

Task 1 – Planning

You must:

- a) analyse the brief to produce a resources list needed for the production and fabrication of the composite assembly and spacer block
- b) produce a risk assessment for the activities needed to produce and fabricate the assembly to specification
- c) create a method statement with justifications
- d) produce a quality check sheet for use in Task 3B
- e) carry out calibration checks on measurement equipment.

Conditions of assessment:

- the time allocated for this task is **3 hours**
- you must carry out the task on your own, under **controlled conditions** while being observed.

Controlled conditions:

- you must only work on your tasks in the allocated times
- assessment evidence must be handed in at the end of each session for secure storage which cannot be accessed
- all practical work areas and any evidence produced must be kept secure and only accessible by the assessor
- you must not share or discuss your work with other candidates
- you are not permitted to bring any materials into the assessment session.

What must be produced for marking:

- resources list with justifications for the selections, and measuring equipment calibration check recorded
- risk assessment
- method statement with justifications
- quality check sheet.

Resources:

- technical drawings
- writing materials
- measuring equipment (with calibration certificate)
- engineering technical data references (e.g. manufacturer's data sheets).

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