

<b>Title</b>	<b>Use and maintain power tools and equipment in the motor body industry</b>		
<b>Level</b>	<b>2</b>	<b>Credits</b>	<b>3</b>

<b>Purpose</b>	People credited with this unit standard are able to: use tools and equipment relevant to the workplace in the motor body industry; and maintain tools and equipment in the motor body industry.
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<b>Classification</b>	Motor Industry > Vehicle Bodywork
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 Legislation and references  
Performance of the outcomes of this unit standard must comply with the following: Health and Safety at Work Act 2015.
- 2 Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.
- 3 Definitions  
*Company requirements* refer to instructions to staff on policy and procedures that are available in the workplace. These requirements may include – company policies and procedures, work instructions, product quality specifications and legislative requirements.  
*Service information* refers to information such as technical information for a vehicle, machine, or product detailing operation; installation and servicing procedures; manufacturer instructions; technical terms and descriptions; and detailed illustrations.  
*Suitable tools and equipment* refer to industry approved tools and equipment that are recognised within the industry as being the most suited to complete the task in a professional and competent manner with due regard to safe working practices.
- 4 Assessment  
Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable service information, and company requirements and legislative requirements. This includes the knowledge and use of suitable tools and equipment.
- 5 Recommended skills and knowledge  
It is recommended that people hold credit for Unit 21693, *Demonstrate knowledge of tools and equipment used in the collision repair industry* before being assessed against this unit standard.

## Outcomes and performance criteria

### Outcome 1

Use tools and equipment relevant to the workplace in the motor body industry.

**Range** may include – grinders, disk sanders, dual-action sanders, orbital sanders, random-action sanders, rotary sanders, drills, polishers, wire brush and attachments, electric transformers, heat gun, leads and plugs, chisel, saw, air gun, air hose and connections, transformers, oil lubricators, air riveter, stapler, ratchet.

### Performance criteria

- 1.1 Area to be worked on is identified, and the tool is selected for the job.
- 1.2 Attachment is fitted to the tool for the job in hand, and the tool is connected to the power or air supply and used.

**Range** may include – sanding disks; abrasive papers; polishing attachments; wire brushes; abrasive finishing, cleaning, and buffing disks; fibre and nylon disks; drills; glass cutters; saw attachments.

### Outcome 2

Maintain tools and equipment in the motor body industry.

### Performance criteria

- 2.1 No dust or dirt is left on the tools and equipment after use.
- 2.2 Tools and equipment are maintained.
- 2.3 Electrical equipment is kept in a safe working order.
- 2.4 Air line system is kept in a functioning manner.  
**Range** no leaks or damage, air cleaning system, lubrication system.
- 2.5 Faulty tools and equipment are reported promptly to supervisor.
- 2.6 Tools and equipment are stored in a safe place after use.

<b>Replacement information</b>	This unit standard and unit standard 21693 replaced unit standard 16099.
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<b>Planned review date</b>	31 December 2027
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	27 July 2005	31 December 2022
Review	2	29 July 2021	31 December 2027
Review	3	25 May 2023	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0014
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

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**Comments on this unit standard**

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council [qualifications@hangaarorau.nz](mailto:qualifications@hangaarorau.nz) if you wish to suggest changes to the content of this unit standard.