



Australian Government

AURPTA1001 Carry out pre-repair operations to outdoor power equipment

Release 1

AURPTA1001 Carry out pre-repair operations to outdoor power equipment

Modification History

Release	Comment
Release 1	New unit of competency

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes required to prepare and clean outdoor power equipment and components by mechanical or chemical means and prepare equipment or components in readiness for either storage or repair. The unit includes identification and confirmation of work requirement, preparation for work, cleaning of components, the removal of components, tagging and storage of components and completion of work finalisation processes, including clean-up and documentation. No licencing, legislative, regulatory or certification requirements apply to this unit at the time of publication.
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Application of the Unit

Application of the unit	Work applies to lawn mowers, chainsaws, pumps, post-hole borers, portable generators and stationary engines, as well as brush cutters, leaf blowers and other light-engine outdoor power equipment. Work requires individuals to demonstrate judgement and problem-solving skills in managing own work activities.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

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 to undertake pre-repair operations	1.1. Workplace instructions are used to determine job requirements 1.2. Workplace health and safety (WHS) requirements are observed and applied throughout the work 1.3. Procedures and information are sourced and interpreted 1.4. Method options are analysed and those most appropriate to the circumstances are selected 1.5. Appropriate tools and equipment are selected and prepared 1.6. Warnings relating to working with cleaning materials are observed
2. Clean equipment or components prior to repair or storage	2.1. Cleaning materials and equipment are used according to workplace procedures and manufacturer and component supplier specifications 2.2. Components are cleaned to workplace expectations and without causing damage to components or systems 2.3. Used cleaning agents and waste materials are safely disposed of according to industry regulations and guidelines and workplace requirements 2.4. Cleaning activities are carried out according to industry regulations and guidelines, workplace health and safety and environmental requirements
3. Clean up work area and finalise work processes	3.1. Components are prepared for further repair procedures or treated with rust prevention material when being stored 3.2. Components are stored according to workplace procedures, to prevent injury to self and others or damage to components 3.3. Tools and equipment are checked and stored according to workplace expectations 3.4. Pre-repair operation documentation is completed according to workplace procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- communication skills to follow oral and written instructions
- learning skills to identify sources of information, assistance and expert knowledge
- literacy skills to
 - read, interpret and follow information on written job instructions, specifications, standard operating procedures, charts, lists, drawings and other applicable reference documents
 - follow workplace documentation, such as codes of practice or operating procedures
 - document work performed during pre-repair operations
- planning and organising skills to ensure tasks are completed within an acceptable timeframe
- problem-solving skills to seek information and assistance as required to solve problems
- self-management skills to:
 - select and use appropriate equipment, materials, processes and procedures
- technical skills to use workplace tools and equipment relating to the pre-repair operations of outdoor power equipment

Required knowledge

- WHS regulations, requirements, equipment and material, and personal safety requirements
- dangers of working with chemical cleaning agents and cleaning equipment
- cleaning procedures
- environmental considerations related to chemical and cleaning agent use
- storage procedures of cleaned outdoor power equipment components

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

The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy all of the requirements of the performance criteria and required skills and knowledge.

A person who demonstrates competency in this unit must be able to:

- observe safety procedures and requirements
- communicate effectively with others involved in or affected by the work
- select methods and techniques appropriate to the circumstances
- conduct cleaning and storage operations according to workplace requirements
- complete workplace documentation according to workplace requirements.

Context of, and specific resources for assessment

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

Assessment is to occur:

- using standard workplace practices and procedures
- following safety requirements
- applying environmental constraints.

Assessment is to comply with relevant:

- regulatory requirements
- Australian standards
- industry codes of practice.

The following resources should be made available for the assessment of this unit:

- workplace location or simulated workplace
- outdoor power equipment and outdoor power equipment components requiring pre-repair operations
- equipment, cleaning agents and material relevant to carrying out pre-repair operations
- hand tools appropriate to carrying out pre-repair operations

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

- specifications and work instructions.

Method of assessment

Assessment must satisfy the endorsed Assessment Guidelines of this Training Package.

Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with the application of required skills and knowledge.

Assessment methods must be by direct observation of tasks and include questioning on required skills and knowledge to ensure correct interpretation and application.

Competence in this unit may be assessed in conjunction with other units which together form part of a holistic work role.

Where applicable, reasonable adjustment must be made to work environments and training situations to accommodate the needs of diverse clients.

Assessment processes and techniques must be culturally sensitive and appropriate to the language, literacy and numeracy capacity of the candidate and the work being performed.

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.

Workplace instructions may include:

- computer-generated instructions
- verbal instructions
- written instructions.

Workplace health and safety (WHS) requirements:

- are those prescribed under legislation, regulations, codes of practice, and workplace policies and procedures
- may include:
 - protective clothing and equipment
 - use of tools and equipment
 - handling of material
 - use of fire-fighting equipment
 - first aid equipment
- hazard control, including control of hazardous materials and toxic substances.

Procedures and information may include:

- safe work procedures relating to outdoor power equipment pre-repair operations
- verbal, written and graphical instructions
- signage.
- work schedules, plans and specifications
- work bulletins or memos
- material safety data sheets (MSDS)
- diagrams or sketches
- regulatory and legislative requirements relating to the automotive industry
- Australian Design Rules
- engineer's design specifications and instructions
- organisation work specifications and requirements
- instructions issued by authorised enterprise or external persons
- Australian Standards
- outdoor power equipment repair manuals.

Method options may include:

- steam cleaning
- high-pressure washing
- manual washing
- the use of protective coverings

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	dismantling.
<i>Cleaning materials</i> may include:	- cleaning agents - sprays (dewaxing, detergents, degreasers, special purpose agents) - rust prevention material.
<i>Equipment</i> may include:	- hand tools and equipment - personal and vehicle protection - storage tubs and racks - special equipment (pressure washers, steam cleaners, spray equipment), power tools - jacks and stands - lifting equipment.
<i>Environmental requirements</i> may include:	- waste management - chemical and cleaning agent management - control of noise and fumes - clean-up management.

Unit Sector(s)

Competency field	Outdoor Power Equipment
Unit sector	Technical

Custom Content Section

Not applicable.