



Australian Government

MEM15003 Use improvement processes in team activities

Release: 1

MEM15003 Use improvement processes in team activities

Modification History

Release 1. Supersedes and is equivalent to MEM15003B Use improvement processes in team activities

Application

This unit of competency defines the skills and knowledge required to identify improvements and/or solve problems, implement/monitor the employment of an improvement strategy and evaluate the improvement. It applies to quality circle participation using problem-solving techniques.

Where 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 measurement is required unit MEM12023 Perform engineering measurements should also be 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

Quality

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
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|---|----------------------|-----|---|
| 1 | Determine job | 1.1 | Follow standard operating procedures (SOPs) |
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Elements describe the essential outcomes.

requirements

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

		1.2	Comply with work health and safety (WHS) requirements at all times
		1.3	Identify job requirements from specifications, job sheets or work instructions
2	Identify areas for improvement and/or solve problems	2.1	Use teamwork to select improvement tools and methods appropriate to the situation
		2.2	Use teamwork to process improvement tools to identify improvements and/or solve problems
3	Implement and monitor improvement strategy	3.1	Use teamwork to implement improvement strategies in accordance with SOPs, as required
		3.2	Recommend further action in conjunction with work team, as required
		3.3	Monitor performance for change, utilising feedback data
4	Evaluate improvement	4.1	Use analytical tools to evaluate improvement, as required
		4.2	Recommend further action in conjunction with work team using SOPs, as required

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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Improvement tools and methods include one (1) or more of the following:

- flow charts
- cause and effect diagrams
- Pareto charts
- histograms
- run charts and graphs
- control charts
- scattergrams

Improvement strategies include one (1) or more of the following:

- Plan, Do, Check, Act (PDCA) procedures
- Six Sigma techniques
- root cause analysis

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>