

<b>Title</b>	<b>Carry out a pre-delivery check, rectify defects, and complete the service on a light vehicle</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>3</b>

<b>Purpose</b>	<p>This unit standard is intended for people in the automotive service industries.</p> <p>People credited with this unit standard are able to carry out a pre-delivery check on a light vehicle; and rectify any defects from the pre-delivery check and complete the service.</p>
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<b>Classification</b>	Motor Industry > Automotive Preventive Maintenance
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<b>Available grade</b>	Achieved
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<b>Prerequisites</b>	Class 1 driver licence.
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### Guidance Information

- 1 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.
- 2 Performance of the outcomes of this unit standard must comply with the following:  
Health and Safety at Work Act 2015;  
Land Transport Rules;  
The Official New Zealand Road Code.
- 3 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.
- 4 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.  
*Light vehicle* refers to classes MA, MB, MC, MD, MD1, MD2 and NA as specified in the Vehicle equipment standards classifications at <https://www.nzta.govt.nz/vehicles/vehicle-types/vehicle-classes-and-standards/vehicle-classes/>.

*Service information* refers to 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.

- 5 For this unit standard, it is essential that the practical assessment evidence is obtained in the workplace under normal workplace conditions.
- 6 A pre-delivery inspection must be carried out in accordance with the manufacturer pre-delivery check sheet and any manufacturer special instructions; otherwise the warranty may be void. Assessment must therefore be carried out in adherence to those instructions.

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## Outcomes and performance criteria

### Outcome 1

Carry out a pre-delivery check on a light vehicle.

#### Performance criteria

- 1.1 Precautions are observed throughout the task.
 

Range	may include but are not limited to – high-voltage electrical systems.
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- 1.2 The exterior of the vehicle is inspected for condition and installation of panels and attachments, and any defects are identified and noted on the pre-delivery check list.
 

Range	may include but is not limited to – glass; bright metal trim; decorative trim; paint; alignment of doors, bonnet, and boot; operation of locks and safety catches; type, size, condition and pressures of tyres; security of wheel nuts.
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- 1.3 Components under the bonnet are checked, with the engine off, for fluid level, leaks, tightness, and adjustment, and any defects are identified and noted on the pre-delivery check list.
 

Range	may include but is not limited to – radiator and hoses, engine oil, power steering system, brake and clutch master cylinder, windscreen washer, battery, manual transaxle oil, drive belts, cables.
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- 1.4 The interior of the vehicle is inspected for adjustment and operation of controls, for condition and installation of panels and attachments, and any defects are identified and noted on the pre-delivery check list.
- Range may include but is not limited to – trim, seat belts, seats and upholstery, steering wheel, horn, brake and clutch pedals, ignition switch and steering lock, lights, wipers and washers, radio and tape player, mirrors, windows, fuses.
- 1.5 The engine is started and brought up to normal operating temperature, and any necessary checks are made.
- Range may include but is not limited to – automatic or manual transmission oil level, idle speed and fuel mixture, initial ignition timing, electric fan operation.
- 1.6 Components under the vehicle are checked for fluid level, leaks, tightness, and adjustment.
- Range may include but is not limited to – fuel and hydraulic lines, air lines, drive shaft(s), manual transmission oil, differential oil, steering and suspension components, exhaust system, handbrake cable or rods.
- 1.7 Seat and floor mat protective covers are installed and used so that no grease, oil, and other foreign matter are put on upholstery, carpets, and mats during the service.
- 1.8 The vehicle is operated to test its operation at speeds up to and including the open road limit.
- Range may include but is not limited to – engine performance; clutch and manual transmission performance; automatic transmission performance; brakes; steering; squeaks; rattles and unusual noises; operation of meters and gauges; operation of air conditioning, heating and ventilation systems; audio entertainment systems.

## Outcome 2

Rectify any defects from the pre-delivery check and complete the service.

### Performance criteria

- 2.1 Precautions are observed throughout the task.
- Range may include but are not limited to – high-voltage electrical systems.
- 2.2 Any work necessary to correct defects noted from the pre-delivery check is carried out, and any specialist work required is reported to the supervisor.

- 2.3 Protective coverings are removed without damage to components.
- 2.4 Seat and floor mat protective covers are removed, and checks are made to ensure that owner information, tools, and the spare wheel are installed in their assigned places in the vehicle.
- 2.5 The vehicle's service record is completed.

<b>Planned review date</b>	31 December 2025
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#### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	29 October 1993	31 December 2022
Review	2	4 October 1996	31 December 2022
Review	3	26 February 1999	31 December 2022
Review	4	20 March 2008	31 December 2022
Review	5	29 April 2021	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>.

#### Comments on this unit standard

Please contact MITO New Zealand Incorporated [info@mito.org.nz](mailto:info@mito.org.nz) if you wish to suggest changes to the content of this unit standard.