

CO-OP

CO-OP15GN103 – Candidate Performance Guide

Demonstrate Selecting, Using and Maintaining Various Power Tools Correctly

Skill Number CO-OP15GN103

Full Name: SAKIVAH No ID: SAKEN 01 SINDOARI
Validation Date: 06 Desember 2025

PERFORMANCE TASK:

Given some power tools, the student is requested to perform the following tasks:

- Selecting, using, maintaining various Power Tools in installation of Engine or other system components.
- Perform close the job by ensuring all systems or conditions is in the standard condition.

Safety and Contamination Control must be applied to this process. All literature will be available.

Prerequisite	Yes	No	N/A	Hints
The student must complete the knowledge assessment. Minimum passing grade 80%.	✓			

Tasks	Completed	Yes	No	N/A	Observation / Hints
Preparation		✓			
Prepare related literature		✓			
Prepare required equipment		✓			
Prepare related tools		✓			
Prepare Safety & Contamination Control equipment		✓			

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Tasks	Completed	Yes	No	N/A	Observation / Hints
Perform etiquette/manner when starting the job		✓			
Meet the customer / assessor		✓			
Perform etiquette/manner when opening the interaction.		✓			
Explain the purpose of Student's activity		✓			
Ask permission to perform the job.		✓			

Tasks	Completed	Yes	No	N/A	Observation / Hints
Selecting, Using and Maintaining Various Power Tools					
1. Inspect the Power Tool before using		✓			
2. Remove and install or disassemble and assemble conducted according to correct procedures		✓			
3. Tasks completed without damage to equipment and tools		✓			
4. Equipment and tooling is cleaned and returned to its correct location		✓			
5. Work area left clean and tidy		✓			
Documentation:					
Take picture if needed		✓			

Tasks	Completed	Yes	No	N/A	Observation / Hints
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	N/A	
Safety				
Using APD related to the job	✓			
Follows relevant workplace safety guidelines (tag out, safety equipment)	✓			
State and follow safety precautions	✓			
Serviceperson completes job without accident due to incorrect procedure using hand tools.	✓			
Tasks completed without damage equipment and tools	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
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
 Student: **SAKINAH** 06/12/2025
 Name: _____ Date: _____
 Assessor: **Arsan Hardi W., S.Pd., Gr.** 06 DEC 2025
 NIP. 19840822 202221 1 012
 Name: _____ Date: _____

(please check (v))

Signature

Signature

Signature