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## SELF - ASSESSMENT GUIDE

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

• Employ safe manual handling techniques in line with enterprise OH&S procedures *		
• Apply 5's principles in line with enterprise policy		
<b>Conduct performance test</b>		
• Measure voltage and current according to unit power requirements *		
• Measure air temperature and air velocity based on unit specifications *		
• Check sounds and vibration based on unit specifications *		
• Accomplish service report in line with enterprise policies and procedures		
<b>Clean air filter</b>		
• Identify and removes air filter following standard procedures		
• Check air filter for damage and replaced, if required, in accordance with air filter specifications*		
• Clean air filter using the correct tools and cleaning procedures*		
<b>Service evaporator/ condenser</b>		
• Select tools in dismantling the evaporator/ condensing unit as per standard operating procedures (SOPs)		
• Use high pressure washer and compressed air in cleaning evaporator/ condensing coil based on established procedures*		
• Straighten evaporator/condenser coil fins in accordance with service procedure		
• 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)*		
<b>Maintain fan motor assembly</b>		
• Maintain fan motor in line with manufacturer's instructions.		
• Service and maintains fan blades and blower in line with manufacturer's instructions		
• Check and service fan motor terminals' condition in line with SOP.		
• Check and lubricate fan motor bearing/bushing based on manufacturer's instruction		
• Check and service fan motor mounting in line with manufacturer's instructions		
<b>Service electrical power and control circuits</b>		
• Use proper instrument in checking power supply and diagnosing electrical control		
• Check, repair and report loose connections/ wirings in line with SOP		

• Check plugs and outlets in line with SOP *		
• Check grounding in line with SOP *		
<b>Accomplish service and maintenance report</b>		
• Report all defects and problems encountered in line with enterprise policies and procedures		
• Report observation and recommendation in line with enterprise policies and procedures		
<b>Plan and prepare for troubleshooting and repair</b>		
• Interpret appropriate wiring diagrams, charts and manuals in line with the job requirements *		
• Select appropriate materials, tools and equipment based on job requirements *		
• Interpret nameplates as per manufacturer's specifications *		
<b>Identify and repair faults/ troubles</b>		
• Select and use appropriate PPE are in line with job requirements		
• Tests components following manufacturer's manual, RAC Code of Practice and/or enterprise troubleshooting policy		
• Diagnose faults/problems with components in line with manufacturer's manual, RAC Code of Practice and/or enterprise troubleshooting policy		
• Take remedial action to overcome faults/problems in line manufacturer's manual, RAC Code of Practice and/or enterprise troubleshooting policy		
• Complete work safely in line with workplace safety guidelines		
• 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		
<b>Perform refrigerant recovery/ recycling on DomRAC unit</b>		
• Observe safe working practices throughout the task as per enterprise procedure *		
• Select and use suitable tools and equipment based on job requirement*		
<b>For Window type air conditioner and refrigerator with HFC</b>		
• Perform optimum recovery/recycling of refrigerant in line with RAC Code of Practice *		
<b>For Window type air conditioner and Refrigerator with Flammable refrigerants (HC)</b>		
• Vent flammable refrigerants in a safe manner *		
• Test-run repaired unit		
• Test unit in line with troubleshooting/repair procedures		
• Measure operating parameters based on manufacturer's specifications *		

<ul style="list-style-type: none"> <li>• Prepare report on repair and testing of unit in line with enterprise procedures *</li> </ul>		
<p>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</p>		
<p><b>Candidate's Name and Signature</b></p>	<p><b>Date</b></p>	

*NOTE: \*Critical aspects of competency*