



Australian Government

AURASA102 Follow safe working practices in an automotive workplace

Release: 1

AURASA102 Follow safe working practices in an automotive workplace

Modification History

Release	Comments
Release 1	This version first released with AUR Automotive Retail, Service and Repair Training Package Version 6.0

Application

This unit describes the skills and knowledge required to identify and follow safety and emergency procedures in an automotive workplace. It involves safety procedures to be followed when using workplace hand tools and hand-held power tools, fixed equipment, and chemicals, and when running vehicles and machinery. It includes the individual's responsibility for safety and emergency response in the event of an accident or incident.

The unit applies to those who work on agricultural machinery, heavy commercial vehicles, light vehicles, marine vessels, motorcycles, mobile plant machinery or outdoor power equipment in the automotive service and repair industry.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Unit Sector

Common - Health and Safety

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify and follow workplace safety procedures	1.1 Identify workplace procedures relating to personal safety 1.2 Identify and report unsafe situations and hazards according to workplace procedures 1.3 Identify and report machinery and equipment breakdowns according to workplace procedures 1.4 Identify and report fire hazards according to workplace procedures and taking the required precautions 1.5 Identify and follow workplace procedures and safety

ELEMENT	PERFORMANCE CRITERIA
	requirements for handling and storing dangerous goods and hazardous substances 1.6 Identify and follow workplace manual handling procedures 1.7 Participate in workplace health and safety (WHS) consultative arrangements established by workplace
2. Identify and follow workplace emergency procedures	2.1 Identify and follow workplace emergency procedures regarding illness and accidents 2.2 Identify and follow safety warning alarms and workplace evacuation procedures 2.3 Identify and locate firefighting appliances and equipment for emergency use and application 2.4 Identify and contact qualified persons in the event of an incident, accident or sickness of self, co-workers, staff, customers and others 2.5 Complete accident and incident documentation requirements according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Learning	Locates required sources of information efficiently
Reading	Interprets information from manufacturer and workshop literature when seeking procedures required to carry out work safely
Oral communication	- Clarifies instructions - Informs personnel of workplace hazards
Numeracy	Identifies hazardous material weights and volumes according to safety data sheets (SDS) and work instructions
Planning and organising	Plans own work requirements to achieve required outcomes while working according to safety requirements
Self-management	Identifies and look after own safety
Problem solving	Recognises when unsure of safety procedures and seek help

Unit Mapping Information

Supersedes and is equivalent to AURASA002 Follow safe working practices in an automotive workplace.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b4278d82-d487-4070-a8c4-78045ec695b1>