



Australian Government

MEM03001 Perform manual production assembly

Release: 1

MEM03001 Perform manual production assembly

Modification History

Release 1. Supersedes and is equivalent to MEM03001B Perform manual production assembly

Application

This unit of competency defines the skills and knowledge required by production workers to assemble components and/or sub-assemblies in a production environment, and applies to assembly operations that are manual in nature and do not require complex adjustments.

Where the interpretation of technical drawings is required unit MEM09002 Interpret technical drawing should also be selected.

Where the selection and use of manual handling is required unit MEM11011 Undertake manual handling should also be selected.

Where the selection and use of engineering measuring equipment is required unit MEM12023 Perform engineering measurements should also be selected.

Where the selection and use of hand tools is required unit MEM18001 Use hand tools should also be selected.

Where the selection and use of power tools is required unit MEM18002 Use power tools/hand held operations should also be selected.

This unit should not be selected when unit MEM18055 Dismantle, replace and assemble engineering components has already been selected.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Band: A

Unit Weight: 4

Pre-requisite Unit

MEM13015	Work safely and effectively in manufacturing and engineering
MEM16006	Organise and communicate information

Competency Field

Assembly

Elements and Performance Criteria

Elements describe the essential outcomes.

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

- | | | | |
|---|---|-----|---|
| 1 | Determine job requirements | 1.1 | Follow standard operating procedures (SOPs) |
| | | 1.2 | Comply with work health and safety (WHS) requirements at all times |
| | | 1.3 | Use appropriate personal protective equipment (PPE) in accordance with SOPs |
| | | 1.4 | Identify job requirements from specifications, sketches, job sheets or work instructions |
| | | | |
| 2 | Select assembly equipment and components | 2.1 | Select assembly equipment according to instructions or job sheets |
| | | 2.2 | Obtain components/sub-assemblies and arrange for assembly process |
| | | 2.3 | Use equipment and tools in a safe manner |
| | | | |
| 3 | Perform assembly and tests | 3.1 | Assemble components in the correct sequence to meet specifications |
| | | 3.2 | Test and check assembly for compliance to job sheet requirements, taking appropriate action for non-compliance |
| | | | |
| 4 | Store and protect assembly | 4.1 | Handle and store components and/or assemblies safely and in a manner least likely to cause damage |
| | | 4.2 | Record information on assembly data production schedules, job sheets, checklists and other standard forms and templates |

Foundation Skills

This section describes those required skills (reading, writing, oral communication and numeracy) that are essential to workplace performance in this unit of competency.

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.

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| Components/sub-assemblies include: | <ul style="list-style-type: none">• parts that make up the sub-assembly and components |
| Recorded/input includes one or more of the following: | <ul style="list-style-type: none">• production schedules• job sheets• checklists |
| Tested/check includes: | <ul style="list-style-type: none">• testing/checking according to specification of assembled product |

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2>