



Australian Government

MEM14001 Schedule material deliveries

Release: 1

MEM14001 Schedule material deliveries

Modification History

Release 1. Supersedes and is equivalent to MEM14001B Schedule material deliveries

Application

This unit of competency defines the skills and knowledge required to identify material requirements and schedule material delivery and applies to the estimating, planning and scheduling of material deliveries so that materials are available to the specifications and quantities required.

This unit is not intended to be used by personnel carrying out maintenance and installation.

Where scheduling is based on engineering drawings and supporting engineering data, appropriate units of competence should also be selected.

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

Band: B

Unit Weight: 8

Pre-requisite Unit

MEM13015 Work safely and effectively in manufacturing and engineering

MEM16006 Organise and communicate information

Competency Field

Planning

Elements and Performance Criteria

Elements describe the essential outcomes.

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

1	Determine material requirements	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS) requirements at all times
		1.3	Identify materials required from appropriate

Elements describe the essential outcomes.

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

documentation, including type and quality

1.4 Estimate quantities required in accordance with requirements

2 **Schedule material delivery**

2.1 Determine delivery requirements and dates from production plans or job sequencing requirements

2.2 Follow up material supply and report problems

2.3 Process material orders in accordance with established organisational practice and SOPs

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.

Appropriate documentation includes one (1) or more of the following:

- bills of materials
- parts lists
- catalogues
- service manuals
- engineering drawings

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>