



Australian Government

Assessment Requirements for MEM09215 Supervise detail drafting projects

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MEM09215A Supervise detail drafting projects.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include:

- following work instructions, standard operating procedures (SOPs) and safe work practices
- determining purpose and scope for drawing requirements relevant to the project utilising all available information
- leading detail drafting project by identifying and confirming computer-aided design (CAD) software program, parameters and regulatory requirements for completion with appropriate personnel
- monitoring detail drafting projects and supervising detail drafts person on at least two occasions to confirm drafting work is compliant with project brief, Australian Standards and specifications, providing feedback on drafting outcomes
- identifying any additional skills or training needs required to deliver drafting outcomes
- monitoring presentation of required drawings to engineers, designers or clients
- documenting and storing drawings in accordance with SOPs
- complying with organisational policies and procedures including quality requirements.

Note: Where a volume and/or frequency is not specified, demonstration must be provided at least once.

Knowledge Evidence

Evidence required to demonstrate the required knowledge for this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include knowledge of:

- safe work practices and procedures
- different approaches to detail drawing
- copyright and intellectual property issues and legislation in relation to drawing
- quality assurance procedures
- organisational standards and procedures for CAD and detail drafting work
- information needs associated with engineering detail drawings
- sources and range of reference material
- parameters for a project

- requirements of AS 1100.101 Technical drawing - General principles, or equivalent for drawings to be produced
- specifications of the components, materials or assemblies
- procedures for checking and approving detail drawings
- procedures for customising identified system variables and reasons for customisation
- reasons for customising the system variables
- range of file types and their features and uses
- CAD file types, their uses and transfer requirements.

Assessment Conditions

- Assessors must:
 - have vocational competency in supervising detail drafting projects at least to the level being assessed with relevant industry knowledge and experience
 - satisfy the assessor requirements in the Standards for Registered Training Organisations 2015 or its replacement and comply with the National Vocational Education and Training Regulator Act 2011, its replacement or equivalent legislation covering VET regulation in a non-referring state/territory as the case requires.
- Where possible, assessment must occur in operational workplace situations. Where this is not possible or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment that reflects realistic operational workplace conditions that cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required including relevant workplace procedures, product and manufacturing specifications.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2>