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#### Overview

This standard is for those who carry out routine calibrations at prescribed intervals in order to keep equipment in calibration.

The job role will involve:

1. Performing calibration
2. Identifying and dealing with calibration problems
3. Recording calibration

# SKSTEX36(SQA Unit Code-H7C9

04)

## Calibrate textile production equipment

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### Performance criteria

*You must be able to:*

- P1 conduct routine calibration at prescribed intervals
- P2 maintain calibration equipment in working order
- P3 interpret calibration results and decide if equipment remains serviceable
- P4 inform relevant personnel if calibration reveals results that are not within specified operational limits
- P5 inform others in the event of equipment being out of calibration
- P6 label equipment that is out of collaboration clearly and accurately to indicate status
- P7 taking appropriate action in the event of an abnormal occurrence or malfunction
- P8 minimise hazards, loss of materials or data and adverse effects of equipment being out of calibration
- P9 identify the factors affecting the performance of calibrated equipment
- P10 identify equipment which cannot be calibrated to standard operating specifications and labelling them appropriately
- P11 inform others of equipment which cannot be calibrated
- P12 clean, store and dispose calibration equipment and materials according to standard operating procedures
- P13 update calibration records accurately and legibly
- P14 complete and store accurate records and documentation

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## 04)

### Calibrate textile production equipment

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#### Knowledge and understanding

*You need to know and understand:*

- K1 how to receive work instructions and specifications and interpret them accurately
- K2 how to make use of the information detailed in specifications and instructions
- K3 integrity of calibration equipment and materials in terms of;
  - K3.1 reference against methods and internal and external standards
  - K3.2 traceability
  - K3.3 verification
  - K3.4 valid certification
  - K3.5 storage and handling conditions
- K4 appropriate marking requirements for calibration equipment and materials
- K5 potential impact of non-conformance
- K6 key features of traceability
- K7 acceptable tolerances
- K8 units of measurement
- K9 actions available in the event of abnormal occurrences
- K10 appropriate action in the event of non-calibration including;
  - K10.1 referral to an internal standards organisation
  - K10.2 replacement
  - K10.3 arrangement for repair
  - K10.4 disposal
- K11 principles of calibration
- K12 importance of calibration
- K13 calibration requirements
- K14 appropriate calibration procedures and routines
- K15 labelling systems and their implications
- K16 cleaning materials and methods
- K17 methods of recording calibration status
- K18 ways of ensuring controlled conditions for calibration
- K19 ways of ensuring the integrity of standards being used in calibration
- K20 procedures for recording, storing and retrieving data
- K21 reporting procedures and report writing techniques
- K22 the importance of achieving quality and its relation to the end user/customer
- K23 safe working practices and organisational procedures
- K24 limits of your own responsibility
- K25 ways of resolving with problems within the work area, and within limits of personal responsibility
- K26 the production process and how your specific work activities relate to the whole process

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- K27 the importance of effective communication with colleagues
- K28 the lines of communication, authority and reporting procedures
- K29 the organisation's rules, codes and guidelines (including timekeeping)
- K30 the companies quality standards
- K31 the types of records kept, how are they completed and the importance of keeping them accurate
- K32 the importance of complying with written instructions
- K33 equipment operating procedures / manufacturers' instructions
- K34 statutory responsibilities under Health, Safety and Environmental legislation and regulations

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## Calibrate textile production equipment

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<b>Developed by</b>	Creative Skillset
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<b>Version number</b>	5
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<b>Date approved</b>	January 2013
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<b>Validity</b>	Current
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<b>Status</b>	Original
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<b>Originating organisation</b>	Creative Skillset
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<b>Original URN</b>	TEX36
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<b>Relevant occupations</b>	Manufacturing technologies; Crafts, creative arts and design; Design Associate Professionals; Textile and Garment Trades
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<b>Suite</b>	Manufacturing Textile Products
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<b>Key words</b>	Textiles; testing; laboratory; equipment; calibrate; calibration; tolerances; specifications
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