

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

Skill Number CO-OP15GN107

Full Name:

SAKINAH

No ID:

Validation Date: 11 December 2025

School:

SMEN 018 (NONGSAR)

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	Hint
The student must complete the knowledge assessment. Minimum passing grade 80%.	☒	☐	☐	

Tasks	Completed		Observation / Hint
	Yes	No	
Preparation			
Prepare related literature	☒		
Prepare required equipment	☒		
Prepare related tools	☒		
Prepare Safety & Contamination Control equipment	☒		

Tasks	Completed		Observation / Hint
	Yes	No	
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.	☒		

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Tasks	Check			Observation / Hints
	Yes	No	N/A	
Identification				
1. Accessing Information	✓			
2. Castellated Nut	✓			
3. Circlip	✓			
4. Clevis Pin	✓			
5. Flat washer	✓			
6. Spring washer	✓			
7. Star washer	✓			
8. Self-tapping screw	✓			
9. Stud	✓			
10. Wing nut	✓			
11. Woodruff key	✓			
12. Lockwire	✓			
13. Thread Lubricant & other Adhesives	✓			

Tasks	Complete			Observation / Hints
	Yes	No	N/A	
Thread Identification				
UNC	✓			
UNF	✓			
Whitworth	✓			
Metric	✓			
AF	✓			
BSW	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Perform close the job by ensuring all systems or conditions is in the standard condition				
Ensure all systems or conditions are in standard condition.	✓			

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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 PPE related to the job	✓			
Follows relevant Workplace Safety Guidelines (LOTO, Safety Equipment)	✓			
State and follow Safety Precautions	✓			
Serviceman 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.	✓			

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General Comments

Tare Complete

RESULT:	COMPETENT ☒	NOT YET COMPETENT ☐	(please check (✓))
Student:	SARINAH	12/12/2025	Signature
Assessor:	Arsan Harid W., S.Pd., Gr.	12 DEC 2025	Signature
	NIP. 19840822-202221 1012		
Supervisor:	Name	Date	Signature
Data Recorded:	Name	Date	Signature