



Australian Government

**Assessment Requirements for MEA103
Plan and organise aviation maintenance
work activities**

Release: 1

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Modification History

Release 1 - New unit of competency

Performance Evidence

Evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria under the specified conditions of assessment, and must include:

- the interpretation of information relating to the work activity from a range of industry manuals, industry and enterprise regulations and industry documentation
- consideration of WHS regulations/precautions specific to the work activity and others working in the vicinity of the planned work activity, particularly with regard to electricity, gases (especially oxygen), oils and chemicals
- the use of MSDS
- the application of human factors in planning maintenance activities.

The relationship between broader planning and organising requirements and service specific procedures must be clearly linked.

Knowledge Evidence

Evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- the impact of human factors on the safe and effective performance of maintenance on aircraft and aircraft components
- MSDS
- the types of servicings performed on aircraft, i.e. scheduled and unscheduled maintenance activities, and their impact on planning aviation work activity
- aircraft reference numbering systems as an aid to organising effective work activity in terms of related tasks and inspection/servicing zones.

Assessment Conditions

- Competency should be assessed in the work environment or by use of simulated activities, covering planning and organising situations applicable in the aircraft maintenance environment.
- This unit must be related in its assessment and application to all other units, particularly those that apply to the actual maintenance of aircraft.
- Evidence of underlying knowledge and skills associated with the general application of planning and organising while allowing for relevant human factors and WHS requirements is required to supplement evidence of ability to integrate these processes in conjunction with other personnel in the workplace.
- The following conditions of assessment represent the requirements of the Regulators (ADF and CASA) and maintenance stakeholders and must be rigorously observed.
- A person cannot be assessed as competent until it can be demonstrated to the satisfaction of the workplace assessor that the relevant elements and performance criteria of the unit of competency are being achieved under routine supervision on single and multiple tasks involving more than one person. This shall be established via the records in the Log of Industrial Experience and Achievement or, where appropriate, an equivalent Industry Evidence Guide (for details refer to the Companion Volume Implementation Guide).
- Assessors must satisfy the requirements of the National Vocational Education and Training Regulator (Australian Skills Quality Authority, or its successors).
- Where the unit is to be used for CASA licensing purposes the Assessor must also meet the criteria specified in the CASR Part 147 Manual of Standards.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=ce216c9c-04d5-4b3b-9bcf-4e81d0950371>