

Specification of Competency Standards
for the Manufacturing Technology Industry
Unit of Competency

Functional Area - Delivery and Monitoring

Title	Carry out materials control
Code	106399L3
Range	This unit of competency is applicable to the materials control departments of corporations of Manufacturing Technology Industry. Practitioners should be capable to carry out materials control in accordance with MRP, and track production progress. (MRP)
Level	3
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Understand relevant knowledge of carrying out materials control</p> <ul style="list-style-type: none"> • Understand the usages of BOM, MRP and production plan. (BOM) (MRP) • Understand the corporate internal material control flow and relevant procedures, such as request purchasing, receiving goods, materials delivery, storage and delivery. • Understand the conditions of all kinds of materials, such as finished products, semi-finished products, raw materials, production auxiliary materials. • Understand the corporate production flow and productivity. <p>2. Carry out materials control</p> <ul style="list-style-type: none"> • Follow MRP, distribute suitable materials to production departments. • Coordinate with procurement department, replenish materials for corporation, so as to meet MRP. • Communicate with production departments, track production progress, so as to meet production plan. • Evaluate if the use and wear and tear of material is reasonable. • Take inventory of materials in corporation regularly. <p>3. Professional handling of carrying out materials control</p> <ul style="list-style-type: none"> • Detailedly consider elements such as safety, risk, productivity, quality, environmental protection and cost, carry out materials control and meet all aspects of requirements.
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable to follow MRP, distribute suitable materials to production departments and track production progress. • Capable to coordinate with procurement department, replenish materials for corporation, so as to meet MRP.
Remark	