



Australian Government

Department of Education, Employment and Workplace Relations

MEM15005B Select and control inspection processes and procedures

Release: 1

MEM15005B Select and control inspection processes and procedures

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers selecting inspection and test procedures, and controlling the inspection/test environment and equipment.
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Application of the Unit

Application of the unit	The unit applies to a range of manufacturing enterprises where inspection involves working autonomously and taking responsibility for overseeing inspection process and environment. This person would use a wide range of equipment/instruments and take responsibility for the reliability of inspection results to ensure conformance to specifications. This unit is not intended to be applied to maintenance personnel carrying out their day-to-day activities, for example, fault finding, remedial and checking activities. These skills are covered by other units, such as Unit MEM18006C (Repair and fit engineering components) Band: A Unit Weight: 4
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		
Path 1	MEM15004B	Perform inspection

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. Select inspection/test procedures	1.1. Appropriate methods of inspection are selected and implemented. 1.2. Inspection/test procedures are monitored to ensure desired outcomes.
2. Control inspection/test environment and equipment	2.1. Environmental conditions are monitored to ensure reliability of tests and results. 2.2. Equipment/instruments are checked for correct calibration. 2.3. Calibration of equipment/instruments is initiated or undertaken against appropriate standard as required. 2.4. Calibration records are maintained to standard operating procedure. 2.5. If equipment/instruments are found to be out of calibration, validity of previous results is checked and reported according to standard operating procedures.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Look for evidence that confirms skills in:

- reading, interpreting and following information on standard operating procedures and other applicable reference documents
- checking and clarifying task-related information
- entering and maintaining information onto proformas and standard workplace forms and records
- checking for conformance to specifications
- using measurement equipment within the scope of this unit
- measuring components to specified tolerances
- implementing inspection method for the product/ process
- monitoring inspection/test procedures to ensure desired outcomes are achieved
- monitoring environmental conditions
- checking calibration of measuring equipment
- initiating calibration of measuring equipment

REQUIRED SKILLS AND KNOWLEDGE

- calibrating measuring equipment against the appropriate reference standard
- detecting and reporting out of calibration equipment
- applying units of measurement and numerical operations/calculations within the scope of this unit

Required knowledge

Look for evidence that confirms knowledge of:

- a range of inspection methods and their application
- the appropriate inspection method for the process/product
- procedures for implementing inspection methods
- the desired/target outcomes of the inspection/test procedures
- reasons for discrepancies/trends
- procedures for monitoring inspection/test procedures
- the effects of environmental conditions on test equipment and the results
- procedures for monitoring environmental conditions
- the acceptable range of variations to environmental conditions
- the correct operation of the measuring equipment
- the specifications of the measuring equipment
- procedures for checking the calibration of the measuring equipment
- appropriate techniques, tools and equipment to measure components
- units of measurement and numerical operations/calculations within the scope of this unit
- codes, standards, legislative or regulatory requirements applicable to the measuring equipment and/or calibration
- procedures for initiating the calibration of measuring equipment
- the physical reference standard against which the measuring equipment is to be calibrated
- procedures for calibrating measuring instruments
- tools and equipment required to calibrate measuring equipment
- procedures for recording calibration details
- the reasons for keeping calibration records
- the procedures to be followed when measuring equipment is found to be out of calibration
- the reasons for checking results from out of calibration measuring equipment
- procedures for reporting out of calibration measuring equipment
- hazards and control measures associated with inspection, including housekeeping
- use and application of personal protective equipment
- safe work practices and procedures

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

A person who demonstrates competency in this unit must be able to perform inspection (advanced). Competency in this unit cannot be claimed until all prerequisites have been satisfied.

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

Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts.

Context of and specific resources for assessment

This unit may be assessed on the job, off the job or a combination of both on and off the job. Where assessment occurs off the job, that is the candidate is not in productive work, then an appropriate simulation must be used where the range of conditions reflects realistic workplace situations. The competencies covered by this unit would be demonstrated by an individual working alone or as part of a team. The assessment environment should not disadvantage the candidate.

This unit could be assessed in conjunction with any other units addressing the safety, quality, communication, materials handling, recording and reporting associated with performing inspection (advanced) or other units requiring the exercise of the skills and knowledge covered by this unit.

Method of assessment

Assessors should gather a range of evidence that is valid, sufficient, current and authentic. Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. The candidate must have access to all tools, equipment, materials and documentation required. The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials.

EVIDENCE GUIDE**Guidance information for
assessment****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.

Unit Sector(s)

Unit sector	
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Co-requisite units

Co-requisite units		

Competency field

Competency field	Quality
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