

1. Title	Record quality issues on electrical and mechanical services
2. Code	EMCUQM306A
3. Range	With regard to quality management of electrical and mechanical services, record all the quality main points of each engineering process, quality issues and problems to provide information for the management to formulate quality assurance reports.
4. Level	3
5. Credit	3
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 Format and key points of quality assurance report on electrical and mechanical services</p> <ul style="list-style-type: none"> ◆ Understand format, key points and record required of quality assurance report on electrical and mechanical services <p>6.2 Record all kinds of engineering quality issues and problems</p> <ul style="list-style-type: none"> ◆ Strictly examine the major quality main points of each engineering process and record all kinds of engineering quality issues and problems <ul style="list-style-type: none"> • Follow the quality plan in order to execute quality assurance system, master the verification specifications, strictly examine the major control points of each engineering process, record all quality related issues, such as quality level for each action, non-compliance with regulations, errors, defects, deviation, excesses or shortfalls, etc. ◆ Quantify issues and problems on quality management so as to provide sufficient data or information for the management to produce the quality assurance reports
7. Assessment Criteria	<p>The integrated outcome requirement of this unit of competency is:</p> <p>(i) Capable to examine each engineering process; quantify quality management issues and problems so as to provide sufficient data or information for the management to produce the quality assurance reports.</p>
8. Remarks	The credit value of this unit of competency is set on the presumption that the person already possesses basic concepts of quality management.