



Australian Government

MEA132 Manage budgetary resources in the aviation maintenance environment

Release: 2

MEA132 Manage budgetary resources in the aviation maintenance environment

Modification History

Release 2. Equivalent to MEA132 Manage budgetary resources in the aviation maintenance environment. Updated to meet training package policy requirements.

Application

This unit of competency describes the skills and knowledge required to develop and monitor a budget for scheduled and unscheduled maintenance in aircraft and aeronautical product maintenance organisations, including engineering and logistic support areas. It involves applying Civil Aviation Safety Regulations (CASRs) requirements, and organisational policies, procedures and processes. Work may be performed individually or as part of a team.

It covers the competencies required to manage budgeting activities in aircraft and aeronautical product maintenance and logistic support activities other than major maintenance budgets associated with integrated logistic support (ILS) maintenance programs. Competencies related to these programs are partly covered by MEA139 *Perform aviation maintenance-related integrated logistic support management activities*. Individuals involved in the management of such programs may, as an alternative to MEA132, consider attainment of PSPMGT009 *Manage public sector financial resources*, from the PSP Public Sector Training Package. Those who are accountable managers of maintenance organisations may, instead of this unit, consider attaining MEA146 *Prepare and manage aviation maintenance organisation budgets and financial plans*.

The unit is used in workplaces that operate under the airworthiness regulatory systems of the Australian Defence Force (ADF) and the Civil Aviation Safety Authority (CASA).

This unit forms part of the CASA requirement for maintenance certification licences under CASR Part 66. Where a CASA licensing outcome is sought, users must refer to the licensing provisions in the MEA Aeroskills Companion Volume Implementation Guide.

Pre-requisite Unit

Nil.

Competency Field

Aviation maintenance management

Elements and Performance Criteria

ELEMENTS

Elements describe the

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to

ELEMENTS**PERFORMANCE CRITERIA**

essential outcomes.

demonstrate achievement of the element.

1. Plan a budget in the aviation maintenance environment

- 1.1 Identify and document workplace resource needs
- 1.2 Cost resource needs
- 1.3 Prepare and process budget document according to organisational requirements

2. Manage the acquisition and allocation of budgetary resources in the aviation maintenance environment

- 2.1 Maintain systems for monitoring expenditure
- 2.2 Monitor budgets to ensure expenditure is within targets
- 2.3 Apply required technology to the resource management system
- 2.4 Identify changing priorities and discuss with designated personnel
- 2.5 Amend budget document in response to changing activities and costs
- 2.6 Satisfy accountability requirements

3. Evaluate and report budget outcomes

- 3.1 Evaluate expenditure against planned budget
- 3.2 Evaluate and document impacts on work unit objectives of financial changes and constraints
- 3.3 Prepare report on expenditure and budget according to organisational policies and procedures

Foundation Skills

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

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

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