Modification history

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| Release | Comments |
| Release 2 | This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 2.0. |
| Release 1 | This version released with AHC Agriculture, Horticulture and Conservation and Land Management Training Package Version 1.0 and meets the Standards for Training Packages 2012. |

| AHCMOM301 | Coordinate machinery and equipment maintenance and repair |
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| Application | This unit of competency describes the skills and knowledge required to coordinate machinery and equipment maintenance and repair for a small enterprise.  All work must be carried out to comply with workplace procedures, work health and safety requirements, operation and maintenance manual and sustainability practices.  This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They use discretion and judgement in the selection and use of available resources.  No occupational licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Prerequisite Unit | Nil. |
| Unit Sector | Machinery operation and maintenance (MOM) |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1.Prepare for maintenance and repair work | 1.1 Clarify requirements of the work responsibilities with the supervisor  1.2 Identify equipment and material resource requirements according to the scope of the coordination work and supervisor instructions  1.3 Identify, document and present the priorities for maintenance and repair activities and time allocation to the supervisor for verification  1.4 Identify the environmental implications of the proposed maintenance and repair work and assess and report the likely outcomes to the supervisor  1.5 Identify workplace health and safety hazards, assess risks and implement risk controls  1.6 Select, use and maintain personal protective clothing and equipment according to enterprise procedures |
| 2.Maintain and repair machinery and equipment | 2.1 Maintain and repair equipment and machinery  2.2 Purchase, store and use materials to assist in maintenance and repair work  2.3 Organise delivery of materials to the site  2.4 Organise machinery and equipment to be on site in good order when they are required  2.5 Identify and organise maintenance and repairs requiring specialist attention |
| 3.Coordinate and report on maintenance and repair activities | 3.1 Coordinate staff and resources to suit the maintenance and repair activities and priority of work  3.2 Inform operators of their responsibilities in respect to operational maintenance requirements of machinery and equipment  3.3 Monitor personnel and document activities, timelines and materials usage  3.4 Recognise and report contingency situations to the supervisor and take corrective actions  3.5 Report to management the maintenance and repair activities undertaken and completed |

| Foundation Skills  This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. | |
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| Skill | Description |
| Reading | * Interpret textual information from a range of sources to identify relevant and key information about workplace operations |
| Writing | * Legibly and accurately fill out workplace documentation when recording activities, timelines and materials usage |
| Oral communication | * Use clear language to report service or repair requirements |
| Numeracy | * Calculate quantities of material and resource requirements, including; fuels, oils, cleaning agents, solvents and chemicals * Calculate maintenance and repair time allocation |
| Navigate the world of work | * Recognise and follow workplace requirements, including safety requirements, associated with own role and area of responsibility |

| Range Of Conditions  This section 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. | |
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| Material resource requirements must include at least one of the following: | * tools * fuel * oil * cleaning agents * solvents * chemicals. |
| Personal protective clothing and equipment must include: | * enclosed toe shoes * safety glasses/goggles * safety equipment and personal protective clothing and equipment applicable to the task being undertaken. |
| Contingency situations must include at least one of the following: | * delays in delivery of equipment or machinery * machinery or equipment breakdowns * poor weather conditions * poor quality materials * unforseen problems. |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| AHCMOM301 Coordinate machinery and equipment maintenance and repair | AHCMOM301A Coordinate machinery and equipment maintenance and repair | This unit is equivalent to AHCMOM301A Coordinate machinery and equipment maintenance and repair. Minor changes to performance criteria and range of conditions. | Equivalent |

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| Links | Companion Volumes, including Implementation Guides are available at VETNet https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72 |

| TITLE | Assessment requirements for AHCMOM301 Coordinate machinery and equipment maintenance and repair |
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| Performance Evidence | |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.  There must be evidence that, on at least one occasion, the individual has:   * Identified workplace hazards, assessed risks and implemented safe work procedures * read and interpreted documentation associated with work site activities * sought specialist advice on repairs requiring specialist attention * established priorities for work to be carried out * co-ordinated staff and resources to achieve work priorities * responded to contingencies and took corrective actions where necessary * documented activities, timelines and material usage. | |

| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * work schedule programming * possible causes of disruption to work activities and their effect on quality and time schedules * responsibilities and requirements for maintaining and repairing machinery and equipment * range, use and availability of materials, equipment and machinery required for the project * environmental impacts of machinery and equipment maintenance and repair work and disposal of fuels, oils and other wastes * workplace procedures applicable to workplace health and safety, and machinery and equipment maintenance and repair. |

| Assessment Conditions |
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| Assessment of skills must take place under the following conditions:   * physical conditions: * a workplace setting or an environment that accurately represents workplace conditions * resources, equipment and materials: * machinery and equipment * maintenance tools and equipment * material resources * safety equipment and personal protective clothing and equipment applicable to the task being undertaken * specifications: * machinery operation and maintenance manual * workplace procedures applicable to workplace health and safety and machinery maintenance * relationships: * team members/supervisors or realistic scenarios or role plays * timeframes: * according to the job requirements.   Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

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