



Australian Government

Assessment Requirements for MEA120 Manage an aviation maintenance quality system

Release: 3

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Modification History

Release 2.1 Equivalent to MEA120 Manage an aviation maintenance quality system. Minor amendments to references to regulations to allow flexibility in their application.

Release 2. Equivalent to MEA120 Manage an aviation maintenance quality system. Updated to meet training package policy requirements.

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, which must include the ability to:

- manage an aviation maintenance quality system on at least one occasion, demonstrating:
 - research, analysis and application of legislative requirements, regulations, air safety management guidelines, and organisational policies, procedures and guidelines
 - leadership skills
 - oral and written communication skills sufficient to communicate:
 - system information to designated personnel
 - personnel roles and responsibilities
 - monitoring and evaluation of quality processes in the system in line with inspection and audit procedures.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- key components of organisational policies and procedures and air safety management guidelines relating to managing an aviation maintenance quality system found in:
 - maintenance organisation manuals
 - maintenance organisation expositions
 - procedures manuals
 - work instructions
 - quality manuals
 - safety manuals
 - relevant aviation safety regulations
 - specific aircraft/equipment maintenance manuals
 - inspection schedules and worksheets
- key requirements of organisational policies, procedures and guidelines relating to managing an aviation maintenance quality system, including:

- quality system inspection and audit procedures, including recording and reporting procedures
- authorisation and re-authorisation procedures
- organisational and aviation industry regulatory requirements in monitoring and assessing quality in the aviation maintenance environment, including:
 - relevant aviation safety regulations
 - overseas regulations relating to aviation quality systems, such as Federal Aviation Regulations or European Aviation Safety Regulations
- aviation maintenance quality system requirements, including:
 - principles and management procedures
 - audit and review requirements and processes
- federal and state or territory work health and safety (WHS) legislation applicable within quality system.

Assessment Conditions

The following conditions of assessment represent the requirements of the regulators (Australian Defence Force [ADF] and Civil Aviation Safety Authority [CASA]) and maintenance stakeholders, and must be rigorously observed.

This unit may be assessed on the job, off the job, or a combination of both. Where assessment occurs off the job, an appropriate simulation must be used where the range of conditions reflects realistic workplace situations.

The candidate must be permitted to refer to relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals, and reference materials.

The candidate must have access to:

- tools, equipment, and materials required to demonstrate the performance evidence above
- documentation required to demonstrate the performance evidence above, including:
 - operating procedures
 - job descriptions
 - supporting documentation, including:
 - maintenance personnel authorisation workbooks
 - duty statements
 - standing instructions.

Candidate capability of providing the required performance and knowledge evidence must be established via the records in the Maintenance Management Competency Log. Where the individual does not have a Competency Log, evidence of capability may be gathered through direct observation, supervisor's reports, project work, samples and questioning.

Assessors of this unit must satisfy the assessor requirements in applicable vocational education and training legislation, frameworks and/or standards.

Where the unit is to be used for CASA licensing purposes the assessor must also meet the criteria specified in the CASR Part 147 Manual of Standards.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=ce216c9c-04d5-4b3b-9bcf-4e81d0950371>