Specification of Competency Standards
for the Automotive
Unit of Competency

Functional Area - Vehicle Inspection and Prosecution

Title	Execute the vehicle examination operations and quality management
Code	111652L4
Range	This unit of competency is applicable in designated vehicle examination workplaces under legislative provision. Practitioners should be able to professionally execute the operations and quality management in the vehicle examination based on established strategy and objectives.
Level	4
Credit	4 *(For Reference Only)*
Competency	**Performance Requirements** 1. Knowledge (Strategy and objectives in vehicle examination, principles of operations and quality management) • Good understanding of the established objectives in the vehicle examination, such as road safety, environmental protection, regulatory compliance, etc., and the strategy for implementation. • Conversant with the documentation system and daily operation of the vehicle examination centre. • Acquainted with the principles and application of operations and quality management, such as planning, monitoring, enforcement, efficiency, etc. • Master the legislative provisions in relation to the vehicle examination. 2. Performance (Implement the operations and quality management in vehicle examination) • Manage the established capacity, workflow, procedures, staffing, inspection quality and documentation system for vehicle examination with the considerations of safety and environmental protection, such as: ◦ daily throughput capacity of examination for various vehicle types ◦ efficiency of the safety and flow control of vehicle in the examination centre ◦ effectiveness of inspection procedures for various vehicle types ◦ monitoring and reviewing the scale, competency and inspection quality of staff, including outsourced personnel ◦ document validation and certificate issuing for vehicle examination • Monitor the normal operation of special tools and equipment for vehicle inspection and review the effectiveness and efficiency. • Design and implement the vehicle approval procedures. • Formulate training programmes in new entry, refreshment, technology and standard highlights, etc. at appropriate time for vehicle inspection staff, including outsourced personnel.
Assessment Criteria	The integrated outcome requirements of this unit of competency are that the practitioner being assessed shall prove that he/she is: • Capable of effectively executing and implementing the operations and management of the vehicle examination centre, including the design and application of vehicle approval procedures; • Capable of executing the vehicle inspection quality in the vehicle examination centres of government and contractors; and

	• Capable of formulating training programmes for specific purposes to refresh and update the competency needs of inspection staff, including outsourced personnel, at appropriate time.
Remark	The credit value of this unit of competency is set on the presumption that the practitioner concerned already possesses extensive knowledge and experience of vehicle maintenance and principles of operations and quality management.