



Australian Government

AURVTG3010 Remove and install movable body glass

Release 1

AURVTG3010 Remove and install movable body glass

Modification History

Release	Comment
Release 1	Replaces AURV333863A Remove and install movable body glass Unit code updated to meet policy requirements Reference to OHS legislation replaced with new WHS legislation Licensing statement added to unit descriptor

Unit Descriptor

Unit descriptor	This unit covers the competence required to remove and install movable body glass in various applications. Licensing, legislative, regulatory or certification requirements may apply to this unit in some jurisdictions. Users are advised to check with the relevant regulatory authority.
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Application of the Unit

Application of the unit	Work is carried out in accordance with award provisions.
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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 for work	1.1. Work instructions are used to determine job requirements, including method, materials and equipment. 1.2. Job specifications are read and interpreted. 1.3. WHS requirements, including dust and fume collection, breathing apparatus, eye and ear personal protection needs are observed throughout the work. 1.4. Material for repair is selected. 1.5. Equipment and tooling are identified and checked for safe and effective operation. 1.6. Location of airbags and supplementary restraint systems that may be affected by work are identified. 1.7. Procedures are determined to minimise waste material. 1.8. Procedures are identified for maximising energy efficiency while completing the job.
2. Remove movable body glass	2.1. Removal is completed without causing damage to any component or system. 2.2. Information is accessed and interpreted from manufacturer/ component supplier specifications. 2.3. Removal of movable body glass is carried out in accordance with vehicle manufacturer/component supplier specifications and tolerances. 2.4. Workplace documentation is completed and dealt with relevant to removal outcomes. 2.5. Removal activities are carried out according to industry regulations/guidelines, WHS legislation, and enterprise procedures/policies.
3. Install movable body glass	3.1. Installation is completed without causing damage to any component or system. 3.2. Information is accessed and interpreted from manufacturer/ component supplier specifications. 3.3. Installation of movable body glass is carried out in accordance with vehicle manufacturer/component supplier specifications and tolerances. 3.4. Workplace documentation is completed and dealt with relevant to installation outcomes. 3.5. Installation activities are carried out according to industry regulations/guidelines, WHS legislation, and enterprise procedures/policies.

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

- collect, organise and understand information related to work orders, plans and safety procedures for removal and installation of movable body glass
- communicate ideas and information to enable confirmation of work requirements and specifications, coordination of work with worksite supervisor, other workers and customers, and the reporting of work outcomes and problems
- plan and organise activities, including preparation and layout of worksite and obtaining of equipment and materials to avoid backtracking, workflow interruptions or wastage
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to complete measurements and estimate material requirements for the work
- use pre-checking and inspection techniques to anticipate planning and scheduling problems, avoid wastage of time and material
- use workplace technology related to:
 - access, interpret and apply technical information
 - use tooling and equipment
- removal and installation of movable body glass

Required knowledge

A working knowledge of:

- removal and replacement methods
- measuring and testing procedures
- technical information
- equipment safety requirements
- personal safety requirements
- vehicle safety requirements
- manufacturer/component supplier/company policies

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: • interpreting and communicating operational information • selecting components/glass/sealants/adhesives/tooling and equipment • removing and replacing movable glass components • adjusting movable glass components • safe working practices, including precautions for working near airbags and supplementary restraint systems • vehicle protection methods.
Context of, and specific resources for assessment	• Underpinning knowledge and skills may be assessed on or off the job. • Access to vehicle and manufacturer/component supplier specifications as identified in the Range Statement and standard operating procedures. • Assessment of practical skills must take place only after a period of supervised practice and repetitive experience. If workplace conditions are not available, assessment in simulated workplace conditions is acceptable. • Prescribed outcome must be able to be achieved without direct supervision.
Method of assessment	• Assessment methods must confirm consistency of performance over time and in a range of workplace contexts. • Assessment should be by direct observation of tasks, questioning of underpinning knowledge and achievement of removal and installation outcome. • Assessment should be conducted over time and may be in conjunction with assessment of other units of competence. • 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.

Methods	Methods are to include bolted, rubber and adhesive installation methods.
Specific requirements	Specific requirements are to include electrical system(s), glass components, mouldings/trim, electrical and mechanical components and systems drainage.
Vehicles	Vehicles may include: • passenger • commercial (small and large) • plant and agricultural equipment • recreational • mining • forestry • marine craft • caravans and motor homes • outdoor equipment • recreational boating.
Unit context	WHS practices must abide by: • state/territory/industry WHS legislation
Resources	Resources may include: • Hand tooling, power tooling, cleaning equipment, sealing equipment, lifting equipment, scaffolds, cutting equipment, adhesives, sealants and solvents. • Industry standards and specification documents.
Information/documents	Sources of information/documents may include:

RANGE STATEMENT

	• vehicle manufacturer/component supplier specifications • product manufacturer/component supplier specifications • company operating procedures • industry codes of practice • customer report • state/territory/federal statutory requirements, including Australian Design Rules.
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Unit Sector(s)

Unit sector	Vehicle body
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Co-requisite units

Not applicable.

Competency field

Competency field	Technical - Glazing
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