

Domain**FITTING AND MACHINING****Title:****Control processes in the engineering
workshop****Level: 4****Credits: 10****Purpose**

This unit standard is intended for those who control processes in the engineering workshop. People credited with this unit standard are able to conduct workshop administration and reporting and control workshop store.

This unit standard is intended for people who work in the fitting and machining working environment.

Special Notes

1. Entry information:

Prerequisite:

- Unit 1157 Demonstrate basic knowledge of work place health and safety

2 This unit standard is to be delivered and assessed in the context of fitting and machining operations.

3 Assessment evidence may be collected from a real workplace or a simulated workplace in which fitting and machining operations are carried out.

4 Performance of all elements in this unit standard must comply with industry standards.

5 Regulations and legislation relevant to this unit standard include the following:

- Labour Act 2007(Act no 11, 2007)
- Regulations relating to the health & Safety of employees at work under Schedule 1 (2) of the Labour Act No.11 of 2007 and all subsequent amendments

Quality Assurance Requirements

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority on www.nta.com.na.

Elements and Performance Criteria

Element 1: Conduct workshop administration and reporting.

Performance Criteria

- 1.1 Job card are administered according to workshop procedures.
- 1.2 Daily workshop reports are compiled according to the workshop standard of report writing.
- 1.3 Materials are ordered, received and stored as per the company requirement.

Element 2: Control workshop store.

Performance Criteria

- 2.1 Movement of tools in the workplace is controlled.
- 2.2 Condition of tools is monitored.

Registration Data

Subfield:	Mechanical Engineering
Date first registered:	29 November 2018
Date this version registered:	29 November 2018
Anticipated review:	2023
Body responsible for review:	Namibia Training Authority