



Australian Government

Department of Education, Employment and Workplace Relations

AURV232165A Remove, replace, fit and test components/accessories

Release: 1

AURV232165A Remove, replace, fit and test components/accessories

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to remove, replace, fit and test non-electrical automotive components/accessories. This unit does not apply to electrical accessory fitting. For the installation of ancillary electrical equipment refer to AURE219531A Install ancillary electrical components.
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Application of the Unit

Application of the unit	The unit includes identification and confirmation of work requirements, preparation for work, removal and replacement or initial fitting and testing of a range of non-electrical components/accessories, and completion of work finalisation processes, including clean-up and documentation.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for work	1.1. Work instructions are used to determine job requirements, including method, processes and equipment 1.2. Job specifications are read and interpreted 1.3. Occupational health and safety (OHS) requirements, including personal safety needs, are observed throughout the work 1.4. Equipment and tooling are identified and checked for safe and effective operation 1.5. Procedures are determined to minimise task time
2. Remove/replace/fit components/accessories	2.1. Information required for the work is accessed from manufacturer/component supplier specifications and interpreted 2.2. OHS policies and procedures are observed throughout the work processes 2.3. Accessories, tooling and equipment required for the work are identified, selected and prepared in accordance with worksite procedures 2.4. Accessories are removed and refitted in accordance with worksite procedures 2.5. Accessory removal and refit procedures are carried out in accordance with legislation, industry and enterprise policies/procedures guidelines
3. Test components/accessories	3.1. Information required for testing is accessed from manufacturer/component supplier specifications and interpreted 3.2. Components/accessories are tested in accordance with authorised procedures 3.3. Testing of accessories is completed without causing damage to component or system 3.4. Workplace records are completed in accordance with enterprise procedures
4. Clean up work area and maintain equipment	4.1. Material that can be reused is collected and stored 4.2. Waste and scrap is removed following workplace procedure 4.3. Equipment and work area are cleaned and inspected for serviceable condition in accordance with workplace procedures 4.4. Unserviceable equipment is tagged and faults identified in accordance with workplace

ELEMENT	PERFORMANCE CRITERIA
	requirements 4.5. Operator maintenance is completed in accordance with manufacturer/component supplier specifications and worksite procedures 4.6. Tooling and equipment is maintained in accordance with workplace procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Required skills include:

- apply research and interpretive skills to locate, interpret and apply manufacturer/component supplier procedures, workplace policies and procedures
- apply analytical skills required for the identification and analysis of technical information
- apply oral communication skills sufficient to convey information and concepts to customers
- apply planning and organising skills to own work activities, including making good use of time and resources, sorting out priorities and monitoring one's own performance
- interact effectively with other persons both on a one-to-one basis and in groups, including understanding and responding to the needs of a customer and working effectively as a member of a team to achieve a shared goal
- establish safe and effective work processes which anticipate and/or resolve problems and downtime, to systematically develop solutions to avoid or minimise reworking and wastage
- use mathematical ideas and techniques to calculate time, assess tolerances, apply accurate measurements, calculate material requirements and establish quality checks
- use workplace technology related to the removal, replacement, fitting and testing of components/accessories, including the use of specialist tooling and equipment, measuring equipment and communication devices and the reporting/documenting of results

Required knowledge

REQUIRED SKILLS AND KNOWLEDGE

Required knowledge includes:

- OHS regulations/requirements, equipment, material and personal safety requirements
- components/accessories application
- range and type and location of commonly used installation and testing procedures
- types and layout of service/repair manuals (hard copy and electronic)
- procedures relevant to the removal, replacement, fitting and testing of a range of accessories
- worksite reporting procedures
- work organisation and planning processes
- enterprise quality processes

Evidence Guide

EVIDENCE GUIDE	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	It is essential that competence is fully observed and there is ability to transfer competence to changing circumstances and to respond to unusual situations in the critical aspects of: • observing safety procedures and requirements • communicating effectively with others involved in or affected by the work • selecting methods and techniques appropriate to the circumstances • completing preparatory activity in a systematic manner • carrying out removal, replacing and fitting of a range of accessories to workplace and manufacturer/component supplier requirements • testing accessories • completing essential post-activity housekeeping.
Context of, and specific resources for assessment	• Application of competence is to be assessed in the workplace or simulated worksite. • Assessment is to occur using standard and authorised work practices, safety requirements and environmental constraints. • Assessment is to comply with regulatory requirements, including Australian standards. • The following resources should be made available: • workplace location or simulated workplace • materials relevant to the removal, replacement, fitting and testing of non-electrical components and accessories • equipment, hand and power tooling appropriate to the removal, replacement, fitting and testing of non-electrical components and accessories • activities covering mandatory task requirements • specifications and work instructions.
Method of assessment	• Assessment must satisfy the endorsed Assessment Guidelines of AUR05 Automotive Industry Retail,

EVIDENCE GUIDE

	Service and Repair Training Package. • Assessment methods must confirm consistency and accuracy of performance together with application of underpinning knowledge. • Assessment must be by direct observation of tasks, with questioning on underpinning knowledge and it must also reinforce the integration of key competencies. • Assessment may be applied under project related conditions and require evidence of process. • Assessment must confirm a reasonable inference that competence is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances. • It is preferable that assessment reflects a process rather than an event and occurs over a period of time to cover varying quality circumstances. Evidence of performance may be provided by customers, team leaders/members or other persons subject to agreed authentication arrangements. • Competence in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role.
Guidance information for assessment	

Range Statement**RANGE STATEMENT**

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Non-electrical accessories

Non-electrical accessories may include:

- roof racks, weather shields, stone protectors, mud flaps, spoilers, bonnet scoops, non-SRS compliant protective bars (e.g. bull bars)

RANGE STATEMENT	
Methods	Methods are to include: removing, replacing and/or fitting automotive accessories
OHS requirements	OHS requirements are to be in accordance with legislation/regulations/codes of practice and enterprise safety policies and procedures. This may include: - protective clothing and equipment - use of tooling and equipment - workplace environment and safety - handling of materials - use of firefighting equipment - enterprise first aid - hazard control and hazardous materials and substances
Personal protective equipment	Personal protective equipment is to include that prescribed under legislation/regulation/codes of practice and practices
Safe operating procedures	Safe operating procedures are to include, but are not limited to: operational risk assessment and treatments associated with vehicular movement, toxic substances, electrical safety, machinery movement and operation, manual and mechanical lifting and shifting, working in proximity to others and worksite visitors
Emergency procedures	Emergency procedures related to this unit are to include, but are not limited to: - emergency shutdown and stopping of equipment - extinguishing fires - enterprise first aid requirements - worksite evacuation
Environmental requirements	Environmental requirements are to include, but are not limited to: waste management, noise, dust and clean-up management
Quality requirements	Quality requirements are to include, but are not

RANGE STATEMENT	
	limited to: • regulations, including Australian standards • internal company quality policies and standards • enterprise operations and procedures
Statutory/regulatory authorities	Statutory/regulatory authorities may include: • federal, state/territory and local authorities administering Acts, regulations and codes of practice
Tooling and equipment	Tooling and equipment may include: • lifting equipment/jacks and stands • testing equipment • hoists • hand and power tooling • specialised tooling
Communications	Communications are to include, but are not limited to: • verbal and visual instructions and fault reporting and may include worksite specific instructions, written instructions, plans or instructions related to job/task, telephones and pagers
Information/documents	Sources of information/documents may include: • verbal or written and graphical instructions, signage, work schedules/plans/specifications, work bulletins, memos, material safety data sheets (MSDS), diagrams or sketches • safe work procedures related to application of colour and clear coat refinishing materials • regulatory/legislative requirements pertaining to automotive painting and finishing • engineer's design specifications and instructions • organisation work specifications and requirements • instructions issued by authorised enterprise or external persons • Australian standards

Unit Sector(s)

Unit sector	Vehicle body
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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