



## COMMON CORE OBJECTIVES

1. Professional & General	Code	ES initials and Date of Assessment			
		G	K	E	C
<p><b>1.3 General Personal Development</b></p> <p>(a) Keeping up-to-date <b>with local, regional and international current affairs</b>. Achieved either by:</p> <p style="margin-left: 40px;">(i) Reading periodicals, journals and newspapers</p> <p style="margin-left: 40px;">(ii) Making use of Information Technology</p> <p style="margin-left: 40px;">(iii) Participating in Seminars, Conferences or Talks</p> <p>(b) Involvement with local organisation or community services</p>	G				
<p><b>1.4 Development of Personal Qualities</b></p> <p>(a) Innovative thinking</p> <p>(b) Interpersonal skills</p> <p>(c) Negotiation skills</p> <p>(d) Time management skills</p> <p>(e) Continuous Improvement</p>	G				
<p><b>1.5 Occupational Safety &amp; Health</b></p> <p>(a) Relevant Legislation</p> <p>(b) Responsibilities of Professional Engineers to:-</p> <p style="margin-left: 40px;">(i) Employers</p> <p style="margin-left: 40px;">(ii) Employees</p> <p style="margin-left: 40px;">(iii) General Public</p> <p>(c) Safety Management Systems related to the trainee's discipline</p>	K				
<p><b>1.6 Environment</b></p> <p>(a) Relevant Legislation related to the trainee's discipline</p> <p>(b) Inter-relationship of technology with the environment in:-</p> <p style="margin-left: 40px;">(i) The work place</p> <p style="margin-left: 40px;">(ii) The Society</p>	K				

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<p><b>1.7 Communication</b></p> <p>Ability to communicate (in English, and preferably also in Chinese) confidently and accurately:-</p> <p><b>(a) Orally</b></p> <p style="margin-left: 20px;"><b>(i)</b> Informal occasions <b>(ii)</b> Presentations <b>(iii)</b> Meetings</p> <p><b>(b) Written</b></p> <p style="margin-left: 20px;"><b>(i)</b> Memos <b>(ii)</b> Letters <b>(iii)</b> Instructions <b>(iv)</b> Reports <b>(v)</b> Resumes <b>(vi)</b> Technical Papers</p>	<b>C</b>				
<p><b>1.8 Human Resources Management</b></p> <p><b>(a)</b> Employment criteria</p> <p><b>(b)</b> Labour Deployment</p> <p><b>(c)</b> Staff Training</p>	<b>K</b>				
<p><b>1.9 Leadership &amp; Management</b></p> <p><b>(a)</b> Qualities required of a leader</p> <p><b>(b)</b> Responsibilities of a leader</p> <p><b>(c)</b> Management skills</p> <p><b>(d)</b> Relationship between good leadership and good management skills</p> <p><b>(e)</b> Teamwork and Partnering Skills</p>	<b>K</b>				

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<p><b>1.10 Own Organisation</b></p> <ul style="list-style-type: none"> <li>(a) Size, History and Culture</li> <li>(b) Relationships with Government Departments and other organisations</li> <li>(c) Organisation Structure and Functions</li> <li>(d) Office Manuals, Procedures and Practices</li> <li>(e) Communication Systems</li> <li>(f) Training and Career Developments</li> <li>(g) Quality Assurance System</li> </ul>	<b>K</b>				
<p><b>1.11 Business Operations</b></p> <ul style="list-style-type: none"> <li>(a) Intellectual Property Rights</li> <li>(b) Productivity</li> <li>(c) Information Technology</li> <li>(d) Research and Development</li> <li>(e) Finance</li> <li>(f) Business Development</li> </ul>	<b>G</b>				