



Australian Government

AUMGTA001 Read and interpret work orders and working drawings

Release: 1

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Modification History

Release	Comment
Release 1	Unit updated to reflect the new standards for Training Packages Replaces AUMGTA2001 Read and interpret working drawings and work orders

Application

This unit describes the performance outcomes required to read and interpret a work order and working drawings in automotive manufacturing processes.

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

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

Competency Field

Manufacturing - Bus, Truck and Trailer

Unit Sector

Technical

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 work order and working drawings	1.1 Set of instructions associated with <i>work order</i> is obtained and reviewed according to <i>workplace procedures</i> 1.2 Symbols, codes, legends and diagrams in the working drawing are identified 1.3 Products, systems, components and items represented in the working drawing are identified 1.4 <i>Job specifications</i> are identified and confirmed
2. Interpret working drawings	2.1 Required materials and equipment are determined from drawing, using suitable information sources 2.2 Required specifications and drawing types are identified 2.3 Material, equipment and production time are estimated
3. Check that working drawings reflect work order	3.1 Drawing is checked to confirm that it represents specifications in work order 3.2 Drawing is stored for later retrieval according to workplace procedures 3.3 Workplace documents are completed according to workplace procedures 3.4 Outcomes of check are recorded and stored 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:	locate explicit information in work orders, job specifications and working drawings.
Writing skills to:	- produce legible measurements, specifications and legends - legibly complete work sheets.
Numeracy skills to:	- locate simple material dimensions in drawings and compare them to supplier details - calculate material and resource requirements.
Oral communication skills to:	discuss work order where necessary to clarify customer requirements and specifications.

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>Work order</i> must include:	- description of job - job specifications - working drawings.
<i>Workplace procedures</i> must include:	- continuous improvement practices - environmental requirements - quality guidelines - recording and reporting.
<i>Job specifications</i> must include:	- customer requirements - original equipment manufacturer (OEM) procedures - material requirements.

Unit Mapping Information

No equivalent unit.

Links

Implementation Guide -

<http://www.asacompanionvolumes.com.au/aum-implementation-guide>