



Australian Government

MEA162 Write aviation technical publications

Release: 1

MEA162 Write aviation technical publications

Modification History

Release 1. Supersedes and equivalent to MEA137 Write aviation technical publications.
Revised as a result of changed prerequisites. Unit codes updated.

Application

This unit of competency describes the skills and knowledge required to research data, and draft and process aviation technical publications and amendments to technical publications in print-based, electronic and microfiche medium. The publications must be written according to established standards and specifications. Work may be performed individually or as part of a team.

The aviation technical publications apply to maintenance manuals, operating instructions, parts catalogues, procedures manuals, and other related technical publications used in scheduled and unscheduled aviation maintenance. The unit is used in workplaces that operate under the airworthiness regulatory systems of the Australian Defence Force (ADF) and the Civil Aviation Safety Authority (CASA).

This unit forms part of the CASA requirement for maintenance certification licences under Civil Aviation Safety Regulation (CASR) Part 66. Where a CASA licensing outcome is sought, users must refer to the licensing provisions in the MEA Aeroskills Companion Volume Implementation Guide.

Pre-requisite Unit

Nil.

Competency Field

Integrated logistic support

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1. Research requirements for aviation technical publication or amendment

PERFORMANCE CRITERIA

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

- 1.1 Determine required medium, style and layout for publication
- 1.2 Obtain or access required data for publication content
- 1.3 Identify potential problems, and identify and consult experts who may provide assistance with those matters

ELEMENTS**PERFORMANCE CRITERIA**

- | | |
|---|---|
| | 1.4 Determine problem resolution strategies |
| 2. Draft publication or publication amendment | 2.1 Draft publication or amendment using required guidelines and specified software package |
| | 2.2 Select required graphics and raise illustrator briefs |
| | 2.3 Identify and observe legislative requirements in relation to copyright |
| | 2.4 Insert completed graphics into draft, and annotate and label them |
| | 2.5 Prepare draft for publishing and submit for editorial review |
| 3. Process draft publication or amendment | 3.1 Submit proofed copy of publication or amendment for client acceptance |
| | 3.2 Publish publication or amendment |
| | 3.3 Update publication management database and deliver or distribute completed publication |

Foundation Skills

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

Unit Mapping Information

Release 1. Supersedes and equivalent to MEA137 Write aviation technical publications.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=ce216c9c-04d5-4b3b-9bcf-4e81d0950371>