Mapping ensures the assessment instruments cover the requirements of the unit. The observation checklist should be mapped to the relevant performance criteria and all performance evidence. The knowledge questions should be mapped to relevant performance criteria and all of the knowledge evidence.

**Assessment Mapping Matrix**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Competency Code** | **MEM18002** | **Competency Name** | **Use power tools/hand held operations** | | |
| **Element** | **Performance Criteria** | | | **Assessment Tool** | |
| **Observation Checklist** | **Knowledge Questions** |
| Determine job requirements | 1.1 Follow standard operating procedures (SOPs) | | |  |  |
| 1.2 Comply with work health and safety (WHS) requirements at all times | | |  |  |
| 1.3 Use appropriate personal protective equipment (PPE) in accordance with SOPs | | |  |  |
| 1.4 Identify job requirements from specifications, drawings, job sheets or work instructions | | |  |  |
| Use power tools for general engineering applications | 2.1 Select power tools appropriate to the task requirements | | |  |  |
| 2.2 Use power tools for a determined sequence of operations to produce desired outcomes to job specifications | | |  |  |
| 2.3 Identify unsafe or faulty tools and mark for repair before, during and after use according to SOPs | | |  |  |
| 2.4 Undertake operational maintenance of tools according to principles, techniques and SOPs | | |  |  |
| 2.5 Store power tools safely in appropriate location according to manufacturers' recommendations and SOPs | | |  |  |
| **Performance Evidence** | Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria on at least two (2) occasions and include: | | |  |  |
| * following work instructions, standard operating procedures (SOPs) and safe work practices | | |  |  |
| * selecting and using a range of hand held and fixed power tools for a variety of general engineering applications | | |  |  |
| * following designated procedures for dealing with unsafe or faulty power tools | | |  |  |
| * undertaking routine maintenance and cleaning of power tools, including storage. | | |  |  |
| **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 and use of personal protective equipment (PPE) | | |  |  |
| * features and application of different power tools | | |  |  |
| * clamping/securing methods | | |  |  |
| * adjustments/alignments to a range of power tools | | |  |  |
| * common faults and/or defects in power tools | | |  |  |
| * procedures for marking unsafe or faulty power tools for repair | | |  |  |
| * routine maintenance requirements and cleaning of a range of power tools | | |  |  |
| * storage location and procedures of a range of power tools. | | |  |  |

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| **Foundation Skills -** *The Foundation Skills describe those required skills (such as language, literacy, numeracy and employment skills) that are essential to performance.*  Foundation skills essential to performance are explicit in the performance criteria of this unit of competency. |

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| **Does the Assessment for this unit of competency comply with the Assessment Conditions** | **YES** | **NO** |
| * Where the assessment takes place is appropriate to the assessment conditions |  |  |
| * Equipment and resource requirements are appropriate to the assessment conditions |  |  |