
Overview

This standard identifies the competences you need to reinstate the work area, in accordance with approved procedures. You will be required to follow the correct procedures for the safe storage of finished products and surplus materials, and to correctly identify, separate and ensure that all waste materials are removed to their designated locations. You will also need to ensure that all tools, equipment and documents used are accounted for and returned to the appropriate places. Tidying up of the work area will be of prime importance, and this includes workshops, staging and platforms, internal areas of aircraft such as wings, tanks and fuselage sections, and areas that are airside.

Your responsibilities will require you to comply with organisational policy and procedures for the reinstatement activities undertaken, and to report any problems with these activities that you cannot personally resolve, or are outside your permitted authority, to the relevant people. You will be expected to work either with a high level of supervision or as a member of a team, and you will be expected to take personal responsibility for your own actions and for the quality and accuracy of the work that you carry out.

Your underpinning knowledge will be sufficient to provide a good understanding of your work, and will provide an informed approach to applying the required procedures. You will understand the need for reinstating the work areas, and will know about the storage requirements of the products, equipment, materials, documentation and consumables, in adequate depth to provide a sound basis for carrying out the activities to the required standard and ensuring that the work area is reinstated satisfactorily.

You will understand the safety precautions required when reinstating the work area. You will be required to demonstrate safe working practices throughout, and will understand the responsibility you owe to yourself and others in the workplace.

Performance criteria

You must be able to:

1. work safely at all times, complying with health and safety and other relevant regulations, directives and guidelines
2. separate equipment, components, and materials for re-use from waste items and materials
3. store reusable materials and equipment in an appropriate location
4. dispose of waste materials in line with organisational and environmental safe procedures
5. restore the work areas to a safe condition in accordance with agreed requirements and schedules.
6. deal promptly and effectively with problems within your control and report those that cannot be solved

Knowledge and understanding

You need to know and understand:

1. the specific safety practices and procedures that you need to observe when reinstating the work area (including any specific legislation, regulations/codes of practice for the activities, equipment or materials)
2. the health and safety requirements of the work area where you are carrying out the activities, and the responsibility these requirements place on you
3. the hazards associated with reinstating the work area, and how they can be minimised
4. the safe working practices and procedures to be followed when carrying out the various activities (such as lifting and handling techniques)
5. the personal protective clothing and equipment (PPE) to be worn, and where this can be obtained
6. why work areas need to be restored to a set standard, and what these requirements are
7. the types of work area that will need to be restored (such as workshops, test areas, stages and platforms, on aircraft areas such as wing, tank, fuselage and airside section areas)
8. the importance of tool control, and why this is critical within the aerospace industry
9. the meaning of 'foreign object debris' (FOD), and why it is vital to ensure that this does not occur or is removed
10. the stores procedures for tools and equipment, documentation and surplus or waste materials
11. the materials that will need to be stored and disposed of, and why they need to be segregated, correctly identified and labelled
12. how the various disposal bins can be identified (such as colour coded, labelled)
13. the procedures for disposing of hazardous materials (such as chemicals and adhesives)
14. the documentation to be used on completion of the reinstatement activities
15. the extent of your own responsibility, and whom you should report to if you have problems that you cannot resolve

Scope/range related to performance criteria

1. Carry out **all** of the following during the work area reinstatement activities:
 1. work to current schedules
 2. use copies of relevant COSHH sheets and risk assessment standards
 3. report any loss or damage to equipment
 4. report any identified hazards within the work area
 5. return all consumables, materials and tools to their correct location
 6. complete any required documentation
2. Carry out reinstatement activities on **two** work areas from the following:
 1. workshops
 2. airside
 3. areas at height (such as platforms, staging, lifts)
 4. internal areas of aircraft (such as wings, tanks, fuselage sections)
 5. other specific work area
3. Correctly label and store **four** of the following:
 1. removed/maintained components
 2. surplus materials (such as consumables, locking devices, mechanical fasteners)
 3. tooling
 4. measuring and test instruments
 5. drawings and documentation
4. Deal with waste materials, in line with company and environmental regulations, to include **all** of the following:
 1. correctly segregating waste materials
 2. disposing of hazardous materials
 3. removing non-hazardous materials

Behaviours

Additional Information

You will be able to apply the appropriate behaviours required in the workplace to meet the job profile and overall company objectives, such as:

- strong work ethic
- positive attitude
- team player
- dependability
- responsibility
- honesty
- integrity
- motivation
- commitment

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