

**Specification of Competency Standards**  
**for the Manufacturing Technology Industry**  
**Unit of Competency**

Functional Area - Process Design and Development

Title	Compile preventive maintenance plan and operation regulations for all kinds of machines and auxiliary equipment, and monitor the operation
Code	106496L4
Range	This unit of competency is applicable to the corporations of the Manufacturing Technology Industry. Practitioners should be capable to understand the operation conditions of all kinds of machines and auxiliary equipment of the corporation, so as to compile relevant preventive maintenance plan and operation regulations
Level	4
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> <li>1. Understand all kinds of machines and auxiliary equipment of the corporation <ul style="list-style-type: none"> <li>• Understand the types and models, structure, operations, functions and features of all kinds of machinery of the corporation</li> <li>• Understand the available mechanical parts, tools and auxiliary equipment, functions and characteristics of the corporation</li> <li>• Understand the preventive maintenance and operation methods and techniques of all kinds of machines and auxiliary equipment of the corporation</li> <li>• Understand the concept of preventive maintenance</li> <li>• Understand the environmental requirements of all kinds of machines and auxiliary equipment preventive maintenance, including air cleanliness, lighting control, temperature and humidity control</li> </ul> </li> <li>2. Compile and supervise relevant operation regulations of all kinds of machines and auxiliary equipment <ul style="list-style-type: none"> <li>• Compile all kinds of relevant internal staff Code of Practice of all kinds of machines and auxiliary equipment</li> <li>• Review the preventive maintenance plan of all kinds of machines and auxiliary equipment and the validity, applicability and operability of the relevant regulations, and regularly update and amend</li> <li>• Collect and analyse the data of machinery and equipment failure, compile the corresponding preventive maintenance plan, including preventive maintenance plan</li> <li>• Identify the critical equipment of the corporation, critically preventatively maintain and also proposes to purchase or develop alternative equipment to the management</li> </ul> </li> <li>3. Professional handling of compiling and supervising relevant operation regulations of all kinds of machines and auxiliary equipment <ul style="list-style-type: none"> <li>• Ensure the relevant preventative maintain plan and operation regulations of all kinds of machines and auxiliary equipment are in actual operation and effective</li> <li>• Ensure the production line operation will not stop if the machines and auxiliary equipment have failures</li> </ul> </li> </ol>
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> <li>• Capable to compile relevant preventative maintain plan and operation regulations of the corporation</li> <li>• Capable to review the preventive maintenance plan of all kinds of machines and auxiliary equipment and the validity, applicability and operability of the relevant regulations, and regularly update and amend</li> </ul>
Remark	