



Australian Government

MSMTMINS401 Inspect a range of weighing instruments

Release: 2

MSMTMINS401 Inspect a range of weighing instruments

Modification History

Release 2. Adjustments to the Application, Performance Criteria and Range of Conditions. Adjustment to the Assessment Conditions. Equivalent.

Release 1. Supersedes and is equivalent to MSATMINS401A Inspect a range of weighing instruments

Application

This unit of competency covers the ability to apply National Instrument Test Procedures to determine whether non-automatic weighing instruments and catchweighers are suitable for trade use. The unit also involves assessing the performance of verifiers, by auditing recently verified weighing instruments, to ensure they meet the legislative requirements for trade use.

This unit of competency is applicable to trade measurement inspectors appointed under national measurement legislation who may inspect a wide range of weighing instruments as part of their allocated duties. For example, weighing instruments are used to measure a wide range of products at the point of sale, as an order or as a pre-packaged article. There is a large range of environments where these instruments are used including pharmaceutical laboratories, supermarkets, fresh food retailers, packing houses, the chemical/petroleum industry, construction, mining and other extractive industry sectors. Inspectors must work safely, including applying basic first aid, assessing potential confined spaces, working with hazardous materials, working in hazardous environments, working with heavy machinery, completing safety inductions and working at heights.

While no specific licensing or certification requirements apply to this unit at the time of publication, all inspection activity is legislated under the *National Measurement Act 1960*.

Pre-requisite Unit

Nil

Competency Field

Trade measurement

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element

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| 1 | Prepare for inspection | 1.1 | Identify and evaluate the type of instrument to be inspected |
| | | 1.2 | Access and review any history of previous inspections at trader's premises |
| | | 1.3 | Access and correctly interpret appropriate documentation required for the inspection |
| | | 1.4 | Identify and access test equipment, products and consumables required for the inspection |
| | | 1.5 | Ensure specified test equipment is fit for purpose in accordance with applicable legislation and organisational procedures |
| | | 1.6 | Store and transport test equipment in accordance with organisational procedures and industry best practice |
| | | 1.7 | Identify workplace health and safety issues relevant to the inspection |
| 2 | Initiate inspection | 2.1 | Identify the site controller, explain the purpose of the inspection and produce formal identification, if required |
| | | 2.2 | Identify relevant site health and safety issues and implement appropriate control strategies |
| | | 2.3 | Conduct a preliminary evaluation of the site's trading practices and prioritise activities to maximise inspection outcomes. |
| | | 2.4 | Identify measuring instruments used for trade and plan inspection to minimise disruption to the public and trader |
| 3 | Evaluate weighing instrument performance | 3.1 | Evaluate whether the operating environment will impact on the instrument performance |
| | | 3.2 | Modify the operating environment or implement alternative arrangements to ensure reliable test conditions as necessary |
| | | 3.3 | Identify the maximum permissible errors for the instrument from the legislative requirements |

- 3.4 Use test equipment safely in accordance with applicable legislation and organisational procedures
 - 3.5 Check instrument for compliance with the appropriate Certificates of Approval
 - 3.6 Inspect the instrument in accordance with relevant National Instrument Test Procedures and appropriate National Measurement Institute (NMI) policy
 - 3.7 Evaluate results against prescribed performance criteria and determine if the instrument is suitable for trade use in accordance with legislative requirements
- 4 Conduct a verifier instrument audit
 - 4.1 Identify the scope of the verifier instrument audit
 - 4.2 Identify the expected outcomes of the verifier instrument audit
 - 4.3 Assess the instrument's performance against the expected outcome
 - 4.4 Check that the verification mark complies with legislation
 - 4.5 Analyse any variances from the expected outcomes to identify isolated or systemic problems
- 5 Analyse and report inspection results
 - 5.1 Analyse inspection data for unacceptable performance trends
 - 5.2 If required, display the inspection result on the instrument in accordance with legislative requirements
 - 5.3 Use test reports to present inspection results in the required format
 - 5.4 Complete inspection documentation in accordance with legislative requirements and organisational procedures
 - 5.5 Communicate inspection results within the specified time and in accordance with organisational guidelines
 - 5.6 Recommend follow-up actions as appropriate

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| 6 | Act on non-compliance | 6.1 Select applicable enforcement action for the non-compliance in accordance with legislative requirements and organisational policy and procedures

6.2 Inform traders of non-compliances and consequences of failing to have them corrected

6.3 Implement enforcement action in accordance with legislative requirements and organisational policy and procedures

6.4 Respect the rights of the trader at all times |
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Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

National Instrument Test Procedures include one or more of:

- measuring instrument test procedures
- any other test procedure prescribed by the NMI

Classes of weighing instruments include one or more of:

- non-automatic weighing instruments tested without substitution loads
- automatic Class Y(a) Catchweighers
- automatic Class Y(b) Catchweighers
- any other weighing instrument prescribed by the NMI

Test equipment includes:

- reference standards of measurement
- control instruments

Certificates of Approval include:

- any Certificate issued by the Chief Metrologist under Regulation 60 of the *National Measurement Regulations 1999* approving the pattern of a weighing instrument as

	being suitable for trade
Prescribed performance criteria for limited weighing instruments include:	• that the design is in accordance with the appropriate Certificates of Approval • that the performance meets the criteria described in the Certificates of Approval, National Instrument Test Procedures and legislation
Verification	Has the same meaning as Section 18GG of the <i>National Measurement Act 1960</i>
Verification marks	Verification marks for different instruments are defined in Regulations 2.28 and 2.29 of the <i>National Trade Measurement Regulations 2009</i>
Trading practices include one or more of:	• methods used for the sale of goods • using measuring instruments • position of measuring instruments • environmental factors • suitability of instrument • incorrect measurement
Enforcement actions include one or more of:	• formal warnings, infringement notices, undertakings, injunction and prosecutions
Legislation includes:	• national measurement legislation • applicable Commonwealth, state and territory work/occupational health and safety (WHS/OHS) legislation
NMI policy includes:	• test procedure variations between a verification, in-service or audit inspection • bulletins • instructions • determinations
WHS/OHS and environmental	• complying with WHS/OHS and environmental management requirements at all times, which may be

management requirements include:

imposed through state/territory or federal legislation. These requirements must not be compromised at any time

- applying standard precautions relating to the potentially hazardous nature of material/product measured
- applying any necessary hygiene controls

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027>