



Australian Government

AUMGTA011 Read and interpret work orders and working drawings

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Modification History

Release	Comments
1	This unit of competency was first released in AUM Automotive Manufacturing Release 2.0.

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.

Licensing/Regulatory Information

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

Pre-requisite unit(s)

No prerequisite units.

Competency field(s)

N/A

Unit sector(s)

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.

1. Review work order and working drawings	1.1 Obtain and review set of instructions associated with work order according to workplace procedures 1.2 Identify symbols, codes, legends and diagrams in the working drawing 1.3 Identify products, systems, components and items represented in the working drawing 1.4 Identify and confirm job specifications with relevant personnel
2. Interpret working drawings	2.1 Determine required materials and equipment from drawing, using suitable information sources 2.2 Identify required specifications and drawing types 2.3 Estimate material, equipment and production time
3. Check that working drawings reflect work order	3.1 Check drawing to confirm that it represents specifications in work order 3.2 Store drawing for later retrieval according to workplace procedures 3.3 Complete workplace documents according to workplace procedures 3.4 Record and store outcomes of check 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.
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Range of conditions

No conditions apply to this unit of competency at the time of publication.

Unit Mapping Information

Current Code and Title	Previous Code and Title	Comments	Equivalence
AUMGTA011 Read and interpret work orders and working drawings	AUMGTA001 Read and interpret work orders and working drawings		Equivalent

Assessment Requirements for AUMGTA011 Read and interpret work orders and working drawings

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Performance Evidence

Before competency can be determined, individuals must competently read and interpret work orders and working drawings on a minimum of two occasions, in the manner described in the Performance Criteria of this unit.

Individuals must demonstrate they can:

- establish that a working drawing complies with job, and original equipment manufacturer (OEM) and material specifications
- determine job processes and requirements from work orders and working drawings, including:
 - customer requirements
 - original equipment manufacturer (OEM) procedures
 - material requirements.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements and performance criteria of this unit. This includes:

- workplace procedures relating to reading and interpreting work orders and working drawings
- types and layout of work orders and working drawings, including symbols, codes and legends
- procedures for identifying job specifications, processes and materials
- workplace procedures relating to work orders and working drawings, including:
 - continuous improvement practices
 - environmental requirements
 - quality guidelines
 - recording and reporting.

Assessment Conditions

Assessors of this unit must satisfy the assessor requirements in applicable vocational education and training legislation, frameworks and/or standards.

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 they have interpreted work orders and working drawings, e.g. work sheets.

The following resources must be made available:

- manufacturing workplace or simulated workplace
- work orders, working drawings and specifications
- tools, equipment and materials required in the drawing process
- workplace procedures required to read and interpret work orders and working drawings
- work instructions to read and interpret work orders and working drawings.

Link

Companion volumes, including implementation guides, are found on the national training register - <https://training.gov.au/training/details/AUM>.