



**Australian Government**

# **MARB043 Manage stores for planned maintenance system**

**Release: 1**

# MARB043 Manage stores for planned maintenance system

## Modification History

Release 1. This is the first release of this unit of competency in the MAR Maritime Training Package Release.

## 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 people working in the maritime industry in the capacity of a:

- Chief Integrated Rating.

## Licensing/Regulatory Information

There are no legislative and regulatory requirements applicable 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 (SDS)/material safety data sheets (MSDS) or other supplier information are read, relevant engineering controls or personal protective equipment (PPE) 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 workplace 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** Workplace 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 workplace procedures
  - 3.4** Safe handling and storage of materials is supervised according to workplace procedures
  - 3.5** Information is formatted and entered into inventory system according to workplace procedures and system requirements
- 4 Manage stock control**
  - 4.1** Workplace 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.

## Unit Mapping Information

This unit replaces and is equivalent to MARB019 Manage stores for planned maintenance system.

## Links

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

# Assessment Requirements for MARB043 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 and performance criteria 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
- calculating correct inventory requirements taking into account lead times, re-order triggers, impacts of turnover and supply margins
- calculating cost of materials and other resources to meet inventory requirements
- 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 backtracking, 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 and performance criteria 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, including:
  - cyclical counts

- minimisation of out-of-date stock
- monitoring stock levels
- quality control
- stocktaking
- inventory control systems used on a vessel
- materials, process characteristics and special requirements, including:
  - appropriate oils and grease
  - cleaning material
  - machinery spare parts
  - mooring ropes and wires
  - paint
  - shackles and other lifting equipment
  - tools - hand and power
- systems and equipment for inventory recording and control
- WHS/OHS requirements and work practices.

## Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

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.

Practical assessment must occur in a workplace or realistic simulated workplace, under the normal range of workplace conditions.

Simulations and scenarios may be used where situations cannot be provided in the workplace or may occur only rarely, in particular for situations relating to emergency procedures and adverse weather conditions where assessment would be unsafe, impractical or may lead to environmental damage.

Resources for assessment must include access to:

- applicable documentation, such as legislation, regulations, codes of practice, workplace procedures and operational manuals
- tools, equipment, machinery, materials and relevant personal protective equipment (PPE) currently used in industry.

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