

## **ADDITIONAL MODULE 'MET' - GUIDELINES**

### **1. Introduction**

ATA is governed by the Institute of the Motor Industry (IMI) in line with ATA requirements.

Under this scheme, a technician will be able to gain accredited status (at different levels) by successfully completing a series of practical assessments and knowledge tests.

Additional modules are available to allow a technician to prove their competence(s) outside of their main job function.

Successful technicians completing a full ATA route will be issued with a photo ID card which is valid for five years, and entered onto the ATA Register. Successful technicians completing an ATA Additional Module will be issued with an 'Official ATA Additional Module Certificate', which is valid for five years but only whilst they hold a current ATA ID Card.

Organisations wishing to offer ATA assessments must be approved by a regulated awarding body recognised by the IMI to carry out such approvals.

### **2. ATA Assessment Guidelines for Additional Module - MET**

Assessments must be undertaken off the job within an approved assessment centre.

Prior to the assessment, the approved centre must ensure that the technician:

- has been registered to take the assessment(s)
- is eligible to take the assessments (see below)

On the assessment day, the centre must ensure the technician has provided proof that they hold a 'valid ATA ID Card'.

If a technician is referred at either the UnderPinning Knowledge (UPK) test or the practical assessment, the technician may retake the assessment (practical or UPK element) providing it is within the 12 month period. If the technician fails to retake the referred element within the 12 month period, the technician must retake all the elements again.

### **3. Levels within the ATA Additional Module - MET**

There is only one level to which technicians may become accredited.

#### 4. Specification Guidelines for Candidates

A requirement of the ATA Additional Module - MET is that technicians must meet the specified pre-requisites before they may take an assessment. To be eligible, a technician must hold a valid ATA ID card in any route i.e. Light Vehicle, Air Conditioning, Motorcycle.

#### 5. Assessment Details

To achieve the ATA Additional module for MET, the technician must successfully complete both these elements:

- Under Pinning Knowledge test
- Practical assessment

- **Practical assessments:**

To demonstrate practical skills during:

- Remove and refit vehicle trim (door card)
- Remove and refit a door lock, fittings, door electrical components & exterior handle

and

- Remove and refit a bumper cover, including associated lamps and fittings
- Remove and refit a headlamp assembly

- **UnderPinning Knowledge (UPK) test:**

The online UPK test consists of 10 questions / 15minutes

The theory test includes the following areas to ensure that the technician has the underpinning knowledge of MET.

- Health and Safety
- MET working practices
- MET fitting procedures
- MET component knowledge

#### 6. Recognition

When successful, the technician will receive an official 'ATA Modular Certificate' for MET.

Note that the technician's achievement of the ATA Additional Module MET will not be shown on the ATA Website public register (only ATA ID Card holders will be displayed), the only form of recognition will be an 'official ATA Additional Module Certificate' which will be sent to the technician after they have achieved the ATA Additional Module.