



**Australian Government**

# **AUMFMM002 Reduce waste in automotive manufacturing work processes**

**Release: 1**

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## AUMFMM002 Reduce waste in automotive manufacturing work processes

### Modification History

| Release   | Comment                                                                                                               |
|-----------|-----------------------------------------------------------------------------------------------------------------------|
| Release 1 | Unit updated to reflect the new standards for Training Packages<br>Replaces AUMFMM3002 Reduce waste in work processes |

### Application

This unit describes the performance outcomes required to reduce waste in the automotive manufacturing environment.

It involves the application of skills and knowledge at a specialist level.

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

### Competency Field

Manufacturing - Passenger Motor Vehicle

### Unit Sector

Management, Leadership and Supervision - Manufacture

### 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. Review waste generated in manufacturing processes | 1.1 Inefficient <b><i>production processes</i></b> and opportunities for reducing <b><i>waste in work processes</i></b> are identified in line with <b><i>workplace procedures</i></b><br>1.2 Total <b><i>waste</i></b> for identified processes is calculated<br>1.3 High waste and processes that do not value add are identified |
| 2. Plan and implement waste reduction                | 2.1 Proposed changes are planned and documented<br>2.2 Waste-reduction plans are approved by appropriate personnel                                                                                                                                                                                                                  |

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| Elements                             | Performance Criteria                                                                                                                                                                                              |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                      | 2.3 Implementation of new processes is supported in line with workplace procedures<br>2.4 Waste generated following the implementation of plans is documented                                                     |
| 3. Record changes in waste generated | 3.1 Waste changes are confirmed and recorded<br>3.2 Information concerning endorsed changes is communicated to team members<br>3.3 Validation of the new processes is supported according to workplace procedures |

## Foundation Skills

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

| Skills                        | Description                                                                                                                                                                                                                             |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reading skills to:            | <ul style="list-style-type: none"><li>interpret workplace procedures and work health and safety (WHS) requirements</li><li>interpret work area and noticeboard workplace instructions</li><li>interpret waste-reduction plan.</li></ul> |
| Writing skills to:            | <ul style="list-style-type: none"><li>legibly enter information into waste control documents</li><li>complete plan to reduce waste in work processes.</li></ul>                                                                         |
| Oral communication skills to: | <ul style="list-style-type: none"><li>speak clearly and directly when presenting continuous improvement and waste-reduction ideas.</li></ul>                                                                                            |
| Numeracy skills to:           | <ul style="list-style-type: none"><li>measure materials and components to determine compliance with specifications</li><li>complete quality control checklists and graphs.</li></ul>                                                    |
| Problem-solving skills to:    | <ul style="list-style-type: none"><li>determine required workplace quality standards and continuous improvement opportunities.</li></ul>                                                                                                |

## 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.

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|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><i>Production processes</i></b> must include:    | <ul style="list-style-type: none"><li>• documents and record-keeping activities</li><li>• supply processes</li><li>• work area set-up time.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b><i>Waste in work processes</i></b> must include: | <ul style="list-style-type: none"><li>• recording the number of production rejects.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b><i>Workplace procedures</i></b> must include:    | <ul style="list-style-type: none"><li>• continuous improvement systems</li><li>• quality standards</li><li>• recording and reporting guidelines</li><li>• WHS requirements.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b><i>Waste:</i></b>                                | <ul style="list-style-type: none"><li>• must include:<ul style="list-style-type: none"><li>• activities and related expenses that are totally unnecessary, such as scrap and re-work</li><li>• hidden waste consisting of costs associated with activities that do not add value, such as inspection and storage of components and materials</li></ul></li><li>• involves:<ul style="list-style-type: none"><li>• continuous improvement systems that reduce non-value adding and unnecessary activities</li><li>• costs associated with failures, appraisals and surpluses.</li></ul></li></ul> |

## 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>

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