

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

Functional Area - Inspection Operations

Title	Authorise inspection results and reports
Code	105922L5
Range	This unit of competency (UoC) covers the abilities to critically assess the accuracy of inspection data and validity of results in inspection reports prior to formally authorising the release of inspection reports and certificates to the customer.
Level	5
Credit	2 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess knowledge of assessing the accuracy of data and validity of inspection results</p> <ul style="list-style-type: none"> • Command technical knowledge of sampling, inspection methods and procedures, equipment and facilities for conducting inspection. • Describe the procedures of the inspection body for authorising inspection results and reports. • Interpret reporting requirements in relevant international standards and/or accreditation schemes. • Employ the concepts of using statistical techniques to determine data acceptability. <p>2. Authorise inspection results and reports</p> <ul style="list-style-type: none"> • Verify the accuracy of data and validity of inspection results by: <ul style="list-style-type: none"> ○ inspecting data records to check the integrity of data entry, alterations, transfers and calculations, ○ confirming that technical records provide sufficient information to ensure traceability for the inspection involved. • Critically assess the significance of any documented observations or typical inspection conditions or environment and/or sample appearance. • Check and confirm that all calculations and data transfer are free from errors. • Authorise inspection reports and issue inspection certificates in compliance with the standard operating procedures of the inspection body. <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> • Ensure that all information in the inspection reports / certificates is verified correctly prior to issuance. • Maintain the integrity and confidentiality of information in the inspection reports / certificates in compliance with the code of conduct of the inspection body.
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • critically assess the accuracy and integrity of data and inspection results and conform the correctness and sufficiency of information in technical records, • authorise inspection reports and issue inspection certificates to the customer in compliance with the standard operating procedures of the inspection body.
Remark	