

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

Functional Area - Testing Operations

Title	Evaluate subcontractor laboratory
Code	105875L5
Range	This unit of competency (UoC) covers the ability to critically evaluate subcontractor laboratory for subcontracting of tests according to relevant international standard and/or accreditation regulation.
Level	5
Credit	2 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess knowledge of subcontracting of tests</p> <ul style="list-style-type: none"> <li>• Explain conditions and circumstances when the laboratory subcontracts testing work, e.g. workload, need for further expertise, temporary incapacity, permanent subcontracting, franchise arrangements.</li> <li>• Interpret the requirements for subcontracting of tests in relevant international standard and/or laboratory accreditation scheme.</li> <li>• Formulate criteria for selection of competent subcontractor laboratory.</li> <li>• Command interpersonal and communications skills with customers.</li> </ul> <p>2. Evaluate subcontractor laboratory</p> <ul style="list-style-type: none"> <li>• Evaluate whether the subcontractor is competent to perform testing work, e.g. testing activities of the subcontractor laboratory comply with relevant international standard and/or laboratory accreditation scheme.</li> <li>• Critically evaluate non-accredited laboratory to perform subcontracting testing activities.</li> <li>• Advise the customer of the subcontracting arrangement in writing and, when appropriate, gain the approval of the customer.</li> <li>• Take the responsibility for the subcontractor's work.</li> <li>• Maintain a register of all subcontractors for tests and a record of the evidence of compliance with relevant international standard.</li> </ul> <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> <li>• Ensure the evaluation of subcontractor is effective and efficient.</li> </ul>
Assessment Criteria	<p>The integrated outcome requirement of this UoC is the ability to:</p> <ul style="list-style-type: none"> <li>• critically evaluate the competence of subcontractor laboratory in compliance with relevant international standard and/or laboratory accreditation scheme.</li> </ul>
Remark	<p>The relevant international standard and laboratory accreditation scheme involved in this UoC are as follows:</p> <ul style="list-style-type: none"> <li>• ISO/IEC 17025 General Requirements for the Competence of Testing and Calibration Laboratories</li> <li>• HOKLAS 003 Technical Criteria for Laboratory Accreditation</li> </ul>