

## CO-OP

CO-OP15GN103 - Candidate Performance Guide

Demonstrate Selecting, Using and Maintaining Various Power Tools  
Correctly

Skill Number CO-OP15GN103

Full Name: Bakri Kurniawan

No ID: \_\_\_\_\_

Validation Date: 9 - 12 - 2023School: SMKN 1 Singo Sari

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

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Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Perform etiquette/manner when starting the job				
Met 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			Observation / Hints
	Yes	No	N/A	
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			Observation / Hinte
	Yes	No	NA	
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 APD related to the job	✓			
Follows relevant workplace safety guidelines (tag out, safety equipment)	✓			
State and follow safety precautions	✓			
Service man 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

Tara Bayle

RESULT: COMPETENT ☒ NOT YET COMPETENT ☐ (Please check (✓))

Student: Bahri Kormiauwon Date: 9 - 12 - 2025

Assessor: Arsana H. S.Pd, Gr. NIP 19840822 202221 1 012 Date: 09 DEC 2025

Signature:  Signature: 

Supervisor: Name: Date: Signature:

Data Recorded: Name: Date: Signature: