

Element: CAP 1.4.3 Maintain effective utilisation of equipment, tools and materials

PC	Description of Performance Criteria	Description of Evidence	Source of evidence			Competence	Remarks
			O/I	SD	Q/A		
d	Equipment, tools, materials and spares deemed not repairable at location are returned to the workshop for follow-up actions.	Examine evidence, (e.g. tools / equipment servicing and maintenance logs/records, consignment of goods), to confirm compliance to operational requirements. Check via questioning that the candidate understands the appropriate process and site observation to confirm compliance.	✓			C	
e	Inventory lists are regularly updated.	Examine evidence, (e.g. updated tools / equipment inventory lists), to confirm compliance to operational requirements.	✓			C	
f	Good house keeping is observed.	Work site inspection. Check via questioning that the candidate understands the importance of good house keeping.	✓			C	

Legend:

Source of Evidence:

O/I

 Observation / Interview

SD

 Supporting Document

Q / A

 Written Questions & Answers

Competence

C

Competent

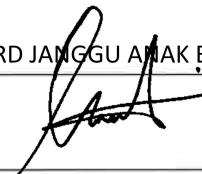
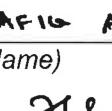
NYC

Not Yet Competent

OVERALL SCORE	STRONG		ADEQUATE			IMPROVEMENT NEEDED		
	10	9	8	7	6	5	4	3

DIMENSION BID

Dimension Bid Competency Assurance Program

Assessed by:  (Name)  Signature 14.2.25 Date	Agreed by: (TSO) LEANARD JANGGU ANAK BRIAN (Name)  Signature 20/03/2025 Date	Verified by: (HOD) AFIA AMMARZ (Name)  Signature 25/2/25 Date
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ASSESSMENT CHECKLIST

Unit: CAP 1.4 **MANAGE RESOURCES**
Element: CAP 1.4.3 **Maintain effective utilisation of equipment, tools and materials**

PC	Description of Performance Criteria	Description of Evidence	Source of evidence			Competence	Remarks
			O/I	SD	Q/A		
a	Optimum quantities of equipment, tools, materials and spares are kept and maintained for anticipated operational requirements.	Examine evidence (e.g. tools / equipment & materials inventory list, materials requisition communiqué), to confirm alignment with responsibility and accountability. Check via questioning that the candidate recognises the economics of optimisation.				C	
b	Equipment, tools, materials and spares are kept and maintained in a serviceable condition.	Examine evidence (e.g. tools / equipment servicing and maintenance logs/records, spares requisition communiqué), to confirm: - that tools / equipment servicing and maintenance are done on a regular basis to ensure their functional integrity.					
c	Equipment, tools, materials and spares deemed not applicable to location are removed and dispatched appropriately.	Check via questioning that the candidate understands the importance of regular or periodic servicing and maintenance and site inspection to confirm compliance.				C	
		Examine evidence (e.g. updated tools / equipment inventory list, relevant consignment of goods), to confirm compliance to operational requirements: Check via questioning that the candidate understands the appropriate process and site observation to confirm compliance.				C	

DIMENSION B

Element: CAP 1.4.3 Maintain effective utilisation of equipment, tools and materials

PC	Description of Performance Criteria	Description of Evidence			Source of evidence	Competence	Remarks
		O/I	SD	Q/A			
					C / NYC		

d	Equipment, tools, materials and spares deemed not repairable at location are returned to the workshop for follow-up actions.	<p>Examine evidence, (e.g. tools / equipment servicing and maintenance logs/records, consignment of goods), to confirm compliance to operational requirements.</p> <p>Check via questioning that the candidate understands the appropriate process and site observation to confirm compliance.</p>						
e	Inventory lists are regularly updated.	Examine evidence, (e.g. updated tools / equipment inventory lists), to confirm compliance to operational requirements.						
f	Good house keeping is observed.	Work site inspection.	Check via questioning that the candidate understands the importance of good house keeping.					

Legend:

Source of Evidence: Competence	O/I	Observation / Interview
	SD NYC	Supporting Document Not Yet Competent
OVERALL SCORE	STRONG 10 9 8 7 6 5 4 3 2	ADEQUATE IMPROVEMENT NEEDED
Q/A		Written Questions & Answers

DIMENSION Bid

Assessed by:	Agreed by:	Verified by:
(Name) GARZAL, MELISSA	(Name) LEONARD JANGGU NAK BRIAN	(HOD) AFIA ANNARIZA
Signature 	Signature 	Signature 
Date 14/01/25	Date 20/03/2025	Date 25/12/25