

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

Functional Area - Testing Operations

Title	Formulate verification programme for reference materials
Code	105882L5
Range	This unit of competency (UoC) covers the abilities to formulate a programme for verification of reference materials by critically evaluating the requirements of reference materials to be used in a testing / calibration laboratory.
Level	5
Credit	2 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess knowledge of reference materials and their verification requirements</p> <ul style="list-style-type: none"> • Explain the importance of using reference materials for traceability purpose in a testing / calibration laboratory. • Evaluate requirements for verifying the purity of reference materials. • Interpret requirements of measurement traceability in relevant international standards. <p>2. Formulate verification programme and procedures for reference materials</p> <ul style="list-style-type: none"> • Critically evaluate the scope and requirements of the verification programme. • Determine reference materials to be verified and prepare the inventory list. • Specify SI units of measurement or select appropriate certified reference materials to which reference materials shall be traceable. • Develop detailed verification programme including verification schedules, verification methods and procedures, interpreting verification data, procedures and schedules for conducting intermediate checks. • Establish the acceptance criteria for verification of reference materials fit for intended use in the measurement. • Explain the importance of verification of reference materials and allocate roles and responsibilities of the personnel. • Establish the re-verification interval for reference materials. <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> • Ensure the verification programme is implemented and monitored effectively. • Ensure the measurement traceability is effectively maintained.
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • formulate verification programme for reference materials by critically evaluating the scope and requirements of reference materials, • establish procedures to implement the verification programme for reference materials to be used in the laboratory.
Remark	<p>This UoC will be used together with the following UoC:</p> <ul style="list-style-type: none"> • Select and handle certified reference materials