
Overview

This standard is about the basic use of tools, materials and fabrications relevant to the automotive sector. This standard is also about interpreting information, adopting safe and healthy working practices and selecting tools, materials and equipment.

This standard is for those working in technical support roles and is also appropriate for workshop planners.

Performance criteria*You must be able to*

- P1 select and use suitable personal protective equipment appropriate to the task
- P2 interpret the information supplied relating to the task
- P3 carry out pre-start preparation inspections on **tools and equipment** in accordance with approved procedures
- P4 carry out operations using **tools and equipment** in accordance with safe working practices to achieve the work outcome
- P5 highlight and identify problems associated with **tools and equipment** to the relevant person
- P6 demonstrate work skills to manufacture and repair components using measure, mark out, file, fit, tap, thread, cut, drill, finish, position and secure
- P7 use and maintain the relevant **tools and equipment**
- P8 dispose of waste in accordance with relevant legislation including environmental to maintain a clean work space
- P9 carry out checks in accordance with manufacturer's/operator's guidance, schedules, relevant legislation and official guidance and relevant organisational requirements.
- P10 demonstrate correct selection of materials for manufacture or repair
- P11 inspect, clean and store **tools and equipment** after use

Knowledge and understanding

You need to know and understand:

- K1 the relevant organisational procedures developed to report and rectify inappropriate information and unsuitable resources, and how they are implemented
- K2 the types of information, their source and how they are interpreted
- K3 the relevant organisational procedures to solve problems with the information and why it is important they are followed
- K4 the relevant legislation and official guidance and how it is applied
- K5 what the accident reporting procedures are and who is responsible for making the reports
- K6 why and when personal protective equipment (PPE) should be used
- K7 the relevant requirements for the disposal of waste, used materials and debris taking into account relevant environmental factors
- K8 material properties relevant to the task and their appropriate applications
- K9 the appropriate use of materials for fabrication and repair
- K10 how to file, fit, tap, thread, cut and drill materials you are working on
- K11 how to select and use gaskets, sealants, seals, fittings and fasteners

Scope/range

1. **Tools and equipment** are:
 - 1.1. hand tools
 - 1.2. electrical
 - 1.3. mechanical
 - 1.4. pneumatic
 - 1.5. hydraulic

2. **Motor vehicle** could include:
 - 2.1. light vehicles
 - 2.2. heavy goods and public service vehicles
 - 2.3. motorcycles
 - 2.4. lift trucks
 - 2.5. heavy vehicle trailers
 - 2.6. caravans and motorhomes

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Validity	Current
Status	Original
Originating organisation	IMI
Original URN	IMIARBG4
Relevant occupations	Accident Repair Technicians; Automotive Aftermarket Electrical Enhancement Technician (Automotive); Auto-electrical Technician (Automotive); Auto and Mobile Installation Technicians; Automotive Paint Supervisor; Automotive Paint Technician; Body Builder (Automotive); Body Builder Workshop Controller (Automotive); Body Repair and Alignment Technician (Automotive); Body Repair Technician (Automotive); Caravan and Motorhome Diagnostic Technician (Automotive); Caravan and Motorhome Service Technician (Automotive); Caravans and Motorhomes Diagnostic Technician (Automotive); Caravans and Motorhomes Service Technician (Automotive); Cosmetic Refinishing Technician (Automotive); Cosmetic Senior Refinishing Technician (Automotive); Heavy Vehicle Diagnostic Technician (Automotive); Heavy Vehicle Fleet/Service Manager (Automotive); Heavy Vehicle Master Technician (Automotive); Heavy Vehicle Service Technician (Automotive); Heavy Vehicle Trailer Diagnostic Technician

(Automotive); Heavy Vehicle Trailer Fleet/Service Manager
 (Automotive); Heavy Vehicle Trailer Master Technician
 (Automotive); Heavy Vehicle Trailer Service Technician
 (Automotive); Lift Truck Service Technician (Automotive); Lift Truck
 Trailer Diagnostic Technician (Automotive); Lift Truck Trailer Master
 Technician (Automotive); Lift Truck Workshop Controller ; Light
 Vehicle Diagnostic Technician (Automotive); Light Vehicle
 Fleet/Service Manager (Automotive); Light Vehicle Master
 Technician (Automotive); Light Vehicle Service Technician
 (Automotive); Maintenance and Repair Technicians; Maintenance
 Team Technician; Maintenance Fitter; Mechanical Fitter;
 Mechanical Maintenance Technician; Mechanical Supervisor;
 Mechanical, Electrical and Trim Assistant Technician (Automotive);
 Mechanical, Electrical and Trim Technician (Automotive); Motor
 Repair and Rewind Electrician; Motor Vehicle Valeting
 (Automotive); Motorcycle Diagnostic Technician; Motorcycle
 Fleet/Service Manager (Automotive); Motorcycle Master Technician
 (Automotive); Motorcycle Service Technician; Motorsport
 Technician; PDR Senior Technician (Automotive); PDR
 Technician(Automotive); Rental and Leasing Customer Service
 Advisor (Automotive); Rental and Leasing Maintenance Advisors
 (Automotive); Rental and Leasing Technical Service Advisor
 (Automotive); Roadside Assistance Manager; Roadside Assistance
 Operator; Roadside Assistance Operators; Roadside Assistance
 Senior Operator; Roadside Assistance Senior Technician; Roadside
 Assistance Technician; Sales Executive (Automotive); Sales
 Controller (Automotive); Tyre Fitting Operations (Automotive); Tyre
 exhaust and windscreen fitters ; Vehicle Damage Assessment
 Operators; Vehicle Damage Assessor (Automotive); Vehicle Fitters;
 Vehicle Fitting Operations (Automotive); Vehicle Parts Operative;
 Vehicle Parts Operators; Vehicle Parts Supervisor; Vehicle
 Recovery Operator; Vehicle Recovery Operators; Vehicle Recovery
 Technical Operator; Vehicle Sales Operators; Vehicle Trades;
 Vehicle Valet (Automotive); Vehicle Damage Assessors

Suite

Accident Repair - Body; Accident Repair - Joining; Accident Repair - Paint; Accident Repair - SMART - Cosmetic; Accident Repair - SMART - PDR; Accident Repair - Mechanical, Electrical and Trim; Body Building; Maintenance and Repair - Caravans and Motorhomes; Maintenance and Repair – Heavy Vehicle; Maintenance and Repair - Heavy Vehicle Trailer; Maintenance and Repair - Lift Truck; Maintenance and Repair - Light Vehicle; Maintenance and Repair - Motorcycle; Auto Electrical and Mobile Electrical Installation; Roadside Assistance; Vehicle Damage Assessment Operations; Vehicle Fitting; Vehicle Parts Operations; Vehicle Recovery; Vehicle Sales v3; Vehicle Damage Assessor Operations

Key words

Tools; equipment; motor; vehicle; environment