

Maintenance & Repair - Light Vehicle **(Assessment Requirements-Competency Units)**

Assessment Requirements

Unit G0102C – Demonstrating Competence in Health, Safety and Good Housekeeping in the Automotive Environment

General Requirements

You must:

1. produce evidence to show you meet **all** of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of use of personal and vehicle protection, cleaning the work environment and disposal of waste on **3** separate **occasions**.
5. be observed by your assessor on at least **1** occasion carrying out the above.
6. produce evidence of identifying risks which may result from at least **2** of the items listed below:
 - the use and maintenance of machinery or equipment
 - the use of materials or substances
 - working practices which do not conform to laid down policies
 - unsafe behaviour
 - accidental breakages and spillages
 - environmental factors
7. be observed by your assessor on at least **1** occasion carrying out the above.
8. produce evidence of following at least **4** of the workplace policies listed below:
 - the use of safe working methods and equipment
 - the safe use of hazardous substances
 - smoking, eating, drinking and drugs
 - what to do in the event of an emergency
 - personal presentation
9. be observed by your assessor following workplace policies on at least **1** occasion

Assessment Requirements

Unit G3C – Demonstrating Competence in Support Skills for Job Roles in the Automotive Work Environment

General Requirements

You must:

1. produce evidence to show you meet **all** of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence that you have worked well with others in the automotive industry
5. be observed by your assessor on at least **3** occasions carrying out the above whilst performing your normal work duties.

Assessment Requirements

Unit G6C – Demonstrating Competence in Making Learning Possible through Demonstration and Instruction

General Requirements

You must:

1. produce evidence to show you meet **all** of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy **or** by a witness who has been previously agreed with the assessor prior to the observation taking place.
4. provide at least **1 record** of an activity which has been demonstrated.
5. provide records of at least **2 observations**, **1** of which **must be** by your assessor, which cover at least **1 demonstration** and **1 instruction or a combination of both**.

It is expected that the **records** must include evidence to show how you:

- decided on the sequence of the demonstration
- ensured that the demonstration was accurate and realistic
- identified which learning outcomes were achieved
- ensured a safe environment for the demonstration and allowed all learners to see the demonstration clearly

In preparing the records you should consider:

- which types of learning are best achieved and supported through demonstrations
- how to choose between instruction and demonstration as learning methods
- how to identify individual learning needs
- which factors are likely to prevent learning and how to overcome them
- how to choose and prepare appropriate materials, including technology based materials.
- which types of learning are best achieved through instruction
- how to make sure everybody acts in line with health, safety and environmental protection legislation and best practice

- how to analyse developments in learning and new ways of delivery, including technology based learning

It is also expected that evidence from your observations **will show** how you:

- structured the demonstration so that the learner got the most out of it
- encouraged learners to ask questions and get explanations at appropriate stages in the demonstration
- gave learners the opportunities to practice the skill being demonstrated
- gave learners positive feedback
- reinforced learning by repeating demonstration
- responded to the needs of learners during the demonstration
- reduced distractions and disruptions as much as possible
- matched instruction to the needs of learners
- ensured that the manner, level and speed of the instruction encourages learners to take part
- regularly check that learners understand and adapt instruction as appropriate
- gave learners positive feedback on the learning experience and the outcome achieved
- identified anything that prevented learning and reviewed this with the learner

Assessment Requirements

Unit G8C – Demonstrating Competence in Identifying and Agreeing Motor Vehicle Customer Service Needs

General Requirements

You must:

1. produce evidence to show you meet **all** of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence, including records, to show that you have dealt with **3 different customers**.
5. be observed by your assessor in your normal workplace dealing with **at least 1 customer**

Assessment Requirements

Unit LV01C – Competence in Routine Light Vehicle Maintenance

General Requirements

You must:

1. produce evidence to show you meet **all** of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. You must produce evidence of competently carrying out servicing activities on **at least 3 different vehicles** which collectively cover the Learning Outcomes.
5. Your assessor must physically observe you **in your normal workplace** carrying out a range of servicing activities on **at least 1 occasion**.
6. Evidence from simulated activities is **not** acceptable for this unit.

Assessment Requirements

Unit LV02.2 C – Competence in Removing and Replacing Light Vehicle Engine Units and Components

General Requirements

You must:

1. produce evidence to show you meet **all** of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of removing and replacing units or components from **4** of the **5*** systems listed below. The evidence **must** come from work **in your normal workplace**.
 - engine mechanical systems
 - cooling systems
 - air supply and exhaust systems
 - engine management system
 - lubrication systems (not including standard external filters)
5. be observed by your assessor on at least **1** occasion removing and replacing components or units.

*However, you must prove to your assessor that you have the necessary knowledge and understanding to be able to perform competently in respect of **all** the systems listed above.

Evidence from simulated activities is **not** acceptable for this unit.

Assessment Requirements

Unit LV03C – Competency in Removing and Replacing Motor Vehicle Electrical Units and Components

General Requirements

You must:

1. produce evidence to show you meet **all** of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of removing and replacing **at least 5** units or components, **each** from a **different** electrical system. At least **4** of these **5** pieces of evidence **must** come from work **in your normal workplace**.
5. be observed by your assessor on **at least 1 occasion in your normal workplace** carrying out the removal and replacement of at least **1** of the following*:
 - engine starting
 - battery charging
6. be observed by your assessor on **at least 1 occasion in your normal workplace** successfully carrying out the removal and replacement of electrical units and components *:
 - a. lighting
 - b. wiper
 - c. security and alarm
 - d. comfort and convenience
 - e. information and entertainment
 - f. telephone and two-way communication
 - g. electric window systems
 - h. monitoring and instrumentation systems
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*However, you must prove to your assessor that you have the necessary knowledge and understanding to be able to perform competently in respect of **all** the systems listed above.

Simulated activities **will be** acceptable to assess candidates' removal and replacement competence on no more than **1** occasion.

Assessment Requirements

Unit LV04C – Competency in Removing and Replacing Light Vehicle Chassis Units and Components

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of removing and replacing **3 different units or components** in total which **must include items from** steering, suspension and braking systems. Your evidence must include demonstration of competence **in each** aspect of mechanical, electrical and hydraulic/fluid units or component removal and replacement.
5. be observed in your normal workplace on at least **1 occasion** successfully removing and replacing units and components from one of the following systems:
 - steering
 - suspension
 - braking

Evidence from simulated activities is **not** acceptable for this unit.

Assessment Requirements

Unit LV0506C – Competency in Inspecting Light Vehicles Using Prescribed Methods

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of carrying out **at least 3** different inspections from the following:
 - Pre and post - work inspection
 - Pre-delivery inspection
 - Pre-purchase inspection
 - Pre-MOT test inspection
 - Safety inspection
 - Post repair inspection
5. be observed by your assessor **in your normal workplace** successfully carrying out an inspection on **at least 1 occasion**.

Evidence from simulated activities is not acceptable for this unit.

Assessment Requirements

Unit LV07C – Competency in Diagnosing and Rectifying Light Vehicle Engine Faults

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. use a **2 or more** step diagnostic activity
5. produce evidence of diagnosing and rectifying faults occurring in **4 out of the 8*** engine systems listed, **at least 3** of which must come from work carried out **in your normal workplace.**
 - engine mechanical components
 - cooling
 - engine management system
 - pressure charged induction systems
 - exhaust emission reduction systems
 - heating, and ventilation
6. be observed by your assessor on **at least 2 occasions, each** observation covering the diagnosis and rectification of a fault in **different** systems. **Both** of these observations must be carried out **in your normal workplace.**

*However, you must prove to your assessor that you have the necessary knowledge and understanding to be able to perform competently in respect of faults occurring in all the types of engine systems.

Simulated activity **will be** acceptable to assess candidates' competence in diagnosis and rectification on no more than **1** occasion.

Assessment Requirements

Unit LV08C – Competency in Diagnosing and Rectifying Light Vehicle Chassis System Faults

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. use a **2 or more** step diagnostic activity.
5. produce evidence of diagnosing faults from **each** of the following areas:
 - Steering systems
 - Suspension systems
 - Braking systems

2 pieces of evidence must come from work carried out **in your normal workplace**.

Your evidence **must** include the following areas: mechanical, electrical and hydraulic.

6. be observed by your assessor on **at least 2 occasions**, each observation covering the diagnosis and rectification of a fault in a different chassis system.

Simulated activity **will be** acceptable to assess candidates' competence in diagnosis and rectification on no more than **1** occasion.

Assessment Requirements

Unit LV11.1C – Competency in Overhauling Light Vehicle Engine Units

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of **overhauling 2 complete engine units** to include cylinder head and block
5. overhaul **1** of the above units **in your normal workplace.**
6. be observed by your assessor overhauling **1 unit.**

Simulated activity **will be** acceptable to assess candidates' competence in overhaul on no more than **1** occasion.

Assessment Requirements

Unit LV11.2C – Competency in Overhauling Light Vehicle Gearbox and Final Drive Units

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of overhauling **2 Gearbox and 2 Final Drive unit**
5. overhaul **3** of the above units **in your normal workplace.**
6. be observed by your assessor overhauling **1 unit.**

Simulated activity **will be** acceptable to assess candidates' competence in overhaul on no more than **1** occasion.

Assessment Requirements

Unit LV11.3C – Competency in Overhauling Light Vehicle Steering and Suspension Units

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of overhauling **2 steering and 2 suspension units**
5. overhaul **3** of the above units **in your normal workplace.**
6. be observed by your assessor overhauling **at least 2 units, 1 of which must be in your normal workplace.**

Simulated activity **will be** acceptable to assess candidates' competence in overhaul on no more than **1** occasion

Assessment Requirements

Unit LV12C – Competency in Removing and Replacing Light Vehicle Driveline Units and Components

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of removing and replacing **3 units or components** from **2 different vehicles from the systems listed below:**
 - clutch
 - gearbox
 - drive line (shafts, couplings, hubs and bearings)
 - final drive
5. be observed by your assessor in your normal workplace on at least **1 occasion** removing and replacing units and components from **1** of the following systems

Simulated activity **will be** acceptable to assess candidates' competence in removal and replacement on no more than **1** occasion

Assessment Requirements

Unit LV13C – Competency in Diagnosing and Rectifying Light Vehicle Transmission and Driveline Faults

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. use a **2 or more** step diagnostic activity.
5. produce evidence of diagnosing and rectifying at least **3** faults occurring in **3** of **the 4** systems listed*.
 - clutch
 - gearbox
 - drive line (shafts, couplings, hubs and bearings)
 - final drive

2 pieces of evidence must come from work carried out **in your normal workplace** in at least **2** of the following areas: mechanical, electrical or hydraulic.

6. be observed by your assessor on **at least 1 occasion** carrying out the diagnosis and rectification of a fault in a transmission or drive line system.

*However, you must prove to your assessor that you have the necessary knowledge and understanding to be able to perform competently in respect of faults occurring in all the types of engine systems.

Simulated activity **will be** acceptable to assess candidates' competence in diagnosis and rectification on no more than **1** occasion.

Assessment Requirements

Unit AE06C – Competency in Diagnosis and Rectification of Auxiliary Equipment Electrical Faults

General Requirements

You must:

1. produce evidence to show you meet all of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence of carrying out diagnosis and rectification activities from **4 different systems out of the 14 listed below** *. The fault should involve a **2 or more** step diagnostic activity. **At least 3** pieces of evidence must come from work carried out **in your normal workplace**.
 - lighting systems
 - heated seats
 - electrically adjusted seats
 - heated screens
 - electric mirrors
 - electric sunroofs
 - electric windows
 - heating and ventilation systems
 - information and entertainment
 - communication systems
 - SRS
 - wash wipe
 - locking systems
 - security and warning systems
5. be observed by your assessor on **at least 1 occasion**, covering the diagnosis and rectification of a fault.

*However, you must prove to your assessor that you have the necessary knowledge and understanding to be able to perform competently in respect of faults occurring in all the types of electrical systems.



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Simulated activity **will be** acceptable to assess candidates' competence in diagnosis and rectification on no more than **1** occasion.

Assessment Requirements

Unit BP18C – Competency in Removing and Fitting Basic Motor Mechanical, Electrical and Trim Components to Vehicles and Non-Permanently Fixed Vehicle Body Panels

General Requirements

You must:

1. produce evidence to show you meet **all** of the Learning Outcomes
2. produce performance evidence resulting from work you have carried out on real vehicles in your normal workplace or as defined within the IMI VCQ Assessment Strategy as managed and organised by an approved centre when naturally occurring performance evidence does not occur at frequent intervals in your normal workplace or when safety is at risk.
3. be observed by an assessor as defined in the IMI VCQ Assessment Strategy.
4. produce evidence from your normal workplace of removing and replacing **6 of the 12** units or components from the list below on at **least 2 occasions**.
 - bumpers
 - headlamp units
 - road wheels
 - batteries
 - bonnet fittings
 - interior trim components
 - exterior trim components
 - wings
 - doors
 - bonnets
 - boot lids and tailgates
 - bumper bars, covers and components
5. be observed by your assessor on **at least 2 occasions, each** observation covering the removal and replacement of **different** units.

Evidence from simulated activities is not acceptable for this unit.