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| Title | **Perform basic mechanical works using hand tools** | | |
| Level | **1** | **Credits** | **8** |

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| Purpose | This competency standard is intended for those who perform basic metal processing works using hand tools in a variety of contexts. People holding credit for this competency standard are able to: Plan and prepare for work; perform grinding operations; perform drilling operations; perform hand-saw cutting; perform thread cutting; perform filing; and complete work. |

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| Classification ISCED | 0713 Electricity and energy |

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| Available grade | Competent / Not yet competent |

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| Modification history | N/A |

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| **Competency Unit** | **Performance Criteria** | **Knowledge and Understanding** |
| **D1:**  **Plan and prepare for work** | **Trainee will be able to:**  **P1-** Obtain job requirements from specifications  **P2-** Identify auxiliary tools and/or equipment to carry out work processes in a safe manner  **P3-** select auxiliary tools and/or equipment to carry out work processes in a safe manner  **P4-** Identify and minimise hazards and risks associated with job requirements | **K1-** Safety procedures, including PPE  **K2-** Types of holding devices  **K3-** Properties of metal  **K4-** Potential risks and hazards for self and other associated with metal processing |
| **D2:**  **Perform hand-saw cutting** | **Trainee will be able to:**  **P1-** Select saw and saw blade according to job requirements  **P2-** Apply safe hand-saw cutting process  **P3-** Check for conformance with job requirements | **K1-** Types and application of saw blades, and accessories  **K2**- Saw cutting procedures  **K3**- Safe working procedures |
| **D3:**  **Perform thread cutting** | **Trainee will be able to:**  **P1-** Select thread cutting tools & equipment according to job requirements  **P2-** Apply safe thread cutting process  **P3-** Check for conformance with job requirements | **K1-** Types and application of tap set, accessories, and lubricants  **K2**- Thread cutting procedures  **K3**- Safe working procedures |
| **D4:**  **Perform filing** | **Trainee will be able to:**  **P1-** Select appropriate file according to job requirements  **P2-** Apply safe filing process  **P3-** Check for conformance with job requirements | **K1-** Types and application of files  **K2**- Use of marking and measuring tools  **K3**- Safe working procedures |
| **D5:**  **Complete work** | **Trainee will be able to:**  **P1-** Complete work related documents and procedures  **P2-** Perform final quality inspection  **P3-** Clean up and store tools, equipment and materials | **K1-** Importance of documentation  **K2-** Importance of quality assurance  **K3-** Waste disposal procedures; care of tools and equipment |