

Unit MET03K – Knowledge of Removing and Fitting Trim Components

Content:

Procedures to prevent damage to the vehicle, components and contents when removing, storing and refitting components

- a. The methods that can be used to protect undamaged items to ensure they are removed and refitted without causing unnecessary damage:
 - i. trims
 - ii. mouldings
 - iii. bumpers
 - iv. door cards
 - v. headlamps
 - vi. window and waist mouldings
 - vii. bonnet and boot lid trim
 - viii. sunroof systems
 - ix. carpets
 - x. headlining
 - xi. spoilers
- b. The procedures for the correct storage of vehicle contents.
- c. The process for the reporting of extra damage and items that may have broken when removed or refitted.

Tools and equipment

- a. the use of the following:
 - i. trolley jack
 - ii. axle stands
 - iii. two post ramp
 - iv. four post ramp with 'wheel free'
 - v. torque wrenches
 - vi. trim tools
 - vii. general hand tool selection
 - viii. manufacturers specialist tools
 - ix. air drills and bits
 - x. impact drivers
 - xi. rivet guns

The processes involved when handling batteries

- a. The procedure for the removal, storage and refitting of batteries.
- b. The procedure for the disposal of batteries.
- c. Battery checks as appropriate:
 - i. electrolyte
 - ii. discharge
 - iii. specific gravity
- d. The charging process and procedures:
 - i. trickle charge
 - ii. normal charge
 - iii. boost / start
- e. The health and safety issues involved when charging (explosive gasses).

Types of clips and fixings

- a. The following types of clips and identify reasons and limitations for their use:
- i. speed
 - ii. 'c'
 - iii. 'd'
 - iv. 'j' type captive nut
 - v. 'r'
 - vi. 'u' type captive nut
 - vii. cable clip
 - viii. trim clips
- b. The following types of fixings and identify reasons and limitations for their use:
- i. pop rivet
 - ii. plastic rivet
 - iii. plastic capture nut
 - iv. nut and bolt
 - v. shoulder bolt
 - vi. 'Nyloc' type nuts
 - vii. washers
 - viii. 'Spring' type washers
 - ix. self tapping screws and bolts
 - x. quick release plastic trim fastenings
 - xi. trim tapes adhesives and sealers

The processes involved when carrying out quality checks

- a. Items that may have been 'workshop' soiled and describe processes for rectifying:
- i. door cards
 - ii. seats
 - iii. carpets
 - iv. boot and bonnet trims
 - v. headlamps
 - vi. window and waist mouldings
 - vii. bonnet and boot lid trim
 - viii. sunroof systems
 - ix. carpets
 - x. headlining
 - xi. spoilers

Methods for checking gaps.

Principle Trim Components

- a. Bumpers
- b. Door Trim
- c. Window and Waist Mouldings
- d. Bonnet and Boot lid Trim
- e. Sunroof Systems
- f. Carpets
- g. Headlining
- h. Spoilers