

**Demonstrate Selecting, Using and Maintaining a range of Precision and Non-Precision Tools to Accurately Measure**

Skill Number CO-OP15GN105

Full Name: Haqil Aldi Rayhan

No ID: 8

Validation Date: 12-3-2026

School: SMKN 1 SINGOSARI

**PERFORMANCE TASK:**

Given some measuring tools, the student is requested to perform the following tasks on various measuring tools:

- Selecting
- Using
- Recording
- Maintaining

The student will be instructed to measure with a non-precision gauge such as: steel ruler, feeler gauge and precision tools such as vernier calipers, outside, inside and depth micrometer the dimension of some given parts. Literature and measuring tools will be made available but will not be provided directly to the student.

The student must be able to perform the following task:

- Demonstrate using various measuring tools on an engine or other system components.

Safety and Contamination Control must be always applied to this process.

| Prerequisite   | Yes                                 | No | N/A | Hints |
|--|-------------------------------------|----|-----|-------|
| The student must complete the knowledge assessment. Minimum passing grade 80%. | <input checked="" type="checkbox"/> |    |     |       |

| Tasks  | Completed                           |    |     | Observation / Hints |
|--|-------------------------------------|----|-----|---------------------|
|  | Yes                                 | No | N/A |                     |
| Preparation                                      | <input checked="" type="checkbox"/> |    |     |                     |
| Prepare related literature                       | <input checked="" type="checkbox"/> |    |     |                     |
| Prepare required equipment                       | <input checked="" type="checkbox"/> |    |     |                     |
| Prepare related tools                            | <input checked="" type="checkbox"/> |    |     |                     |
| Prepare Safety & Contamination Control equipment | <input checked="" type="checkbox"/> |    |     |                     |

| Tasks  | Completed                           |    |     | Observation / Hints |
|--|-------------------------------------|----|-----|---------------------|
|  | Yes                                 | No | N/A |                     |
| Perform etiquette/manner when starting the job         | <input checked="" type="checkbox"/> |    |     |                     |
| Meet the customer / assessor                           | <input checked="" type="checkbox"/> |    |     |                     |
| Perform etiquette/manner when opening the interaction. | <input checked="" type="checkbox"/> |    |     |                     |
| Explain the purpose of Student's activity.             | <input checked="" type="checkbox"/> |    |     |                     |
| Ask permission to perform the job.                     | <input checked="" type="checkbox"/> |    |     |                     |

| Tasks  | Completed                           |    |     | Observation / Hints |
|--|-------------------------------------|----|-----|---------------------|
|  | Yes                                 | No | N/A |                     |
| 1. Inspect the measuring tool before using   | <input checked="" type="checkbox"/> |    |     |                     |
| 2. Clean tool and component  | <input checked="" type="checkbox"/> |    |     |                     |
| 3. Calibrate measuring tools before using  | <input checked="" type="checkbox"/> |    |     |                     |
| 4. Measure component use measuring tools with tolerance allowance 0.5 mm (0.02" or 1/25") for non-precision measuring tools and 0.025 mm (0.001") for precision measuring tools. | <input checked="" type="checkbox"/> |    |     |                     |
| 5. Tasks completed without damage to equipment and tools   | <input checked="" type="checkbox"/> |    |     |                     |
| 6. Equipment and tooling are cleaned and returned to its correct location  | <input checked="" type="checkbox"/> |    |     |                     |
| 7. Record the reading of the measurements  | <input checked="" type="checkbox"/> |    |     |                     |
| Documentation:   |                                     |    |     |                     |
| Take picture if needed   | <input checked="" type="checkbox"/> |    |     |                     |

| 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.                              |           |    |                     |

| Tasks  | Completed |    |     | Observation / Hints |
|--|-----------|----|-----|---------------------|
|  | Yes       | No | N/A |                     |
| Reporting  |           |    |     |                     |
| All relevant documentation completed correctly and approved by customer (if required). | ✓         |    |     |                     |

| Tasks   | Completed |    | Observation / Hints |
|---|-----------|----|---------------------|
|   | Yes       | No |                     |
| Safety  |           |    |                     |
| Using PPE related to the job  | ✓         |    |                     |
| Follows relevant Workplace Safety Guidelines (LOTO, Safety Equipment)                   | ✓         |    |                     |
| State and follow Safety Precautions   | ✓         |    |                     |
| Service man completes job without accident due to incorrect procedure using hand tools. | ✓         |    |                     |
| Tasks completed without damage equipment and tools                                      | ✓         |    |                     |

| Tasks                                  | Completed |    | Observation / Hints |
|--|-----------|----|---------------------|
|  | Yes       | No |                     |
| Contamination Control                  |           |    |                     |
| Environmental Practices & Housekeeping | ✓         |    |                     |

| Tasks  | Completed |    |     | Observation / Hints |
|--|-----------|----|-----|---------------------|
|  | Yes       | No | N/A |                     |
| Perform etiquette/manner after completing the job        | ✓         |    |     |                     |
| Perform etiquette/manner when closing the communication. | ✓         |    |     |                     |

General Comments

*Task Complete.*

RESULT:  COMPETENT  NOT YET COMPETENT (please check)

Student: Hafid Aldi R. Date: 12-3-2026

Assessor: Arsan Hardi W., S.Pd., Gr. 12/12 Date: NIP. 19840822 202221 1 012 Signature: *[Signature]*

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Data Recorded: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_



**Demonstrate Selecting, Using and Maintaining a range of Precision and Non-Precision Tools to Accurately Measure**

Skill Number CO-OP15GN105

Full Name: Hafid Aldi R

No ID: 8

Validation Date: 12-3-2026

School: SMAN 1 SINGOSARI

**PERFORMANCE TASK:**

Given some measuring tools, the student is requested to perform the following tasks on various measuring tools:

- Selecting
- Using
- Recording
- Maintaining

The student will be instructed to measure with a non-precision gauge such as: steel ruler, feeler gauge and precision tools such as vernier calipers, outside, inside and depth micrometer the dimension of some given parts. Literature and measuring tools will be made available but will not be provided directly to the student.

The student must be able to perform the following task:

- Demonstrate using various measuring tools on an engine or other system components.

Safety and Contamination Control must be always applied to this process.

| Prerequisite  | Yes                                 | No | N/A | Hints                 |
|---|-------------------------------------|----|-----|-----------------------|
| The student must complete the knowledge assessment. | <input checked="" type="checkbox"/> |    |     | Score measuring tools |
| Minimum passing grade 80%.                          |                                     |    |     | Course or subject.    |

| Tasks  | Completed                           |    |     | Observation / Hints |
|--|-------------------------------------|----|-----|---------------------|
|  | Yes                                 | No | N/A |                     |
| Preparation                                      |                                     |    |     |                     |
| Prepare related literature                       | <input checked="" type="checkbox"/> |    |     |                     |
| Prepare required equipment                       | <input checked="" type="checkbox"/> |    |     |                     |
| Prepare related tools                            | <input checked="" type="checkbox"/> |    |     |                     |
| Prepare Safety & Contamination Control equipment | <input checked="" type="checkbox"/> |    |     |                     |

| Tasks  | Completed                           |    |     | Observation                         |
|--|-------------------------------------|----|-----|-------------------------------------|
|  | Yes                                 | No | N/A |                                     |
| Perform etiquette/manner when starting the job         | <input checked="" type="checkbox"/> |    |     |                                     |
| Meet the customer / assessor                           | <input checked="" type="checkbox"/> |    |     |                                     |
| Perform etiquette/manner when opening the interaction. | <input checked="" type="checkbox"/> |    |     | • Perform smile & introduce Student |
| Explain the purpose of Student's activity.             | <input checked="" type="checkbox"/> |    |     |                                     |
| Ask permission to perform the job.                     | <input checked="" type="checkbox"/> |    |     |                                     |

| Tasks  | Completed                           |    |     | Observation / Hints  |
|--|-------------------------------------|----|-----|--|
|  | Yes                                 | No | N/A |  |
| <b>Selecting, Using and Maintaining a range of Precision and Non-Precision Tools</b>   |                                     |    |     |  |
| 1. Inspect the measuring tool before using   | <input checked="" type="checkbox"/> |    |     | Visual inspection of the measur wear, cracks, damage         |
| 2. Clean tool and component before using   | <input checked="" type="checkbox"/> |    |     | Using of consumables CC tools                                |
| 3. Calibrate measuring tools before using  | <input checked="" type="checkbox"/> |    |     | Tools should be calibrated procedure                         |
| 4. Measure component use measuring tools with tolerance allowance 0.5 mm (0.02" or 1/25") for non-precision measuring tools and 0.025 mm (0.001") for precision measuring tools. | <input checked="" type="checkbox"/> |    |     | Thread identification gauge pressure gauge without tolerance |
| 5. Tasks completed without damage to equipment and tools   | <input checked="" type="checkbox"/> |    |     | Component and tooling are clean assembled as given procedure |
| 6. Equipment and tooling are cleaned and returned to its correct location  | <input checked="" type="checkbox"/> |    |     | Cleaned and stored equipment in right place.                 |
| 7. Record the reading of the measurements  | <input checked="" type="checkbox"/> |    |     | Write the actual reading on the p by the assessor            |
| <b>Documentation:</b>  |                                     |    |     |  |
| Take picture if needed   | <input checked="" type="checkbox"/> |    |     |  |

| Tasks  | Completed                           |    |     | Observation / Hints   |
|--|-------------------------------------|----|-----|---|
|  | Yes                                 | No | N/A |   |
| Perform close the job by ensuring all systems or conditions is in the standard condition | <input checked="" type="checkbox"/> |    |     | <ul style="list-style-type: none"> <li>Find the improper condition.</li> <li>Communicate the finding to the customer/assessor.</li> </ul> |
| Ensure all systems or conditions are in standard condition.                              | <input checked="" type="checkbox"/> |    |     |   |

| Tasks  | Completed                           |    |     | Observation / Hints   |
|--|-------------------------------------|----|-----|---|
|  | Yes                                 | No | N/A |   |
| Reporting  |                                     |    |     |   |
| All relevant documentation completed correctly and approved by customer (if required). | <input checked="" type="checkbox"/> |    |     | <ul style="list-style-type: none"> <li>Completing the Task List</li> <li>Completing Measurement Form/Related Check Sheet, if required</li> <li>Create Service Report (SIMS), if required</li> <li>Create SPR, if required</li> <li>Documenting the failed or damaged parts, if required</li> <li>Provide Technical Analysis Report/Failure Analysis Report, if required.</li> </ul> |

| Tasks   | Completed                           |    |     | Observation / Hints  |
|---|-------------------------------------|----|-----|--|
|   | Yes                                 | No | N/A |  |
| Safety  |                                     |    |     |  |
| Using PPE related to the job  | <input checked="" type="checkbox"/> |    |     |  |
| Follows relevant Workplace Safety Guidelines (LOTO, Safety Equipment)                   | <input checked="" type="checkbox"/> |    |     | Comply with safety regulation that applied on the workplace  |
| State and follow Safety Precautions   | <input checked="" type="checkbox"/> |    |     | <ul style="list-style-type: none"> <li>Create Job Safety Analysis</li> <li>Student must follow safety procedure refer to service manual or SIS related to job</li> </ul> |
| Service man completes job without accident due to incorrect procedure using hand tools. | <input checked="" type="checkbox"/> |    |     | <ul style="list-style-type: none"> <li>Correct working position</li> <li>Correct hand tool related to the job</li> </ul>   |
| Tasks completed without damage equipment and tools                                      | <input checked="" type="checkbox"/> |    |     |  |

| Tasks                                  | Completed                           |    |     | Observation / Hints  |
|--|-------------------------------------|----|-----|--|
|  | Yes                                 | No | N/A |  |
| Contamination Control                  |                                     |    |     |  |
| Environmental Practices & Housekeeping | <input checked="" type="checkbox"/> |    |     | <ol style="list-style-type: none"> <li>Waste is minimized, waste including sludge, solids and wastes are sorted and store recycling or disposal</li> <li>Packaging of goods receive and reused or disposed of properly</li> <li>Materials that can be reuse cleaned and stored</li> <li>Waste and scrap are removed following workplace procedure</li> <li>All fluids are disposed of in with enterprise policies and</li> </ol> |

| Tasks  | Completed                           |    |     | Observation   |
|--|-------------------------------------|----|-----|---|
|  | Yes                                 | No | N/A |   |
| Perform etiquette/manner after completing the job        |                                     |    |     |   |
| Perform etiquette/manner when closing the communication. | <input checked="" type="checkbox"/> |    |     | <ul style="list-style-type: none"> <li>Perform smile &amp; greet</li> <li>Ask permission to leave the interaction.</li> </ul> |

General Comments

Tern Completed

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

Student: Hafid Aldi R 12-3-2026 Hafid

Assessor: Arsan Hardi W., S.Pd.Gr. 12/3/26 [Signature]  
NIP. 19840822 202221 012

Supervisor: \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

Data Recorded: Name \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

