



Australian Government

Department of Education, Employment and Workplace Relations

MTMS306B Identify and repair equipment faults

Release: 1

MTMS306B Identify and repair equipment faults

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the skills and knowledge required to locate and repair or replace faulty components in equipment as agreed in the workplace.
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Application of the Unit

Application of the unit	This unit is applicable to the retail, smallgoods and processing sectors of the meat industry.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units	Nil	

Employability Skills Information

Employability skills	This unit contains employability skills.
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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

ELEMENT	PERFORMANCE CRITERIA
1. Locate equipment <i>faults</i>	1.1. Unit or sub-system performance is monitored to identify presence of actual and/or potential faults. 1.2. Built in test functions, fault indicators or alarms and error codes are monitored and appropriate maintenance records are checked and reviewed. 1.3. Equipment faults are detected using established fault diagnoses techniques and procedures. 1.4. Faults are recorded and/or reported according to standard procedures.
2. Repair and/or replace faulty equipment components	2.1. Equipment is isolated according to standard procedures in preparation for component repair or replacement. 2.2. Faulty components are removed using appropriate tools and techniques in accordance with standard procedures. 2.3. Faulty components are repaired and/or replaced in accordance with manufacturer's specifications and standard procedures. 2.4. Unit, sub-system or system is checked and tested to confirm that maintenance has been completed to specifications. 2.5. Tools are used according to manufacturer's specifications to achieve desired outcomes. 2.6. Waste arising from maintenance is disposed according to waste management requirements. 2.7. Maintenance information is recorded in the company reporting system .

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- prepare equipment and work area to conduct maintenance

REQUIRED SKILLS AND KNOWLEDGE

- wear personal protective clothing for maintenance work
- apply relevant regulatory requirements
- follow **instructions** in undertaking agreed maintenance task
- diagnose and repair or replace faulty equipment according to Occupational Health and Safety (**OH&S**), **hygiene and sanitation**, **workplace requirements** and manufacturer's specifications
- apply fault diagnosis techniques and procedures
- demonstrate the use of common hand and power tools used for component repair or replacement
- verify completion of repair or replacement
- clean maintenance tools or equipment
- maintain a clean and safe work area
- pack or store tools in designated location
- apply relevant **communication** and **mathematical skills**
- work effectively as an individual and as part of a team
- seek advice from others, manuals etc to learn new skills and techniques
- take action to improve own work performance as a result of self-evaluation, feedback from others, or in response to changed work practices or technology

Required knowledge

Knowledge of:

- common problems in conducting maintenance
- consequences of incorrect or inadequate maintenance
- **environmental aspects** related to maintenance
- equipment isolation requirements
- food safety factors in maintaining equipment
- OH&S hazards and controls
- purpose and use of common hand and power tools used for component repair or replacement
- fault diagnosis techniques and procedures
- purpose of routine preventative maintenance
- quality parameters to be achieved
- recording or reporting systems and processes
- relationship of maintenance to other work activities in the meat or enterprise plant
- roles of and relationships with others involved in carrying out maintenance functions
- services used in maintenance
- significance of minimising equipment down time
- waste handling requirements
- relevant **regulatory requirements**

Evidence Guide

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

The meat industry has specific and clear requirements for evidence. A minimum of three forms of evidence is required to demonstrate competency in the meat industry. This is specifically designed to provide evidence that covers the demonstration in the workplace of all aspects of competency over time.

These requirements are in addition to the requirements for valid, current, authentic and sufficient evidence.

Three forms of evidence means three different kinds of evidence - not three pieces of the same kind. In practice it will mean that most of the unit is covered twice. This increases the legitimacy of the evidence.

All assessment must be conducted against Australian meat industry standards and regulations.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Context of, and specific resources for assessment

Assessment must occur in the workplace under normal operating and production conditions.

Resources may include:

- real work environment
- relevant documentation such as:
 - manufacturer's instructions and operations manuals
 - regulatory requirements
 - workplace policies and procedures
- relevant equipment and materials.

Method of assessment

Recommended methods of assessment are:

- assignment
- simulation

EVIDENCE GUIDE

	workplace referee or third party report of performance over time. Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender, or language backgrounds other than English. Language and literacy demands of the assessment task should not be higher than those of the work role.
Guidance information for assessment	A current list of resources for this Unit of Competency is available from MINTRAC www.mintrac.com.au or telephone 1800 817 462.

Range Statement**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.

<i>Faults</i> may occur in:	- individual units - sub-systems - systems.
<i>Tools</i> may include:	- hand held power tools - small hand tools.
<i>Reporting systems</i> may include:	- electronic - manual data - storage systems.
Maintenance <i>instructions</i> may include:	- manufacturer's instructions and manuals - regulatory requirements - verbal instructions from a supervisor - workplace procedures.
<i>OH&S requirements</i> may include:	- enterprise OH&S policies, procedures and programs - OH&S legal requirements

RANGE STATEMENT	
	• Personal Protective Equipment (PPE) which may include: • coats and aprons • ear plugs or muffs • eye and facial protection • head-wear • lifting assistance • protective boot covers • protective hand and arm covering • protective head and hair covering • uniforms • waterproof clothing • work, safety or waterproof footwear • requirements set out in standards and codes of practice.
Hygiene and sanitation requirements may include:	• relevant government regulations • workplace requirements.
Workplace requirements may include:	• enterprise-specific requirements • OH&S requirements • Quality Assurance (QA) requirements • Standard Operating Procedures (SOPs) • the ability to perform the task to production requirements • work instructions.
Communication skills may include:	• interacting with people from a range of cultural, social and ethnic backgrounds • listening, understanding and speaking clearly • reading and interpreting workplace information • the use of communications technology.
Mathematical skills may include:	• estimation and calculation • the use of calculators and computer software packages • the use of familiar and unfamiliar complex formula • product formulations and specifications • interpreting and drawing conclusions from a range of simple and complex mathematical tables, charts, bar graphs and pie charts • monitoring, adjusting and calibrating formula,

RANGE STATEMENT	
	specifications, outputs and equipment • synthesis and analysis of mathematical information from more than one source.
<i>Environmental aspects</i> may include:	• dust • heat • noise • waste handling.
<i>Regulatory requirements</i> may include:	• Export Control Act • relevant regulations • state and territory regulations regarding meat processing.

Unit Sector(s)

Unit sector	
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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