

**Specification of Competency Standards**  
**for the Jewellery Industry**  
**Unit of Competency**

Functional Area - Testing and Certification

Title	Formulate procedures for handling the items and samples to be tested/identified
Code	109014L5
Range	This unit of competency is applicable to practitioners responsible for formulating strategies in gemmological laboratories in the jewellery industry. Application of this competency requires practitioners' analytical and judgmental skills. They should be able to properly and safely handle the testing/identification items and jewellery products/gemstone samples by analyzing the requirements of international standards and recording the processes when formulating the procedures in the laboratories.
Level	5
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Know about the procedures for handling testing/identification items and jewellery products/gemstone samples</p> <ul style="list-style-type: none"> <li>• Apply the concept of determining, recording and documenting the handling of testing/identification items and products/gemstone samples</li> <li>• Analyze the accreditation requirements for handling the testing/ identification items and products/gemstone samples properly and safely</li> <li>• Explain the receipt/delivery of products/gemstone samples and record the process</li> <li>• Determine the appropriate measures to avoid degradation, loss and damage of testing/identification items and products/gemstone samples</li> </ul> <p>2. Master the procedures of handling testing/identification items and products/gemstone samples</p> <ul style="list-style-type: none"> <li>• Compile the procedures for handling testing/identification items and products/gemstone samples</li> <li>• Compile the procedures for controlling and cleaning up damaged materials</li> <li>• Describe in detail the maintenance requirements for the equipment used in handling the testing/identification items and products/gemstone samples</li> <li>• Promote the importance of the handling procedures of products/gemstone samples and items to relevant staff</li> </ul> <p>3. Professionalism</p> <ul style="list-style-type: none"> <li>• Ensure that the established procedures for handling testing/identification items and products/gemstone samples meet the requirements of relevant international standards</li> </ul>
Assessment Criteria	<p>The integrated outcome requirement of this unit of competency is:</p> <ul style="list-style-type: none"> <li>• Formulate procedures that meet the requirements of relevant international standards in gemmological laboratories to properly and safely handle the testing/identification items and products/gemstone samples.</li> </ul>
Remark	