



Australian Government

MEACOM0028 Coordinate change programs in the aviation maintenance environment

Release: 1

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Modification History

Release 1. Application changed. Performance Criteria changed. Foundation Skills made explicit. Assessment Requirements clarified. Supersedes and is equivalent to MEA144 Coordinate change programs in the aviation maintenance environment.

Application

This unit of competency describes the skills and knowledge required to apply management processes that promote and initiate desirable changes that improve individual and organisational effectiveness in the aviation maintenance environment. Work may be performed individually or as part of a team.

The unit applies to all maintenance activities relating to aircraft and aeronautical product that are performed within the jurisdiction of the Civil Aviation Safety Authority (CASA) during scheduled and unscheduled maintenance.

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. Promote change in aviation maintenance workplace practices	1.1 Promote change as an opportunity for improving individual and organisational effectiveness 1.2 Implement processes that encourage personnel to adopt changes that make improvements in individual and organisational effectiveness 1.3 Identify opportunities and threats presented by change and plan appropriate responses

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
	1.4 Involve personnel in designing and implementing change in line with organisational and regulatory guidelines
2. Initiate change to support aviation maintenance improvements	2.1 Support proposed initiatives for bringing about improvements in the organisation 2.2 Initiate change for the better where necessary and manage it in a planned and constructive manner 2.3 Initiate consultative processes in line with organisational practices
3. Review effectiveness of aviation maintenance change	3.1 Monitor change activities to ensure compliance with authorised instructions, policies and organisational procedures 3.2 Review and analyse effectiveness of change in the aviation maintenance environment 3.3 Report on change performance in line with organisational policies and procedures 3.4 Escalate change performance issues that cannot be rectified or addressed, in line with 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 and procedures.
- Numeracy skills to interpret technical information relating to errors and error maintenance program data.
- Writing and oral communication skills to develop and report on maintenance error management programs.

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 MEA144 Coordinate change programs in the aviation maintenance environment. (Release 2).

Release 1. New unit of competency.

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 MEACOM0028 Coordinate change programs in the aviation maintenance environment

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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:

- coordinate a change program in the aviation maintenance environment in response to one of the following:
 - a changed organisational policy and related procedures
 - reform of a regulation or piece of government legislation
 - training and authorisation requirements
 - review of a management process
 - availability of new tools or support equipment
 - availability of new technology
 - change in aircraft type or item of aeronautical product
- seek ongoing feedback and evaluation of program by initiating consultative processes with the key stakeholder group(s) required for above change, including:
 - regulators where the change has a regulatory component
 - higher management where organisational policy and procedures are involved
 - stakeholders elsewhere in the logistic support network
 - stakeholders at all levels in relevant area of aviation maintenance environment
 - stakeholders in the industrial relations system
 - suppliers of management systems, tooling or support equipment.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- methodology for undertaking strengths, weaknesses, opportunities, threats (SWOT) analysis
- organisational structure and culture relevant to coordinating the change program described in the performance evidence
- policy and procedures, legislation and regulations relating to change program, including those in:
 - relevant aviation safety regulations
 - aviation maintenance organisation expositions

- continuing airworthiness management organisation expositions
- quality manuals
- organisational policy and procedures manuals
- standing instructions
- work instructions
- federal, state or territory work health and safety (WHS) legislation
- equity, fraud and ethics requirements of organisational code of conduct
- effects of change in the workplace
- change strategies.

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 in the workplace or in a simulated environment that reflects workplace conditions and contingencies encountered in developing and managing maintenance error management programs, 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 developing and managing maintenance error management programs
 - all tools, equipment, materials, and documentation required to demonstrate the performance evidence above.

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.

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