

Specification of Competency Standards
for the Testing, Inspection and Certification Industry
Unit of Competency

Functional Area - Testing Operations

Title	Organise and implement proficiency testing activities
Code	105877L5
Range	This unit of competency (UoC) covers the abilities to devise a plan to participate in proficiency testing programmes or other forms of interlaboratory comparisons for the testing laboratory. This UoC also includes the abilities to organise and implement proficiency testing and/or interlaboratory comparisons for other testing laboratories.
Level	5
Credit	2 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess knowledge of proficiency testing programmes or interlaboratory comparisons</p> <ul style="list-style-type: none"> • Interpret the requirements of participating and/or organising proficiency testing programmes or interlaboratory comparisons in relevant international standard and laboratory accreditation scheme. • Determine the scope of laboratory testing activities which require the participation in proficiency testing programmes or interlaboratory comparisons. • Employ statistical techniques for evaluation of test results from proficiency testing programmes or interlaboratory comparisons. • Command the concepts and principles of tests seeking for laboratory accreditation. <p>2. Organise and implement proficiency testing activities</p> <ul style="list-style-type: none"> • Devise an implementation plan for participation in proficiency testing programmes or interlaboratory comparisons to demonstrate the competence of the laboratory in performing tests under its scope of accreditation. • Investigate the root causes for unsatisfactory results and identify the problem. • Implement corrective actions to eliminate the problem and to prevent recurrence. • Monitor the effectiveness of corrective actions taken. • Review, update and justify the plan for participation in proficiency testing programmes or interlaboratory comparisons in response to, e.g.: <ul style="list-style-type: none"> ○ changes of the scope of accreditation, staffing, methodology, instrumentation and capability, ○ effectiveness of corrective action taken, ○ other factors that may affect the quality of laboratory's tests. • Maintain records of participation in proficiency testing activities representative of the accredited testing activities under each test area of the scope of accreditation. • Organise proficiency testing programmes and/or interlaboratory comparisons in compliance with the requirements of relevant international standard. • Use appropriate statistical techniques to evaluate the results of laboratories participating in the proficiency testing programmes or interlaboratory comparisons. <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> • Ensure the laboratory participates in proficiency testing programmes or interlaboratory comparisons regularly in accordance with the implementation plan.
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • devise an implementation plan for the laboratory to participate in proficiency testing programmes or interlaboratory comparisons, • organise proficiency testing programmes or interlaboratory comparisons for other laboratories,

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	<ul style="list-style-type: none">critically evaluate the results of proficiency testing programmes or interlaboratory comparisons to justify the competence of the laboratory in performing tests and maintain records of proficiency testing activities.
Remark	<p>The relevant international standard and laboratory accreditation scheme involved in this UoC are as follows:</p> <ul style="list-style-type: none">ISO/IEC 17043 Conformity Assessment – General Requirements for Proficiency TestingHOKLAS 003 Technical Criteria for Laboratory AccreditationHOKLAS Supplementary Criteria No. 33 Accreditation Regulations Specific for HOKLAS – LaboratoryHOKLAS 017 Technical Criteria for Accrediting Proficiency Testing ProvidersHOKLAS Supplementary Criteria No. 34 Accreditation Regulations Specific for HOKLAS – Proficiency Testing Provider