

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

Functional Area - Inspection Operations

Title	Perform on-site inspection of production processes / delivery of services
Code	105916L4
Range	This unit of competency (UoC) covers the abilities to perform on-site inspection of production process / delivery of services by examining the information gathered during the inspection of manufacturing premises and identify nonconformities against legislative and accreditation requirements.
Level	4
Credit	4 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess knowledge of on-site inspection</p> <ul style="list-style-type: none"> • Explain the legislative and accreditation requirements for the inspection and the purpose of inspection. • Identify the steps of production processes of various products, e.g.: <ul style="list-style-type: none"> ○ injection moulding, painting, electroplating, stamping, annealing for hardgoods, ○ soldering, painting, electroplating, assembly, packing for electrical and electronic products, ○ organising into frame, cutting, steaming and pressing to surface processing for building materials. • Describe the types of delivery of services to be inspected. • Prepare interview questions in a logical manner to cover all elements of an offence. <p>2. Perform on-site inspection of production processes / delivery of services</p> <ul style="list-style-type: none"> • Develop a range of contingencies that facilitate minimal disruption to the manufacturer and compromise the inspection effectiveness and operational efficiency. • Apply appropriate inspection tools and measurement methods, e.g.: <ul style="list-style-type: none"> ○ size measurement for garment, ○ measurement chart, ○ metal detection check, ○ hi-pot check, ○ non-destructive testing for building materials. • Interview the manufacturer and witnesses for gathering the supporting evidence. • Identify nonconformities (e.g. failures in processes or deficiencies in the delivery of services) against legislative and accreditation requirements for the inspection related to the production processes and the products. • Examine the action taken when nonconforming work is identified. <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> • Seek the advice from the manufacturer concerning the method of product return/disposal. • Strike for a balance between the operational efficiency of the manufacturer and the inspection effectiveness.
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • perform on-site inspection of production processes by examining the gathered information and evidence during the surveillance and interview with the manufacturer and witnesses, • identify nonconformities against legislative and accreditation requirements.
Remark	