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## Overview

This standard is about removing and fitting non-permanently fixed panels and associated cab components, such as bumpers, front panels, door panels, steps and air management systems on heavy goods and public service vehicles.

Note: panels may contain safety related components

## Performance criteria

### *You must be able to:*

- P1. use the appropriate personal protective equipment when removing and fitting **non-permanently fixed body panels and cab components**
- P2. protect the vehicle, its contents and systems effectively when removing and fitting **non-permanently fixed body panels and cab components**
- P3. select and use the correct tools and equipment for the **non-permanently fixed body panels and cab components** you are going to remove and fit
- P4. ensure that the **tools and equipment** you require are in a safe working condition
- P5. remove and fit **non-permanently fixed body panels and cab components** following:
  - P5.1. manufacturer's methods/instructions
  - P5.2. industry recognised researched repair methods
  - P5.3. your workplace procedures
  - P5.4. health, safety, environmental and legal requirements
- P6. work in a way which minimises the risk of:
  - P6.1. damage to other vehicle systems, units and components
  - P6.2. contact with leakage and hazardous substances
  - P6.3. damage to your working environment
  - P6.4. injury to self and others
- P7. store all removed components safely in the correct location
- P8. realign the **non-permanently fixed body panels and cab components** you have fitted in a way which regains their original manufactured tolerance.
- P9. check that the *\*non-permanently fixed body panels and cab components \** you have fitted operate correctly following the manufacturer's specification
- P10. promptly report any additional faults you notice during the course of your work to the relevant person(s)
- P11. ensure your records are accurate, complete and passed to the relevant person(s) within the agreed timescale and in the format required
- P12. complete all activities within the agreed timescale
- P13. promptly report any anticipated delays in completing your work to the relevant person(s)

## Knowledge and understanding

*You need to know and understand:*

### **Legislative and organisational requirements and procedures**

- K1. the legal requirements relating to the vehicle (including road safety requirements)
- K2. the implications on an Operator's Licence of not carrying out repairs and inspections correctly
- K3. the legislation and workplace procedures relevant to:

- K3.1. health and safety
- K3.2. the environment (including waste disposal)
- K3.3. appropriate personal and vehicle protective equipment
- K4. your workplace procedures for:

- K4.1. recording remove/fit information
- K4.2. the referral of problems
- K4.3. reporting delays to the completion of work
- K5. the work that needs to be done and the standard required
- K6. the importance of documenting remove/fit information
- K7. the importance of working to agreed timescales and keeping others informed of progress
- K8. the relationship between time and costs
- K9. the importance of promptly reporting anticipated delays to the relevant person(s)
- K10. The hazards associated with working on or near high voltage electrical vehicle components

### **Use of technical information**

- K11. how to find, interpret and use sources of information applicable to the removal and fitting of basic **non-permanently fixed body panels and cab components**
- K12. the importance of using the correct sources of technical information

### **Tools and equipment**

- K13. how to select, check and use all the **tools and equipment** required to remove and fit basic **non-permanently fixed body panels and cab components**

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*Removing and fitting non-permanently fixed body panels and cab components*

**K14. the different types of mechanical fixings for \*non-permanently fixed body panels and cab components**

and when and why they should be used

K15. the correct procedures and processes for removing and fitting **non-permanently fixed body panels and cab components**

K16. the need for correct alignment of panels and the methods used to achieve this

K17. the types of quality control checks that can be used to ensure correct alignment and contour of panels and operation of components to manufacturer's specification

K18. the methods of storing removed components and the importance of storing them correctly and in accordance with legal requirements

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**Scope/range**

1. **\*\*Non-permanently fixed\*\*** body panels and cab components include:

- 1.1. bumper
- 1.2. front panel
- 1.3. door panel
- 1.4. step
- 1.5. engine air management system
- 1.6. cab furniture
- 1.7. seat belts
- 1.8. HVAC

**2. Tools and equipment** are:

- 2.1. hand tools
- 2.2. manufacturer's specified and specialist tools
- 2.3. workshop equipment

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## Glossary

*This section contains examples and explanations of some of the terms used but does not form part of the standard.*

### **Agreed timescales**

Examples include: manufacturer's recommended work times, job times set by your company or a job time agreed with a specific customer.

### **Heavy goods and public service vehicles**

These are medium and large goods vehicles, buses and coaches of 3500kgs gross vehicle mass (GVM) and above.

### **Sources of information**

Examples include: workshop manuals, manufacturer's manuals, defect forms, inspection sheets, relevant DVSA requirements, estimator reports

Remove and fit heavy goods and public service vehicle non-permanently fixed body panels and cab components

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<b>Developed by</b>	IMI
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<b>Originating Organisation</b>	IMI
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<b>Relevant Occupations</b>	Bus and Coach Body Repairer, Coachbuilder
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<b>Suite</b>	Coachbuilding
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<b>Keywords</b>	Remove; fit; non-permanently fixed; heavy goods and public service vehicle; body panels; cab components
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