IMI ACCREDITATION

PANEL

What is IMI Accreditation?	

IMI Accreditation is a practical, non-academic way to demonstrate individual capability, providing independent proof of current competence, knowledge and skills.

Focused on the Light Vehicle area of the automotive sector, IMI Accreditation encompasses everyone within this area, from individuals working directly on vehicles to those advising customers or managing a dealership. Three different types of accreditation reflect the diverse range of roles within the motor industry: Technical, Customer-facing, and Management.

Accreditation typically takes just one day to achieve (depending on the specific route), with individuals assessed against industry-agreed standards. Each accreditation route is designed using best practice techniques, and offers multiple career development options for a specific job role.

Accreditation is available for the following routes:	

- Technical
- Customer-facing
- Management

Once an individual has passed all the required practical and knowledge-based modules in a specific route, they will receive a certificate of achievement which is valid for three years.

IMI Accreditation benefits

IMI Accreditation was created to help the motor industry keep on top of constant, rapid changes in technology, legislation and working methods, by encouraging and measuring the current competence, knowledge and ability of those working within it. By providing proof of current competence, IMI Accreditation benefits both individuals and their employers.

Those gaining accreditation receive:

- An IMI Accredited certificate
- Inclusion on IMI Professional Register
- Industry-wide recognition of their skills and abilities
- Advice and guidance for development
- An opportunity for career progression

While the employer of an accredited individual benefits from:

- Confidence in the individual's ability
- Eligibility for British Standard / DVSA requirements (depending on routes)
- Increased customer visibility on the IMI Professional Register
- Higher work output and fewer mistakes
- Public confidence in abilities

Industry Recognition through the IMI Professional Register

The IMI Professional Register is an industry-wide database of professionals in the motor industry. The Register is promoted to consumers as a place to find trustworthy professionals who have proven their skills and competence within specialist areas of the industry. IMI Accredited individuals are automatically included on the IMI Professional Register.

Routes to Accreditation

There are two routes to gaining IMI Accredited status: Full Assessment, and Conversion. Full Assessment involves the completion of all practical and knowledge-based assessments at each level. Conversion enables an individual to use existing qualifications to gain exemption from specific modules.

IMI Accreditation continually evolves to meet the changing needs of the industry, with each accreditation valid for three years, after which time an individual is required to undertake a new assessment either at the same level, next career level or a different route in order to prove their current competence.

IMI Accreditations are delivered through the IMI approved centre network, and you can find your nearest centre or explore assessment routes at www.theimi.org.uk/awarding.

Who is the Panel route for?

The Panel route is intended for technicians whose job role involves the repair of vehicles typically involved in accidents or similar incident circumstances.
There are two levels within Panel:

- **The Technician** should be working in the accident repair sector of the industry and have at least two years' experience to ensure they are familiar with the skills, knowledge and techniques required to repair and replace body components, such as vehicle body panels and their associated parts.

- **The Senior Technician** should be working in the accident repair sector of the industry and have at least three years' experience to ensure they are familiar with the skills, knowledge and techniques required to repair and replace body components, including returning vehicle alignment to manufacturer specification and rectifying bodyshell faults.

Panel Route Structure

For technicians wishing to achieve accreditation there is only one method:

- **Full Assessment**

For technicians wishing to retain their accreditation there are two options, these are:

- **Full Assessment**
  or
- **AOM Update**

Note: In order to re-accredit using 'AOM Updates' (Assessed Outcome Modules) the technician's accreditation must remain valid throughout the assessments and until all of the prescribed AOMs have been passed. Should the accreditation expire beforehand, the technician will be required to re-take a 'full assessment'.

Pre-requisite Welding Certificates	

Technicians wishing to be assessed at either Panel Technician or Senior Panel Technician levels **MUST** hold a current welding Assessed Outcome Module Certificate for AOM–009 (BS1140 and BS4872).

Resistance Spot Welding (BS1140) Metal Active Gas (MAG) Welding (BS4872)	AOM - 009	⇨	**Panel Technician / Panel Senior Technician Assessment**

Technicians **MUST** present a current Assessed Outcome Module Certificate for AOM-009 to the centre when registering for IMI Panel or Senior Panel Full Assessment, AOM Update or AOM-028 / AOM-030 as a standalone module.

Panel - Technician	Full Assessment

This level requires the technician to complete the following modules:

Realignment of Cosmetic Body Panels	AOM - 002
Welded Panel Section - Spot/MAG/Bond/Rivet	AOM - 028
Steel Panel Damage - (Rectification)	AOM - 029
Remove and Refit Mechanical, Electrical and Trim (MET) Components	AOM - 044
Preparation and Application of Cold Filler	AOM - 048

This will normally be a two day assessment.

Panel - Senior Technician	Full Assessment

This level requires the technician to complete the following modules:

Realignment of Cosmetic Body Panels	AOM - 002
Remove and Refit Mechanical, Electrical and Trim (MET) Components - Complex	AOM - 006
Steel Panel Damage - (Rectification)	AOM - 029
Welded Panel Section- Spot / MAG / MIG Braze / Bond / Rivet	AOM - 030
Rectify Vehicle Misalignment - (setup, measure and rectify)	AOM - 032
Aluminium Cosmetic Panel Damage – (Rectification)	AOM - 034
Preparation and Application of Cold Filler	AOM - 048

This will normally be a three day assessment.

Panel - Technician	AOM Update Reaccreditation only

In addition to holding a current Assessed Outcome Module certificate for AOM – 009, this level requires the technician to complete the following modules:

Welded Panel Section – Spot / MAG / Bond / Rivet	AOM - 028
Remove and Refit Mechanical, Electrical and Trim (MET) Components	AOM - 044

This may be achieved through a one day assessment or alternatively achieved over a period of time not more than three years before the expiry of the individual's accreditation.

Panel - Senior Technician	AOM Update Reaccreditation only

In addition to holding a current Assessed Outcome Module certificate for AOM – 009, this level requires the technician to complete the following modules:

Remove and Refit Mechanical Electrical and Trim (MET) - Complex	AOM - 006
Bonding and Mechanical Fastenings following Researched Repair Methods	AOM - 133

This may be achieved through a one day assessment or alternatively achieved over a period of time not more than three years before the expiry of the individual's accreditation.

Accreditation Module Title	Realignment of Cosmetic Body Panels

Module Code	AOM - 002

Practical Assessment Time	30 minutes

On-line Knowledge Test	K - 002

IMI AOM Level	2

Module Overview
This module ensures the technician has the knowledge, skills and ability to remove, refit and align cosmetic body panels ensuring alignment and panel gaps are set to the correct specification. The technician will need to remove a bolt on body panel (hinged or fixed) from a vehicle without causing further damage. They will also need to ensure the body panel is stored correctly to prevent damage before refitting the body panel back to the vehicle. The technician is also required to ensure that any locks and catches that require adjustment are aligned to manufacturer's specifications and open and close correctly.

Technician Profile
The technician should be working in the accident repair sector and must have at least two years' experience to ensure they are familiar with the skills, knowledge and techniques required to remove, refit or replace various components, such as vehicle body panels and any associated parts.

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
MET	Technician
	Senior Technician
Panel	Technician
	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protective Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	accurately assess the vehicle for pre-existing damage prior to work commencing
1.4	protect the vehicle prior to removing any MET components and cosmetic body panels to prevent further damage to the vehicle during the assessment
1.5	consult, use and understand the vehicle manufacturer's and approved researched repair methods to enable the technician to carry out the removal and refit of MET components
1.6	disconnect and remove vehicle ancillary items to gain access to the repair without causing damage to the vehicle
1.7	remove cosmetic body panels without causing damage to the vehicle and / or systems (record pre alignment gap measurements)
1.8	select and use the correct range of tools and equipment including checking, carry out any calibration or actions required pre and post the task
1.9	store components in a safe suitable manner and in the designated storage area, using bags, containers and materials provided during removing and refitting cosmetic body panels
1.10	prepare the local area before re-fitting cosmetic body panels
1.11	refit the cosmetic body panels and components without causing damage to the vehicle and / or systems (record post alignment gap measurements)
1.12	replace all components to the vehicle specification; make adjustments to ensure correct alignment including: torque settings for all components fixtures
1.13	carry out final checks, tested fit, function, operation, alignment of reassembled cosmetic body panels and components (adjusting as required)
1.14	take appropriate care throughout the assessment
1.15	use safe working practices throughout the assessment
1.16	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools, equipment, correct use of products and including their maintenance used when removing and refitting cosmetic body panels
2.3	the types of fasteners used when fitting cosmetic body panels
2.4	the types of materials used in the construction of vehicle body panels
2.5	products and techniques used in removing and refitting vehicle body panels and their components
2.6	safe working practices required for the task
2.7	EPA awareness and waste management

Accreditation Module Title	Remove and Refit Mechanical, Electrical and Trim (MET) Components - Complex

Module Code	AOM - 006

Practical Assessment Time	2 hours

On-line Knowledge Test	K - 006

IMI AOM Level	3

Module Overview	

This module ensures the technician has the knowledge, skills and ability to remove and refit vehicle exterior and interior trim without damaging either the vehicle bodywork or its systems.

The technician will need to remove and refit items including a bumper cover which contains advanced driver assistance system sensors (such as proximity sensors) and their associated components. They will also need to remove and refit headlamp(s) of the Xenon (HID) type, exterior door handle and associated components including the door card / trim.

The technician will be required to realign the components using the correct tools and equipment which may include the use of diagnostic equipment / scan tools.

The technician should ensure that the system(s) are operating as per the vehicle manufacturer's specification.

Technician Profile	

The senior technician should be working in the accident repair sector and must have at least three years' experience to ensure they are familiar with the skills, knowledge and techniques required to replace various MET components, including returning vehicle systems to manufacturer specification and diagnosing system faults.

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
MET	Senior Technician
Panel	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protective Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	correctly assess and check vehicle systems prior to assessment and ensure functionality
1.4	protect the vehicle prior to removing any MET components in order to prevent damage to the vehicle and / or systems during the assessment
1.5	consult, use and understand the vehicle manufacturer's and approved researched repair methods to enable the technician to carry out the removal and refit of MET components
1.6	raise and support a vehicle before removing MET components
1.7	assess and prepare the vehicle prior to removal of mechanical and electrical components (disconnected battery, fuses etc.)
1.8	select and use the correct range of tools and equipment including checking, carry out any calibration or actions required pre and post the task
1.9	disconnect vehicle headlamp (advanced lighting system headlamp i.e. HID, Reflective and LED) without causing damage to the vehicle components and / or vehicle systems
1.10	store components in a safe suitable manner and in the designated storage area, using bags, containers and materials provided during the removal and refitting of MET components
1.11	remove and refit headlamp (advanced lighting system headlamp i.e. HID, Reflective and LED) to the vehicle / manufacturer's specification
1.12	adjust component settings, including alignment of the headlamps aim, as per the vehicle manufacturer's legal requirements
1.13	remove vehicle trim (door card and its electrical components) without causing damage to components and / or vehicle systems
1.14	remove and refit door release mechanism (interior/exterior) without causing damage to components and / or vehicle systems
1.15	check MET component clips, fittings and fixtures for serviceability and replace where necessary
1.16	refit the interior trim, door membrane, card and any electrical components without causing damage to components and / or vehicle systems
1.17	refit and adjust components to manufacturer's specification and torque settings
1.18	check the operation of door locks, fittings, electrical components and handles to ensure they are working correctly after refitting
1.19	disconnect, remove and refit a bumper containing ADAS proximity / parking sensors without causing damage to the vehicle components and / or vehicle systems

1.20	adjust components settings including alignment of the bumper and any vehicle safety systems as per the vehicle manufacturer's requirements
1.21	access vehicle system(s) with the appropriate tools and equipment including scan / diagnostic tools to reinstate a fault free condition after refitting vehicle safety systems (i.e. ADAS sensors) within the bumper and associated components
1.22	take appropriate care throughout the assessment
1.23	use safe working practices throughout the assessment
1.24	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used in the removal, repair and refitting / replacing of vehicle MET components and how they are used to communicate with vehicle systems
2.3	MET component functions, operation and repair techniques used when removing and refitting of MET components
2.4	vehicle electrical systems and related components including vehicle safety (ADAS) systems, network communication and high voltage systems such as advanced lighting
2.5	legal requirements for headlight alignment
2.6	safe working practices required for the task
2.7	EPA awareness and waste management

Accreditation Module Title	Resistance Spot Welding (BS1140) Metal Active Gas (MAG) Welding (BS4872)

Module Code	AOM - 009

Practical Assessment Time	N/A

On-line Knowledge Test	N/A

IMI AOM Level	2

Module Overview	
This module covers the welding requirement for IMI Accreditation and is a prerequisite for technicians wishing to achieve IMI Panel Technician or Senior Technician. The certification must be 'current' (issued within the last two years), and must be quality assured by an Awarding Organisation that is recognised by the IMI.	

Technician Profile	
The technician should be working in the accident repair sector and must have at least two years' experience to ensure they are familiar with the skills, knowledge and techniques required to repair and replace body components, such as vehicle body panels and their associated parts.	

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Panel	Technician
	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protection Equipment (PPE) including fume mask and extraction (HSE STSU1 – 2019 Requirement)
1.2	set up the MAG equipment including: wire type, wire speed, gas type, gas flow, welding tip, gas shield nozzle and voltage
1.3	prepare all metal materials appropriately and accurately to the require specifications
1.4	carry out test pieces and assess the suitability of MAG welds for visual defects prior to assessment
1.5	complete a continuous vertical up MAG weld – Fillet and butt to BS 4872-1
1.6	complete a continuous overhead MAG weld – Fillet and butt to BS 4872-1
1.7	carry out quality checks to all finished welds
1.8	correctly set up spot welding equipment to include: tip dressing, pressure and time
1.9	carry out test weld pieces and assess their suitability for visual defects and peel test prior to assessment
1.10	complete a series of resistance spot welds to BS1140
1.11	supply final assessment welds to the assessor
1.12	take appropriate care throughout the assessment
1.13	use safe working practices throughout the assessment
1.14	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used to carry out welding activities
2.3	the preparation of panels prior to carrying out welding activities
2.4	welding processes and procedures
2.5	vehicle panel materials and substrates
2.6	safe working practices required for the task
2.7	EPA awareness and waste management

Accreditation Module Title	Welded Panel Section – Spot / MAG / Bond / Rivet

Module Code	AOM - 028

Practical Assessment Time	4.5 hours

On-line Knowledge Test	K - 028

IMI AOM Level	2

Module Overview	

This module ensures the technician has the knowledge, skills and ability to carry out replacement of a welded section within the construction of a vehicle bodyshell.

The technician will be required to cut a specified section from a welded panel (i.e. a sill section) without causing damage to other vehicle systems or the vehicle structure. The technician will cut a section from a new panel and replace the section into the vehicle body using techniques such as spot welding, MAG welding, bonding and riveting.

The technician must be able to 'dress' the welds to a finish where the repaired section is ready to accept body filler to a depth of no more than 2mm. The technician must access the correct repair information / specification and use the information to carry out the repair to the vehicle bodyshell.

Note: *this exercise may be carried out on a rig or similar device but the competences required will be similar to those used when repairing a vehicle bodyshell.*

Technician Profile	

The IMI Panel route is intended for technicians whose job role involves the repair of vehicles typically involved in accidents or similar incident circumstances.

The technician should be working in the accident repair sector and must have at least two years' experience to ensure they are familiar with the skills, knowledge and techniques required to repair and replace body components, such as vehicle body panels and their associated parts.

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Panel	Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protective Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	consult, use and understand approved researched repair methods, manufacturer's technical data and material safety data sheets
1.4	use the correct tools and equipment throughout the cutting, welding and bonding / riveting of the panel section
1.5	accurately remove a section of panel to a prescribed specification without causing damage to the vehicle / integrity of the structure and the receiving panel flanges
1.6	clean and prepare a new panel section and receiving panel weld sites
1.7	prepare surfaces for bonding and riveting to ensure all joints are permanent
1.8	correctly prepare riveted areas ensuring the appropriate size drill bit is selected and all holes de-burred
1.9	apply weld-through corrosion protection to welded areas
1.10	set up the MAG equipment including: wire type, wire speed, gas type and gas flow, welding tip, gas shield nozzle and voltage
1.11	produce a test weld to correct specifications prior to carrying out the weld to the new panel section
1.12	set up spot welding equipment including arms, tips, tip pressure, power and timer
1.13	produce sample spot welds appropriate to the repair type. i.e. 2 skin, 3 skin etc.
1.14	assess the sample welds for nugget size, heat zone, defects and peel test
1.15	identify bonding materials including agents / applicators and confirm materials are within the usable date(s) identified by the manufacturer
1.16	apply bonding adhesive and bonding agents to the material as determined by the product manufacturer
1.17	correctly apply rivets to all specified bonded areas
1.18	refit the panel section without causing damage to the vehicle and / or systems
1.19	make adjustments to the panel in order to achieve the correct alignment
1.20	clean off any excess adhesive and bonding agent
1.21	identify working times, curing times and vehicle movement time provided by the product manufacturer
1.22	store and dispose of bonding adhesive, bonding agents and packaging after use in line with legislation and Health and Safety requirements
1.23	complete all spot and MAG welding joints to specified requirements
1.24	assess the condition of all welded and bonded joints
1.25	clean and dress welded joints to 50% ground 50% cleaned
1.26	correctly clean and store all equipment and materials on completion of task
1.27	carry out final quality checks and alignment of reassembled components (including visual and destructive weld tests)
1.28	take appropriate care throughout the assessment

1.29	use safe working practices throughout the assessment
1.30	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used to carry out spot, MAG welding and bonding / riveting activities
2.3	the preparation of panels prior to carrying out spot, MAG and bonding / riveting activities
2.4	vehicle panel materials and substrates
2.5	use of bonding adhesives and rivets in panel cold joining techniques
2.6	the techniques used to carry out MAG welding activities
2.7	the techniques used to carry out resistance spot welding activities
2.8	safe working practices required for the task
2.9	EPA awareness and waste management

Accreditation Module Title	Steel Panel Damage - (Rectification)

Module Code	AOM - 029

Practical Assessment Time	1 hour

On-line Knowledge Test	K - 029

IMI AOM Level	2

Module Overview	
This module ensures that the technician has the knowledge, skills and ability to rectify steel panel damage through the use of workshop tools / equipment commonly used in the accident repair industry. The technician will be required to rectify panel damage to a level sufficient for the repair site to be ready to accept body filler to a depth of no more than 2mm.	

Technician Profile	
The technician should be working in the accident repair sector and must have at least two years' experience to ensure they are familiar with the skills, knowledge and techniques required to repair body components, such as vehicle body panels.	

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Panel	Technician
	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protective Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	assess and prepare the vehicle for pre-existing damage prior to working on a vehicle
1.4	consult, use and understand approved researched repair methods, manufacturer's technical data and material safety data sheets
1.5	rough out the damage to the panel
1.6	ensure panel damage to the surrounding area is kept to a minimum
1.7	identify high and low spots within the damaged area
1.8	competently use hand tools to remove high and low spots
1.9	continually check the shape and line of repair site (cross filling and use of hand)
1.10	restore damage to a stage where it is in a suitable condition to accept body filler (curves and swage lines and would require no more than about 2mm depth of finished body filler to allow the panel to be finished to accept paint)
1.11	reinstate any sealer or sound deadening material to the vehicle following manufacturer's specification
1.12	carry out quality check to ensure the panel is suitable to accept body filler
1.13	take appropriate care throughout the assessment
1.14	use safe working practices throughout the assessment
1.15	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used when repairing steel panels
2.3	techniques and methods used to repair steel panel damage
2.4	safe working practices required for the task
2.5	EPA awareness and waste management

Accreditation Module Title	Welded Panel Section – Spot /MAG / MIG Braze / Bond / Rivet

Module Code	AOM - 030

Practical Assessment Time	4.5 hours

On-line Knowledge Test	K - 030

IMI AOM Level	2

Module Overview	

This module ensures the technician has the knowledge, skills and ability to carry out replacement of a welded section within the construction of a vehicle bodyshell.

The technician will be required to cut a specified section from a welded panel (i.e. a sill section) without causing damage to other vehicle systems or the vehicle structure.

The technician will cut a section from a new panel and replace the section into the vehicle body using techniques such as spot welding, MAG welding, MIG braze and bonding and riveting. The technician must be able to 'dress' the welds to a finish where the repaired section is ready to accept body filler to a depth of no more than 2mm.

The technician must access the correct repair information / specification and use this information to carry out the repair to the vehicle bodyshell.

Note: *this exercise may be carried out on a rig or similar device but the competences required will be similar to those used when repairing a vehicle bodyshell.*

Technician Profile	

The senior technician should be working in the accident repair sector and must have at least three years' experience to ensure they are familiar with the skills, knowledge and techniques required to repair and replace body components, such as vehicle body panels and their associated parts.

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Panel	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protective Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	consult, use and understand approved researched repair methods, manufacturer's technical data and material safety data sheets
1.4	use the correct tools and equipment throughout the cutting, welding and bonding / riveting of the panel section
1.5	accurately remove a section of panel to a prescribed specification without causing damage to the vehicle / integrity of the structure and the receiving panel flanges
1.6	clean and prepare a new panel section and receiving panel weld sites
1.7	prepare surfaces for bonding and riveting to ensure all joints are permanent
1.8	correctly prepare riveted areas ensuring the appropriate size drill bit is selected and all holes de-burred
1.9	apply weld-through corrosion protection to welded areas
1.10	set-up the MIG and MAG equipment including: wire type, wire speed, gas type and gas flow, welding tip, gas shield nozzle and voltage
1.11	produce a test weld to correct specifications prior to carrying out welding to the new panel section
1.12	set up spot welding equipment including arms, tips, tip pressure, power and timer
1.13	produce sample spot welds appropriate to the repair type. i.e. 2 skin, 3 skin etc.
1.14	assess the sample welds for nugget size, heat zone, defects and peel test
1.15	identify bonding materials including agents / applicators and confirmed materials are within the usable date(s) identified by the manufacturer
1.16	apply bonding adhesive and bonding agents to the material as determined by the product manufacturer
1.17	correctly apply rivets to all specified bonded areas
1.18	refit a new panel to the existing panel without causing damage to the vehicle structure and / or systems
1.19	make adjustments in order to achieve the correct alignment
1.20	clean off any excess adhesive and bonding agent
1.21	identify working times, curing times and vehicle movement time provided by the product manufacturer
1.22	store and dispose of bonding adhesive, bonding agent and packaging after use in line with legislation and Health and Safety requirements
1.24	complete all spot, MAG and MIG welding joints to specified requirements
1.25	assess the condition of all welded and bonded joints
1.26	clean and dress welded joints to 50% ground 50% cleaned
1.27	prepare surface(s) of the panel(s) to accept filler
1.28	carry out final quality checks and alignment of reassembled components (including visual and destructive weld tests – split adjacent to MAG weld / MIG braze)
1.29	take appropriate care throughout the assessment
1.30	use safe working practices throughout the assessment

1.31	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used to carry out MAG / MIG Braze and bonding / riveting activities
2.3	the preparation of panels prior to carrying out spot, MAG, MIG Braze and bonding / riveting activities
2.4	vehicle panel materials and substrates
2.5	use of bonding adhesives and rivets in panel cold joining techniques
2.6	the techniques used to carry out MAG welding activities
2.7	the techniques used to carry out MIG Braze welding activities
2.8	the techniques used to carry out resistance spot welding activities
2.9	safe working practices required for the task
2.10	EPA awareness and waste management

Accreditation Module Title	Rectify Vehicle Misalignment - (set-up, measure and rectify)

Module Code	AOM - 032

Practical Assessment Time	4.5 hours (Bracket jig) 3.5 hours (Universal jig)

On-line Knowledge Test	K - 032

IMI AOM Level	3

Module Overview	

This module ensures the technician has the knowledge, skills and ability to realign and rectify misalignment of a vehicle / bodyshell.

The technician will need to ensure that the vehicle is securely mounted on the alignment jig and whilst following the procedure, accurately measure the alignment of the vehicle and compare the measurements against vehicle manufacturer's data. If the measurement indicates that the vehicle is misaligned, the technician will be required to carry out the rectification using approved tools and equipment to within the correct tolerance(s).

The technician will need to access vehicle manufacturer / jig specifications and interpret data within the assessment to correctly carry out the adjustments.

Technician Profile	

The senior technician should be working in the accident repair sector and must have at least three years' experience to ensure they are familiar with the skills, knowledge and techniques required to identify and rectify vehicle misalignment to the manufacturer's specification.

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Panel	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protection Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	consult and used approved researched repair methods, manufacturer's technical data and vehicle jig data sheets
1.4	assess, and checked for pre-existing damage in the area of the vehicle / bodyshell to be worked on
1.5	correctly protect the vehicle / bodyshell (masking, seat covers, floor mats etc.)
1.6	identify and carry out a safe method of securing the vehicle / bodyshell to the alignment jig using manufacturer's information
1.7	Identify and undertake the correct procedures for repairing and realigning the vehicle / bodyshell
1.8	Disconnect / remove any vehicle/bodyshell components or ancillaries to gain access to the repair area
1.9	identify and carry out preparation procedures to the underside of the damaged area before starting the measuring and repair process
1.10	ensure that the vehicle / bodyshell is positioned / mounted on the jig in a safe and secure manner prior to carrying out the realignment / measuring
1.11	accurately select the datum '0', or starting point on a reliable part of the vehicle / bodyshell
1.12	establish secondary measurement positions to determine the alignment of the vehicle body
1.13	record the measurements taken from the vehicle / bodyshell and establish the correct repair process
1.14	diagnose the misalignment of the vehicle / bodyshell
1.15	set up push / pull hydraulic equipment to realign the vehicle bodyshell
1.16	accurately align a vehicle bodyshell to within the vehicle manufacturer's tolerances (example: all measurements to within 3mm of the vehicle manufacturer's technical specification)
1.17	identify an acceptable position to section a front chassis rail
1.18	remove and dismount the vehicle / bodyshell from the measuring system and jig system
1.19	dismantle all tools and equipment, cleaned and stored them correctly
1.20	take appropriate care throughout the assessment
1.21	use safe working practices throughout the assessment
1.22	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used to rectify the misalignment of vehicle bodies
2.3	the types and materials used in the construction of vehicle bodies
2.4	the techniques used in the alignment of vehicle bodies
2.5	how to set up and measure vehicle alignment pre, during and post alignment activities
2.6	how to secure a vehicle body to a 'jig' alignment system
2.7	how the accident impact can affect the alignment of a vehicle
2.8	safe working practices required for the task
2.10	EPA awareness and waste management

Accreditation Module Title	Aluminium Cosmetic Panel Damage – (Rectification)

Module Code	AOM - 034

Practical Assessment Time	2.5 hours

On-line Knowledge Test	K - 034

IMI AOM Level	3

Module Overview	
This module ensures the technician has the knowledge, skills and ability to rectify two damaged areas to a cosmetic aluminium panel; a flat area and the edge of a panel. The technician will be required to use approved researched methods, manufacturer's instructions and techniques. The panel must then be repaired sufficiently to be able to accept body filler.	

Technician Profile	
The senior technician should be working in the accident repair sector and must have at least three years' experience to ensure they are familiar with the skills, knowledge and techniques required to repair aluminium body components	

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Panel	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protective Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	accurately assess and prepare the body panels prior to rectifying panel damage
1.4	consult and use approved researched repair methods, manufacturer's technical data and material safety data sheets
1.6	show awareness of cross contamination of aluminium and other metals during the repair process
1.7	rough out the damage using tools and equipment specifically used during the repair of aluminium panels
1.8	ensure the panel damage to surrounding area is kept to a minimum
1.9	identify the high and low spots within the damaged area
1.10	carry out aluminium panel repair activities with care including the repair of the inner frame / surface of the panel
1.11	restore the damaged area to a stage where it is in a suitable condition to accept body filler to a depth of 2mm
1.12	abrade with the correct abrasive material(s) during the aluminium panel repair process including meeting any legislation or health and safety requirements
1.13	take appropriate care throughout the assessment
1.14	use safe working practices throughout the assessment
1.15	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used in the repair of aluminium panels including industry recognised equipment
2.3	segregation of tools, equipment and panel material types during the repair process of aluminium
2.4	techniques used to repair damage to aluminium panels
2.5	safe working practices required for the task
2.6	EPA awareness and waste management

Accreditation Module Title	Remove and Refit Mechanical, Electrical and Trim (MET) Components

Module Code	AOM - 044

Practical Assessment Time	2.5 hours

On-line Knowledge Test	K - 044

IMI AOM Level	2

Module Overview	

This module ensures the technician has the knowledge, skills and ability to remove and refit vehicle exterior and interior trim without damaging other components, vehicle bodywork or its systems.

The technician will need to remove and refit items including bumper cover (and associated components), headlamps (halogen type) and a door handle including door card / trim).

The technician will also be required to carry out alignment of components ensuring correct fit as per approved repair methods / manufacturer specification.

Technician Profile	

This module is intended for technicians / senior technicians working without supervision whose role involves the removing and refitting of MET components.

The technician should be working in the accident repair sector and must have at least two years' experience to ensure they are familiar with the skills, knowledge and techniques required to remove and refit MET components.

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Cosmetic Repair	Senior Technician
MET	Technician
Panel	Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protective Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	correctly assess and check vehicle systems prior to assessment and ensure functionality
1.4	protect the vehicle prior to removing any MET components in order to prevent damage to the vehicle and / or systems during the assessment
1.5	consult, use and understand the vehicle manufacturer's and approved researched repair methods to enable the technician to carry out the removal and refit of MET components
1.6	raise and support a vehicle before removing MET components
1.7	assess and prepare the vehicle prior to removal of mechanical and electrical components (disconnected battery, fuses etc.)
1.8	select and use the correct range of tools and equipment including checking, carry out any calibration or actions required pre and post the task
1.9	disconnect vehicle headlamps (halogen type) without causing damage to the vehicle components and / or vehicle systems
1.10	store components in a safe suitable manner and in the designated storage area, using bags, containers and materials provided during the removal and refitting of MET components
1.11	remove and refit both front headlamps (halogen type) to the vehicle / manufacturer's specification
1.12	adjust component settings, including alignment of the headlamps aim, as per the vehicle manufacturer's legal requirements
1.13	remove vehicle interior trim, door membrane and card without causing damage to components and/or vehicle systems
1.14	remove and refit door release mechanism (interior / exterior) without causing damage to components and/or vehicle systems
1.15	check MET component clips, fittings and fixtures for serviceability and replace where necessary
1.16	refit the interior trim, door membrane, card and any electrical components without causing damage to components and / or vehicle systems
1.17	refit and adjust components to manufacturer's specification and torque settings
1.18	check the operation of door locks, fittings and handles to ensure they are working correctly after refitting
1.19	disconnect, remove and refit a front bumper cover without causing damage to vehicle components and / or vehicle systems
1.20	carry out final quality checks to the vehicle
1.21	correctly clean and store all equipment and materials on completion of task
1.22	take appropriate care throughout the assessment
1.23	use safe working practices throughout the assessment
1.24	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used in the removal, repair and refitting / replacing of vehicle MET components and how they are used to communicate with vehicle systems
2.3	MET component functions, operation and repair techniques used when removing and refitting of MET components
2.4	vehicle electrical systems and related components including vehicle safety (ADAS) systems, network communication and high voltage systems
2.5	legal requirements for headlight alignment
2.6	safe working practices required for the task
2.7	EPA awareness and waste management

Accreditation Module Title	Preparation and Application of Cold Filler

Module Code	AOM - 048

Practical Assessment Time	45 minutes

On-line Knowledge Test	K - 048

IMI AOM Level	3

Module Overview	

This module is to ensure the technician has the knowledge, skills and ability to apply body filler across a flat panel and a swage line on a metal panel.

The technician will be required to demonstrate the ability to protect the vehicle using the appropriate materials when preparing the panel for repair.

The technician will need to identify and use appropriate material data sheets when mixing body filler to manufacturer's specification. This includes mixing the required amount of body filler and ensuring waste material is kept to a minimum. The technician will then be required to apply body filler to the metal panel, demonstrating their ability to restore the damaged panel back to its original profile by using the correct shaping techniques.

Technician Profile	

This module is intended for technicians / senior technicians working either within the body shop (fast lane) or carrying out vehicle cosmetic repairs. The senior technician must be able to work unsupervised and ideally, they should be working in the accident repair sector and must have at least two years' experience to ensure they are familiar with the skills, knowledge and techniques used within cosmetic / SMART repair.

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Cosmetic Repair	Senior Technician
Panel	Technician
	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protection Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.3	accurately assess the vehicle for existing damage prior to work commencing
1.4	consult and use approved researched repair methods, manufacturer's technical data and material safety data sheets
1.5	prepare the damaged areas to enable the application of body filler
1.6	select the appropriate filler and mix the appropriate quantity
1.7	apply the body filler to the panel using the correct techniques
1.8	select the appropriate range of abrasive for each stage of repair
1.9	use industry-approved methods for shaping / removing body filler
1.10	restore the repair site to the original panel profile - including swage line and curvatures
1.11	finish the final repair using suitable materials
1.12	Feather out repair edges so they cannot be detected
1.13	ensure that the panel is in a suitable condition to accept foundation paints
1.14	take appropriate care throughout the assessment
1.15	use safe working practices throughout the assessment
1.16	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used in the preparation and application of cold filler
2.3	products and materials used in the application of cold body filler
2.4	the techniques used to apply body filler to a damaged panel
2.5	materials used in the construction of the vehicle bodies
2.6	safe working practices required for the task
2.7	EPA awareness and waste management

Accreditation Module Title	Bonding and Mechanical Fastenings following Researched Repair Methods

Module Code	AOM - 133

Practical Assessment Time	Maximum time 4.5 hours

On-line Knowledge Test	K - 133

IMI AOM Level	3

Module Overview
The assessment is carried out on an industry designed and approved panel section, however the repair standard must be the same as on a vehicle bodyshell. This module is to ensure the technician has the knowledge, skills and ability in using researched repair methods to support the process of cutting body panels and securing them using bonding / adhesive and mechanical fastenings. The technician will be required to cut and remove a section from a previously bonded panel and fit a replacement section, without causing damage to the flanges and inner structures. The part-replacement panel must be aligned and secured with an appropriate structural adhesive and a variety of specified mechanical fastenings. **Vehicle Construction Material** For this assessed outcome module the assessment is carried out on a steel panel and therefore the tooling and repair techniques relate to the steel construction material. **Assessor Requirements:** To assess this module an IMI Accredited Assessor Workshop, with an assessed outcome specific to this module, must be completed and achieved.

Technician Profile
This module is intended for technicians whose job role involves the repair of vehicle bodies which have bonding and mechanical fastenings within their panel replacement methods and construction. It is expected that the technician will be currently working in the body repair or body building industry and have a minimum of three years previous experience. This expectation is to ensure that the technician is familiar with the skills, knowledge and techniques which are required to competently:

Links with Accreditation Routes and Modules	
This module features in:	
IMI Accreditation Route	**IMI Accreditation Level**
Panel	Senior Technician

Skills Requirements	
The technician must demonstrate their skills and ability to:	
1.1	use appropriate Personal Protection Equipment (PPE)
1.2	use appropriate Vehicle Protection Equipment (VPE)
1.2	identify and follow the correct method for removing, replacing and joining panel sections using industry approved repair methods
1.3	locate and follow Material Safety Data Sheets (MSDS) and Product Technical Data Sheets (PTDS) where appropriate
1.5	prepare the work area and select the correct tools and equipment
1.6	store replacement panels in an appropriate place and protect them where necessary
1.7	remove the existing bonded and mechanically fixed panel section without causing damage to the remaining surfaces
1.8	prepare panel flanges, the replacement panel and the backing plate edges to receive adhesive and mechanical fastenings
1.9	prepare and 'dry fit' the replacement panel section and backing plate to check the alignment / measurements. Note: The backing plate may require trimming
1.10	identify and adhere to the adhesive bonding material work-time
1.11	prepare the adhesive bonding material and application equipment
1.12	produce an adhesive test bead
1.13	protect areas to inhibit corrosion and apply adhesive bonding material in accordance with the manufacturer's specifications
1.14	fit and align the replacement panel section, studded backing plate and secure them using the correct clamping method and bonding processes
1.15	remove excess bonding adhesive and achieve an acceptable cosmetic finish prior to curing
1.16	identify if / where a joint is not correctly formed and take necessary action
1.17	carry out final quality checks
1.18	clean and store all equipment and materials on completion of task
1.19	take appropriate care throughout the assessment
1.20	use safe working practices throughout the assessment
1.21	work within given time constraints

Knowledge Requirements	
The technician must know and understand:	
2.1	how to select and use technical information and approved researched repair methods
2.2	tools and equipment including their maintenance used to carry out bonding and riveting activities
2.3	the preparation and alignment of body panels prior to carrying out bonding and riveting activities
2.4	adhesive bonding and mechanical fasteners used in vehicle construction
2.5	the different adhesives and mechanical fastenings used in the repair process
2.6	safe working practices required for the task
2.7	EPA awareness and waste management