

Work Record Book

**CERTIFICATE III in Automotive Mechanical**

(Heavy Vehicles) Mobile Equipment  
Plant/Earth Moving/Agricultural

AUR 309 99



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## **Introduction**

This Work Record Book is a tool that can be used to record and report on the jobs that an apprentice does during the course of their apprenticeship. It is a method by which a training provider can get evidence of the things an apprentice has done at work as the apprentice has progressed through their apprenticeship.

In today's high technology world it is important to know that a person is fully trained, has had the necessary practical experience and can actually do the job. The term competent is often used to describe this kind of person. Training providers are required to determine that an apprentice has achieved the required level of competence before they can issue the qualification. The Work Record Book will assist the training provider in doing this.

This Work Record Book is divided into two main sections:

- The front section, on buff coloured paper, is for the apprentice to make a record of the jobs they become good at as they progress through their apprenticeship.

The back section, on white paper, contains reports that the employer and apprentice can sign when both are satisfied that the apprentice can do the job to the required standard. When signed, these reports should be presented to the training provider

## **How should this book be used?**

To find out how this book should be used you should read the instructions in the front of the section you are required to complete.

Instructions and information for an **Apprentice** are on **pages 3 to 5**.

Instructions and information for an **Employer or Supervisor** are on **pages 75 to 79**.

SECTION  
FOR  
THE APPRENTICE

**APPRENTICE DETAILS**

**Family Name:** \_\_\_\_\_

**Given Names:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

Photograph

**Date of Birth:** \_\_\_\_\_

**DET Registration Number:** \_\_\_\_\_

**Training Provider Enrolment Number:** \_\_\_\_\_

**EMPLOYMENT DETAILS**

**Commencement of Employment:** \_\_\_\_\_

**Transfer or Termination of Employment:** \_\_\_\_\_

**Company or Business Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Employer/supervisor** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Contact Details: Phone** \_\_\_\_\_ **Mobile** \_\_\_\_\_

**FAX** \_\_\_\_\_ **E-MAIL** \_\_\_\_\_

**MVRIC Repairer No:** \_\_\_\_\_

**Note: Additional forms for change of employer details are included at the back of the Work Record Book.**

## Instructions for the Apprentice

### **What is this book?**

This book is your Work Record Book. It will become a record of the jobs you get experience with at your workplace during your apprenticeship. This information will assist your Training Provider in determining when you can be issued with your certificate.

*This book, by itself, is not a statement of competence or a qualification.*

### **Why do you need this book?**

As an apprentice, there are two parts to your training:

- ◆ **an off-the-job part.** You will do this with a training provider. You will learn new things and develop new skills. As you progress your training provider will assess your knowledge and skills.
- ◆ **an on-the-job part.** You will do this at work with your employer. Your employer will give you jobs to do that will require you to apply your knowledge and skills.  
A technically qualified person at work will help you learn how to do each new job.

For your training provider to give you your certificate they must be sure you have the necessary knowledge and skills and can actually do the work. This Work Record Book is a way of gathering evidence of the jobs you have done at work.

**Without evidence of the practical application of your knowledge and skills your training provider will not be able to give you your certificate.**

## **What does this book do?**

Your Work Record Book helps you and your employer to:

- ◆ know what jobs you need to become good at in order for you to get your certificate.
  - ◆ keep an accurate record of the jobs you have learnt to do at work.
- pass this information on to your training provider, who will record the information and issue the certificate when the necessary training has been completed.

## **How is this book organised?**

There are two sections to this book, Work Evidence Records and Work Evidence Reports.

- ◆ The front of the book contains Work Evidence Record sheets that you, as the apprentice, are responsible to fill in and keep up to date.
- ◆ The back of the book contains Work Evidence Reports that can only be filled out when you and your supervisor are satisfied that you can do all the jobs stated on the report to the required standard (Refer to Page 5 for the standard).

## **What is your role in this?**

You are responsible for:

- ◆ looking after your work record book – keeping it safe and in good condition,
- ◆ keeping the book up to date by recording information about the jobs you do at work, on the Work Evidence Record sheets,
- ◆ having the Work Evidence Report sheets signed off when you and your supervisor are satisfied that you can do all the jobs,
- ◆ presenting your record book to your training provider as often as required, so they can update their records of your training.

**THERE IS ONLY ONE COPY OF YOUR WORK RECORD BOOK.  
IT IS NOT YOUR EMPLOYER'S RESPONSIBILITY TO LOOK AFTER IT.  
IT IS UP TO YOU.**

## So what do you need to do? – **FOUR** easy steps

- 1. Read the Work Evidence Records** - This will give you a good idea of the kind of jobs you should be learning to do.
- 2. Record the jobs you are able to do** - Each time you complete one of the jobs shown on a Work Evidence Record, *to the standard shown on the following page*, record the details in one of the boxes.
- 3. Sign off the Work Evidence Reports with your supervisor** - When you and your supervisor are both satisfied that you can do all the jobs on a Work Evidence Record, *to the required standard*, together with your supervisor you should sign off on the Work Evidence Report in the back section of the book.
- 4. Show the completed Work Evidence Reports to your training provider** - Present your Work Record Book to your training provider as often as required, so they can update their records of your training and counter sign the completed Work Evidence Reports.

**Note:** When filling out Work Evidence Records with multiple jobs make sure your record shows you have done each job a number of times, not the same job over and over again.

Work Evidence Records with multiple jobs have a number against each job. Use these numbers to indicate which job or jobs you did on the particular vehicle.

Where relevant you should also write down what you repaired or replaced or what fault you found.

## **What is the required standard?**

You should only record a job when you can do it:

- ◆ **correctly and safely.** This means that your work must comply with statutory and enterprise Occupational Health and Safety policies and procedures, and with relevant manufacturer's specifications and procedures.
- ◆ **without causing damage to any components or system,**
- ◆ **on a range of vehicles,** not over and over on the one vehicle,
- ◆ **in a technically correct way,**
- ◆ **without your supervisor (or any other person) having to step in and correct you.**

## **When should I start recording the jobs that I do?**

You should only record jobs when you can do them to the required standard.

Don't start recording jobs when you are only learning to do them, or when you are being shown what to do by your supervisor or another trades person.

## **What if you can't do all the jobs at work?**

There may be a few jobs related to the compulsory units of competence that are not done where you work.

If this is the case you should get your employer to talk to your training provider and have them work out how you can get experience with these jobs.

### **How many times do I have to do a job before my supervisor can sign the Work Evidence Report?**

There is no requirement to do a job a certain number of times. **What is important is that you can do the job to the required standard.**

In the early part of your apprenticeship you may have to do a particular job many times before you and your supervisor are satisfied you can do it correctly.

Towards the end of your apprenticeship, when you have become more skilled, you may only need to do a job two or three times before you get the report signed.

### **Do I have to fill up every box of a Work Evidence Record before my supervisor can sign the Work Evidence Report?**

**No!** Again, there is no requirement to do any job a certain number of times. Work Evidence Records have enough boxes to allow you to show that you have done each job at least a couple of times on more than one make or model of vehicle.

Work Evidence Records dealing with brakes, steering and suspension have the highest number of boxes. These are critical safety areas and it is good to be able to show that you have done each job several times.

**Your training provider will not be able to give you your certificate without evidence that you have actually worked on brakes, steering and suspension systems at work.**



**WORK EVIDENCE RECORDS**  
**FOR COMPULSORY STREAM**  
**UNITS OF COMPETENCE**

## WORK EVIDENCE RECORD

### **7292BW Automotive Maintenance and Service**

Automotive Retail Service and Repair Competency

### **AUR00108A Carry out Maintenance and or Component Servicing**

Apprentice Name. \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Maintenance and Service Work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 80 of this book. Each time you complete a service that involves the actions listed in the table below you should record the make and model of the vehicle, plant or equipment and the date you did it on.

## **7292BW Automotive Maintenance and Service.**

### **WORKSHOP JOB**

**1. Carry out a maintenance and service job that includes all of the following:**

- **Engine oil and filter changes including by-pass and centrifugal filters**
- **Fuel filter service**
- **Air filter and pre-cleaner service**
- **Cooling system service including checking coolant condition and changing coolant**
- **Drive belt inspection and adjustment**
- **Hydraulic system fluid level checks**
- **Tyre checks (pressure, wear and damage)**
- **Transmission, driveline, chassis and body lubrication and level checks**
- **Fluid and air leak inspection and reports (leaking seals, damaged boots etc.)**
- **Checking security of fasteners and mounting bolts (including body bolts)**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

**7292BW Automotive Maintenance and Service.**  
**WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____

**7292BW Automotive Maintenance and Service.**  
**WORKSHOP JOB**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____

## WORK EVIDENCE RECORD

### **7292DW Engine Service**

**Automotive Retail Service and Repair Competency**

**AUR01170A Service Engines and Associated Engine Components**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Engine Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 81 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle, plant or equipment and the date you did it on.

Note: When completing this record, make sure it shows you have done both jobs a number of times and on more than 1 vehicle. Do not fill the table up with the same job over and over again on the same vehicle.

## 7292DW Engine Service

### WORKSHOP JOBS

Carry out the more complex engine servicing operations of:

1. timing belt replacement
2. valve tappet clearance checks and adjustments.

Work completed on	Work completed on	Work completed on	Work completed on
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7292FW Minor Electrical Repairs**

**Automotive Retail Service and Repair Competency**

**AUR18708A Minor Electrical Repairs to Circuits/Systems**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Minor Electrical Repair Work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 82 of this book. Each time you complete a minor repair on an electrical circuit or system you should record what you did and the make and model of the vehicle, plant or equipment and the date you did it on.

Note: When completing this record, make sure it shows you have done each job a number of times and on more than 1 vehicle. Do not fill the table up with the same job over and over again on the same vehicle.

## 7292FW Minor Electrical Repairs

### WORKSHOP JOBS

1. Remove, fit or repair a variety of electrical components that may included any of the following:  
- fuses, light globes, terminals, connections, wires or insulation, relays.
2. Inspect and test electrical circuits and identify actual faults.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7292GW Automotive Heating and Welding Procedures**

#### **Automotive Retail Service and Repair Competency**

#### **AUR23608A Carry out Welding, Soldering, Thermal Cutting, Heating, Procedures**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Welding, Thermal Cutting and Heating Procedures work that you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 83 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7292GW Automotive Heating and Welding

### WORKSHOP JOBS

1. Weld low carbon steel using oxy acetylene welding processes.
2. Cut low carbon steel using oxy acetylene equipment.
3. Weld low carbon steel using any process incorporating heat generated by an electrical arc and a consumable filler rod or wire.
4. Apply heat to components to aid in their assembly or disassembly.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7292HW Automotive Battery Testing and Replacement**

**Automotive Retail Service and Repair Competency**

**AUR18676A Test, Service and Replace Batteries**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Battery Testing and Replacement work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 84 of this book. Each time you test and identify a faulty battery and remove and replace it you should record the make and model of the vehicle and the date you did it on.

## 7292HW Automotive Battery Testing and Replacement

### WORKSHOP JOB

- Test 12volt or higher voltage batteries, correctly identify faulty ones and remove and replace them.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____

## WORK EVIDENCE RECORD

### **7081CW Cooling System (HV) Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR02166A Repair Cooling Systems and Associated Components (HV)**

**AUR02170A Service Cooling Systems and Associated Components (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Cooling Systems (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 85 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7081CW Cooling Systems (HV) Service and Repair

### WORKSHOP JOBS

1. Clean and flush cooling systems.
2. Remove and fit cooling system radiators and cowlings.
3. Remove and fit a variety of Heavy Vehicles cooling system components or assemblies that may include any of the following:- thermostats, water pumps, hoses, drive belts, various fan drives such as air clutches, electric fans, thermo switches, relays, etc.
4. Inspect Heavy Vehicles cooling systems and identify actual faults.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7081FW Diesel Fuel Systems (HV) Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR03670A Service Diesel Systems/Components (HV)**

**AUR03666A Repair Diesel Systems/Components (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Diesel Fuel System/Components (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 86 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7081FW Diesel Fuel System/Components (HV) Service and Repair

### WORKSHOP JOBS

1. Remove fit and service diesel fuel filters
2. Remove and fit diesel fuel injectors, such as mechanical, hydraulic, and electrical
3. Remove fit and time diesel fuel injection pumps
4. Test remove and fit a variety of diesel systems and components or assemblies that may include any of the following:- injector lines, solenoids, glow plugs, electronic components, etc.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081FW Diesel Fuel System/Components (HV) Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081FW Diesel Fuel System/Components (HV) Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7081KW Electrical Systems (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR19066A Repair Charging and Starting Systems**

**AUR18866A Repair Electrical Systems**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Electrical Systems (HV) Repair and Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 87 of this book. Each time you complete any Electrical Systems (HV) Repair and Service that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7081KW Electrical Systems (HV) Service and Repair

### WORKSHOP JOB

1. Remove and fit Heavy Vehicle alternators
2. Inspect and test charging systems and identify actual faults
3. Remove and fit Heavy Vehicles starter motors
4. Inspect and test Heavy Vehicles starter systems and identify actual faults
5. Remove and fit Heavy Vehicles electrical components
6. Inspect and test electrical systems and identify actual faults

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081KW Electrical Systems (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081KW Electrical Systems (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____



## WORK EVIDENCE RECORD

### **7081NW Engine Repair (HV)**

**Automotive Retail Service and Repair Competency**

### **AUR01166A Repair Engines and Associated Engine Components (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the (Heavy Vehicles) Engine Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 88 of this book. Each time you complete one of the jobs listed in the table below you should record what you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one job. Make sure your record shows you have done more than one job a number of times.

## 7081NW Engine Repair (HV)

### WORKSHOP JOBS

1. Remove and fit engines in Heavy Vehicles.
2. Remove and fit engine cylinder heads.
3. Remove and fit a variety of engine mechanical components that may include any of the following: - oil seals, sump, camshaft, drive mechanisms, piston and connecting rods, liners, crankshafts, etc..
4. Inspect and test engines and identify actual faults.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081NW Engine Repair (HV)**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

<b>7081NW Engine Repair (HV)</b>			
<b>WORKSHOP JOBS</b>			
Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7081QW Forced Induction System (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

### **AUR05671A Forced Induction System Service and Repair (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Forced Induction System (HV) Repair and Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 89 of this book. Each time you complete one of the jobs listed in the table below you should record the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one job. Make sure your record shows you have done each job a number of times.

## 7081QW Forced Induction System (HV) Service and Repair

### WORKSHOP JOBS

1. Remove and fit a variety of forced air induction system components or assemblies such as:- turbo chargers, supercharges, waste gates, shutoff timers, drive belts or gears, bypass valves, boost pressure sensors, solenoids, intercoolers, etc...

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7081TW Exhaust System HV Repair**

**Automotive Retail Service and Repair Competency**

**AUR05166A HV Exhaust System Repair**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Exhaust System Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 90 of this book. Each time you complete an Exhaust System Repair that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7081TW Exhaust System Repair

### WORKSHOP JOB

- Remove and fit a variety of Heavy Vehicle exhaust system components that may include any of the following:- exhaust pipes, mufflers or silencers, catalytic converters, manifolds, gaskets, mountings, heat risers, etc...

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081TW Exhaust System HV Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081TW Exhaust System HV Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083AW Hydraulic Brake Systems (HV) Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR10166A Repair Hydraulic Braking Systems (HV)**

**AUR10170A Service Hydraulic Braking Systems (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Hydraulic Brake Systems (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 91 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** When completing this record, make sure it shows you have done each job a number of times and on more than 1 vehicle. Do not fill the table up with the same job over and over again on the same vehicle.

## 7083AW Hydraulic Brake Systems (HV) Service and Repair

### WORKSHOP JOBS

1. Flush and bleed hydraulic brake systems
2. Remove and fit master cylinders
3. Remove and replace disc pads and bleed disc brake units
4. Dismantle, assemble, adjust (where applicable) drum or disc brake
5. Dismantle, assemble, adjust (where applicable) drum or disc brake units that incorporate a park brake mechanism
6. Remove and replace wheel cylinders
7. Remove and replace hydraulic brake lines
8. Inspect and test vehicle braking systems and identify actual faults

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____

**7083AW Hydraulic Brake Systems (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083AW Hydraulic Brake Systems (HV) Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083BW Suspension Systems (HV) Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR16166A Repair Suspension Systems (HV)**

**AUR16170A Service Suspension Systems (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Suspension Systems (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 92 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** When completing this record, make sure it shows you have done each job a number of times and on more than 1 vehicle. Do not fill the table up with the same job over and over again on the same vehicle.

## 7083BW Suspension Systems (HV) Service and Repair

### WORKSHOP JOBS

1. Remove and fit shock absorbers
2. Remove and fit a variety of suspension system components that may include any of the following:  
- suspension arms or links, bushes, ball joints, springs, stabiliser bars, air suspension system components, air bags, etc...
3. Inspect and test suspension systems and identify faults.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083BW Suspension Systems (HV) Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083BW Suspension Systems (HV) Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083EW Clutch (HV) Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR06166A Repair Clutch Assemblies and/or Associated Operating System Components (HV)**

**AUR06170A Service Clutch Assemblies and/or Associated Operating System Components (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Clutch (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 93 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7083EW Clutch (HV) Service and Repair

### WORKSHOP JOBS

1. Remove and fit manual transmissions from a heavy vehicle
2. Remove and fit clutch assemblies from a heavy vehicle
3. Remove and fit and/ or adjust clutch operating and clutch brake operating mechanisms from a heavy vehicle
4. Inspect and test clutch systems and identify actual faults in a heavy vehicle.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### 7083GW Driveline (HV) Service and Repair

#### Automotive Retail Service and Repair Competency

**AUR13166A Repair Final Drive (Driveline) (HV)**

**AUR13170A Service Final Drive (Driveline) (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Final Drive (Driveline) (HV) Repair and Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 94 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7083GW Final Drive (Driveline) (HV) Service and Repair

### WORKSHOP JOBS

1. Remove and fit driveshafts, drive chains, drive belts, drive gears in plant , earth moving or agricultural units.
2. Inspect drivelines to determine their servicability.
3. Remove and fit driveshaft universal joints or constant velocity joints and centre bearings, belts, chains, gears in plant , earth moving or agricultural units.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083GW Final Drive (Driveline) (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083GW Final Drive (Driveline) (HV) Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083JW Final Drive (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR12666A Repair Final Drive Assemblies (HV)**

**AUR12670A Service Final Drive Assemblies (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Final Drive (HV) Repair and Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 95 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7083JW Final Drive (HV) Service and Repair

### WORKSHOP JOBS

- Remove and fit final drive assemblies in plan, earth moving, agricultural vehicles units, which may include any of the following: Axles, Final drive centres, Hubs, Drive sprockets, Drive chains, Tracks.
- Diagnose final drive problems.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083JW Final Drive (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083JW Final Drive (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7083KW Starting, Charging, Warning & Instruments Systems (HV)  
Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR19066A Repair Charging and Starting Systems**

**AUR18966A Repair Instruments and Warning Systems**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Starting, Charging, Warning and Instruments (HV) Systems Repair and Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 96 of this book. Each time you complete any Electrical Systems (HV) Repair and Service that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

**7083KW Starting, Charging, Warning & Instruments Systems (HV)  
Service and Repair**

**WORKSHOP JOB**

- 1. Remove and fit alternators in Plant, Earth moving, and Agricultural Vehicles**
- 2. Inspect and test charging systems and identify actual faults**
- 3. Remove and fit starter motors**
- 4. Inspect and test starter systems and identify actual faults**
- 5. Remove and fit warning and instruments components**
- 6. Inspect and test, warning and instruments, identify actual faults**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083KW Starting, Charging, Warning & Instruments Systems (HV)  
Service and Repair**

**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

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**7083KW Starting, Charging, Warning & Instruments Systems (HV)  
Service and Repair**

**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083LW Manual Transmission (HV) Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR06666A Repair Transmissions (Manual) (HV)**

**AUR06670A Service Transmissions (Manual) (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Manual Transmission (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 97 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7083LW Manual Transmission (HV) Service and Repair

### WORKSHOP JOBS

1. Remove and fit manual transmissions from plant, earth moving and agricultural vehicles
2. Remove and fit clutch assemblies from plant, earth moving and agricultural vehicles
3. Remove, and fit and or adjust clutch operating mechanisms from plant, earth moving and agricultural Vehicles
4. Inspect and test manual transmission systems and identify actual faults from a plant , earthmoving and agricultural vehicle.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083LW Manual Transmission (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083LW Manual Transmission (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083MW (HV) Auto Trans Repair and Electronic Drive Management Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR07166A Repair Transmissions (Automatic)**

**AUR07170A Service Automatic Transmissions (HV)**

**AUR21271A Service and Repair Electronic Drives**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Auto Transmission Repair and Service, Electronic Drive Management (HV) Repair and Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 98 of this book. Each time you complete any Auto Trans Repair and Electronic Drive Management (HV) Repair and Service that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

**7083MW Auto Trans Service & Repair, Electronic Drive Management  
Service and Repair**

**WORKSHOP JOB**

1. **Change automatic transmission or powershift transmission fluid and filters.**
2. **Perform adjustments on automatic transmission or powershift transmission systems.**
3. **Test automatic transmission or powershift transmissions using appropriate tools and equipment and determine its serviceability.**
4. **Remove and replace torque converters or fluid flywheels.**
5. **Remove and replace automatic transmission or powershift transmissions from a vehicle.**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083MW Auto Trans Service & Repair, Electronic Drive Management  
Service and Repair**

**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

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**7083MW Auto Trans Service & Repair, Electronic Drive Management  
Service and Repair**

**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083SW Steering Systems (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR15166A Repair Steering Systems (HV)**

**AUR15170A Service Steering Systems (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Steering Systems (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 99 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: When completing this record, make sure it shows you have done each job a number of times and on more than 1 vehicle. Do not fill the table up with the same job over and over again on the same vehicle.

## 7083SW Steering Systems (HV) Service and Repair

### WORKSHOP JOBS

1. Remove and fit a variety of steering system components or assemblies that may include any of the following:- tie rod ends, king pin bushes, steering gear/ rack assemblies, power steering pumps, Steering wheels, steering column components, etc...
2. Inspect and test, plant, earth moving, agricultural , steering systems and identify actual faults.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083SW Steering Systems (HV) Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083SW Steering Systems (HV) Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083UW Hydraulic Systems (HV) Service**

#### **Automotive Retail Service and Repair Competency**

#### **AUR09170A Service Hydraulic Systems, Plant, Earth moving and Agricultural**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Hydraulic Systems Plant, Earth moving and Agricultural Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 100 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7083UW Hydraulic Systems (HV) Service

### WORKSHOP JOBS

1. Flush and bleed hydraulic systems
2. Test for cycle times
3. Change and inspect hydraulic oil
4. Change hydraulic oil filters
5. Select correct hydraulic oils
6. Carry out flow, pressure, and visual system tests.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083UW Hydraulic Systems (HV) Service**

**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083UW Hydraulic Systems (HV) Service  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7116CW Air Conditioning Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR22670A Service Air Conditioning Systems**

**AUR22666A Repair/Retro fit Air Conditioning Systems**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Air Conditioning Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 101 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7116CW Air Conditioning Service

### WORKSHOP JOBS

1. Remove / recover and charge refrigerant in air conditioning systems.
2. Remove and fit a variety of air conditioning system components or assemblies that may include any of the following:- receiver/dryer, condenser, evaporator, compressor, expansion valve, associated electrical components, etc..
3. Inspect and test air conditioning systems and identify actual faults.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7116HW Emission Control System (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR04671A Repair and Service Emission Control Systems (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Emission Control System (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 102 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7116HW Emission Control System (HV) Service and Repair

### WORKSHOP JOBS

1. Remove and fit a variety of emission control components or assemblies that may include the following:- catalytic converters, oxygen sensors, EGR valves, air injection pumps, oxygen sensors, valves or pipes, intake air heating devices, etc...
2. Check and determine the compliance of the exhaust emission levels with specifications or statutory regulations.
3. Inspect and test emission control systems and identify faults

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____



**WORK EVIDENCE RECORDS**

**FOR ELECTIVE**

**UNITS OF COMPETENCE**

**(6 units of competence to be achieved)**

## WORK EVIDENCE RECORD

**7081FX (HV) Overhaul Diesel Fuel Injection Systems**

**Automotive Retail Service and Repair Competency**

**AUR03645A (HV) Overhaul Diesel Fuel Injection Systems**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the (HV) Overhaul Diesel Fuel Injection Systems Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 104 of this book. Each time you complete a (HV) Diesel Fuel Injection Systems Overhaul repair that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7081FX (HV) Overhaul Diesel Fuel Injection Systems

### WORKSHOP JOB

1. Overhaul diesel fuel injectors
2. Overhaul diesel fuel lift pumps
3. Overhaul diesel fuel injection pumps from a variety of Heavy Vehicle fuel systems

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081FX (HV) Overhaul Diesel Fuel Injection Systems**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081FX (HV) Overhaul Diesel Fuel Injection Systems**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

<b>WORK EVIDENCE RECORD</b>
<b>7081PX (HV) Engine Cylinder Block Repair</b>
<b>Automotive Retail Service and Repair Competency</b>
<b>AUR01145A (HV) Engine Overhaul</b>
<b>Apprentice Name.</b> _____
<b>This Work Evidence Record is to be maintained by the Apprentice.</b>
Your responsibility, as an apprentice, is to keep a record of the (HV) Engine Overhaul work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 105 of this book. Each time you complete an engine overhaul that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7081PX (HV) Engine Cylinder Block Repair

### WORKSHOP JOB

1. Completely dismantle Heavy Vehicle cylinder blocks
2. Clean, inspect, measure and test Heavy Vehicle cylinder block components to determine their serviceability and appropriate repair or reconditioning options
3. Assemble and adjust cylinder blocks using procedures and components that will enable them to operate as designed within specifications with a maximised service life.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081PX (HV) Engine Cylinder Block Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7081PX (HV) Engine Cylinder Block Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7081RW (HV) Wheel Alignment**

**Automotive Retail Service and Repair Competency**

**AUR17108A Carry out Wheel Alignment Operations (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the (HV) Wheel Alignment work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 106 of this book. Each time you complete any (HV) Wheel Alignment work that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7081RW (HV) Wheel Alignment

### WORKSHOP JOB

- Measure and make adjustments to the alignment of wheels on Heavy Vehicles to manufacturers specifications.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____

## WORK EVIDENCE RECORD

### **7081ZW Machining of Brake Components**

#### **Automotive Retail Service and Repair Competency**

**AUR10736A (HV) Machining of Brake Components**

**AUR10650A Attach Linings to Shoes and Radius Grind**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the (HV) Machining of Brake Components work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 107 of this book. Each time you complete any (HV) Machining of Brake Components that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7081ZW Machining of Brake Components

### WORKSHOP JOB

1. Inspect and measure Heavy Vehicles brake drums and disc rotors to determine their serviceability
2. Machine brake drums in compliance with specified tolerances and safety standards while producing appropriate surface finishes.
3. Machine disc rotors in compliance with specified tolerances and safety standards while producing appropriate surface finishes.
4. Attach Heavy Vehicles brake linings and radius grind to suit drum.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

<b>WORK EVIDENCE RECORD</b>
<b>7083AX (HV) Brake Hydraulic Overhaul</b>
<b>Automotive Retail Service and Repair Competency</b>
<b>AUR10145A (HV) Brake Hydraulic Overhaul</b>
<b>Apprentice Name.</b> _____
<b>This Work Evidence Record is to be maintained by the Apprentice.</b>
Your responsibility, as an apprentice, is to keep a record of the (HV) Hydraulic Brake Overhaul Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 108 of this book. Each time you complete a Hydraulic System Overhaul that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## **7083AX (HV) Brake Hydraulic Overhaul**

### **WORKSHOP JOB**

- 1. Dismantle, clean, inspect, measure and test brake callipers and wheel cylinder components to determine their serviceability and appropriate repair or reconditioning options**
- 2. Assemble brake callipers and wheel cylinders using procedures and components that will enable them to operate within specifications with a maximised service life.**
- 3. Dismantle, clean, inspect, measure and test brake master cylinders and valving components to determine their serviceability and appropriate repair or reconditioning options**
- 4. Assemble brake master cylinders and associated valving using procedures and components that will enable them to operate as designed within specifications with a maximised service life.**
- 5. Make a brake pipe and fit to a Heavy Vehicles hydraulic brake system**
- 6. Dismantle, clean, inspect, measure and test brake power assist unit components to determine their serviceability and appropriate repair or reconditioning options**
- 7. Assemble brake power assist units and associated valving using procedures and components that will enable them to operate as designed within specifications with a maximised service life.**
- 8. Dismantle, clean, inspect, measure and test brake ABS modulator and valving components to determine their serviceability and appropriate repair or reconditioning options**
- 9. Assemble ABS modulator and associated valving using procedures and components that will enable them to operate as designed within specifications with a maximised service life.**

<b>Work completed on:</b>	<b>Work completed on:</b>	<b>Work completed on:</b>	<b>Work completed on:</b>
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____

**7083AX (HV) Brake Hydraulic Overhaul**

**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083AX (HV) Brake Hydraulic Overhaul**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7083CW Gas Fuel Systems Service, Plant, Earth moving, Agricultural**

**Automotive Retail Service and Repair Competency**

**AUR041708A Service LPG, CNG, NGV Gas Fuel Systems and  
Associated Systems**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Gas Fuel Systems Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 109 of this book. Each time you complete any Gas Systems Service work that involves all the jobs listed in the table below you should record the make and model of the vehicle or type of Gas System and the date you did it on.

**7083CW Gas Fuel Systems Service, Plant, Earth moving, Agricultural  
WORKSHOP JOB**

- Service various gas fuel systems using LPG, CNG, NGV and associated components as fitted on plant, earth moving, agricultural vehicles. (within Aust. Standards AS 1425, AS2739, AS2746)

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____

## WORK EVIDENCE RECORD

**7083DW Hydrostatic Transmissions, Plant, Earth moving, Agricultural Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR08170A Service Hydrostatic Transmissions**

**AUR08166A Repair Hydrostatic Transmissions**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Hydrostatic Transmissions Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 110 of this book. Each time you complete any Hydrostatic Transmissions Service and Repair work that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

**7083DW Hydrostatic Transmissions, Plant, Earth moving, Agricultural  
Service and Repair**

**WORKSHOP JOB**

- Service hydrostatic transmissions on plant, earth moving and agricultural vehicles.
- Inspect and test hydrostatic transmission systems and identify actual faults.
- Remove and fit hydrostatic transmission systems on plant, earth moving and agricultural vehicles.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____
Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____	Make: _____ Model: _____ Date: _____

## WORK EVIDENCE RECORD

**7083EX (HV) Overhaul Clutch Assembly and/or Components**

**Automotive Retail Service and Repair Competency**

**AUR06145A (HV) Overhaul Clutch Assemblies**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the (HV) Overhaul Clutch assembly and/or Component Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 111 of this book. Each time you complete a (HV) Clutch Assembly/Components Overhaul repair that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7083EX (HV) Overhaul Clutch Assembly and/or Components

### WORKSHOP JOB

1. Completely dismantle push and pull type clutch pressure plate assemblies from Heavy Vehicles
2. Clean, inspect, measure and test clutch assembly components to determine their serviceability and appropriate repair or reconditioning options
3. Reassemble and adjust clutch assemblies using procedures and components that will enable them to operate as designed within specifications and with a maximised service life.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7083JX (HV) Final Drive Overhaul**

**Automotive Retail Service and Repair Competency**

**AUR12645A (HV) Overhaul of Final Drive**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the (HV) Final Drive Overhaul work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 112 of this book. Each time you complete a (HV) Final Drive Overhaul work that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7083JX (HV) Final Drive Overhaul

### WORKSHOP JOB

1. Completely dismantle Plant, earth moving and agricultural vehicle final drive assemblies, driving axles, driving hubs, tracks and chain drives.
2. Clean, inspect, measure and test Plant, earth moving and agricultural vehicle final drive components to determine their serviceability and appropriate repair or reconditioning options
3. Assemble and adjust final drive units using procedures and components that will enable them to operate as designed within specifications with a maximised service life.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7083LX Manual Transmission (HV) Overhaul**

**Automotive Retail Service and Repair Competency**

**AUR06645A Manual Transmissions (HV Overhaul)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Manual Transmission (HV) Overhaul work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 113 of this book. Each time you complete an manual transmission overhaul that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7083LX Manual Transmission (HV) Overhaul

### WORKSHOP JOB

1. Completely dismantle plant, earth moving , agricultural vehicle manual transmission assemblies
2. Clean, inspect, measure and test manual transmission components to determine their serviceability and appropriate repair or reconditioning options
3. Assemble and adjust manual transmissions using procedures and components that will enable them to operate as designed within specifications with a maximised service life.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## 7083LX Manual Transmission (HV) Overhaul

### WORKSHOP JOBS

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083LX Manual Transmission (HV) Overhaul**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7083MX Automatic Transmission (HV) Overhaul**

**Automotive Retail Service and Repair Competency**

**AUR07145A Automatic Transmissions (HV Overhaul)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Automatic Transmission (HV) Overhaul work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 114 of this book. Each time you complete an manual transmission overhaul that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7083MX Automatic Transmission (HV) Overhaul

### WORKSHOP JOB

1. Completely dismantle plant , earth moving and agricultural vehicle automatic and power shift Transmissions
2. Clean, inspect, measure and test plant , earth moving and agricultural vehicle automatic and power shift transmission components to determine their serviceability and appropriate repair or reconditioning options
3. Assemble and adjust plant , earth moving and agricultural vehicle automatic and power shift transmission components using procedures and components that will enable them to operate as designed within specifications with a maximised service life.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____

<b>WORK EVIDENCE RECORD</b>
<b>7083SX (HV) Overhaul Steering System Components</b>
<b>Automotive Retail Service and Repair Competency</b>
<b>AUR15145A (HV) Steering Systems Overhaul</b>
<b>Apprentice Name.</b> _____
<b>This Work Evidence Record is to be maintained by the Apprentice.</b>
Your responsibility, as an apprentice, is to keep a record of the (HV) Steering Systems Overhaul work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 115 of this book. Each time you complete a steering systems overhaul that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7083SX (HV) Overhaul Steering System Components

### WORKSHOP JOB

1. Completely dismantle plant, earth moving, agricultural, manual and power assisted steering boxes
2. Clean, inspect, measure and test plant, earth moving, agricultural, manual and power assisted steering box components to determine their serviceability and appropriate repair or reconditioning options
3. Assemble and adjust manual and power assist steering boxes using procedures and components that will enable them to operate as designed within specifications with a maximised service life
4. Completely dismantle plant, earth moving, agricultural, full power steering control valves and skid steer components.
5. Clean, inspect, measure and test plant, earth moving, agricultural, full power steering control valves and skid steer components to determine their serviceability and appropriate repair or reconditioning options
6. Assemble and adjust full power steering control valves and skid steer components using procedures and components that will enable them to operate as designed within specifications with a maximised service life

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____

**7083SX (HV) Overhaul Steering System Components**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083SX (HV) Overhaul Steering System Components  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

**7083UX (HV) Overhaul Hydraulic System Components**

**Automotive Retail Service and Repair Competency**

**AUR09170A (HV) Hydraulic Systems Overhaul**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the (HV) Hydraulic Systems Overhaul work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 116 of this book. Each time you complete a hydraulic systems overhaul that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7083UX (HV) Overhaul Hydraulic System Components

### WORKSHOP JOB

1. Completely dismantle plant ,earth moving and agricultural vehicle hydraulic system components
2. Clean, inspect, measure and test plant ,earth moving and agricultural vehicle hydraulic system components to determine their serviceability and appropriate repair or reconditioning options
3. Assemble and adjust hydraulic system components using procedures and components that will enable them to operate as designed within specifications with a maximised service life

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

<b>WORK EVIDENCE RECORD</b>
<b>7083XW Hydraulic System (HV) Repair</b>
<b>Automotive Retail Service and Repair Competency</b> <b>AUR09166A Hydraulic System (HV) Repair</b>
<b>Apprentice Name.</b> _____
<b>This Work Evidence Record is to be maintained by the Apprentice.</b>
Your responsibility, as an apprentice, is to keep a record of the Hydraulic System (HV) Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 117 of this book. Each time you complete a Hydraulic System Repair that involves all the jobs listed in the table below you should record the make and model of the vehicle or transmission and the date you did it on.

## 7083XW Hydraulic System (HV) Repair

### WORKSHOP JOB

1. Carry out in-depth system testing and diagnosis of the hydraulic system and components
2. Remove and fit Heavy Vehicles hydraulic components from the system
3. Dismantle hydraulic components, measure and inspect to confirm your diagnosis
4. Replace seals and reassemble components and refit components to plan, earth moving, agricultural vehicles.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083YW Pneumatic Brake Systems (HV) Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR11166A Repair Air Braking Systems (HV)**

**AUR11170A Service Air Braking Systems (HV)**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Pneumatic Brake System (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 118 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** When completing this record, make sure it shows you have done each job a number of times and on more than 1 vehicle. Do not fill the table up with the same job over and over again on the same vehicle.

## 7083YW Pneumatic Brake Systems (HV) Service and Repair

### WORKSHOP JOBS

1. Remove and replace an air compressor
2. Remove and replace a control valve
3. Remove and replace a service and park brake actuator
4. Remove and replace pneumatic foundation disc brake pads
5. Dismantle, assemble, adjust pneumatic foundation drum brakes
6. Remove and replace pneumatic brake lines
7. Inspect and test plant, earth moving, agricultural vehicles braking systems and identify actual faults.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

**7083YW Pneumatic Brake Systems (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083YW Pneumatic Brake Systems (HV) Service and Repair**  
**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7083YX (HV) Overhaul Air Braking System Components**

**Automotive Retail Service and Repair Competency**

**AUR11145A (HV) Air Brake Component Overhaul**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Air Brake Component Overhaul work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 119 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7083YX (HV) Overhaul Air Braking System Components

### WORKSHOP JOBS

1. Overhaul brake air compressor.
2. Overhaul governor or unloader valve.
3. Overhaul (3) Pneumatic control valves.
4. Overhaul a service or park brake actuator.
5. Overhaul a foundation brake unit disc and drum.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____

**7083YX (HV) Overhaul Air Braking System Components**

**WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7083YX (HV) Overhaul Air Braking System Components  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7116RW Electronic Engine Management Service and Repair**

**Automotive Retail Service and Repair Competency**

### **AUR21171A Service and Repair Electronic Engine Management Systems**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Electronic Engine Management (HV) Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 120 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7116RW Electronic Engine Management Service and Repair

### WORKSHOP JOBS

1. Remove and fit a variety of engine management system components that may include any of the following:- Electronic control units, sensors, actuators, etc...
2. Extract data from the test management systems and identify actual fault

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____
Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____

**7116RW Electronic Engine Management Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

**7116RW Electronic Engine Management Service and Repair  
WORKSHOP JOBS**

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7116DW Petrol Fuel System Service and Repair**

#### **Automotive Retail Service and Repair Competency**

**AUR03166A Repair Petrol Fuel Systems**

**AUR03170A Service Petrol Fuel Systems**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Petrol Fuel System Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 121 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on..

Note: Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7116DW Petrol Fuel System Service and Repair

### WORKSHOP JOBS

1. Remove and fit a variety of petrol fuel system components or assemblies that may include any of the following: - fuel pumps, fuel injectors, throttle body assemblies, fuel pressure regulators, air flow sensors, manifold pressure sensors, temperature sensors, carburetors, induction manifolds, fuel tanks, etc..
2. Adjust petrol fuel systems to enable them to operate within manufacturer's specifications and/or legislated requirements.
3. Inspect and test petrol fuel systems and identify actual faults.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Date: _____	Date: _____	Date: _____	Date: _____
Job: _____	Job: _____	Job: _____	Job: _____
_____	_____	_____	_____

## WORK EVIDENCE RECORD

### **7116EW Ignition Systems Repair**

**Automotive Retail Service and Repair Competency**

**AUR20666A Repair and Service Ignition System**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Ignition Systems Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 122 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7116EW Ignition System Repair

### WORKSHOP JOBS

1. Remove and fit ignition system distributors and adjust ignition timing.
2. Remove and fit a variety of ignition system components that may include any of the following: contact breaker points, condensers, advance mechanisms, coils, ballast resistors, high tension leads, induction pick up coils, Hall sensors, electronic modules, electronic control units, etc..
3. Inspect, test and identify actual faults in ignition systems.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

<b>WORK EVIDENCE RECORD</b>
<b>7116WD Petrol Fuel System Component Overhaul</b>
<b>Automotive Retail Service and Repair Competency</b>
<b>AUR03145A Overhaul Petrol Fuel System Components</b>
<b>Apprentice Name.</b> _____
<b>This Work Evidence Record is to be maintained by the Apprentice.</b>
Your responsibility, as an apprentice, is to keep a record of the Petrol Fuel System Component Overhaul work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 123 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

## 7116WD Petrol Fuel System Component Overhaul

### WORKSHOP JOB

1. Overhaul carburettor assembly which should include all of the following:

- Dismantle carburettor and clean components.
- Inspect, measure and test carburettor components to determine their serviceability and appropriate repair or reconditioning options.
- Assemble and adjust carburettor using procedures and components that will enable them to operate as designed and within specifications with a maximised service life.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____
Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____	Make: _____ Model: _____ Date: _____ Job: _____ _____

## WORK EVIDENCE RECORD

### **7139AW Tyre Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR17766A Remove, Repair and Fit Tyres, Tubes**

**Apprentice Name.** \_\_\_\_\_

**This Work Evidence Record is to be maintained by the Apprentice.**

Your responsibility, as an apprentice, is to keep a record of the Tyre Service and Repair work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 124 of this book. Each time you complete one of the jobs listed in the table below you should record the job you did and the make and model of the vehicle and the date you did it on.

**Note:** Do not fill the table up with just one or two jobs. Make sure your record shows you have done each job a number of times.

## 7139AW Tyre Service and Repair

### WORKSHOP JOBS

1. Remove and fit tyres to drop centre, steel rims.
2. Remove and fit tyres to drop centre, alloy wheels.
3. Remove and fit tyres to demountable flange wheels.
4. Repair punctures in tubeless tyres.
5. Repair punctures in tyre inner tubes.

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____
Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____	Make: _____ Model: _____ Date: _____ Job: _____

<b>WORK EVIDENCE RECORD</b>
<b>7139BW Wheel Balancing</b>
<b>Automotive Retail Service and Repair Competency</b>
<b>AUR17606A Balance Tyres / Wheels</b>
<b>Apprentice Name.</b> _____
<b>This Work Evidence Record is to be maintained by the Apprentice.</b>
Your responsibility, as an apprentice, is to keep a record of the Wheel Balancing Service work you do during your apprenticeship. It will help establish when you have done enough work for your employer and yourself to complete the Work Evidence Report on page 125 of this book. Each time you complete a wheel balance job you should record the make and model of the vehicle and the date you did it on. Also record whether it was a steel or alloy wheel.

## 7139BW Wheel Balancing

### WORKSHOP JOBS

1. Dynamically balance wheel and tyre assemblies (steel rims).
2. Dynamically balance wheel and tyre assemblies (alloy wheels)

Work completed on:	Work completed on:	Work completed on:	Work completed on:
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Type of wheel: _____	Type of wheel: _____	Type of wheel: _____	Type of wheel: _____
Date: _____	Date: _____	Date: _____	Date: _____
Make: _____	Make: _____	Make: _____	Make: _____
Model: _____	Model: _____	Model: _____	Model: _____
Type of wheel: _____	Type of wheel: _____	Type of wheel: _____	Type of wheel: _____
Date: _____	Date: _____	Date: _____	Date: _____

SECTION  
FOR  
EMPLOYER / SUPERVISOR

## Instructions for Employer or Supervisor

### **What is this book for?**

This is a Work Record Book. It will become a record of the jobs your apprentice gets experience in at work during their apprenticeship. This information will assist your Training Provider in determining when your apprentice can be issued with their certificate.

*This book, by itself, is not a statement of competence or a qualification.*

### **Why does the apprentice need this book?**

As an apprentice, there are two parts to their training:

- ◆ **an off-the-job part.** The apprentice will do this with a training provider. They will learn new things and develop new skills. As they progress their training provider will assess their knowledge and skills.
- ◆ **an on-the-job part.** Your apprentice will do this at work with you. You will give them jobs to do that will require them to apply their knowledge and skills. A technically qualified person at work should help them learn how to do each new job.

For the training provider to give your apprentice a certificate they must be sure the apprentice has the necessary knowledge and skills and can actually do the job at work. This Work Record Book is a way of gathering evidence of the jobs the apprentice has done at work.

**Without evidence of the practical application of the apprentice's knowledge and skills the training provider will not be able to issue a certificate.**

## **What does this book do?**

The Work Record Book helps you and your apprentice to:

- ◆ know the job they need to become good at, in order to get their certificate.
- ◆ keep an accurate record of the jobs the apprentice has learnt to do at work.
- ◆ pass this information on to the training provider, who will record the information and issue the certificate when the necessary training has been completed.

Wherever possible your apprentice should carry out these jobs as a routine part of their normal work activities. You do not have to organise special activities separate from what they would normally be doing at work.

## **What does the work record book contain?**

The record book contains two major sections:

**A section for the apprentice.** This is at the front of the book, and gives:

- ◆ the apprentice's details
- ◆ information about how the apprentice needs to use this book
- ◆ Work Evidence Record sheets for the apprentice to record information about all the jobs they need to carry out under your supervision.

**A section for the workplace supervisor (this section).** This section provides:

- ◆ information on how you as supervisor/employer need to use this book,
- ◆ Work Evidence Report sheets for you to sign-off on. These correspond to the apprentice's Work Evidence Record sheets in the first section,
- ◆ a list of Common Core, Compulsory Stream and typical Elective units of competency from the qualification, showing those units for which the training provider must receive a Work Evidence Report sheet, (refer pages 126, 127, 128)
- ◆ forms for recording change of employer details. This is only relevant where you are inheriting an apprentice from someone else. (pages 129,130)

## Using the record book - FOUR easy steps

To use this record book effectively a technically qualified workplace supervisor needs to:

- 1. Read the Work Evidence Reports** - This will give you a good idea of the kind of jobs your apprentice should be learning to do.
- 2. Provide training and experience** - Over the period of the apprenticeship, organize for the apprentice to get training and experience for all the required jobs. As the apprentice becomes good at a job encourage them to record the jobs they do in their Work Evidence Record sheets.
- 3. Sign off the Work Evidence Reports with your apprentice** - When you and your apprentice are both satisfied that the apprentice can do all the jobs on a Work Evidence Report, *to the standard shown on the following page*, together with your apprentice you should sign off on the Work Evidence Report in this section of the book.
- 4. Ensure the Work Evidence Reports gets to the training provider** – Make sure the apprentice presents the Work Record Book to the training provider on a regular basis. The training provider will update the apprentice's training record and countersign the Work Evidence Report.

The supervisor *and* the apprentice must be in agreement that the learning opportunities have been provided and the jobs carried out to the required standard.

Both must sign and date the Work Evidence Report before it is presented to the training provider

## **What is the required standard for each job?**

The standard requires that the apprentice can do the job:

- ◆ **correctly and safely.** This means their work must comply with statutory and enterprise Occupational Health and Safety policies and procedures, and with relevant manufacturer's specifications and procedures.
- ◆ **without causing damage to any component or system,**
- ◆ **on a range of vehicles,** not over and over on the one vehicle,
- ◆ **in a technically correct way,**
- ◆ **without their supervisor (or anyone else) having to step in and correct them.**

## **What if you don't do all the jobs at your place of business?**

There may be a few jobs related to the compulsory units of competence that you don't get involved with in your business.

If this is the case you should talk to your training provider and work out how your apprentice can get experience with these jobs.

## **Who can sign-off as the apprentice supervisor?**

To be able to sign-off on the apprentice's ability to do the jobs listed on the Work Evidence Report the person supervising the apprentice **MUST BE** technically qualified.

The supervisor must have a certificate equal to or greater than the certificate the apprentice will receive when they have completed their training.

Check with your training provider if you have any questions.

It is not necessary for the supervisor signing the Work Evidence Report to be a qualified workplace assessor.

The supervisor is simply providing evidence to the training provider of work carried out to a particular standard in the workplace, not conducting a workplace competency assessment.

The training provider will determine when the apprentice is competent, based on all the evidence gathered, both off-the-job and on-the-job.

## **How many times does the apprentice have to do a job before you can sign the work evidence report?**

There is no requirement to do a job a certain number of times.

**What is important is that the apprentice can do the job to the required standard.**

In the early part of the apprenticeship you may want the apprentice to do a particular job many times before you are satisfied they can do it correctly.

Towards the end of the apprenticeship, when the apprentice has become more skilled, they may only need to do a job two or three times before you sign the report.

### **What is the purpose of the Work Evidence Records in the front of this Work Record Book?**

The Work Evidence Records in the front of this book enable the apprentice to make a record of the jobs they do at work. This can help establish when they have done enough for a sign off on a Work Evidence Record.

You may make reference to the apprentice's record before you sign off if you feel it is necessary. The page number of the corresponding record is shown on each report to make it easy for you to do this.

If, however, you are familiar with the capabilities and experience of your apprentice and you are confident that they can do all the jobs on a Work Evidence Report, to the required standard, it is not necessary for you to check off every job in the apprentice's Work Evidence Record.

### **Does the Apprentice have to fill up every box of a Work Evidence Record before you as supervisor can sign the Work Evidence Report?**

**No!** Again, there is no requirement to do any job a certain number of times.

Work Evidence Records have enough boxes to allow the apprentice to show that they have done each job at least a couple of times on more than one make or model of vehicle. However, every box does not have to be filled in before you sign off the report.

Work Evidence Records dealing with brakes, steering and suspension have the highest number of boxes. These are critical safety areas and it is good for the apprentice to establish that they have done each job several times.

**It should be noted that the training provider, will not be able to give the apprentice their certificate without evidence that they have actually worked on brakes, steering and suspension systems in the workplace.**

**WORK EVIDENCE REPORTS**  
**FOR COMPULSORY STREAM**  
**UNITS OF COMPETENCE**

## WORK EVIDENCE REPORT – *SIGN OFF*

**Report No. 7292BW Automotive Maintenance and Service**

Automotive Retail Service and Repair Competency

**AUR00108A Carry out Maintenance and or Component Servicing**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- Engine oil and filter changes including by-pass and centrifugal filters
- Fuel filter service
- Air filter and pre-cleaner service
- Cooling system service including checking coolant condition and changing coolant
- Drive belt inspection and adjustment
- Hydraulic system fluid level checks
- Tyre checks (pressure, wear and damage)
- Transmission, driveline, chassis and body lubrication and level checks
- Fluid and air leak inspection and reports (leaking seals, damaged boots etc...)
- Checking security of fasteners and mounting bolts (including body bolts)

Refer to page 7 for the apprentice's maintenance and service work record.

**Report No. 7292BW Automotive Maintenance and Service**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7292DW Engine Service**

**Automotive Retail Service and Repair Competency**

**AUR01170A Service Engines and Associated Engine Components**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out the more complex engine servicing operations of:**

- **timing belt replacement**
- **valve tappet clearance checks and adjustments.**

Refer to page 9 for the apprentice's engine service work record.

**Report No. 7292DW Engine Service**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7292FW Minor Electrical Repairs**

**Automotive Retail Service and Repair Competency**

**AUR18708A Minor Electrical Repairs to Circuits/Systems**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove, fit or repair a variety of electrical components which may include any of the following :- fuses, light globes, trailer connections, terminals, wires or insulation**
- **Inspect and test electrical circuits and identify actual faults**

Refer to page 10 for the apprentice's minor electrical repair work record.

**Report No. 7292FW Minor Electrical Repairs**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## WORK EVIDENCE REPORT – *SIGN OFF*

Report No. Heating and Welding

**Automotive Retail Service and Repair Competency**

**AUR23608A Carry Out Welding, Soldering, Thermal Cutting and Heating Procedures**

**Work to be correctly and safely completed by the apprentice on-the-job:**

- Weld low carbon steel using oxy acetylene welding processes.
- Cut low carbon steel using oxy acetylene equipment.
- Weld low carbon steel using any process incorporating heat generated by an electrical arc and a consumable filler rod or wire.
- Apply heat to components to aid in their assembly or disassembly.

Refer to page 11 for the apprentice's heating and welding work record.

**Report No. 7292GW Heating and Welding**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – *SIGN OFF***

**Report No. 7292HW Automotive Battery Testing and Replacement**

**Automotive Retail Service and Repair Competency**

**AUR18676A Test, Service and Replace Batteries**

**Work to be correctly and safely completed by the apprentice on-the-job:**

- **Test 12volt or higher voltage batteries, correctly identify faulty ones, remove and replace them.**

Refer to page 12 for the apprentice's battery testing and replacement work record.

**Report No. 7292HW Automotive Battery Testing and Replacement**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7081CW Cooling System (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR02166A Repair Cooling Systems and Associated Components (HV)**

**AUR02170A Service Cooling Systems and Associated Components (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Clean and flush cooling systems.**
- **Remove and fit cooling system radiators and cowlings.**
- **Remove and fit a variety of Heavy Vehicles cooling system components or assemblies that may include any of the following:- thermostats, water pumps, hoses, drive belts, various fan drives such as air clutches, electric fans, thermo switches, relays, etc.**
- **Inspect Heavy Vehicles cooling systems and identify actual faults.**

Refer to page 13 for the apprentice's cooling system service and repair work record.

**Report No. 7081CW Cooling System (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7081FW Diesel Fuel Systems (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR03670A Service Diesel Systems/Components (HV)**

**AUR03666A Repair Diesel Systems/Components (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove fit and service diesel fuel filters**
- **Remove and fit diesel fuel injectors, such as mechanical, hydraulic, and electrical**
- **Remove fit and time diesel fuel injection pumps**
- **Test remove and fit a variety of diesel systems and components or assemblies that may include any of the following:- injector lines, solenoids, glow plugs, electronic components, etc.**

Refer to page 14 for the apprentice's diesel fuel system service and repair work record.

**Report No. 7081FW Diesel Fuel Systems (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7081KW Electrical Systems (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR19066A Repair Charging and Starting Systems**

**AUR18866A Repair Electrical Systems**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit Heavy Vehicles alternators**
- **Inspect and test charging systems and identify actual faults**
- **Remove and fit Heavy Vehicles starter motors**
- **Inspect and test Heavy Vehicles starter systems and identify actual faults**
- **Remove and fit Heavy Vehicles electrical components**
- **Inspect and test electrical systems and identify actual faults**

Refer to page 16 for the apprentice's electrical service and repair work record.

**Report No. 7081KW Electrical Systems (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7081NW Engine Repair (HV)**

**Automotive Retail Service and Repair Competency**

**AUR01166A Repair Engines and Associated Engine Components (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

- **Remove and fit engines in Heavy Vehicles.**
- **Remove and fit engine cylinder heads.**
- **Remove and fit a variety of engine mechanical components that may include any of the following: - oil seals, sumps, camshafts, drive mechanisms, piston and connecting rods, liners, crankshafts, etc..**
- **Inspect and test engines and identify actual faults.**

Refer to page 18 for the apprentice's engine repair service work record.

**Report No. 7081NW Engine Repair (HV)**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report receipted and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No.7081QW Forced Induction System (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR05671A Forced Induction System Service and Repair (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit a variety of forced air induction system components or assemblies such as:- turbo chargers, supercharges, waste gates, shutoff timers, drive belts or gears, bypass valves, boost pressure sensors, solenoids, intercoolers, etc...**

Refer to page 20 for the apprentice's forced induction service and repair work record.

**Report No. 7081QW Forced Induction System (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7081TW Exhaust System HV Repair**

**Automotive Retail Service and Repair Competency**

**AUR05166A HV Exhaust System Repair**

**Work to be correctly and safely completed by the apprentice on-the-job:**

- **Remove and fit a variety of Heavy Vehicles exhaust system components that may include any of the following:- exhaust pipes, mufflers or silencers, catalytic converters, manifolds, gaskets, mountings, heat risers, etc...**

Refer to page 21 for the apprentice's HV exhaust system repair service work record.

**Report No. 7081TW Exhaust System Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report receipted and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## WORK EVIDENCE REPORT – *SIGN OFF*

### **Report No. 7083AW Hydraulic Brake Systems (HV) Service and Repair**

Automotive Retail Service and Repair Competency

**AUR10166A Repair Hydraulic Braking Systems (HV)**

**AUR10170A Service Hydraulic Braking Systems (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Flush and bleed hydraulic brake systems**
- **Remove and fit master cylinders**
- **Remove and replace disc pads and bleed disc brake units**
- **Dismantle, assemble, adjust (where applicable) drum or disc brake**
- **Dismantle, assemble, adjust (where applicable) drum or disc brake units that incorporate a park brake mechanism**
- **Remove and replace wheel cylinders**
- **Remove and replace hydraulic brake lines**
- **Inspect and test vehicle braking systems and identify actual faults**

Refer to page 23 for the apprentice's hydraulic brake repair and service work record.

**Report No. 7083AW Hydraulic Brake Systems (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7083BW Suspension Systems (HV) Service and Repair**

Automotive Retail Service and Repair Competency

**AUR16166A Repair Suspension Systems (HV)**

**AUR16170A Service Suspension Systems (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit shock absorbers**
- **Remove and fit a variety of suspension system components that may include any of the following: - suspension arms or links, bushes, ball joints, springs, stabiliser bars, air suspension system components, air bags, etc...**
- **Inspect and test suspension systems and identify faults.**

Refer to page 25 for the apprentice's suspension service and repair work record.

**Report No. 7083BW Suspension Systems (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7083EW Clutch (HV) Service and Repair**

Automotive Retail Service and Repair Competency

**AUR06166A Repair Clutch Assemblies and/or Associated Operating System Components (HV)**

**AUR06170A Service Clutch Assemblies and/or Associated Operating System Components (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit manual transmissions from a Heavy Vehicle**
- **Remove and fit clutch assemblies from a Heavy Vehicle**
- **Remove and fit and/ or adjust clutch operating and clutch brake operating mechanisms from a Heavy Vehicle**
- **Inspect and test clutch systems and identify actual faults in a Heavy Vehicle.**

Refer to page 27 for the apprentice's clutch service and repair work record.

**Report No. 7083EW Clutch (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7083GW Driveline (HV) Service and Repair**

Automotive Retail Service and Repair Competency

**AUR13166A Repair Final Drive (Driveline) (HV)**

**AUR13170A Service Final Drive (Driveline) (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit driveshafts, drive chains, drive belts, drive gears in plant , earth moving or agricultural units.**
- **Inspect drivelines to determine their servicability.**
- **Remove and fit driveshaft universal joints or constant velocity joints and centre bearings, belts, chains, gears in plant , earth moving or agricultural units.**

Refer to page 28 for the apprentice's HV driveline service and repair work record.

**Report No. 7083GW Driveline (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Report received and recorded by:**

**Training Provider:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7083JW Final Drive (HV) Service and Repair**

Automotive Retail Service and Repair Competency

**AUR12666A Repair Final Drive Assemblies (HV)**

**AUR12670A Service Final Drive Assemblies (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit final drive assemblies in plan, earth moving, agricultural vehicles units, which may include any of the following: Axles, Final drive centres, Hubs, Drive sprockets, Drive chains, Tracks.**
- **Diagnose final drive problems**

Refer to page 30 for the apprentice's HV final drive service and repair work record.

**Report No. 7083JW Final Drive (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

**Apprentice Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

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**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7083KW (HV) Charging, Warning, Instruments, Service and Repair on Plant, Earth moving, Agricultural**

**Automotive Retail Service and Repair Competency**

**AUR19066A Repair Charging and Starting Systems**

**AUR18966A Repair Warning and Instruments**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations on Plant, Earth moving, and Agricultural Vehicles which should include:**

- **Remove and fit alternators in Plant, Earth moving, and Agricultural Vehicles**
- **Inspect and test charging systems and identify actual faults**
- **Remove and fit starter motors**
- **Inspect and test starter systems and identify actual faults**
- **Remove and fit warning and instrument components**
- **Inspect and test, warning and instruments, identify actual faults**

Refer to page 32 for the apprentice's electrical service and repair work record.

**Report No. 7083KW Electrical Systems (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

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**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

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**Report received and recorded by:**

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**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7083LW Manual Transmission (HV) Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR06666A Repair Transmissions (Manual) (HV)**

**AUR06670A Service Transmissions (Manual) (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit manual transmissions from plant, earth moving and agricultural vehicles**
- **Remove and fit clutch assemblies from plant, earth moving and agricultural vehicles**
- **Remove, and fit and or adjust clutch operating mechanisms from plant, earth moving and agricultural Vehicles**
- **Inspect and test manual transmission systems and identify actual faults from a plant , earthmoving and agricultural vehicle.**

Refer to page 34 for the apprentice's HV manual transmission service and repair work record.

**Report No. 7083LW Manual Transmission (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

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**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

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**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7083MW (HV) Auto Trans Repair and Electronic Drive  
Management Service and Repair**

**Automotive Retail Service and Repair Competency**

**AUR07166A Repair Transmissions (Automatic)**

**AUR07170A Service Automatic Transmissions (HV)**

**AUR21271A Service and Repair Electronic Drives**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Change automatic transmission or powershift transmission fluid and filters.**
- **Perform adjustments on automatic transmission or powershift transmission systems.**
- **Test automatic transmission or powershift transmissions using appropriate tools and equipment and determine its serviceability.**
- **Remove and replace torque converters or fluid flywheels.**
- **Remove and replace automatic transmission or powershift transmissions from a vehicle.**

Refer to page 36 for the apprentice's automatic transmission & electronic drive service and repair work record.

**Report No. 7083MW (HV) Auto Trans Repair and Electronic Drive  
Management Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

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**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

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## WORK EVIDENCE REPORT – *SIGN OFF*

### **Report No. 7083SW Steering Systems (HV) Service and Repair**

Automotive Retail Service and Repair Competency

**AUR15166A Repair Steering Systems (HV)**

**AUR15170A Service Steering Systems (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit a variety of steering system components or assemblies that may include any of the following:- tie rod ends, king pin bushes, steering gear/ rack assemblies, power steering pumps, Steering wheels, steering column components, etc...**
- **Inspect and test, plant, earth moving, agricultural , steering systems and identify actual faults.**

Refer to page 38 for the apprentice's steering systems service and repair work record.

**Report No. 7083SW Steering Systems (HV) Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

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**Report received and recorded by:**

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**WORK EVIDENCE REPORT – SIGN OFF**

**Report No. 7083UW Hydraulic Systems (HV) Service**

**Automotive Retail Service and Repair Competency**

**AUR09170A Service Hydraulic Systems (HV)**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Flush and bleed hydraulic systems**
- **Test for cycle times**
- **Change and inspect hydraulic oil**
- **Change hydraulic oil filters**
- **Select correct hydraulic oils**
- **Carry out flow, pressure, and visual system tests**

Refer to page 40 for the apprentice's hydraulic systems service work record.

**Report No. 7083UW Hydraulic Systems (HV) Service**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

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## WORK EVIDENCE REPORT – *SIGN OFF*

**Report No. 7116CW Air Conditioning Service**

**Automotive Retail Service and Repair Competency**

**AUR22670A Service Air Conditioning Systems**

**AUR22666A Repair/Retro fit Air Conditioning Systems**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove / recover and charge refrigerant in air conditioning systems.**
- **Remove and fit a variety of air conditioning system components or assemblies that may include any of the following:- receiver/dryer, condenser, evaporator, compressor, expansion valve, associated electrical components, etc..**
- **Inspect and test air conditioning systems and identify actual faults.**

Refer to page 42 for the apprentice's air conditioning service and repair work record.

**Report No. 7116CW Air Conditioning Service**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

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**Date:** \_\_\_\_\_ **Qualification/ Licence No:** \_\_\_\_\_

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**Report received and recorded by:**

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## WORK EVIDENCE REPORT – *SIGN OFF*

**Report No. 7116HW Emission Control Systems Service and Repair**

Automotive Retail Service and Repair Competency

**AUR04671A Repair and Service Emission Control Systems**

**Work to be correctly and safely completed by the apprentice on-the-job:**

**Carry out maintenance and service operations which should include:**

- **Remove and fit a variety of emission control components or assemblies that may include the following:- catalytic converters, oxygen sensors, EGR valves, air injection pumps, oxygen sensors, valves or pipes, intake air heating devices, etc...**
- **Check and determine the compliance of the exhaust emission levels with specifications or statutory regulations.**
- **Inspect and test emission control systems and identify faults**

Refer to page 43 for the apprentice's emission control system service and repair work record.

**Report No. 7116HW Emission Control Systems Service and Repair**

This is to certify that the apprentice has successfully applied their knowledge and skills to meet the above requirements, and that the work has been carried out by the apprentice in accordance with all conditions specified on page 79 of this **Work Record Book**.

**Business Name:** \_\_\_\_\_

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**Training Provider:** \_\_\_\_\_

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**Listing of  
Units of Competence  
and  
Index to Record and Report sheets**

AUR 309 99 (Mechanical Plant, Earth moving, Agricultural)

<b>Compulsory Common Core</b>						
<b>Work Evidence Report No.</b>	<b>Unit Number</b>	<b>Competency Unit Title</b>	<b>Work Evidence Required</b>	<b>Record Page No</b>	<b>Report Page No</b>	<b>Date Presented to RTO</b>
N/A	<a href="#">AUR70125A</a>	Follow Workplace Occupational Health and Safety procedures	No	N/A	N/A	N/A
N/A	<a href="#">AUR70278A</a>	Use of and maintenance of workplace tools and equipment	No	N/A	N/A	N/A
N/A	<a href="#">AUR70314A</a>	Contribute to workplace communication	No	N/A	N/A	N/A
N/A	<a href="#">AUR70421A</a>	Establish relations with customers	No	N/A	N/A	N/A
<b>7116SA</b>	<a href="#">AUR66108A</a>	Automotive Diagnostic Procedures	No	N/A	N/A	N/A
<b>Compulsory Stream</b>						
<b>7292BW</b>	<a href="#">AUR00108A</a>	Carry out maintenance and/or component servicing operations	Yes	7	80	
<b>7292DW</b>	<a href="#">AUR01170A</a>	Service engines assoc engine components	Yes	9	81	
<b>7292FW</b>	<a href="#">AUR18708A</a>	Carry out minor repairs to electrical circuits/systems	Yes	10	82	
<b>7292GW</b>	<a href="#">AUR23608A</a>	Heating, welding, thermal cutting	Yes	11	83	
<b>7292HW</b>	<a href="#">AUR18676A</a>	Test, service and replace battery	Yes	12	84	
<b>7081CW</b>	<a href="#">AUR02170A</a>	Service HV cooling systems & associated components	Yes	13	85	
	<a href="#">AUR02166A</a>	Repair HV cooling systems & associated components				
<b>7081FW</b>	<a href="#">AUR03670A</a>	Service HV diesel fuel systems and components	Yes	14	86	
	<a href="#">AUR03666A</a>	Repair HV diesel fuel systems and components				

<b>Compulsory Stream (Cont.)</b>						
<b>Work Evidence Report No.</b>	<b>Unit Number</b>	<b>Competency Unit Title</b>	<b>Work Evidence Required</b>	<b>Record Page No</b>	<b>Report Page No</b>	<b>Date Presented to RTO</b>
<b>7081KW</b>	<a href="#">AUR19066A</a>	Repair HV charging & manage/ systems	<b>Yes</b>	<b>16</b>	<b>87</b>	
	<a href="#">AUR18866A</a>	Repair HV electrical systems				
<b>7081NW</b>	<a href="#">AUR01166A</a>	Repair HV engines and associated components	<b>Yes</b>	<b>18</b>	<b>88</b>	
<b>7081QW</b>	<a href="#">AUR05671A</a>	S&R HV forced air induction systems	<b>Yes</b>	<b>20</b>	<b>89</b>	
<b>7081TW</b>	<a href="#">AUR05166A</a>	Repair HV exhaust systems	<b>Yes</b>	<b>21</b>	<b>90</b>	
<b>7083AW</b>	<a href="#">AUR10170A</a>	Service HV braking systems	<b>Yes</b>	<b>23</b>	<b>91</b>	
	<a href="#">AUR10166A</a>	Repair HV braking systems				
<b>7083BW</b>	<a href="#">AUR16170A</a>	Service HV suspension systems	<b>Yes</b>	<b>25</b>	<b>92</b>	
	<a href="#">AUR16166A</a>	Repair HV suspension systems				
<b>7083EW</b>	<a href="#">AUR06170A</a>	Service HV clutch assemblies and/or associated components	<b>Yes</b>	<b>27</b>	<b>93</b>	
	<a href="#">AUR06166A</a>	Repair HV clutch assemblies and/or associated components				
<b>7083GW</b>	<a href="#">AUR13170A</a>	Service HV final drive (driveline)	<b>Yes</b>	<b>28</b>	<b>94</b>	
	<a href="#">AUR13166A</a>	Repair HV final drive (driveline)				
<b>7083JW</b>	<a href="#">AUR12670A</a>	Service HV final drive (assemblies)	<b>Yes</b>	<b>30</b>	<b>95</b>	
	<a href="#">AUR12666A</a>	Repair HV final drive (assemblies)				
<b>7083KW</b>	<a href="#">AUR19066A</a>	Repair HV charging & mgt/ systems	<b>Yes</b>	<b>32</b>	<b>96</b>	
	<a href="#">AUR18966A</a>	Repair HV warning, instruments				
<b>7083LW</b>	<a href="#">AUR06670A</a>	Service HV transmissions (manual)	<b>Yes</b>	<b>34</b>	<b>97</b>	
	<a href="#">AUR06666A</a>	Repair HV transmissions (manual)				

**Compulsory Stream (Cont.)**

Work Evidence Report No.	Unit Number	Competency Unit Title	Work Evidence Required	Record Page No	Report Page No	Date Presented to RTO
7083MW	<a href="#">AUR07170A</a>	Service HV (automatic) transmissions	Yes	36	98	
	<a href="#">AUR07166A</a>	Repair HV (automatic) transmissions				
	<a href="#">AUR21271A</a>	Service & Repair electronic drives				
7083SW	<a href="#">AUR15170A</a>	Service HV steering systems	Yes	38	99	
	<a href="#">AUR15166A</a>	Repair HV steering systems				
7083UW	<a href="#">AUR09170A</a>	Service HV hydraulic systems	Yes	40	100	
7116CW	<a href="#">AUR22670A</a>	Service air conditioning systems	Yes	42	101	
	<a href="#">AUR22666A</a>	Repair/retro fit air conditioning systems				
7116HW	<a href="#">AUR04671A</a>	Service and repair HV emission control systems	Yes	43	102	

**Elective Stream – 6 Competency Units to be completed**

Work Evidence Report No.	Unit Number	Competency Unit Title	Work Evidence Required	Record Page No	Report Page No	Date Presented to RTO
7081FX	<a href="#">AUR03645A</a>	Overhaul HV diesel fuel injection systems	Yes	45	104	
7081PX	<a href="#">AUR01145A</a>	Overhaul HV engine block	Yes	47	105	
7081RW	<a href="#">AUR17108A</a>	Carry out HV wheel alignment operations	Yes	49	106	
7081ZW	<a href="#">AUR10736A</a>	Machining of HV brake components	Yes	50	107	
	<a href="#">AUR10605A</a>	Attach linings to shoes and radius grind				
7083AX	<a href="#">AUR10145A</a>	Carry out HV hydraulic brake overhaul	Yes	51	108	
7083CW	<a href="#">AUR04170A</a>	Service gas & associated systems	Yes	53	109	
7083DW	<a href="#">AUR08170A</a>	Service hydrostatic transmissions	Yes	54	110	
	<a href="#">AUR08166A</a>	Repair hydrostatic transmissions				

<b>Elective Stream – 6 Competency Units to be completed (Cont.)</b>						
<b>Work Evidence Report No.</b>	<b>Unit Number</b>	<b>Unit Title</b>	<b>Work Evidence Required</b>	<b>Record Page No</b>	<b>Report Page No</b>	<b>Date Presented to RTO</b>
7083EX	AUR06145A	Overhaul HV clutch assemblies	Yes	55	111	
7083JX	AUR12645A	Overhaul HV final drives	Yes	56	112	
7083LX	AUR06645A	Overhaul HV manual transmissions	Yes	57	113	
7083MX	AUR07145A	Overhaul HV automatic transmissions	Yes	59	114	
7083SX	AUR15145A	Overhaul HV steering systems	Yes	60	115	
7083UX	AUR09170A	Overhaul HV hydraulic systems	Yes	62	116	
7083XW	AUR09166A	Repair HV hydraulic systems	Yes	63	117	
7083YW	AUR11170A	Service air braking systems	Yes	64	118	
	AUR11166A	Repair air braking systems				
7083YX	AUR11145A	Overhaul HV air brake components	Yes	66	119	
7116RW	AUR21171A	Service and repair electronic engine management systems	Yes	68	120	
7116DW	AUR03170A	Service HV petrol fuel systems	Yes	70	121	
	AUR03166A	Repair HV petrol fuel systems				
7116EW	AUR20666A	Repair, service HV petrol ignition systems	Yes	71	122	
7116WD	AUR03145A	Overhaul petrol fuel system components	Yes	72	123	
7139AW	AUR17766A	Remove repair and fit tyres, tubes	Yes	73	124	
7139BW	AUR20666A	Repair, service HV petrol ignition systems	Yes	74	125	

