

**Prerequisites:** All personnel undertaking this assessment must have previously completed the following;

- Read Compressed Shop Air Risk Assessment, **Task ID. 2128** and associated Standard Operating Procedure, **SP-028**,
- Complete local Workshop Induction.

**Competency:** Utilize Compressed Shop Air within a workshop in accordance with occupational health and safety standards.

**Operations:** This assessment should take place in any EAIT Faculty Workshop equipped with Compressed Shop Air. The assessor is required to assess all aspects of the competency regarding the following operations;

1. *Pre-operational checks,*
2. *Operation\Startup of equipment,*
3. *Housekeeping.*

**Instructions:** Each intended user of the equipment is required to complete an individual competency assessment, detailed in Section 1 below. Each element is to be assessed and the results recorded below. The actions used and evidence gained to assess competency (listed in Appendix A) are recorded against each criteria. Users are then required to answer the questions in Section 2 and then sign and date this document.

**Notes:**

Evidence of competency allows the user access to the equipment only for the tasks assessed. Proof of competency does not permit the assessment of untrained personnel's competency using this equipment. Only authorised persons are permitted to assess the competence of others in this process. Competent users will be required to be re-assessed on any related changes to the operating procedures of this equipment.

## 1. Operational Assessment

Element of competency	Performance criteria	Operation /Scenario	Self-assessment		Assessor review		Action/evidence (Refer to Appendix A)
			Competent	Not yet competent	Competent	Not yet competent	
Pre Operational Checks	Ensure that the equipment is not tagged out of service.	1					
	The individual must be able to correctly identify, describe and set/adjust:  Equipment suitable for the air pressure being used.	1					
	Ensure that air hoses and connectors are in good condition.	1					
	Test equipment before use.	1					
Operation of Compressed Shop Air.	Select airline with air gun attached and demonstrate the following process:	2					
	Blow down a component and demonstrating the correct action and that correct PPE are used.	2					
Shut down Machine	Follows correct shut down and clean up.	3					

## 2. Review Questions

Answer the following questions in the spaces provided. If you have any questions please ask the assessor. You may refer to the Risk Assessment, Standard Operating Procedure (SOP) or your notes if required. Once complete, insert your name and details in the space provided and return the completed form to the assessor.

**2.1 Never use compressed air for cleaning without adequate eye protection. Use safety glasses with side shields or goggles. True or False?**

---

**2.2 Is it ok to directly use compressed shop air towards your body to dust off worn clothing and skin. True or False?**

---

**2.3 Name three potential hazards associated with using Compressed Shop Air.**

1)

---

2)

---

3)

---

Authorisation					
Employee\Student name	Employee\Student signature	Date	Unit	Assessor name	Assessor signature

### Appendix A

Possibilities for Action items		Possibilities for evidence	
<b>A</b>	Watch video	<b>1</b>	Direct observation of performance during work
<b>B</b>	Review procedures	<b>2</b>	Direct observation of performance during simulation
<b>C</b>	Attend central training	<b>3</b>	Return demonstration during training
<b>D</b>	Observe other staff	<b>4</b>	Completed end product, form or document
<b>E</b>	On the job training	<b>5</b>	Verbal assessment
<b>F</b>	Be mentored by person with these skills	<b>6</b>	Written assessment
<b>G</b>	Role play with other staff	<b>7</b>	>1 year Post-training trade experience
<b>H</b>	Online course	<b>8</b>	Other – Provide details
<b>I</b>	Technical trade training		
<b>J</b>	Other – Provide details		