

1. Title	Plan, organize and coordinate maintenance work for trains
2. Code	EMRAMA507A
3. Range	Plan, organize and coordinate maintenance work for trains by applying knowledge and techniques of planning, organizing and coordination as well as familiarity with different maintenance levels and maintenance cycles for trains and their content in order to guarantee the smooth execution of maintenance work for trains.
4. Level	5
5. Credits	6
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 Knowledge of planning, organizing and coordinating maintenance work for train</p> <ul style="list-style-type: none"> <li>◆ Be familiar with the information about maintenance cycles for trains, and master knowledge and techniques of formulating a scheduling mechanism for different maintenance levels for trains</li> <li>◆ Understand the operation mode and culture of different units engaged in the maintenance works and operation of trains</li> <li>◆ Master human relations, and knowledge and techniques in communicating and coordinating with railway engineering and operational departments</li> <li>◆ Be familiar with the content of different levels of train maintenance and the workflow of maintenance for different major equipment, master the technique of calculating time taken in maintaining each train</li> <li>◆ Master knowledge and techniques of formulating a mechanism for keeping repair and maintenance records</li> </ul> <p>6.2 Method and procedures of planning, organizing and coordinating maintenance work for trains</p> <ul style="list-style-type: none"> <li>◆ Capable to formulate a mechanism for scheduling different maintenance levels for trains according to their maintenance cycles</li> <li>◆ Capable to coordinate different engineering departments engaged in train maintenance and determine the actual time, manpower, equipment and materials required for maintaining each train by referring to the content of different levels of train maintenance and the actual operation record and condition of the train</li> <li>◆ Capable to coordinate different departments engaged in train maintenance works and railway operation to arrange the scheduled level of maintenance work for trains according to the schedule of the maintenance plan</li> <li>◆ Capable to formulate a mechanism for keeping repair and maintenance records to facilitate the efficient storage and retrieval of information</li> </ul>

	<p>6.3 Professionalism in planning, organizing and coordinating maintenance work for trains</p> <ul style="list-style-type: none"> <li>◆ Capable to plan, organize and coordinate maintenance work for trains according to the standards and requirements for work safety, health, environmental protection and quality management of railway works</li> <li>◆ Understand the safety guidelines as required by the law and codes of practice in planning, organizing and coordinating maintenance work for trains</li> </ul>
7. Assessment Criteria	<p>The integrated outcome requirement of this unit of competency is:</p> <ul style="list-style-type: none"> <li>(i) Capable to formulate maintenance plans for trains and arrange trains to undergo the planned maintenance work effectively; and</li> <li>(ii) Capable to formulate a mechanism for keeping train repair and maintenance records effectively, a mechanism that can facilitate the efficient storage and retrieval of information.</li> </ul>
8. Remarks	<p>The credit value of this unit of competency is set on the presumption that the person already possesses professional knowledge of railway engineering and management skills.</p>