

Specification of Competency Standards
for the Automotive Industry
Unit of Competency

Functional Area - Vehicle Servicing

Title	Simple vehicle maintenance
Code	108641L1
Range	This unit of competency is applicable in vehicle servicing worksites and places that provide simple vehicle maintenance service. Practitioners should be able to check, rectifying and topping up consumable materials as well as replacing simple parts for various vehicle systems correctly according to the vehicle manufacturer's manual, guidelines and providing written report.
Level	1
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Knowledge (Operation of simple vehicle maintenance)</p> <ul style="list-style-type: none"> • Understand the importance of vehicle maintenance. • Understand the operation of simple vehicle maintenance and carry out simple vehicle maintenance procedure, as well as check, rectify and top up consumable materials and replace simple parts. • Understand the relevant legal requirements on road and vehicle safety and environment protection. <p>2. Performance (Carry out simple vehicle maintenance work)</p> <ul style="list-style-type: none"> • Check, rectify and top up consumable materials for various vehicle systems correctly according to the vehicle manufacturer's manual and guidelines, such as: <ul style="list-style-type: none"> ○ Engine lubricants ○ Transmission fluid for the manual and automatic transmissions ○ Differential lubricants ○ Coolant for the cooling system ○ Brake fluid for the braking and clutch systems ○ Fluid for hydraulic assisted steering system ○ Grease for the steering ball-joints, suspension joints, king pin and spring eye and shackle pins, etc. ○ Battery electrolyte ○ Cleaning fluid for the windshield. • Include: <ul style="list-style-type: none"> ○ Identify general problems by Visual inspection. ○ Assessment of components by functional test. ○ Troubleshoot of common faults. ○ After work completion, provide written report.
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are that the practitioner being assessed shall prove that he/she is:</p> <ul style="list-style-type: none"> • Capable of understanding the importance of maintenance to vehicles; • Capable of checking, rectifying and topping up consumable materials for various vehicle systems correctly; • Capable of reporting accurately on the systems with abnormal consumption and excessive loss of oil; • Capable of reporting accurately the oil/liquid leakage and oil stain condition; • Capable of replacing simple parts correctly; and • Capable of providing written report on work completion.

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Remark	<p>The credits value of this unit of competency is set on the presumption that the practitioner concerned already has known the structure of vehicles and components and their basic application.</p> <p>The relevant legislation involved in this unit of competency is as follows:</p> <ul style="list-style-type: none">• Waste Disposal Ordinance - Waste Disposal (Chemical waste) (General) Regulation
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