



Australian Government

MSFFT5005 Organise enterprise maintenance programs

Release: 1

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Modification History

Release 1 - New unit of competency

Application

This unit of competency covers establishing, organising and implementing preventative and reactive maintenance programs and capabilities required to optimise operational and production performance.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Competency Field

Unit Sector

Furnishing Technology

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

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| 1 | Clarify maintenance requirements | 1.1 | Equipment specifications, service requirements and workplace procedures are checked for recommended maintenance intervals and processes |
| | | 1.2 | Special requirements for maintenance are separated from normal lubrication, adjustment and maintenance schedules |
| | | 1.3 | Comparisons with previous experience, future equipment use, production requirements and standard operating procedures are made |
| | | 1.4 | An outline plan for maintenance and a related work schedule are identified and developed |
| 2 | Establish maintenance systems | 2.1 | Costing for process is identified based on work schedule, equipment manufacturer recommendations, charges for materials, equipment and consumables, and external/internal labour charges |

- 2.2 Required production interruptions, processes and procedures are documented and recorded
 - 2.3 Maintenance providers are identified
 - 2.4 Maintenance systems options are analysed and recommendations processed to management
 - 2.5 Approvals for the maintenance systems concepts and resources are obtained
- 3 Organise maintenance activities
 - 3.1 Work health and safety (WHS) requirements, including personal protection needs, are observed throughout the work
 - 3.2 Production schedules and staff rosters are checked to identify times when the maintenance process may be scheduled, including optimum timing for shutdown
 - 3.3 Permission from supervisory personnel is obtained for timing of maintenance to optimise the maintenance process and production
 - 3.4 Detailed work plans are developed in accordance with production schedules covering the availability of expertise and scheduling of resource availability
 - 3.5 Employees with the required competencies are identified and, where necessary, appropriate training and assessment are facilitated
 - 3.6 Approvals for production schedule, employee work pattern and maintenance schedule adjustments are obtained
 - 3.7 Work plan is refined to ensure the maintenance program will maintain workplace outputs in terms of workplace policy
- 4 Resource maintenance requirements
 - 4.1 Required consumables for maintenance and their reliable supply is established
 - 4.2 Externally sourced equipment is determined and supply arranged
- 5 Complete maintenance procedures
 - 5.1 Maintenance work schedule is completed following the work plan
 - 5.2 Appropriate readings, measurements and recordings are made and compared to equipment, product and other

relevant specifications

- 5.3 Areas requiring further testing are identified and appropriate procedures for testing recommended to supervisory staff
- 5.4 Appropriate adjustments to the work schedule plan are made based on experience and documentation completed
- 5.5 Maintenance records are completed and forwarded to appropriate personnel
- 5.6 Areas where changes to equipment operation or routine maintenance are required to maintain optimum work output and equipment life are noted

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency. Detail on appropriate performance levels for each furnishing unit of competency in reading, writing, oral communication and numeracy utilising the Australian Core Skills Framework (ACSF) are provided in the Furnishing Training Package Implementation Guide.

Range of Conditions

Specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Range is restricted to essential operating conditions and any other variables essential to the work environment.

Unit context includes:

- WHS requirements, including legislation, building codes, material safety management systems, hazardous and dangerous goods codes, and local safe operating procedures or equivalent
- work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, manual handling procedures and organisation insurance requirements
- work requires individuals to demonstrate conceptual and analytical ability, discretion, judgement and problem solving and is generally performed with little external assistance and with minimal supervision or direction
- work activities of other employees are supervised and assistance to others is provided

- customers are normally internal
 - microprocessor or computer-controlled machines
 - production and facility equipment used in the enterprise
- Machines and equipment include:
- that prescribed under legislation, regulations and enterprise policies and practices
- Personal protective equipment includes:
- work procedures/instructions
 - manufacturer specifications and instructions
 - standard forms of workplace process and procedures
 - organisation work specifications and requirements
 - legislation, regulations and codes of practice
 - quality and Australian Standards and procedures
- Information and procedures include:

Unit Mapping Information

Supersedes and is equivalent to LMFFT5005B Organise enterprise maintenance programs.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>