



Australian Government

MEACOM0014 Manage aircraft maintenance activities

Release: 1

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Modification History

Release 1. Application changed. Elements and Performance Criteria changed. Foundation Skills made explicit. Assessment Requirements clarified. Supersedes and is equivalent to MEA126 Manage aircraft maintenance activities.

Application

This unit describes the skills and knowledge required to develop, implement, and evaluate the outcomes of aircraft maintenance activities, which include maintenance of the airframe and aircraft systems, power plant, avionics systems, and fitted role equipment. Work may be performed individually or as part of a team.

The unit applies to scheduled and unscheduled maintenance activities performed on flight lines, in hangars, and in workshops.

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

Any other relevant legislation, industry standards and codes of practice within Australia must be applied.

Pre-requisite Unit

Nil.

Competency Field

Aviation maintenance management

Elements and Performance Criteria

Elements	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Develop an aircraft maintenance program	1.1 Determine maintenance requirements for aircraft from related documentation 1.2 Analyse and prioritise maintenance tasks 1.3 Identify resource requirements and allocate resources to ensure timely and efficient completion of maintenance tasks
2. Implement an aircraft maintenance program	2.1 Communicate and agree roles and responsibilities of maintenance personnel

Elements	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
	2.2 Identify and arrange required resources and equipment to achieve scheduled tasks, including required safety data sheets (SDS) and personal protective equipment (PPE) 2.3 Regularly consult maintenance personnel to ensure scheduled tasks are achieved 2.4 Provide advice and assistance with maintenance activities as required 2.5 Identify and/or anticipate maintenance problems, and avoid or control them according to maintenance program procedures 2.6 Provide management/stakeholder with updates on maintenance progress in line with organisational requirements and protocols
3. Review compliance and effectiveness of maintenance activities	3.1 Monitor maintenance activities to ensure compliance with authorised instructions, policies and procedures 3.2 Review and analyse maintenance program effectiveness 3.3 Identify, investigate and negotiate proposed changes to maintenance program with management/stakeholders
4. Evaluate and report maintenance outcomes	4.1 Evaluate final maintenance outcomes against the program according to organisational policies and procedures 4.2 Collate, evaluate and distribute maintenance reports to designated authorities according to organisational policies and procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

- Reading skills to interpret maintenance information.
- Writing and oral communication skills to report on maintenance outcomes and produce maintenance notes, worksheets, status reports, briefs, and individual directives in English.
- Numeracy skills to calculate resource requirements.

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

Unit Mapping Information

Release 1. Supersedes and is equivalent to MEA126 Manage aircraft maintenance activities.

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 MEACOM0014 Manage aircraft maintenance activities

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Performance Evidence

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

- manage the activities of one scheduled or unscheduled aircraft maintenance program, and, during the activities:
 - determine aircraft maintenance requirements
 - determine resource requirements
 - use safety data sheets (SDS) to determine handling precautions and personal protective equipment (PPE) requirements
 - demonstrate fault diagnosis techniques
 - communicate maintenance progress and outcomes with designated personnel and authorities
 - review the compliance and effectiveness of maintenance activities undertaken.

The above maintenance program must involve preventative and corrective maintenance activities.

In the course of the above work, the candidate must:

- demonstrate planning and problem-solving techniques suited to the activity
- use documentation and apply regulations, policies and procedures, including work health and safety (WHS) requirements, to determine maintenance and reporting requirements
- produce spoken and written communication in English to the required level by way of status reports, briefings, maintenance notes, and worksheets.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- sources of information relating to scheduled or unscheduled maintenance activities and configuration change requirements described in the performance evidence, including:
 - computer data systems
 - logbooks
 - authorised maintenance manuals
 - management directives

- feedback from maintenance and operating personnel
- aircraft flight and technical records
- aircraft maintenance program
- relevant aviation safety regulations
- aviation maintenance organisation expositions
- continuing airworthiness management organisation expositions
- aircraft type certificate design certificate
- aircraft compliance requirements in authorised instructions, policies and procedures in:
 - manufacturers' operating manuals
 - management directives
 - maintenance manuals
 - relevant aviation safety regulations
 - standing instructions
 - maintenance management plans
 - aviation maintenance organisation expositions
 - continuing airworthiness management organisation expositions
 - procedures manuals
 - work instructions
 - quality assurance instructions
 - work health and safety (WHS) policies and instructions
 - SDS
- factors to consider when determining resource requirements, including:
 - personnel numbers
 - personnel availability
 - personnel qualifications
 - personnel authorisations and experience
 - quantities and availability of parts, consumables, special equipment, ground support equipment, PPE and tools
- basic project planning techniques, including timing, prioritising, resourcing, monitoring and evaluating maintenance tasks
- techniques for mapping maintenance activities and recording progress
- key features and characteristics of the aircraft and systems being maintained
- applicable regulations, organisational policy and procedures manuals, maintenance manuals and instructions
- organisational policy, procedures and protocols, including:
 - fault diagnosis and troubleshooting procedures, damage assessment philosophies and procedures, cost-effectiveness considerations for different repair types, philosophies and considerations in repair versus replacement options
 - procedures for updating management and stakeholders on maintenance progress, including those relating to spoken reports and briefings and written reports, including notes, worksheets and briefs

- equity, fraud and ethics requirements set out in organisational code of conduct specific to the maintenance work described in the performance evidence
- sources of WHS standards, requirements, and procedures relating to the safety of self and others when managing the scheduled or unscheduled aircraft maintenance activities described in the performance evidence.

Assessment Conditions

The following conditions of assessment represent the requirements of the regulators (DASA and CASA) and maintenance stakeholders and must be rigorously observed.

Skills must have been demonstrated under routine supervision in the workplace or in a simulated environment that reflects workplace conditions and contingencies encountered in managing aircraft maintenance activities, or a combination of on- and off-the-job assessment. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
 - workplace procedures, manufacturing specifications, codes, standards, manuals, and reference materials relevant to managing aircraft maintenance activities
 - tools, equipment, and materials required to manage aircraft maintenance activities

Evidence of tasks demonstrating competency must be recorded in a log of industrial experience and achievement.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

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