

Reference No.																			
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SELF-ASSESSMENT GUIDE

Qualification	AUTOMOTIVE PAINTING NC II		
Units of Competency Covered	<input type="checkbox"/> Remove paint from vehicle painted surfaces <input type="checkbox"/> Prepare panel for refinishing <input type="checkbox"/> Mask vehicle panels and components <input type="checkbox"/> Apply primer surfacer <input type="checkbox"/> Repair body panel using filler <input type="checkbox"/> Prepare and operate vehicle paint drying equipment <input type="checkbox"/> Spray solid color paint <input type="checkbox"/> Perform polishing		
Instruction:			
<input type="checkbox"/> Read each question and check the appropriate column to indicate your answer.			
Can I?	YES	NO	
PERFORM PREPARATORY ACTIVITIES			
<input type="checkbox"/> Identify the job required based on the Job/Repair Order *			
<input type="checkbox"/> Select and check materials' information, quality and serviceability of needed tools and/or equipment, including personal protective equipment *			
<input type="checkbox"/> Prepare work area and plan activities to minimize wastage and prevent damage to vehicle			
<input type="checkbox"/> Ensure adequate lighting in work area			
REMOVE PAINT FROM VEHICLE PAINTED SURFACES			
<input type="checkbox"/> Identify examples of metal components requiring paint removal *			
<input type="checkbox"/> Inspect vehicle and components to determine appropriate panel paint film			
<input type="checkbox"/> Identify paint removal methods with reference to job requirement *			
<input type="checkbox"/> Remove paint, rust and/or contaminants by machine and hand sanding in accordance to manufacturer's manual *			
PREPARE PANEL FOR REFINISHING			
<input type="checkbox"/> Identify panel for refinishing based on work instructions/job order			
<input type="checkbox"/> Identify tools and/or equipment to be used for refinishing			
<input type="checkbox"/> Identify materials to be used when cleaning surfaces of new vehicle panel before painting *			
<input type="checkbox"/> Prepare vehicle panel for refinishing according to work instructions/job order *			
MASK VEHICLE PANELS AND COMPONENTS			
<input type="checkbox"/> Identify panel for masking based on work instructions/job order			

	YES	NO
) Perform masking activities according to work instructions/job order *		
APPLY PRIMER SURFACER		
) Identify job required for applying refinishing/epoxy primers to vehicle surfaces *		
) Clean surfaces to be primed and removes contaminants *		
) Protect components and paint surfaces surrounding paint repair area and applies necessary corrective measures, if any *		
) Mix and apply refinishing/epoxy primers on prepared surfaces *		
) Perform final inspection to ensure that the surface is completely cured*		
) Perform sanding according to industry practice *		
REPAIR BODY PANEL USING FILLER		
) Correct minor dents according to proper form and apply refinishing/epoxy primer, if necessary following industry criteria *		
) Mix and apply filler to repaired body panels according to industry criteria *		
) Check if applied filler is completely cured and perform sanding		
) Apply adhesion promoter/primer surfacer and perform sanding		
) Inspect and apply corrective measures to ensure that the surface is ready for the next process *		
PREPARE AND OPERATE VEHICLE PAINT DRYING EQUIPMENT		
) Interpret the information on paint drying equipment operation		
) Select and check materials, serviceability of needed tools and equipment, including personal protective equipment (PPE)		
) Operate and inspect performance of paint drying equipment, applies necessary corrective measure, if any *		
) Inspect if surface panel is dry and ready for next process *		
SPRAY SOLID COLOR PAINTS		
) Set-up panel/vehicle for painting		
) Clean panel/vehicle using pressurized air and degreaser		
) Transfer strained paint mixture to spray gun according to manufacturers' specifications		
) Check spray pattern and adjust spray gun according job manufacturer's or job requirement *		
) Apply solid color following standard procedure and paint manufacturer's specification *		
) Observe flash-off time in preparation for next application		
) Identify paint problem and perform necessary repair procedure/s		

	YES	NO
<input type="checkbox"/> Discuss drying time according to manufacturer's specifications *		
PERFORM POLISHING		
<input type="checkbox"/> Identify repair color finishing procedure needed		
<input type="checkbox"/> Set-up panel/surface before polishing		
<input type="checkbox"/> Polish painted surface following job requirements and use appropriate polishing compounds *		
<input type="checkbox"/> Complete work without causing damage to vehicle components*		
PERFORM POST-REPAIR ACTIVITIES		
<input type="checkbox"/> Perform final inspection to determine if job order/work instructions were accomplished		
<input type="checkbox"/> Accomplish job order form after all painting activities are done		
<input type="checkbox"/> Clean and store tool/equipment according to standard procedure		
OBSERVES WORK ENVIRONMENT, HEALTH AND SAFETY PRACTICES		
<input type="checkbox"/> Clean work area and practices good housekeeping		
<input type="checkbox"/> Practice 3 Rs (reduce, recycle, re-use) and proper wastes disposal, according to environmental standards *		
<input type="checkbox"/> Identify hazards and risks associated with work *		
<input type="checkbox"/> Use appropriate PPE		
<input type="checkbox"/> Practice works safety and health measures in performing tasks *		
I agree to undertake assessment with 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	