



Australian Government

MEA103 Plan and organise aviation maintenance work activities

Release: 1

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Modification History

Release 1 - New unit of competency

Application

This unit of competency requires the application of work planning and organising principles that are applied within the framework of defined single or multiple aviation maintenance tasks that involve one or more individuals. Tasks may be performed during scheduled or unscheduled maintenance performed on flight line/tarmac, in hangars and in component workshops. It is applicable to all Aeroskills maintenance training pathways and is used in workplaces that operate under the airworthiness regulatory systems of the Australian Defence Force (ADF) and the Civil Aviation Safety Authority (CASA) during scheduled or unscheduled maintenance.

Where a CASA licensing outcome is sought this unit forms part of the CASA requirement for the granting of the chosen maintenance certification licence under Civil Aviation Safety Regulation (CASR) Part 66, in accordance with the licensing provisions in the Companion Volume Implementation Guide.

Pre-requisite Unit

MEA101	Interpret work health and safety practices in aviation maintenance
MEA105	Apply quality standards applicable to aviation maintenance practices
MEA107	Interpret and use aviation maintenance industry manuals and specifications
MEA108	Complete aviation maintenance industry documentation

Competency Field

Aviation maintenance

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

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|----|-----------------------------|-----|---|
| 1. | Identify task requirements | 1.1 | Task requirements are determined or confirmed, and clarified to ensure correct interpretation of specifications or requirements |
| 2. | Plan steps to complete task | 2.1 | Task is interpreted and relevant steps are identified to ensure efficient conduct of work to meet specifications in accordance with relevant aircraft publications/maintenance regulations/orders and standards and practices |
| | | 2.2 | Steps are planned in conjunction with the work of other personnel to allow achievement of practical outcomes in accordance with relevant aircraft publications/maintenance regulations/orders and standards and practices |
| | | 2.3 | Human factors are allowed for in planning of steps |
| 3. | Organise work | 3.1 | Work activity is organised with other involved personnel, allowing for relevant human factors and using relevant communication processes to ensure safe and appropriate sequencing of tasks, including observance of all relevant work health and safety (WHS) requirements and the use of material safety data sheets (MSDS) |
| | | 3.2 | All necessary documentation related to job planning and progress is completed and recorded in accordance with relevant aircraft publications/maintenance regulations/orders and standards and practices |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different 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.

Unit Mapping Information

Release 1 – equivalent to MEA103B Plan and organise aviation maintenance work activities

Links

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