

Domain	AUTOMOTIVE MECHANICS	Unit ID: 215
Title:	Conduct routine service procedures on an automatic transmission of a motor vehicle	
Level: 3		Credits: 2

Purpose

This unit standard specifies the competencies required to conduct routine servicing on an automatic transmission of a motor vehicle. This includes inspecting, assessing the condition and routine servicing the automatic transmission. This unit standard is intended for those who work as automotive mechanics.

Special Notes

1. Entry information:
 - Prerequisite
 - Unit 65 - *Apply safety rules and regulations in an automotive mechanics workshop* or demonstrated equivalent knowledge and skills.
2. Assessment evidence may be collected from a real workplace or a simulated real workplace or an appropriate simulated realistic environment in which automotive mechanics operations are carried out.
3. All inspection, operation and maintenance procedures associated with the use of tools and equipment shall comply with manufacturers' and company guidelines, instructions and reasonable flat rate time.
4. Glossary of terms:
 - '*specifications*' refers to any, or all of the following: manufacturers' specifications and recommendations, workplace specific requirements
 - '*routine service procedures*' apply to front-, rear-, and/or all-wheel drive vehicles.
5. Regulations and legislation relevant to this unit standard include the following:
 - Labour Act, No. 6, 1992
 - Occupational Health and Safety Regulations No. 18, 1997
 - Road Traffic and Transport Regulations No. 266, 2000
 and all subsequent amendments.
6. This unit standard applies to passenger and light commercial vehicles with a Gross Vehicle Mass $\leq 5\ 500$ kg (Petrol & Diesel).

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. All approved unit standards, qualifications and national assessment arrangements are available on the Namibia Training Authority website www.nta.com.na.

Elements and Performance Criteria

Element 1: Plan and prepare for work

Range

Planning and preparation may include but is not limited to workplace inspection, equipment defect identification, assessment of conditions and hazards and determination of work requirements.

Tools and equipment may include but are not limited to standard tool set, meters, gauges.

Materials may include but are not limited to minor spare parts, lubricants, and cleaning material.

Performance Criteria

- 1.1 Work instructions, including repair order forms, specifications and operational details are obtained, confirmed and applied.
- 1.2 Safety requirements are followed in accordance with safety plans and policies.
- 1.3 Tools and equipment selected to carry out tasks are consistent with the requirements of the job, checked for serviceability and any faults rectified or reported prior to commencement.
- 1.4 Material requirements are identified and obtained in accordance with repair order form and/or specifications.
- 1.5 Materials are safely handled and located ready for use in line with workplace procedures.
- 1.6 Technical and/or calibration requirements for tools and equipment are sourced and implemented in line with workplace procedures.
- 1.7 Environmental protection requirements are identified and applied in line with environmental plans and regulatory obligations.

Element 2: Inspect and assess automatic transmission system

Range

Inspection methods are to include but are not limited to functional testing, measurements, visual, aural and functional assessment (including fluid leakage, selection) in line with manufacturers' specifications.

Performance Criteria

- 2.1 Procedures and information required for inspecting the automatic transmission are identified and sourced in line with workplace procedures.
- 2.2 Inspection is implemented according to workplace procedures and manufacturers' specifications.
- 2.3 Inspection results are compared with manufacturers' specifications.
- 2.4 Results are documented with evidence and supporting information and recommendation(s) is made in line with workplace procedures.
- 2.5 Report is forwarded to appropriate personnel according to workplace procedures.

Element 3: Carry out routine servicing of automatic transmission

Range

Routine service operations may include but are not limited to adjustments, operational testing, filter replacement, and visual inspections.

Performance Criteria

- 3.1 Information required for servicing the automatic transmission is accessed and interpreted from manufacturers' specifications.
- 3.2 Routine service operations are implemented according to workplace procedures and manufacturers' specifications.
- 3.3 Adjustments made during the service are implemented in line with manufacturers' specifications.

Element 4: Complete work and clean up

Range

Work completion details may include but are not limited to repair order form, sign-out form for equipment, service record book and service plan form.

Performance Criteria

- 4.1 Work is completed and appropriate personnel notified in accordance with workplace procedures.
- 4.2 Work area is cleared of waste, cleaned, restored and secured in accordance with workplace procedures.
- 4.3 Reusable material is collected and stored in accordance with workplace procedures.
- 4.4 Equipment used is cleaned, checked, maintained and stored in accordance with workplace procedures.
- 4.5 Work completion details are finalised in accordance with workplace procedures.

Registration Data

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