

Competence 6 Underpinning Knowledge Questions

The ability to manage administrative requirements in the workplace

This meets the requirements of IMCA

Refer to the performance criteria for this competence for guidance on the subjects for questions

Candidate Name:		Date:	
<i>N.B, The Assessor may ask the candidate for oral or written responses to questioning</i>			
Underpinning Knowledge Questions			Satisfactory Response?
1	What is the procedure for updating controlled documentation in your organisation?		
2	How are equipment calibrations recorded in your organisation?		
3			
4			
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10			
Feedback on answers received:			
Witness name: (If applicable in assessment plan)		Date:	
Assessor name:		Date:	