

Demonstrate Selecting the Correct Fasteners and Locking Application for Maintenance and Repair of Heavy Equipment

Skill Number CO-OP15GN107

Full Name: Wunder Nir F. A.

No ID: _____

Validation Date: 12-12-2025

School: SALAN | Singapore

PERFORMANCE TASK:

Given several fasteners and the necessary tools, as listed:

- Castellated nut
- Circlips
- Clevis Pin
- Flat Washer
- Spring Washer
- Star Washers
- Self-tapping screw
- Stud
- Wing nut
- Woodruff key
- Lockwire
- Bolt
- Nut
- Thread Lubricant and other Adhesives

The student must identify and explain their function. Student will be required to answer questions on their findings. The student will also be required to complete relevant workplace documentation and is to always observe the correct safety procedures.

Students are required to fill out this form, in the appropriate place, indicating that an inspection of components has occurred and their decision, after inspection is recorded

The student must be able to perform the following task:

- Demonstrate identify and explain the function of provided fasteners and necessary tools.
- Perform communication & etiquette manner

Safety and Contamination Control must be always applied to this process. Literature and measuring tools will be made available but will not be provided directly to the student.

Prerequisite	Yes	No	N/A	Hints
The student must complete the knowledge assessment. Minimum passing grade 80%.	☒	☐	☐	Score fastener course or subject.

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Preparation				
Prepare related literature	☒	☐	☐	Observe if the candidate is preparing Manufacturer's literature related to the task
Prepare required equipment	☒	☐	☐	
Prepare related tools	☒	☐	☐	Observe if the candidate is preparing related tools (e.g.: PPE, Blue Thread Identification Kit, etc.)
Prepare Safety & Contamination Control equipment	☒	☐	☐	Observe if the candidate is preparing related Safety & CC Equipment (e.g.: PPE, Blue Towel, Plastic Wrap, etc.)

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Perform etiquette/manner when starting the job	☒	☐	☐	
Meet the customer / assessor	☒	☐	☐	
Perform etiquette/manner when opening the interaction.	☒	☐	☐	• Perform smile & greetings. • Introduce Student's identity
Explain the purpose of Student's activity.	☒	☐	☐	
Ask permission to perform the job.	☒	☐	☐	

Tasks	Check		Observation / Hints
	Yes	No	
Identification			
1. Accessing Information	✓		Observe if the candidate is accessing information relating task from manufacturer's literature
2. Castellated Nut	✓		Identify Name, Application and Part Number
3. Circlip	✓		Identify Name, Application and Part Number
4. Clevis Pin	✓		Identify Name, Application and Part Number
5. Flat washer	✓		Identify Name, Application and Part Number
6. Spring washer	✓		Identify Name, Application and Part Number
7. Star washer	✓		Identify Name, Application and Part Number
8. Self-tapping screw	✓		Identify Name, Application and Part Number
9. Stud	✓		Identify Name, Application and Part Number
10. Wing nut	✓		Identify Name, Application and Part Number
11. Woodruff key	✓		Identify Name, Application and Part Number
12. Lockwire	✓		Identify Name, Application and Part Number
13. Thread Lubricant & other Adhesives	✓		Explain the function, when and where it used.

Tasks	Complete		Observation / Hints
	Yes	No	
Thread Identification			
UNC	✓		Determine thread size
UNF	✓		Determine thread size
Whitworth	✓		Determine thread size
Metric	✓		Determine thread size
AF	✓		Determine thread size
BSW	✓		Determine thread size

Tasks	Completed		Observation / Hints
	Yes	No	
Perform close the job by ensuring all systems or conditions is in the standard condition			
Ensure all systems or conditions are in standard condition.	✓		- Find the improper condition. - Communicate the finding to the customer/assessor.

Tasks	Completed		Observation / Hints
	Yes	No	
Reporting			
All relevant documentation completed correctly and approved by customer (if required).	✓		- Completing the Task List - Completing Measurement Form/Related Check Sheet, if required - Create Service Report (SIMS), if required - Create SPR, if required - Documenting the failed or damaged parts, if required - Provide Technical Analysis Report/Failure Analysis Report, if required.

Tasks	Completed		Observation / Hints
	Yes	No	
Safety			
Using PPE related to the job	✓		
Follows relevant Workplace Safety Guidelines (LOTO, Safety Equipment)	✓		Comply with safety regulation that applied on the workplace
State and follow Safety Precautions	✓		- Create Job Safety Analysis - Student must follow safety procedure refer to service manual or SIS related to job
Serviceman completes job without accident due to incorrect procedure using hand tools.	✓		- Correct working position - Correct hand tool related to the job
Tasks completed without damage equipment and tools	✓		

Tasks	Completed		Observation / Hints
	Yes	No	
Contamination Control			
Environmental Practices & Housekeeping	✓		- Waste is minimized, waste material, including sludge, solids and other wastes are sorted and stored in bins for recycling or disposal - Packaging of goods received is sorted and reused or disposed of by recycling - Materials that can be reused are cleaned and stored - Waste and scrap is removed following workplace procedures - All fluids are disposed of in accordance with enterprise policies and procedures

Tasks	Completed		Observation / Hints
	Yes	No	
Perform etiquette/manner after completing the job			
Perform etiquette/manner when closing the communication.	✓		- Perform smile & greetings. - Ask permission to leave or end the interaction.

General Comments

Tan Coaylak

RESULT: ☒ COMPETENT ☐ NOT YET COMPETENT (please check (✓))

Student: Vander Horst P.A. 12-12-2025 [Signature]

Assessor: Arsan Hardi W., S.Pd., Gr. 12 DEC 2025
NIP. 19840822-202221-1-012

Supervisor: [Signature] [Date]

Data Recorded: [Signature] [Date]