

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

Functional Area - Testing Operations

Title	Formulate equipment maintenance plan
Code	105893L5
Range	This unit of competency (UoC) covers the abilities to formulate equipment maintenance and performance check plan for laboratory / on-site testing activities to fulfil the requirements of intended use.
Level	5
Credit	2 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Determine equipment maintenance and performance check requirements and resources availability</p> <ul style="list-style-type: none"> • Develop an alert system in reminding assigned personnel of the equipment maintenance and performance checks schedule. • Evaluate the latest information on manufacturers' specifications, recommendations and international guidelines for performing the equipment maintenance work. • Critically evaluate the level of quality of the personnel, material, equipment and procedures required to deliver the work according to the specifications on equipment maintenance. <p>2. Formulate equipment maintenance and performance check plan</p> <ul style="list-style-type: none"> • Devise equipment maintenance plans according to the manufacturer's specifications and balance the best use of available resources with skill development opportunities. • Distribute the plans to team or appropriate personnel, explain and confirm contents with them. • Establish measurement criteria of performance check against intended use in consultation with personnel in charge of the equipment. • Monitor the workflow and outputs against plans and investigate any variations. • Revise the maintenance plan appropriately based on the track record of performance checks to achieve the established criteria and balance the effort and the cost. <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> • Ensure the system for alerting responsible personnel of the due date of maintenance plan is implemented effectively and efficiently.
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • formulate equipment maintenance and performance check plans that fit the intended use without compromising quality, accuracy and traceability, • establish an effective and efficient alerting system to alert responsible personnel in carrying out planned equipment maintenance work, • revise the equipment maintenance plans according to the trend analysis of performance checks.
Remark	