



Australian Government

MARB019 Manage stores for planned maintenance system

Release: 1

MARB019 Manage stores for planned maintenance system

Modification History

Release 1. New unit of competency.

Application

This unit involves the skills and knowledge required to plan and control inventory levels of materials required for vessel maintenance.

This unit applies to individuals working as a Chief Integrated Rating on a range of vessels.

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

Pre-requisite Unit

Not applicable.

Competency Field

B – Equipment Checking and Maintenance

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Identify materials requirements

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1 Drawings and specifications for vessel and equipment are read and interpreted to determine materials requirements
- 1.2 Sources of product supply are identified and recorded
- 1.3 Normal quantity supply and matching storage facilities and equipment are identified
- 1.4 Safety data sheets (SDSs)/material safety data sheets (MSDSs) or other supplier information are read, relevant engineering controls or personal protection equipment are

- identified, and additional resources required for handling and storing materials are documented
- 1.5 Procedures to deal with fire or explosion risk, spills or injury are identified and recorded
- 2 Plan inventory levels**
- 2.1 Estimates are calculated according to specification requirements and organisational procedures
- 2.2 Cost reports are prepared
- 2.3 Estimates that meet initial requirements are documented
- 2.4 Estimates are authorised for implementation by appropriate personnel
- 3 Monitor receipt and dispatch of goods**
- 3.1 Organisational procedures are implemented in the receipt, dispatch and secure storage of materials
- 3.2 Materials are inspected for quality and quantity on receipt
- 3.3 Variation to quantity and quality of delivered materials is acted on according to organisational procedures
- 3.4 Safe handling and storage of materials is supervised according to organisational procedures
- 3.5 Information is formatted and entered into inventory system according to organisational procedures and system requirements
- 4 Manage stock control**
- 4.1 Organisational procedures are implemented for stock control and inventories
- 4.2 Procedures are established and implemented to monitor and control stock levels
- 4.3 Stock levels are monitored and maintained at required levels
- 4.4 Stock reorder cycles are maintained and adjusted as required
- 4.5 Stocktaking procedures are established and implemented
- 4.6 Contingency plans for stock delivery times are established and implemented
- 4.7 Accurate reports on stock inventories are prepared
- 4.8 Stock discrepancies are identified and recorded

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

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| Materials requirements include one or more of the following: | <ul style="list-style-type: none">• appropriate oils and grease• cleaning material• machinery spare parts• mooring ropes and wires• paint• shackles and other lifting equipment• tools, hand and power |
| Stock control includes one or more of the following: | <ul style="list-style-type: none">• cyclical counts• minimisation of out-of-date stock• monitoring stock levels• quality control• stocktaking |

Unit Mapping Information

This unit replaces and is equivalent to MARB4004A Manage stores for planned maintenance system.

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=772efb7b-4cce-47fe-9bbd-ee3b1d1eb4c2>

Assessment Requirements for MARB019 Manage stores for planned maintenance system

Modification History

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions on at least one occasion and include:

- anticipating interruptions to supply
- applying relevant work health and safety (WHS)/occupational health and safety (OHS) requirements and work practices
- avoiding surplus holdings and wastage
- calculating correct inventory requirements taking into account lead times, re-order triggers, impacts of turnover and supply margins
- calculating materials and other resource requirements and costs
- costing and documenting requirements
- forecasting accurate inventory demand
- identifying appropriate materials and consumables to match maintenance standards
- identifying commercially viable sources of consumables and materials
- identifying the impact of decisions in terms of commercial, environmental and safety risks
- planning and organising activities to avoid any back tracking, workflow interruptions or wastage
- planning for inventory required to meet special events or contingencies
- researching information related to inventory including relevant technical, regulatory, environmental and safety requirements
- using appropriate information technology and software when preparing inventory.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions and include knowledge of:

- authorised maintenance processes and plans, and related materials and consumables
- commercial supply systems including standard documentation support processes
- computer applications and software suitable for managing an inventory
- cost-benefit analysis or equivalent techniques

- inventory and operations management approaches
- inventory control systems used on a vessel
- materials, process characteristics and special requirements
- systems and equipment for inventory recording and control
- WHS/OHS requirements and work practices.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

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Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Planning and controlling inventory levels must occur in workplace operational situations. Where this is not available, in simulated workplace operational situations that replicate workplace conditions.

Resources for assessment include access to:

- relevant documentation including workplace procedures, regulations, codes of practice and operation manuals
- tools, equipment, materials and personal protective equipment that replicate and are currently used in industry.

Links

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