

## Intro to Unit 4 Laboratory Equipment Metrology (NI candidates only)

### UNIT DESCRIPTION

This unit is designed to provide the candidate with the knowledge associated with a calibration laboratory technician. You will learn about laboratory equipment and processes and any associated guidance/specification requirements.

### WHAT TO EXPECT

Courses are offered each year for this and all Units. You will be taught in line with the unit learning outcomes. It is also expected that you will undertake your own learning, by ensuring you are familiar with all areas shown in the unit syllabi (found on pages 3-5).

CPCF courses will use different learning delivery methods. You will have two classroom-based days with the trainer. Access to an on-line portal that provides you with on-going detailed course notes, inter block assessments plus remote sessions, with the trainer and other trainees.

In addition to this, the trainer may choose to provide, via the on-line portal, videos or other learning materials, as they deem necessary; these additional learning materials will be provided throughout the duration of the course.

You are expected to complete all assessments/assignments, as notified to you, by your trainer. You will upload them for marking, by the designated deadline.

**Written exam:** You will register for the Laboratory Equipment – Metrology Unit and complete the associated 1.5 written exam and demonstrate the knowledge requirements for this subject.

**Portfolio:** You will complete the associated portfolio and demonstrate the skills requirement for this subject. This will be submitted to the Verifier by **1 October**.

**NOTE: You may not take the written examination if the portfolio is not submitted.**

### UNIT INFO

#### Assessment types:

Written exam (1.5)  
Portfolio

#### Resources information:

Portfolio requirement is found on our website:

<https://www.tradingstandards.uk/practitioners/training-development/qualifications-resources#stage2>

Examples of written exam question types, are found here:

<https://www.tradingstandards.uk/practitioners/training-development/qualifications-resources#pastpapersreports>

Guidance information on assessment types are found here:

<https://www.tradingstandards.uk/practitioners/training-development/qualifications-resources#cpcftrainingexams>

#### Unit designated learning hours:

200 hours (delivered by both training and self-learning hours)

#### Qualifications Team info:

Available Mondays to Fridays.  
9am to 4pm

Telephone: 01268 582242  
Email: [qualifications@tsi.org.uk](mailto:qualifications@tsi.org.uk)

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### CLASSIFICATION OF MARKS

All examinations are marked out of 100% and with a pass mark of 40%.

On passing an examination/coursework you will be graded with the following classifications: Distinction, Merit and Pass.

All effort should be made to gain the highest mark possible throughout the examining process.

### CPCF REGULATIONS AND POLICIES

All forms of assessment fall within strict regulations and you must ensure you understand and adhere to all regulation requirements.

The regulations that cover all aspects of the CPCF qualifications can be found on our website:

<https://www.tradingstandards.uk/media/documents/practitioners/cpcf/apel--regulations/cpcf-regulations-final-updated-april-2020.pdf>

Please ensure you are familiar with all aspects within the regulations, taking particular notice of any area relating to examinations, coursework and deadlines.

CTSI will publish policies surrounding the CPCF qualification from time to time. These are found here:

<https://www.tradingstandards.uk/practitioners/training-development/qualifications-resources>

It is important that you are aware of any notifications provided by CTSI throughout the year to ensure you are meeting any/all requirements that the Executive or the Qualifications and Awards Board have put out.

### GOVERNANCE

For more detailed information on the governance of the CPCF, you will find this within the regulations. Below outlines the governance structure approved by CTSI Council.

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### UNIT SYLLABI

NOTE: The examiners may expect candidates to show knowledge of legislation which is in existence but not in force, (i.e. Acts which have not finally been enacted, or Regulations which have not reached their commencement date) if it is directly and significantly relevant to the subject-matter of the examination.

### Learning Outcomes:

At the end of this module, the student will be able to demonstrate knowledge of:

1. The quality assurance in metrology laboratories including national, EU and International frameworks for its provision (including appropriate legislation where applicable).
2. Uncertainty of measurement principles relating to mass, length, volume, flow and density
3. Care, maintenance, calibration and history of calibration equipment
4. Principles of quality assurance
5. Following and applying good laboratory practice
6. Maintaining a safe working environment
7. Avoiding contamination or cross contamination of equipment or artefacts

### Indicative areas of study

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