

## CO-OP

CO-OP15GN103 - Candidate Performance Guide

### Demonstrate Selecting, Using and Maintaining Various Power Tools Correctly

Skill Number CO-OP15GN103

Full Name: Bambu Kurniawan No ID: \_\_\_\_\_  
Validation Date: 9 - 11 - 2023 School: SMKN 1 Singosari

#### 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 fit 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.

Pre-requisite	Tasks			Observation / Hints
	Yes	No	N/A	
The student must complete the knowledge assessment Minimum passing grade 80%	<input checked="" type="checkbox"/>			
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"/>			

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Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Selecting, Using and Maintaining Various Power Tools	<input checked="" type="checkbox"/>			
1. Inspect the Power Tool before using	<input checked="" type="checkbox"/>			
2. Remove and install or disassemble and assemble conducted according to correct procedures	<input checked="" type="checkbox"/>			
3. Tasks completed without damage to equipment and tools	<input checked="" type="checkbox"/>			
4. Equipment and tooling is cleaned and returned to its correct location	<input checked="" type="checkbox"/>			
5. Work area left clean and tidy	<input checked="" type="checkbox"/>			
Documentation:				
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"/>			
Ensure all systems or conditions are in standard condition.				

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Tasks	Completed		Observation / Hints
	Yes	No	
Reporting			

All relevant documentation completed correctly and approved by customer (if required).	<input checked="" type="checkbox"/>		
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General Comments

*Ten Bawulan*

Tasks	Completed		Observation / Hints
	Yes	No	
Safety			
Using APD related to the job	<input checked="" type="checkbox"/>		
Follows relevant workplace safety guidelines (laid out, safety equipment)	<input checked="" type="checkbox"/>		
State and follow safety precautions	<input checked="" type="checkbox"/>		
Serviceman completes job without accident due to incorrect procedure using hand tools.	<input checked="" type="checkbox"/>		
Tasks completed without damage equipment and tools	<input checked="" type="checkbox"/>		

RESULT:

COMPETENT

NOT YET COMPETENT

(please check (v))

Student:

Bahnil Kurniawan

Date 9 - 12 - 2025

Signature 

Name

Name

Date

Signature

Arsan Hanafi S.Pd.GR.  
ANP 19840822 202221 1012

Date 09 DEC 2025

Name

Supervisor:

Name

Date

Signature

Tasks	Completed		Observation / Hints
	Yes	No	
Contamination Control			
Environmental Practices & Housekeeping	<input checked="" type="checkbox"/>		

Tasks	Completed		Observation / Hints
	Yes	No	
Perform etiquette/manner after completing the job			
Perform etiquette/manner when closing the communication.	<input checked="" type="checkbox"/>		