR at www.hkqr.gov.hk for recognition under the QF. The Operator should apply separately to have their quality-assured qualifications entered into the QR.
- 5.3.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification listed in the QR will be considered to have acquired a qualification recognised under the QF.

