



Australian Government

Department of Education, Employment and Workplace Relations

MEA107B Interpret and use aviation maintenance industry manuals and specifications

Release: 2

MEA107B Interpret and use aviation maintenance industry manuals and specifications

Modification History

Minor formatting and editorial changes made.

Unit Descriptor

This unit of competency is applicable to all Aeroskills training pathways. It covers the competencies required to use and correctly interpret industry manuals, specifications and drawings used in the maintenance and manufacture of aircraft and aircraft components. Where a CASA licensing outcome is sought this unit forms part of the CASA requirement for the granting of the chosen Aircraft Maintenance Engineer Licence under CASR Part 66, in accordance with the licensing provisions in the Assessment Guidelines.

Application of the Unit

This unit requires application of the information contained in industry manuals and specifications in the performance of aviation maintenance activities. Applications include on-aircraft and workshop-related activities.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

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| 1. Identify and access industry manuals, specifications and drawings | 1.1. <i>Appropriate manuals</i> are identified and accessed for the type of aircraft or maintained
1.2. Amendment status is clearly established to ensure the correct specifications are applied |
| 2. Interpret information | 2.1. Relevant chapter or section of manual or drawing is located in relation to the task carried out
2.2. Information is interpreted and procedures to be followed are accurately determined |
| 3. Apply information | 3.1. Work steps are correctly identified in accordance with manual or specifications
3.2. All correct sequencing and adjustments are interpreted in accordance with information contained in industry manuals or specifications |
| 4. Amend manuals, specifications or drawings | 4.1. Manual, specification or drawing changes and/or amendments are incorporated and documented correctly in accordance with <i>statutory regulations and/or enterprise procedures</i> |
| 5. Store manuals, specifications or drawings | 5.1. Manuals, specifications or drawings are stored appropriately to ensure previous ready access and updating of information, when required, in accordance with enterprise procedures |

Required Skills and Knowledge

Required skills

Look for evidence that confirms skills in:

- accessing and interpreting information from industry manuals, including paper-based, microfiche or computer-based media, relating to work activities, including determination of manual amendment status, knowledge of manual structures and locating relevant information/instructions for work activity
- amending industry manuals to reflect current/approved amendment status
- identifying and interpreting information from drawings and diagrams in aircraft maintenance manuals, including component scaling, section, assembly, location, drawing applicability and amendment status from the title block
- correct handling and storage of drawings, manuals and industry media, i.e. microfiche and digital formats
- calculating allowable dimension variations on a component from information in drawing title blocks and drawings
- calculating dimensions from drawings for the purpose of manufacturing aircraft components and hardware

Required knowledge

Look for evidence that confirms knowledge of:

- the types of industry manuals used in aviation maintenance and types of media
- requirements for custody and upkeep of industry manuals
- techniques for obtaining and applying data contained in industry manuals

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment	A person who demonstrates competency in this unit must be able to correctly interpret the information in industry manuals and specifications and apply that information during the performance of aviation maintenance tasks.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	The transferability of general manual interpretation and use in accordance with relevant aircraft publications/maintenance regulations/orders and standards and practices must be clearly established. Evidence of underlying knowledge and skills associated with the interpretation and use of manuals is required to supplement understanding of the structure and regulatory requirements associated with the aircraft maintenance environment in this area. A person cannot be assessed as competent until it can be demonstrated to the satisfaction of the workplace assessor that the relevant elements of the Unit of Competency are being achieved under routine supervision on at least one manual from each of Groups 1, 2 and 3 listed in the Range Statement. This shall be established via the records in the Log of Industrial Experience and Achievement or, where appropriate, an equivalent Industry .
Context of and specific resources for assessment	Competency should be assessed in the work environment, or by use of simulated activities, covering the interpretation and use of Enterprise Aviation manuals, aircraft publications, process sheets, specifications and drawings applicable to the aircraft maintenance environment. This unit must be linked in its assessment and application to those that apply to the actual maintenance of aircraft.
Method of assessment	
Guidance information for assessment	

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Note	The Range Statements below are numbered to facilitate specification of the assessment requirements included in the Evidence Guide
Types of manual	Appropriate manuals may include: 1. Aircraft publications, maintenance instruction manuals, process specifications, servicing or service bulletins or structural repair manuals 2. Tooling or equipment manuals, manufacturer's manuals, standard practices, enterprise aviation regulations and publications 3. Illustrated parts catalogues, aircraft wiring manuals or drawings
Statutory regulations and/or enterprise procedures	Statutory regulations and/or enterprise procedures may include: • civil aviation regulations or civil aviation safety regulations • applicable defence regulations and instructions • maintenance organisation manual • standing instructions
Application	Application of this unit may relate to both on-aircraft and workshop-related activities in the aircraft maintenance environment

Unit Sector(s)

Aviation maintenance

Competency field

Co-requisite units

Not applicable