

Reference No.																			
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SELF - ASSESSMENT GUIDE

Qualification:	RAC SERVICING (DomRAC) NC II		
Unit of Competency covered:	<ul style="list-style-type: none"> • Install domestic refrigeration and air-conditioning units • Service and maintain domestic refrigeration and air-conditioning units • Troubleshoot and repair domestic refrigeration and air-conditioning systems 		
Instruction: <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answer. 			
Can I?	YES	NO	
Conduct survey			
1. Assess site conditions and installation requirements according to manufacturer's specification, existing layout and prevailing codes and ordinances. *			
2. Determine tools, equipment and materials needed for installation according to site conditions and site installation requirements *			
3. Determine cost and estimate of materials according to site conditions and site installation requirements			
4. Report survey result in accordance with enterprise policies and procedures			
Check DomRAC electrical circuit			
5. Check electrical cabling and wiring devices of correct load carrying capacity in accordance with equipment electrical requirements *			
6. Test electrical circuit in accordance with applicable Philippine Electrical Code (PEC) provisions*			
Install DomRAC unit			
7. Prepare unit and equipment/ components based on work procedures *			
8. Install bracket, hangers and frames in accordance with manufacturer's recommendation and/or RAC Code of Practice *			
9. Position and level unit in line with manufacturer's instructions and/or RAC Code of Practice *			

10. Apply sealing materials to ensure an air tight seal around the unit in line with manufacturer's instructions and/or RAC Code of Practice *		
11. Install condensate drain in accordance with manufacturer's recommendation and/or RAC Code of Practice *		
12. Employ safe manual handling techniques in line with enterprise OH&S procedures *		
13. Apply 5's principles in line with enterprise policy		
Conduct performance test		
14. Measure voltage and current according to unit power requirements *		
15. Measure air temperature and air velocity based on unit specifications *		
16. Check sounds and vibration based on unit specifications *		
17. Accomplish service report in line with enterprise policies and procedures		
Clean air filter		
18. Identify and removes air filter following standard procedures		
19. Check air filter for damage and replaced, if required, in accordance with air filter specifications*		
20. Clean air filter using the correct tools and cleaning procedures*		
Service evaporator/ condenser		
21. Select tools in dismantling the evaporator/ condensing unit as per standard operating procedures (SOPs)		
22. Use high pressure washer and compressed air in cleaning evaporator/ condensing coil based on established procedures*		
23. Straighten evaporator/condenser coil fins in accordance with service procedure		
24. Use cleaning agent or non-corrosive chemical in cleaning and maintaining evaporator/ condensing coil, fins and other body accessories as per standard operating procedures (SOPs)*		
Maintain fan motor assembly		
25. Maintain fan motor in line with manufacturer's instructions.		
26. Service and maintains fan blades and blower in line with manufacturer's instructions.		
27. Check and service fan motor terminals' condition in line with SOP.		

28. Check and lubricate fan motor bearing/bushing based on manufacturer's instruction		
29. Check and service fan motor mounting in line with manufacturer's instructions.		
Service electrical power and control circuits		
30. Use proper instrument in checking power supply and diagnosing electrical control		
31. Check, repair and report loose connections/ wirings in line with SOP		
32. Check plugs and outlets in line with SOP *		
33. Check grounding in line with SOP *		
Accomplish service and maintenance report		
34. Report all defects and problems encountered in line with enterprise policies and procedures.		
35. Report observation and recommendation in line with enterprise policies and procedures.		
Plan and prepare for troubleshooting and repair		
36. Interpret appropriate wiring diagrams, charts and manuals in line with the job requirements *		
37. Select appropriate materials, tools and equipment based on job requirements *		
38. Interpret nameplates as per manufacturer's specifications *		
Identify and repair faults/ troubles		
39. Select and use appropriate PPE are in line with job requirements		
40. Tests components following manufacturer's manual, RAC Code of Practice and/or enterprise troubleshooting policy		
41. Diagnose faults/problems with components in line with manufacturer's manual, RAC Code of Practice and/or enterprise troubleshooting policy		
42. Take remedial action to overcome faults/problems in line manufacturer's manual, RAC Code of Practice and/or enterprise troubleshooting policy		
43. Complete work safely in line with workplace safety guidelines		
44. Complete report on testing procedure, including faults and minor repair, in line with manufacturer's manual, RAC Code of Practice and/or enterprise troubleshooting policy		
Perform refrigerant recovery/ recycling, evacuation, leak testing and charging on DOMRAC systems		
45. Selects and uses appropriate PPE in line with the job requirements		

46. Selects and uses suitable tools, instrument and equipment based on job requirement		
Performs refrigerant recovery/ recycling according to manufacturer's recommendations and RAC Code of Practice. *		
Vent flammable refrigerants (HC) in a safe manner *		
47. Performs repairs in line with manufacturer's manual, RAC Code of Practice and/or enterprise troubleshooting policy		
48. Performs evacuation, leak testing and charging of the system according to manufacturer's recommendations or standard operating procedure*		
49. Gathers and records performance parameters in accordance with manufacturer's manual and standard operating procedures*		
50. Completes work safely in line with enterprise safety guidelines*		
51. Perform refrigerant recovery/ recycling, evacuation, leak testing and charging on DOMRAC systems		
52. Selects and uses appropriate PPE in line with the job requirements		
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor		
Candidate's Name and Signature		Date

NOTE: *Critical aspects of competency