



Australian Government

AUMAMA001 Contribute to production goals

Release: 1

AUMAMA001 Contribute to production goals

Modification History

Release	Comment
Release 1	Unit updated to reflect the new standards for Training Packages Replaces AUMAMA2001 Manage personal workplace

Application

This unit describes the performance outcomes required to manage a personal workplace to help ensure production goals are met and to contribute to cost-reduction measures.

It applies to those in an automotive manufacturing environment and involves the application of skills and knowledge at a production worker level.

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

Competency Field

Common

Unit Sector

Management, Leadership and Supervision

Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section
1. Identify production goals	1.1 Workplace procedures relevant to the work area are identified and interpreted 1.2 <i>Production indicators</i> and timelines are identified and confirmed
2. Support the achievement of production goals	2.1 Work production and quality goals are monitored and variations responded to promptly 2.2 Work plans, workplace instructions, job specifications and

Elements	Performance Criteria
	schedules are applied and followed according to workplace procedures 2.3 Changes in work requirements are clarified with supervisor 2.4 Work goals are reviewed and continuous improvement recommendations are discussed with team members and supervisors
3. Contribute to cost reduction	3.1 Cost performance indicators are identified and confirmed 3.2 Cost-reduction targets are reviewed and modified if required 3.3 Production and quality problems are identified and work plan adjustments reported

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Skills	Description
Reading skills to:	- interpret job requirements, workplace procedures, work instructions and production indicators - interpret production schedules and work plan.
Writing skills to:	legibly fill out production work sheets and reports.
Oral communication skills to:	- clarify workplace instructions and procedures - report continuous improvement recommendations - discuss changes to work requirements and performance indicators at team meetings - inform supervisor of work production problems and possible resolution.
Numeracy skills to:	- identify production lead times, dates and production numbers - interpret production specifications - identify cost reduction targets - comprehend relevant unit quantity and measurements.
Planning and organising skills to:	- achieve production continuous improvement and quality goals - apply workplace instructions and standardisation procedures.
Self-management skills to:	manage time in planning and preparing for work.
Problem-solving skills to:	- identify production problems aligned to production indicators - identify and apply workplace procedures and instructions.

Range of Conditions

This section specifies 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. Bold italicised wording, if used in the performance criteria, is detailed below.

<i>Production indicators must include:</i>	• component specifications • production schedules • workplace quality.
<i>Changes in work requirements must include:</i>	• line speed • personnel absences • process change • short lead time.
<i>Cost performance indicators must include:</i>	• cycle time • productivity • waste avoidance.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bd587669-08b3-4cd5-85f0-f9fa0c6304c1>

Assessment Requirements for AUMAMA001 Contribute to production goals

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Performance Evidence

Before competency can be determined, individuals must have competently achieved work production and quality goals on a minimum of two occasions.

Individuals must demonstrate they can:

- follow workplace procedures relating to production goals
- achieve production and built-in quality goals
- respond to changing work requirements and production goals
- contribute to cost-reduction initiatives relating to production goals
- identify production and quality problems.

Knowledge Evidence

Individuals must be able to demonstrate knowledge of:

- workplace procedures relating to contributing to production goals
- production schedules, work plans and job specifications relating to production goals
- workplace continuous improvement principles and production goals
- production methods and quality goals
- workplace cost reduction and waste avoidance practices relating to production.

Assessment Conditions

Assessors must satisfy SNR/AQTF assessor requirements.

Competency is to be assessed in the workplace or a simulated environment that accurately reflects performance in a real workplace setting.

Where assessment of competency includes third-party evidence, individuals must provide evidence that links them to activities that contribute to achieving workplace production goals.

Assessors must verify performance evidence through questioning on skills and knowledge to ensure correct interpretation and application.

The following resources must be made available:

- automotive manufacturing workplace or simulated workplace
- workplace procedures and instructions relevant to the work area and production goals
- production schedules, work plans and job specifications
- production indicators relating to production goals
- work sheets and documentation relating to production goals.

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