Assessment Requirements for MEM09003 Prepare basic engineering drawing

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MEM09003B Prepare basic engineering drawing

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria on at least two (2) occasions and include:

- following work instructions, standard operating procedures (SOPs) and safe work practices
- identifying and confirming drawing requirements and purpose through consultation with relevant personnel, and establishing timeframes for completion
- setting up and using drafting equipment
- applying drafting principles in accordance with AS 1100.101-1992 (R2014) Technical drawing – General principles or equivalent
- resolving any issues in the preparation of engineering drawing in consultation with a supervisor
- undertaking numerical operations, geometry and calculations and formulae associated with preparing basic engineering drawings
- compiling an engineering parts list by component type
- issuing completed drawing and parts list to relevant personnel
- storing and cataloguing approved drawing and parts list in accordance with SOPs.

Knowledge Evidence

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

- safe work practices and procedures
- requirements and purpose of drawing and engineering parts list to be produced
- sources and standards of relevant data and information to which drawing is to be produced
- person(s) who can confirm drawing requirements and timeframe for completion
- method of drawing preparation and reasons for selecting the chosen drawing method
- procedures for:
    - producing an initial drawing
    - changing an existing drawing
    - checking and approving drawings and persons responsible
    - copying, issuing and recording approved drawings and or parts lists

- safe handling and storage and filing of drawings and/or parts lists and consequences of using inappropriate techniques
- drafting principles to be applied to the production and changing of a drawing
- consequences of inappropriate and incomplete components parts lists
- personnel to whom copies of approved drawings and or parts lists can be issued.

Assessment Conditions

- Assessors must:
  - have vocational competency in preparing basic engineering drawing at least to the level being assessed with relevant industry knowledge and experience
  - satisfy the assessor requirements in the *Standards for Registered Training Organisations 2015* or its replacement and comply with the *National Vocational Education and Training Regulator Act 2011,* its replacement or equivalent legislation covering VET regulation in a non-referring state/territory as the case requires
- Where possible assessment must occur in operational workplace situations. Where this is not possible or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment that reflects realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2