

Perform general servicing checks on a motor vehicle

Level 2

Credits 3

Purpose This unit standard is for people in the automotive service industry. People credited with this unit standard are able to carry out general servicing checks on a car or light commercial vehicle, change the engine oil and filter, and interchange the wheels.

Subfield Motor Industry

Domain Automotive Preventive Maintenance

Status Registered

Status date 27 July 2005

Date version published 26 November 2007

Planned review date 31 December 2012

Entry information Open.

Accreditation Evaluation of documentation by NZQA and industry.

Standard setting body (SSB) NZ Motor Industry Training Organisation (Incorporated)

Accreditation and Moderation Action Plan (AMAP) reference 0014

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Special notes

- 1 This unit standard can lead on to Unit 15406, *Carry out a periodic maintenance check and service on cars and light commercial vehicles*.
- 2 Enactments relevant to this unit standard may include but are not limited to – Health and Safety in Employment Act 1992; Resource Management Act 1991; Land Transport Rule, Tyres and Wheels 2001, Rule 32013; Land Transport Rule, Vehicle Equipment 2004, Rule 32017.
- 3 Reference to *suitable tools and equipment* means industry approved tools and equipment that are recognised within the industry as being the most suited to complete the task to a professional and competent manner with due regard to safe working practices.

Elements and performance criteria

Element 1

Carry out general servicing checks on a car or light commercial vehicle.

Performance criteria

- 1.1 Safe working practices are observed throughout the task according to legislative requirements.
- Range personal safety, safety of others, equipment and vehicle safety.
- 1.2 Suitable tools and equipment are selected and used to enable the check to be carried out.
- 1.3 Protective covers are installed and used so that no grease, oil, and other foreign matter are put on upholstery, carpets, mats, and vehicle exterior during the service.
- 1.4 The exterior of the vehicle is inspected for condition and installation of panels and attachments according to the vehicle manufacturer's specifications and legislative requirements, and any defects are noted and reported to the supervisor.
- Range includes but is not limited to – glass, bright metal trim, decorative trim, paint, alignment of doors, bonnet and boot, operation of locks and safety catches, type size, condition and pressures of tyres, security of wheel nuts.
- 1.5 Components under the bonnet are checked with the engine off, for fluid level, leaks, tightness, and adjustment according to the vehicle manufacturer's specifications, and any defects are noted and reported to the supervisor.
- Range includes but is not limited to – radiator and hoses, engine oil, power steering system, brake and clutch master cylinder, windscreen washer, battery, manual transaxle oil, drive belts, cables.
- 1.6 The interior of the vehicle is inspected for adjustment and operation of the controls, for condition and installation of panels and attachments according to the vehicle manufacturer's specifications and legislative requirements, and any defects are noted and reported to the supervisor.
- Range includes but is not limited to – trim, seat belts, seats and upholstery, steering wheel, horn, brake and clutch pedals, ignition switch and steering lock, lights, wipers and washers, radio and/or tape player and/or CD player, mirrors, windows, fuses; may include – security system.
- 1.7 The engine is started and brought up to normal operating temperature in compliance with the manufacturer's recommendations, and any necessary checks are made in comparison with the vehicle manufacturer's specifications.

Range includes but is not limited to – automatic transmission oil level, idle speed, electric fan operation, leaks.

- 1.8 Components under the vehicle are checked for fluid level, leaks, tightness, and adjustment according to the vehicle manufacturer's specifications and legislative requirements, and any defects are noted and reported to the supervisor.

Range includes but is not limited to – fuel and hydraulic lines, drive shaft(s), manual transmission oil, differential oil, steering and suspension components, exhaust system, handbrake cable and/or rods.

- 1.9 Protective coverings are removed without damage to components.

Element 2

Change the engine oil and filter.

Performance criteria

- 2.1 Safe working practices are observed throughout the task according to legislative requirements.

Range personal safety, safety of others, equipment and vehicle safety.

- 2.2 Oil and filter is changed according to the vehicle manufacturer's specifications.

- 2.3 Filter is disposed of according to legislative requirements.

- 2.4 Protective coverings are removed without damage to components.

Element 3

Interchange the wheels.

Performance criteria

- 3.1 Safe working practices are observed throughout the task according to legislative requirements.

Range personal safety, safety of others, no damage to equipment, vehicle safety.

- 3.2 The inter-changeability of the wheels and tyres is determined from the vehicle manufacturer's specifications and legislative requirements.

Range includes but is not limited to – matching type and size of wheels and tyres, matching tyres by amount of wear.

- 3.3 The play and roughness of the wheel bearings are checked, and if beyond the vehicle manufacturer's specifications and legislative requirements, reported to the supervisor.

- 3.4 The wheels are removed, repositioned, and refitted in accordance with the vehicle manufacturer's servicing schedule.

Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact the NZ Motor Industry Training Organisation (Incorporated) info@mito.org.nz if you wish to suggest changes to the content of this unit standard.