



**Australian Government**

**Assessment Requirements for MEM234027  
Plan and manage materials supply for an  
engineering project or manufacturing  
operation**

**Release: 1**

# Assessment Requirements for MEM234027 Plan and manage materials supply for an engineering project or manufacturing operation

## Modification History

Release 1. Supersedes and is equivalent to MEM234027A Plan and manage materials supply for an engineering project or manufacturing operation.

## Performance Evidence

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

- coordinating delegated responsibilities for manufacturing operations to the supply, scheduling and purchasing of priority materials consistent with priorities and product flow
- coordinating transfer operations, buffer and emergency stocks on at least two occasions
- developing continuous improvement, problem-solving and decision-making, constraint and contingency strategies including short-term planning and scheduling arrangements
- monitoring operations for compliance with organisational policies and procedures, work health and safety (WHS) and regulatory requirements, and product and process sustainability
- communicating, cooperating and negotiating with relevant stakeholders on at least two occasions
- managing reporting against key performance indicators (KPIs) and organisational requirements.

*Note: Where a volume and/or frequency is not specified, demonstration must be provided at least once.*

## 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:

- sources of information and resources relating to materials supply
- personal and team skills and professional development requirements and options for addressing them
- operations management structures, labour and skills distribution, functional team relationships, and communications and reporting lines
- manufacturing management systems and philosophies relevant to planning and managing materials supply
- facilities, plant and services requirements

- WHS requirements, codes of practice, regulations, standards, regulatory requirements, risk management, current safe work method statements (SWMS), safety data sheets (SDS) and work permits
- financial requirements relevant to materials supply
- engineering approaches and processes underpinning project or operation
- labour and skills distribution
- formal procedures and informal communications and information flow
- automation and control technologies relevant to materials supply
- software options for tracking and managing of materials supply chain
- principles of value chain management including current and future state mapping
- requirements for, and functions of, technical and business documentation that can impact on the sustainability of operations.

## Assessment Conditions

- Assessors must:
  - have vocational competency in planning and managing materials supply for an engineering project or manufacturing operation 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 that 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.
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## Links

Companion Volume Implementation Guides are available on VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2>