

1. Title	Procure simple electrical and mechanical engineering equipment and materials
2. Code	EMCUOM301A
3. Range	Know how to procure simple electrical and mechanical engineering equipment and materials, and control the procurement cost for the electrical and mechanical operation management.
4. Level	3
5. Credit	3
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 Procurement procedures for general and simple electrical and mechanical engineering equipment and materials</p> <ul style="list-style-type: none"> <li>◆ Understand the procurement procedures for general and simple electrical and mechanical engineering equipment and materials, such as liaising with suppliers, assessing the quality and prices of materials from the suppliers, general ordering and payment procedures, etc.</li> </ul> <p>6.2 Procure simple electrical and mechanical engineering equipment and materials</p> <ul style="list-style-type: none"> <li>◆ List out correctly the details, specifications and standards of the equipment and materials to be procured</li> <li>◆ Procure equipment and materials needed according to the specifications and requirements for procurement of general and simple electrical and mechanical engineering equipment and materials</li> <li>◆ Bargain with the suppliers so as to control the procurement costs of the equipment and materials</li> </ul>
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) Capable to list out the specifications and requirements for procurement of general electrical and mechanical engineering equipment and materials; and</p> <p>(ii) Capable to control the procurement costs of general electrical and mechanical engineering equipment and materials.</p>
8. Remarks	This unit of competency is applicable to electrical and mechanical practitioners in general.