



Australian Government

Department of Education, Employment and Workplace Relations

ICPSU216C Inspect quality against required standards

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to inspect the quality of work against job specifications.
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Application of the Unit

Application of the unit	This unit is a minimum quality standard required for anyone to operate successfully in the workplace.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Carry out inspection of quality during job	<ul style="list-style-type: none">1.1. Job is collected/received and inspected against job specifications according to enterprise standards and procedures1.2. <i>Quality</i> specifications and tolerances are understood1.3. Variation to standards is monitored and corrective action taken to rectify the problem according to <i>enterprise procedures</i>1.4. <i>Inspection</i> and testing procedures are applied at regular intervals to determine conformity with specifications and to minimise waste1.5. Unsatisfactory work is identified according to predetermined standards and enterprise procedures
2. Complete documentation	<ul style="list-style-type: none">2.1. Documentation is accurately completed to meet required enterprise procedures2.2. Problems and suggestions for improvement are documented and passed on to appropriate personnel

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- OHS in relation to operating machinery such as safely switching off machinery before cleaning is started
- communication of ideas and information by providing feedback to supervisors on quality problems and issues
- collecting, analysing and organising information by accessing information on quality requirements eg tolerances and applying these in the workplace to ensure a quality product
- planning and organising activities by checking quality requirements before commencing the job
- teamwork when participating in quality reporting procedures at all levels
- mathematical ideas and techniques by applying inspection and testing procedures as relevant
- problem-solving skills applied by identifying quality problems and resolving or reporting them
- use of technology by using relevant inspection and testing procedures

Required knowledge

- checking quality requirements before job commencement
- quality standards that have been set by the customer
- enterprise procedures to achieve quality
- necessary quality areas that should be inspected
- quality inspection procedures
- timing of quality inspections be carried out
- results that unnecessary inspection have on production output
- control instruments that are used in quality inspection
- faults identified response
- responsibility for the quality of the product
- documentation procedures
- specifications that are recorded on the job sheet
- necessary information that needs to be documented
- recipient of this information

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the ability to:

- correctly inspect the quality of work against job specifications
- demonstrate an ability to find and use information relevant to the task from a variety of information sources
- evidence should include a record of at least one month during which no reasonable complaints or reports of faulty goods or documentation are received from customers (internal or external) relating to work handled by the candidate
- evidence for assessment may be gathered from assessment of the unit of competency alone or through an integrated assessment activity.

Context of and specific resources for assessment

Assessment must ensure:

- assessment may take place on the job, off the job or a combination of both. Off the job assessment must be undertaken in a closely simulated workplace environment.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- direct questioning combined with review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
<i>Quality standards</i> may include:	<ul style="list-style-type: none"> should meet client requirements and enterprise and industry standards.
<i>Enterprise procedures</i> may include:	<ul style="list-style-type: none"> range of enterprise procedures within defined work area.
<i>Type of inspections</i> may include:	<ul style="list-style-type: none"> various types of inspection and testing techniques (ie 100%, random, periodic or continuous in-line inspection).
<i>Sector</i> may include:	<ul style="list-style-type: none"> all sectors of pre-press, printing, screen printing, multimedia, converting, binding and finishing, mail house and ink manufacture.

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Support
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Co-requisite units

Co-requisite units	

