

**Unit of Competency**

**Functional Area: Quality Management**

Title	Implement continuous process improvement
Code	105305L4
Range	This unit of competency is applicable to practitioners in the import and export industry for utilising effective improvement techniques to carry out continuous process improvement.
Level	4
Credit	5 (for reference only)
Competency	<p>Performance Requirement</p> <p>1. Possess knowledge about continuous improvement</p> <ul style="list-style-type: none"> <li>• Describe relevant process improvement techniques</li> <li>• Describe relevant measurement tools for process improvement</li> <li>• Use a range of skills to implement the change</li> </ul> <p>2.1. Implement continuous process improvement plan</p> <ul style="list-style-type: none"> <li>• Prepare implementation plan to designate required actions, assign responsibility, and establish implementation milestones</li> <li>• Report work process to relevant personnel</li> <li>• Use relevant measurement tools (e.g. control charts and Pareto diagrams) to monitor and evaluate the process change</li> <li>• Review the progress</li> <li>• Use relevant tools (e.g. combination map) to measure the results of an improvement</li> </ul> <p>2.2. Conduct post-implementation review</p> <ul style="list-style-type: none"> <li>• Perform post-implementation review to ensure corrective actions were taken</li> <li>• Ensure desired results obtained</li> </ul>
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> <li>• Capable of implementing continuous process improvement</li> <li>• Capable of conducting post-implementation review</li> </ul>
Remark	