

Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	National Vocational Certificate level 2 to 5, in Agriculture Sector (Soil, water and fertilizer testing lab technician)
Competency Standards	Ensure Test Quality
Assessment Task	<p>This assessment will based on group activity Group I: lab assistance/technician (will perform test in lab) Group II: lab supervisor (assesse of this task) will perform the following activity</p> <ol style="list-style-type: none"> 1. Supervise test process 2. Supervise sub-ordinates involved in activity 3. Ensure quality of the process <p>Note: In this activity assessor will depute a staff of laboratory to perform test and assesse will supervise the process and ensure the quality of process</p>

I can.....

Performance Criteria	Yes	No
1. Ensure required temperature of the test as per test method.	<input type="checkbox"/>	<input type="checkbox"/>
2. Ensure the placement of all the equipment and instruments as per standard	<input type="checkbox"/>	<input type="checkbox"/>
3. Ensure the proper functioning of equipment	<input type="checkbox"/>	<input type="checkbox"/>
4. Ensure the availability of all the stock and working solutions	<input type="checkbox"/>	<input type="checkbox"/>
5. Ensure the quality assurance of all stock and working solutions	<input type="checkbox"/>	<input type="checkbox"/>
6. Implement safety parameters applicable for each test	<input type="checkbox"/>	<input type="checkbox"/>
7. Assign task to subordinates as per requirement.	<input type="checkbox"/>	<input type="checkbox"/>
8. Train subordinates as per lab training plan.	<input type="checkbox"/>	<input type="checkbox"/>
9. Evaluate subordinated for task performed as per lab evaluation criteria,	<input type="checkbox"/>	<input type="checkbox"/>
10. Monitor the assigned activities as per requirement.	<input type="checkbox"/>	<input type="checkbox"/>
11. Prepare related records of evaluation and monitoring as per lab procedure.	<input type="checkbox"/>	<input type="checkbox"/>

12. Submit the records to the supervisor	<input type="text"/>	<input type="text"/>
13. Plan activity as per lab quality assurance plan	<input type="text"/>	<input type="text"/>
14. Perform Quality assurance activity as per plan	<input type="text"/>	<input type="text"/>
15. Check the acceptance criteria as per lab standard protocol.	<input type="text"/>	<input type="text"/>
16. Employ statistical techniques (relative standard deviation, standard deviation, average/mean) as per lab procedure.	<input type="text"/>	<input type="text"/>
17. Prepare quality control charts following lab procedures.	<input type="text"/>	<input type="text"/>
18. Report deviations or outliers observed to the supervisor.	<input type="text"/>	<input type="text"/>

Candidate's Signature-----

Assessor's Signature -----

Date: -----

Instruction Sheet for the Candidate

Qualification	National Vocational Certificate level 2 to 5, in Agriculture Sector (Soil, water and fertilizer testing lab technician)
Competency Standard(s)	Ensure Test Quality
Candidate Details	Name ----- Registration/Roll Number -----
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <p>This assessment will based on group activity Group I: lab assistance/technician (will perform test in lab) Group II: lab supervisor (assesse of this task) will perform the following activity</p> <ol style="list-style-type: none"> 1. Supervise test process 2. Supervise sub-ordinates involved in activity 3. Ensure quality of the process <p>Note: In this activity assessor will depute a staff of laboratory to perform test and assesse will supervise the process and ensure the quality of process</p>
Time:240 Mins	<p>During a practical assessment, under observation by an assessor, you are required to</p> <p>This assessment will based on group activity Group I: lab assistance/technician (will perform test in lab) Group II: lab supervisor (assesse of this task) will perform the following activity</p> <ol style="list-style-type: none"> 1. Supervise test process 2. Supervise sub-ordinates involved in activity 3. Ensure quality of the process <p>Note: In this activity assessor will depute a staff of laboratory to perform test and assesse will supervise the process and ensure the quality of process</p>
Minimum Evidence Required	<p>Demonstrate the following criteria:</p> <ol style="list-style-type: none"> 1. Ensure required temperature of the test as per test method. 2. Ensure the placement of all the equipment and instruments as per standard 3. Ensure the proper functioning of equipment 4. Ensure the availability of all the stock and working solutions 5. Ensure the quality assurance of all stock and working solutions 6. Implement safety parameters applicable for each test

	<ol style="list-style-type: none">7. Assign task to subordinates as per requirement.8. Train subordinates as per lab training plan.9. Evaluate subordinated for task performed as per lab evaluation criteria,10. Monitor the assigned activities as per requirement.11. Prepare related records of evaluation and monitoring as per lab procedure.12. Submit the records to the supervisor13. Plan activity as per lab quality assurance plan14. Perform Quality assurance activity as per plan15. Check the acceptance criteria as per lab standard protocol.16. Employ statistical techniques (relative standard deviation, standard deviation, average/mean) as per lab procedure.17. Prepare quality control charts following lab procedures.18. Report deviations or outliers observed to the supervisor.
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Assessors Judgment Guide

Qualification	National Vocational Certificate level 2 to 5, in Agriculture Sector (Soil, water and fertilizer testing lab technician)
Competency Standard(s)	Ensure Test Quality
Candidate Details	Name ----- Registration/Roll Number:----- Signature: -----
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor ----- Assessor's code: ----- Signature: -----

Assessment Summary (to be filled by the assessor)

Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment		✓					
Other Requirement							

Observation Checklist

Assessment Task	This assessment will based on group activity Group I: lab assistance/technician (will perform test in lab) Group II: lab supervisor (assesse of this task) will perform the following activity 1. Supervise test process 2. Supervise sub-ordinates involved in activity 3. Ensure quality of the process Note: In this activity assessor will depute a staff of laboratory to perform test and assesse will supervise the process and ensure the quality of process				
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1.	Ensured required temperature of the test as per test method.				
2.	Ensured the placement of all the				

	equipment and instruments as per standard			
3.	Ensured the proper functioning of equipment			
4.	Ensure the availability of all the stock and working solutions			
5.	Ensured the quality assurance of all stock and working solutions			
6.	Implemented safety parameters applicable for each test			
7.	Assigned task to subordinates as per requirement.			
8.	Trained subordinates as per lab training plan.			
9.	Evaluated subordinated for task performed as per lab evaluation criteria,			
10.	Monitored the assigned activities as per requirement.			
11.	Prepared related records of evaluation and monitoring as per lab procedure.			
12.	Submitted the records to the supervisor			
13.	Planed activity as per lab quality assurance plan			
14.	Performed Quality assurance activity as per plan			
15.	Checked the acceptance criteria as per lab standard protocol.			
16.	Employed statistical techniques (relative standard deviation, standard deviation, average/mean) as per lab procedure.			
17.	Prepared quality control charts following lab procedures.			
18.	Reported deviations or outliers observed to the supervisor.			

Competent <input type="checkbox"/>	Not Yet Competent <input type="checkbox"/>
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Feedback to the Candidate

Candidate's Signature ----- Assessor's Signature -----