



Australian Government

MEA135 Use computers in aviation maintenance-related integrated logistic support activities

Release: 3

MEA135 Use computers in aviation maintenance-related integrated logistic support activities

Modification History

Release 2.1 Equivalent to MEA135 Use computers in aviation maintenance-related integrated logistic support activities. Minor amendments to references to regulations to allow flexibility in their application.

Release 2. Equivalent to MEA135 Use computers in aviation maintenance-related integrated logistic support activities. Updated to meet training package policy requirements.

Application

This unit of competency describes the skills and knowledge required to use the internet; and word processing, spreadsheet, database, and project planning software to perform tasks relating to integrated logistic support (ILS) activities associated with aviation maintenance. The work involves aircraft technical records, including standards; specifications; vendor data on materials, piece parts and components; and engineering data. The unit requires compliance with regulatory requirements relating to compiling and safeguarding data.

The unit applies to computer use during scheduled and unscheduled aviation maintenance. 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).

This unit forms part of the CASA requirement for maintenance certification licences under Civil Aviation Safety Regulation (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

Integrated logistic support

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1. Use word processing software, spreadsheets and databases

PERFORMANCE CRITERIA

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

- 1.1 Draft correspondence, instructions and reports using word processing software for aviation maintenance-related integrated logistics support activity

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|---|---|
| | 1.2 Obtain data from spreadsheets used within the organisation and update spreadsheets |
| | 1.3 Develop a simple spreadsheet for a typical ILS-related application |
| | 1.4 Obtain data from databases used for maintenance-related ILS activities in the organisation, and populate databases in line with organisational requirements |
| 2. Use project-planning software | 2.1 Use project-planning software to plan a typical maintenance-related ILS task |
| | 2.2 Use project-planning software to monitor the progress of a task |
| | 2.3 Enter data into organisational maintenance task management software and use it as required |
| 3. Use the internet | 3.1 Obtain regulatory information from applicable internet websites |
| | 3.2 Obtain technical data from internet websites |
| 4. Maintain and store backup copies of data | 4.1 Determine required media for backup copies of data |
| | 4.2 Back up data and update backups as required by regulatory requirements, and organisational policies and procedures |
| | 4.3 Store backup copies of data according to regulatory requirements, and 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

Release 2.1 Equivalent to MEA135 Use computers in aviation maintenance-related integrated logistic support activities. Minor amendments to references to regulations to allow flexibility in their application.

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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>