



Australian Government

MEA124 Coordinate change programs in the aviation maintenance environment

Release: 1

MEA124 Coordinate change programs in the aviation maintenance environment

Modification History

Release 1 - New unit of competency

Application

This unit of competency requires application of management processes that promote and initiate desirable changes that will improve individual and organisational effectiveness in the aviation maintenance environment during scheduled or unscheduled maintenance. Work may be performed individually or as part of a team.

The unit is part of the Aeroskills Advanced Diploma training pathways. It is used in workplaces that operate under the airworthiness regulatory systems of the Australian Defence Force (ADF) and the Civil Aviation Safety Authority (CASA).

Pre-requisite Unit

Competency Field

Aviation maintenance management

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.

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

- | | |
|--|--|
| 1. Promote change within workplace practices | 1.1 Change is promoted as an opportunity for improving individual and organisational effectiveness |
| | 1.2 Personnel are encouraged to adopt changes which make improvements in individual and organisational effectiveness |
| | 1.3 Opportunities and threats presented by change are identified and appropriate responses are planned |
| | 1.4 Personnel are involved in designing and implementing change within organisational and regulatory guidelines |
| 2. Initiate change where | 2.1 The proposed initiatives for bringing about |

necessary

improvements are supported within the organisation

2.2 Change for the better is initiated where necessary and is managed in a planned and constructive manner

2.3 Consultative processes are initiated

Foundation Skills

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

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Change results from:

- Technology
- Procedures
- Policy
- Government legislation
- Regulations
- Personnel
- Finance
- Ongoing evaluation and feedback

Opportunities include:

- Improved maintenance procedures that decrease maintenance times and/or man-hours
- Improved procedures for the management of maintenance or logistic support activities
- Improvements in physical working conditions
- Adoption of more effective tooling or support equipment
- Improvements to maintenance data

Threats include:

- Adoption of changes that are in violation of regulatory requirements
- Adoption of changes that are in violation of organisational policy or procedures
- Failure to recognise additional training or authorisation requirements
- Failure to fully comply with relevant work health and safety (WHS) legislation
- Failure to get the full support of all stakeholders,

Organisational and regulatory guidelines include:	including those in other parts of the overall maintenance and logistic support organisation • Failure to recognise a need for changes to industrial awards or agreements • Civil Aviation Regulations (CARs) and associated Advisory Circulars (ACs) • Civil Aviation Safety Regulations (CASRs), Manuals of Standards and associated Acceptable Means of Compliance and Guidance Material • AAP 7001.053 Technical Airworthiness Management Manual • Defence regulations and instructions • Maintenance organisation expositions • Continuing airworthiness management organisation expositions • Quality manuals • Procedures manuals • Standing instructions • Work instructions • WHS legislation (state/territory and Commonwealth)
Initiatives for bringing about improvements arise from:	• Changes to organisational policy and procedures • Reform of regulations • Changes to training and authorisation requirements • Management review processes • Suggestions from individual stakeholders • Availability of new tools or support equipment • Availability of new management technology • Industry or original equipment manufacturer periodicals and newsletters • Feedback from other operators of the aircraft type or item of aeronautical product
Consultative processes include:	• Consultation with regulators where the change has a regulatory component • Consultation with higher management where organisational policy and procedures are involved • Consultation with stakeholders elsewhere in the logistic support network • Consultation at all levels in the relevant area of the aviation maintenance environment • Consultation with stakeholders in the industrial relations system • Consultation with suppliers of management systems, tooling or support equipment

Unit Mapping Information

Release 1 – equivalent to MEA124B Coordinate change programs in the aviation maintenance environment

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for MEA124 Coordinate change programs in the aviation maintenance environment

Modification History

Release 1 - New unit of competency

Performance Evidence

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

- interpersonal communication
- analysis techniques
- problem solving
- team skills
- monitoring and observation.
-

Knowledge Evidence

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

- strengths, weaknesses, opportunities, threats (SWOT) analysis
- organisational structure and culture
- policy and procedures
- legislation and regulations
- effects of change in the workplace
- change strategies
- WHS, equity, fraud and ethics.
-

Assessment Conditions

- This unit may be assessed on the job, off the job or a combination of both on and off the job. Where assessment occurs off the job, that is, the candidate is not in productive work, an appropriate simulation must be used where the range of conditions reflects realistic workplace situations when coordinating change programs in aviation maintenance.
- The candidate must have access to all tools, equipment, materials and documentation required and must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials. The assessment environment should not disadvantage the candidate.

- Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts.
- Assessors should gather a range of evidence that is valid, sufficient, current and authentic. The preferred method is the records in the Maintenance Management Competency Log. Where the individual does not have a Competency Log evidence can be gathered through a variety of ways, including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency.
- Assessors must satisfy the requirements of the National Vocational Education and Training Regulator (Australian Skills Quality Authority, or its successors).

Links

Companion Volume implementation guides are found in VETNet -

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