



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **AHCMOM101A Assist with routine maintenance of machinery and equipment**

**Release: 1**

## AHCMOM101A Assist with routine maintenance of machinery and equipment

### Modification History

Not Applicable

### Unit Descriptor

<b>Unit descriptor</b>	This unit covers assisting with routine maintenance of machinery and equipment, and defines the standard required to: test machinery and equipment to identify faults; carry out basic repairs; complete work records and clean up work area.
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### Application of the Unit

<b>Application of the unit</b>	This unit applies to the provision of support to others undertaking maintenance on small engine machinery including hand tools and equipment.
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### Licensing/Regulatory Information

Not Applicable

### Pre-Requisites

<b>Prerequisite units</b>		

## Employability Skills Information

<b>Employability skills</b>	This unit contains employability skills.
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## Elements and Performance Criteria Pre-Content

Not Applicable

## Elements and Performance Criteria

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
1. Prepare for basic routine maintenance	<ul style="list-style-type: none"><li>1.1. Tools and supplies required to carry out basic routine maintenance tasks are identified, selected and provided on site according to supervisor's instructions.</li><li>1.2. Routine pre-operational checks of machinery and equipment are carried out and adjustments made according to manufacturers specifications and/or enterprise procedures.</li><li>1.3. Faulty or unsafe machinery and equipment are identified and segregated for repair or replacement according to enterprise requirements.</li><li>1.4. Occupational Health and Safety (OHS) hazards in the workplace are identified and reported to the supervisor.</li></ul>
2. Carry out basic routine maintenance	<ul style="list-style-type: none"><li>2.1. Suitable personal protective equipment is stored, selected, used and maintained according to OHS requirements.</li><li>2.2. Greasing, lubrication and other basic servicing of machinery and equipment are carried out according to operator's manual/manufacture's specifications and supervisor's instructions.</li><li>2.3. Routine adjustments and repairs are made to machinery and equipment according to operator manual/manufacture's specifications and supervisor's instructions.</li><li>2.4. Work is conducted according to OHS requirements and completed to supervisor's satisfaction.</li></ul>
3. Complete basic routine maintenance activities	<ul style="list-style-type: none"><li>3.1. Tools are cleaned, returned to operating order and stored according to manufacturer's specifications and enterprise requirements.</li><li>3.2. Environmental procedures are followed and waste from maintenance activities is collected, treated and disposed or recycled according to enterprise requirements.</li><li>3.3. Work area is cleaned and maintained according to OHS and enterprise requirements.</li><li>3.4. Malfunctions, faults, wear or damage to tools are reported to the supervisor according to enterprise requirements.</li></ul>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

#### Required skills

- demonstrate safe and environmentally responsible workplace practices
- read and interpret manufacturers specifications, work and maintenance plans, safety decals and Material Safety Data Sheets (MSDSs)
- measure and calculate volumes, consumption and lubrication requirements
- use literacy skills to read and follow a range of basic instructions
- use oral communication skills/language competence to communicate effectively with others
- use numeracy skills to complete basic calculations
- use interpersonal skills to work with and relate to people from a range of cultural, social and religious backgrounds.

#### Required knowledge

- types, characteristics and functions of machinery and equipment
- machinery and equipment testing and operating procedures
- types, characteristics and functions of tools used in maintenance of machinery and equipment
- OHS legislative requirements
- Codes of Practice with regard to the use and control of hazardous substances and/or working in confined spaces
- environmental Codes of Practice with regard to maintenance activities and disposal of fuels and oils.

## Evidence Guide

<b>EVIDENCE GUIDE</b>	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
<b>Overview of assessment</b>	
<b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b>	<p>The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:</p> <ul style="list-style-type: none"> <li>• test machinery and equipment to identify faults</li> <li>• carry out basic repairs</li> <li>• complete work records</li> <li>• clean up work area.</li> </ul>
<b>Context of and specific resources for assessment</b>	Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

## Range Statement

<b>RANGE STATEMENT</b>	
The range statement relates to the unit of competency as a whole.	
Maintenance may involve:	<ul style="list-style-type: none"> <li>• small engine machinery including hand tools and equipment.</li> </ul>

## Unit Sector(s)

<b>Unit sector</b>	Machinery operation and maintenance
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## Co-requisite units

<b>Co-requisite units</b>		

## Competency field

<b>Competency field</b>	
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