Australian Government

Department of Education, Employment and Workplace Relations

DEFCO405C Conduct operator level maintenance in a Defence environment

Release: 1

INDUSTRY
SKILLS
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DEFCO405C Conduct operator level maintenance in a Defence environment

Modification History

Not applicable.

Unit Descriptor

Unit Descriptor	This unit covers the competency required to conduct operator level maintenance on communications equipment within Defence communications workplaces.
	The unit includes the identification and selection of tools and equipment, the application of organisational safety requirements within guidelines of responsibility and full adherence to occupational health and safety (OH&S)/radiation hazard policy.

Application of the Unit

Application of the Unit	This unit was developed for communications and information systems operators working within Defence but is applicable to any individual in this field of work.
	The conduct of operator level maintenance on communications equipment is a key component of the communications requirement within Defence and is a fundamental requirement for communications and information systems operators.
	Typically operators work independently and as part of a team under direct and/or indirect supervision, use discretion and judgement, and take responsibility for the quality of their outputs. All activities are carried out in accordance with relevant organisational policies and procedures.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Employability Skills	This unit contains employability skills.
Pre-requisite Unit/s	Nil

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.	Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the Required Skills and Knowledge and/or the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. **Carry out equipment checks**	1.1 OH&S requirements and recognised safety precautions are applied throughout the activity
	1.2 Tools appropriate to the task are selected
	1.3 *Equipment* is checked in accordance with specified workplace instructions
	1.4 Status of equipment is *recorded* according to prescribed guidelines
	1.5 Deficiencies or abnormalities are *reported* to appropriate personnel

ELEMENT	PERFORMANCE CRITERIA
2. **Perform operator level maintenance**	2.1 Equipment is inspected in accordance with Defence procedures
	2.2 Preventative maintenance is performed in accordance with specific workplace instructions
	2.3 Equipment is replaced/repaired within the guidelines of *operator level maintenance*
	2.4 Details of maintenance are recorded and reported to appropriate personnel

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level, required for this unit.

Required Skills

- encourage team members
- follow instructions/directives and report information
- identify faults
- report deficiencies or abnormalities
- use a variety of verbal and non-verbal communication techniques
- use active listening techniques
- use cleaning agents and chemicals safely
- use specific maintenance tools
- visually inspect equipment

Required Knowledge

- cleaning procedures of selected equipment
- composition of teams and roles and responsibilities of team members
- maintenance procedures of selected equipment
- OH&S/radiation hazard policies
- parts and components of selected equipment

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit	Assessment must confirm the ability to: • inspect equipment in accordance with operating procedures • correctly perform pre operational checks • clean and maintain equipment within guidelines of responsibility • comply with OH&S/radiation hazard policy • perform pre/post deployment checks in accordance with specific operating procedures. **Consistency in performance** Competency should be demonstrated over time to ensure the individual is assessed across a variety of situations within the workplace.
Context of and specific resources for assessment	**Context of assessment** Competency should be assessed in the workplace or in a simulated workplace environment. **Specific resources for assessment** Access is required to: • specific workplace operating procedures • task specific tools and equipment • maintenance guidelines • communications publications • equipment specific manuals.
Method of assessment	In a public safety environment assessment is usually conducted via direct observation in a training environment or in the workplace via subject matter supervision and/or mentoring, which is typically recorded in a competency workbook. Assessment is completed using appropriately qualified assessors who select the most appropriate method of assessment. Assessment may occur in an operational environment or in an industry-approved simulated work environment.

EVIDENCE GUIDE

Forms of assessment that are typically used include:

- direct observation
- interviewing the candidate
- journals and workplace documentation
- third party reports from supervisors
- written or oral questions.

Range Statement

RANGE STATEMENT

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

Equipment may include	Ancillary equipment
	Basic preventative maintenance tools and equipment
	Communications equipment
	Field specific equipment
	Fire equipment
	Lighting equipment
	Salvage and rescue equipment
	Visual signalling equipment
Records and reports may include	Daily system operability tests (DSOTs) check sheets
	Departmental defect logs
	Field unserviceability reports (EMEFIX)
	Unserviceability reports
Operator level maintenance may include	Basic non technical functions that do not exceed the communications operator's area of responsibility such as: - basic component replacement - routine cleaning - visual inspections - routine operability checks

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Unit Sector(s)

Not applicable.

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