



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **MEA101B Interpret occupational health and safety practices in aviation maintenance**

Release: 1

## MEA101B Interpret occupational health and safety practices in aviation maintenance

### Modification History

Not applicable.

### Unit Descriptor

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|------------------------|--|
| <b>Unit descriptor</b> | This unit covers the competencies required to comply with occupational health and safety (OH&S) regulations and work safely in aircraft maintenance areas and incorporates the requirements of NOHSC:7025(1998) Generic Competency A. Where a CASA licensing outcome is sought this unit forms part of the CASA requirement for the granting of the chosen Aircraft Maintenance Engineer licence under CASR Part 66, in accordance with the licensing provisions in the Assessment Guidelines. |
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### Application of the Unit

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| <b>Application of the unit</b> | This unit requires application of OH&S practices relevant to aviation maintenance workplaces in order to ensure own safety and that of others in the workplace. Applications include the performance of maintenance activities on fixed or rotary wing aircraft on the flight line or tarmac, in the hanger including during functional testing of systems and in the workshop environment. |
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### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

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| <b>Prerequisite units</b> |  |  |
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## Employability Skills Information

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| <b>Employability skills</b> | This unit contains employability skills. |
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## Elements and Performance Criteria Pre-Content

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| Elements describe the essential outcomes of a unit of competency. | Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide. |
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## Elements and Performance Criteria

| ELEMENT  | PERFORMANCE CRITERIA   |
|--|--|
| 1. Interpret safe work practices.                        | 1.1. <b>Relevant regulatory and enterprise policies and procedures</b> that identify the <b>requirements for conduct of safe work</b> are interpreted and understood.<br>1.2. Workplace housekeeping measures are identified in accordance with standard enterprise procedures.<br>1.3. Use of <b>personal protective equipment</b> and clothing is identified and understood and maintenance measures are interpreted and understood according to regulatory and enterprise procedures.<br>1.4. Safety signs and symbols are interpreted and understood, and their directions observed in accordance with enterprise and safety requirements. |
| 2. Interpret reporting procedures for workplace hazards. | 2.1. Workplace hazards are correctly identified and reporting procedures interpreted and understood according to standard enterprise procedures.   |
| 3. Interpret emergency procedures.                       | 3.1. Method of contacting the appropriate personnel and emergency services in the event of an accident is appropriate to enterprise requirements.<br>3.2. Emergency and evacuation procedures are interpreted and understood to ensure safe conduct of personnel according to enterprise procedures.<br>3.3. Use of emergency equipment is correctly identified to comply with regulatory or enterprise procedures.  |

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

#### Required skills

Look for evidence that confirms skills in:

- correctly interpreting OH&S regulations, instructions and procedures relevant to the range of applications listed in the Range Statement
- recognising and adhering to aerospace industry signage, including aircraft systems plumbing markings
- recognising and reporting to designated personnel hazardous situations in the workplace
- risk assessment and control
- selecting appropriate protective clothing for the maintenance activity being undertaken
- correct interpretation of enterprise and regulatory emergency procedures
- correct identification and operation of enterprise/industry specific workplace emergency equipment
- application of first aid procedures such as DRABC

#### Required knowledge

Look for evidence that confirms knowledge of:

- the applicable sources of OH&S requirements and procedures and their application in workplace situations as listed in the Range Statement
- how to recognise and report hazardous situations in the workplace
- methods of risk assessment and control
- the preferred order of ways to control risks (known as the hierarchy of control)
- work operations to control risks, e.g., permit to work systems such as confined space entry and isolation procedures
- how to determine requirements for personal protective equipment associated with maintenance activities
- the correct selection and use of workplace emergency equipment
- action to be taken in emergency situations
- first aid procedures

## 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, range statement and the Assessment Guidelines for the Training Package.

#### Overview of assessment

A person who demonstrates competency in this unit must be able to correctly interpret and apply all relevant OH&S procedures and standard processes in the aviation maintenance environment.

#### Critical aspects for assessment and evidence required to demonstrate competency in this unit

This unit must be related in its assessment and application to all other units. The relationship between general workplace OH&S requirements, as included in enterprise procedures, and the relevant Federal and/or State and Territory legislation must be clearly linked. Evidence of knowledge and skills associated with the application of OH&S standards is required to supplement evidence of ability to interpret and apply specific safe practices in the workplace.

Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency under routine supervision on at least one item against each Group 1 to 10 (Groups 11 and 12 must also be included if applicable to the enterprise) as listed in the Range Statement. This shall be established via the records in the Log of Industrial Experience and Achievement or, where appropriate, an equivalent Industry . The relationship between general workplace OH&S requirements, as included in enterprise procedures, and the relevant Federal and/or State and Territory legislation must be clearly linked.

#### Context of and specific resources for assessment

This unit may be assessed on the job, off the job or a combination of both on and off the job. Where assessment occurs off the job, that is, the candidate is not in productive work, then an appropriate simulation must be used where the range of conditions reflects realistic workplace situations. Should a demonstration of skill application be necessary, the candidate must have access to all necessary tools, equipment, materials and relevant documentation. The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals

| <b>EVIDENCE GUIDE</b>                      |                          |
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|  | and reference materials. |
| <b>Method of assessment</b>                |                          |
| <b>Guidance information for assessment</b> |                          |

## Range Statement

| <b>RANGE STATEMENT</b>   |   |
|--|---|
| <p>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, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.</p> |   |
| <b>Note</b>  | <p>Range statements listed below are numbered to facilitate specification of the assessment requirements included in the Evidence Guide.</p>  |
| <b>Requirements for conduct of safe work</b>   | <p>The requirements for conduct of safe work may cover:</p> <ol style="list-style-type: none"> <li>1. Applying general duty of care under OH&amp;S legislation and common law</li> <li>2. Fluid and gas high and low pressure systems including fluid handling (for example, hydraulic fluids, lubricants, compressed air, nitrogen and oxygen)</li> <li>3. Fuelling/defuelling and working on fuel systems, including confined space entry</li> <li>4. Using and handling chemicals, including solvents, battery acids</li> <li>5. Electrical systems, outlets and leads</li> <li>6. Noise hazard areas and aircraft safety zones</li> <li>7. Aircraft handling, towing, jacking, ground equipment operation and signage</li> <li>8. Personal protection</li> <li>9. First aid</li> <li>10. Housekeeping and cleaning, waste disposal and FOD prevention practices and procedures</li> <li>11. Aircraft strobe lighting</li> <li>12. Ionising, non-ionising radiation equipment</li> </ol> |
| <b>Application</b>   | <p>Application of this unit of competency relates to all aviation maintenance workplace environments.</p>   |
| <b>Relevant regulatory and enterprise policies and procedures</b>  | <p>Relevant regulatory and enterprise policies and procedures may be found in:</p> <ul style="list-style-type: none"> <li>• Commonwealth, State and Territory OH&amp;S Acts, regulations and codes of practice, including regulations and codes of practice relating to hazards present in the workplace or industry</li> </ul>   |



| <b>RANGE STATEMENT</b>   |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>• organisational safety manuals that specify provisions relating to roles and responsibilities of health and safety representatives and/or OH&amp;S committees and provisions relating to OH&amp;S issue resolution</li> <li>• maintenance organisation manual</li> <li>• procedures manuals</li> <li>• work instructions</li> <li>• relevant Defence Instructions</li> <li>• Civil Aviation Safety Regulations</li> </ul> |
| <b>Personal protective equipment and clothing requirements</b> | <p>Personal protective equipment and clothing requirements may be found in:</p> <ul style="list-style-type: none"> <li>• material safety data sheets</li> <li>• safety manual</li> <li>• procedures manual</li> <li>• maintenance manual</li> <li>• work instructions</li> <li>• relevant defence instructions</li> </ul>   |
| <b>Workplace hazards</b>                                       | <p>Workplace hazards are correctly identified through:</p> <ul style="list-style-type: none"> <li>• checking equipment or the work area before work commences and during work</li> <li>• workplace inspections</li> <li>• housekeeping</li> </ul>   |

### Unit Sector(s)

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|--------------------|--|
| <b>Unit sector</b> |  |
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### Competency field

|                         |                      |
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| <b>Competency field</b> | Aviation maintenance |
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## Co-requisite units

| Co-requisite units |  |  |
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