



# Level 3 Diploma In **Business-Improvement Techniques**

# ENGINEERING

## Qualification Specification

### Overview

This qualification is a Vocationally Related Qualification (VRQ) which focuses on the knowledge and, where appropriate, the practical skills associated with lean business improvement. This arrangement ensures that when the learner completes the qualification they will have gained some practical experience and expectation of some of the situations that they could face within the occupational sector in which it is being delivered.

### Typical Job

Employees involved in carrying out business improvement activities within a team such as team members and team leaders and those with specific responsibility for delivering business improvements such as continuous improvement leaders/specialists, process/quality improvement leaders and managers.

Qualification code:	600/3559/6
Level:	3
Total Qualification Time	400 Hours
Credit value:	40
Guided learning hours:	170
Minimum learning age:	16



## Purpose of qualification

### What does this qualification cover?

This level three qualification focuses on knowledge and understanding of lean business improvement principles using practical skills where appropriate. This qualification covers knowledge and understanding of lean business improvement and has been developed in consultation with colleges, training associations and industry to ensure that it meets the needs of employers and learners. The qualification has huge potential benefits for those engaging with lean business principles across all sectors - not just manufacturing. This qualification does not require occupational evidence.

### Who is this qualification for?

Learners who may have a limited prior knowledge and understanding of business improvement but have the ability to achieve a level three qualification those who wish to learn about lean business improvement techniques those with responsibility for improving business performance such as team leaders, quality assurance personnel, operations managers those who are looking for a career change or wish to learn new skills.

## Who supports the qualification?

This qualification is:

- Accredited by Ofqual at level 3
- Supported by SEMTA
- Developed with industry support.

## What could this qualification lead to?

This qualification relates to the following EAL qualifications:

- EAL Level 2 NVQ Diploma in Business-Improvement Techniques (QCF)
- EAL Level 3 NVQ Diploma in Business-Improvement Techniques (QCF)
- EAL Level 4 NVQ Diploma in Business-Improvement Techniques (QCF)

Apprenticeships:

The qualification provides progression opportunities for learners seeking to enter into an Apprenticeship and is included in the SEMTA Apprenticeship Framework: Operations and Quality Improvement (England).

## Entry requirements

There are no formal entry requirements for this qualification; however centres should ensure that the learners have the potential to achieve this qualification. Learners must have the minimum levels of literacy and numeracy to complete the learning outcomes and the assessments.

## How is the qualification achieved?

The qualification is achieved when all the necessary units have been completed. The centre will then be able to apply for the learner's certificate of achievement. The learners will also receive a certificate of unit credit, listing all the units they have achieved.

## What will be assessed?

The assessment criteria within the selected units covering the relevant business improvement activity. This qualification is not graded, learners can achieve a pass or be refer only.

## How will it be assessed?

By centre marked practical assessments.

## Structure

### Group A – Mandatory units: both units must be taken:

EAL Code	Assessment Route Title	GLH	Ofqual Code
QBID3/001	Understand the application of statutory regulations and organisational safety requirements	18	T/503/5833
QBID3/002	Understanding the leading of effective teams	28	T/503/5816

### Group B - must cover all three of the following units:

QBID3/003	Understanding the application of workplace organisation techniques	26	J/503/5819
QBID3/004	Understanding the application of continuous improvement techniques (Kaizen)	24	J/503/5822
QBID3/005	Understanding the development of visual management systems	18	R/503/5824

### Group C - plus one of the following units:

QBID3/006	Understanding the creation of flexible production and manpower systems	20	Y/503/5825
QBID3/007	Understanding how to carry out problem solving activities	20	D/503/5826

### Group D - plus two more units from the following:

QBID3/008	Understanding the process of analysing and selecting parts for improvement	18	H/503/5827
QBID3/011	Understanding the application of set-up reduction techniques	26	K/503/5828
QBID3/013	Understanding the application of flow process analysis	20	M/503/5829
QBID3/016	Understanding the creation of standard operating procedures	18	K/503/5831

