



THE  
LEARNING  
DEVELOPMENT  
GROUP

## Introduction

The accredited Skills Programme: Routine Maintenance Using Tools and Equipment NQF level 2, is for individuals working with tools in maintenance in the manufacturing, production and engineering sectors.

It is a practical entry-level occupational programme for those using hand and power tools to perform routine maintenance on machines and equipment including cleaning, replenishing and lubricating. There is a strong focus on identifying potential hazards and safety, health and environmental issues in the sector and workplace.

It offers career entry into the manufacturing and production sector and articulates into the NC: Production Technology.

## Target Audience

The skills programme is aimed primarily at individuals who use a variety of tools to maintain, check, repair and service machinery and equipment in engineering and production environments.

## Entry Requirements

- Competence in Mathematical Literacy at NQF Level 1.
- Competence in Communication at NQF level 1.

## Additional Requirements

- You will need access to appropriate workplace activities to complete the practical components of the skills programme.
- Active support and mentorship by your manager.
- Access to a PC, software and the internet.

## Manufacturing & Production

# Routine Maintenance Using Tools & Equipment

### MERSETA Statement of Results

SP ID:	SP0904/14-17
NQF Level:	2
Credits:	20

## Course Delivery & Assessment

We use a blend of inclass and virtual interactive learning, workplace learning, coaching and mentoring, theoretical assessment, practical workplace observation and self-study to embed skills.

You will need to:

- Attend all sessions.
- Complete practical workplace experiential learning and assignments.
- Demonstrate theoretical and practical understanding of programme content.
- Compile and submit a Portfolio of Evidence (PoE).

To receive your Statement Of Results, Routine Maintenance Using Tools and Equipment, you will need to compile, submit and be found competent on a Portfolio of Evidence (PoE).

## Learning Outcomes

By the end of the programme, you will be able to:

- Plan, prepare, sequence and perform routine maintenance activities.
- Understand the use of consumables, lubricants and coolants in the maintenance and servicing process.
- Apply quality checks to completed maintenance.
- Use and care for tools and equipment and check power supply sources.
- Select and use the correct tools for the required work and clean and store tools and equipment correctly.
- Identify potential hazards and critical safety issues in the workplace.



## Course Content

### SP: Routine Maintenance Using Tools & Equipment Accreditation Body: MERSETA

| SETA SP ID: SP0904/14-17

| NQF Level: 2 | Credits: 20

#### Unit Standard 13221: Perform Routine Maintenance

- Plan and prepare for routine maintenance
- Monitor the condition of machinery and equipment
- Perform routine maintenance
- Apply quality checks on completed work
- Care for and store routine maintenance tools and equipment
- Report on the condition of machines and equipment
- Discuss and explain incidents and problems related to performing routine maintenance
- Work safely with due care for self, fellow workers, equipment, materials and the environment

#### Unit Standard 9879: Use And Care For Tools And Equipment

- Lift, load and unload materials, components, products and equipment
- Select and use appropriate tools
- Clean and store tools and equipment
- Check on power supply sources to equipment
- Work safely with due care for self, fellow workers, equipment, materials and the environment
- Discuss and report incidents and problems related to tools and equipment during the production process

#### Unit Standard 13167: Identify Potential Hazards And Critical Safety Issues In The Workplace

- Explain safety rules related to a specific workplace
- Recognise and interpret safety signs and colour codes
- Identify and describe personal protective clothing and equipment for different situations
- Identify potential hazards in the workplace and describe how to prevent or avoid them
- Describe own role in maintaining a safe environment
- Respond appropriately to injuries



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