

TSC Category	Procurement Management					
TSC	Materials Inspection					
TSC Description	Verify correctness and usability of vendor products and services through specification matching and quality checks					
TSC Proficiency Description	Level 1	Level 2	Level 3 EGS-SRM-3002-1.1-1	Level 4 EGS-SRM-4002-1.1-1	Level 5	Level 6
			Apply material inspection procedures and report non-conformities of goods received	Develop material inspection procedures and manage nonconformities of goods received		
Knowledge			<ul style="list-style-type: none"> • Purchase orders (PO) and delivery orders (DO) • Types of inspection requests (IR) and inspection procedures (IP) • Quality certificate for goods receipt, Certificate of Conformance (COC) and other procurement-related documentation • Technical specifications of commonly procured items • Types of equipment, parts and materials 	<ul style="list-style-type: none"> • Technical specifications of key critical components for engineering equipment • Inspection requirements and management processes • Management of delivery orders (DO) non-conformance • Principles of lodging complaints and evidence requirements • Types of redressal policies 		
Abilities			<ul style="list-style-type: none"> • Compare DO against PO to verify correct quality and type of equipment, parts and/or materials delivered • Conduct preliminary visual inspections to ensure equipment, parts and materials delivered are in good condition • Verify Material Test Certificates (MTC), Manufacturing Certificate (Mfg. TC) and Guarantee Certificate (GC) • Identify signs of any packaging damage upon arrival as potential 	<ul style="list-style-type: none"> • Verify the state of key critical components upon delivery to ensure the correct items have been received and in good condition • Manage non-conformances of DO against Purchase Orders (PO) • Manage technical specification and quality issues pertaining to equipment, parts and materials supplied • Liaise with relevant departments to establish inspection requirements 		

**SKILLS FRAMEWORK FOR ENGINEERING SERVICES
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE**

			<p>indications warranting extra care</p> <ul style="list-style-type: none"> • Conduct required inspections with relevant departments • Collate data in collaboration with relevant departments to evaluate vendors • Prepare vendor compliance reports outlining conformance to PO specifications and quality of goods delivered 	<ul style="list-style-type: none"> • Gain input from engineering department on testing requirements and make adjustments to procedures • Liaise with relevant departments to address concerns resulting from inspections • Formulate rejection notices and launch formal complaints to initiate redressal process when appropriate • Evaluate vendor compliance reports to highlight recurring issues and propose more reliable alternatives 		
--	--	--	---	--	--	--