

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

1. Title	Implement quality management and staff training for the entire factory
2. Code	JLZZQM403A
3. Range	This unit of competency is applicable in jewellery factories/worksites. Practitioners should be capable to master the organization's standard of quality check for jewellery products and develop quality management and staff training programme. They should also implement quality management for the entire factory and organize staff training courses, so as to enhance staff's awareness on quality management.
4. Level	4
5. Credit	6
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 Know about the management plans for the entire factory</p> <ul style="list-style-type: none"> <li>◆ Be familiar with the quality management plans for the entire factory and each department</li> <li>◆ Contact each department in the factory and hold regular meetings on the quality management of jewellery products, so that each department can report quality management problems and search for solutions</li> <li>◆ Make suggestions to help each department form project teams similar to quality inspection circles, so as to facilitate the implementation of quality management plans for the entire factory, thus expanding the level and support of quality management</li> </ul>

	<p>6.2 Train staff in the quality management department</p> <ul style="list-style-type: none"> <li>◆ Develop basic quality management courses or training projects to enhance staff’s awareness on quality management, such as: <ul style="list-style-type: none"> <li>• Master the standard and range of the JL ISO 9001 Quality Management and Quality Assurance Series</li> <li>• Promote quality management culture</li> <li>• Promote and encourage staff to evaluate and improve the performance of the manufacturing operations regularly</li> <li>• Review and improve quality management courses regularly to enhance the effectiveness of staff training</li> </ul> </li> </ul>
<p>7. Assessment Criteria</p>	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> <li>(i) Capable to employ the knowledge of quality management and master the organization’s standard of quality check for jewellery products, and develop quality management and staff training plans to effectively implement quality management for the entire factory; and</li> <li>(ii) Capable to effectively implement training programme for the staff responsible for performing quality management duty.</li> </ul>
<p>8. Remarks</p>	<p>The credit value of this unit of competency is set on the presumption that the person concerned already possesses basic knowledge on quality management.</p>