



Australian Government

Assessment Requirements for MEM22015 Source and estimate engineering materials requirements

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MEM22015A Source and estimate engineering materials requirements.

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
- planning for materials resourcing
- estimating quantities, sourcing and evaluating materials suppliers on at least two occasions
- developing tender and contract documents, materials requirement and purchasing schedule, purchasing budgets, and performance indices for materials supply chain on at least two occasions
- using materials sourcing and planning software packages on at least two occasions
- participating, communicating, cooperating, and negotiating with stakeholders on policy and procedures development and implementation
- monitoring supply of materials against contract requirements and key performance indicators (KPIs)
- contributing to organisational management processes, and materials supply chain management
- reporting and documenting results of evaluations and tender analysis and material sourcing in accordance with standard operating procedures (SOPs).

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
- planning procedures for materials resourcing in the context of operations, project, strategic and business plans and budgets
- use of systems and software packages to assess materials requirements information, data processing, bill of materials, estimating, supplier database and purchasing budget control
- systems for cost estimation and planning, value engineering, feasibility studies, cost-benefit analysis, life cycle costing and valuation

- supply chain management and value analysis, performance indices or parameters, and monitoring processes
- tender and contract documents, supply agreements, quality and delivery parameters, and terms of payment
- supply chain communications, feedback on quality, supply chain efficiency and continuous improvement processes
- sustainability policies, procedures and implications
- work health and safety (WHS), regulatory and risk management requirements with particular emphasis on handling and use of resources
- WHS and regulatory compliance requirements, safety data sheets (SDS), test results, and risk management related to handling and storage
- use of systems thinking, constraints and contingency management, problem- solving and decision-making, and continuous improvement techniques
- typical constraints for sourcing of engineering materials.

Assessment Conditions

- Assessors must:
 - have vocational competency in sourcing and estimating engineering materials requirements 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>