



Australian Government

AURVTA003 Inspect vehicle paint, trim and accessories and recommend repair procedures

Release: 1

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Modification History

Release	Comment
Release 1	New unit of competency.

Application

This unit describes the performance outcomes required to inspect vehicle paint, trim and accessories and make recommendations regarding suitable repair or replacement procedures. It involves preparing for the task, inspecting the technical quality of repair work, recommending repair and rectification options, completing a written report at the request of either the customer or the repairer, and completing workplace processes and other documentation.

It applies to those working in the automotive body repair industry.

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

Competency Field

Vehicle Body

Unit Sector

Technical

Elements and Performance Criteria

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Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold and italicised text is used, further information is detailed in the range of conditions section.

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1. Prepare for vehicle inspection	1.1 Job requirements are determined from workplace instructions 1.2 Vehicle component specifications are sourced and interpreted from original equipment manufacturer (OEM) or authorised agency and workplace procedures 1.3 Vehicle to be inspected is located, checked and confirmed against vehicle information in workplace instructions 1.4 <i>Inspection methods</i> are determined and most appropriate option for vehicle and job requirement is selected 1.5 Hazards associated with the work are identified and risks are managed 1.6 Materials and equipment required to conduct inspection are sourced and prepared
2. Inspect vehicle paint, trim and accessories	2.1 Vehicle paint, trim and accessories are inspected to determine damage or faults following workplace procedures and <i>safety requirements</i> 2.2 Vehicle inspection is completed without causing damage to vehicle or components 2.3 Inspection findings are recorded accurately according to workplace procedures
3. Complete work processes	3.1 Repair options and rectification action are determined and noted in workplace documentation 3.2 Final report identifying repair requirements, including in-house and sublet requirements and recommended repair methods, is prepared according to workplace procedures 3.3 Final report is checked for accuracy and completeness and submitted for processing according to workplace procedures

Foundation Skills

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

Skills	Description
Learning skills to:	locate appropriate sources of information efficiently.
Writing skills to:	legibly and accurately complete inspection and rectification reports outlining repair recommendations, and parts and material

Skills	Description
	required.
Oral communication skills to:	- clarify instructions and ask questions to gather information - convey inspection findings and repair recommendations.
Numeracy skills to:	- interpret repair and vehicle specifications correctly using metric and imperial systems of measurement - compare measurements of parts and components to determine compliance with specifications - interpret specialised measuring equipment and calibrate equipment scales.
Planning and organising skills to:	plan own work requirements and prioritise actions to achieve required outcomes and ensure tasks are completed within workplace timeframes.
Technology skills to:	use business technology, including cameras, to complete reporting tasks.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

<i>Inspection method</i> must include:	- visual checking - measuring.
<i>Safety requirements</i> must include:	- work health and safety (WHS) and occupational health and safety (OHS) requirements, including procedures for: - selecting and using personal protective equipment (PPE) - using hand tools and lifting equipment.

Unit Mapping Information

Equivalent to AURVTA3003 Inspect paint, trim and accessories and recommend repair procedures

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b4278d82-d487-4070-a8c4-78045ec695b1>

