

National Certificate in Joinery (Aluminium Fabrication)

Level 3

Credits 96

This qualification is **expiring**. The last date to meet the requirements is 31 December 2010.

Purpose

This qualification is for people working in the joinery industry who have demonstrated the skills and knowledge required to specialise in aluminium fabrication. Holders of the qualification are able to carry out many of the general tasks required in joinery, and are able to work on any task within the speciality of Aluminium Fabrication.

This qualification includes many unit standards from the National Certificate in Joinery (Introduction) and may lead to other national qualifications in Joinery.

Credit Range

Level 1 credits	3
Level 2 credits	41
Level 3 credits	30
Level 4 credits	22
Total	96

Requirements for Award of Qualification

Award of NZQF National Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided on the New Zealand Qualifications Authority (NZQA) website: <http://www.nzqa.govt.nz/qualifications-standards/standards/standards-exclusion-list/>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

Summary of Requirements

- Compulsory standards

Detailed Requirements

Compulsory

The following standards are required

Health > Health Studies > Core Health

ID	Title	Level	Credit
6400	Manage first aid	3	2
6402	Provide basic life support	1	1

Manufacturing > Joinery > Joinery Machining

ID	Title	Level	Credit
10174	Demonstrate knowledge of aluminium as used in joinery	3	6

Manufacturing > Joinery > Stairs and Other Joinery Trade Skills

ID	Title	Level	Credit
2544	Demonstrate knowledge of ordering, receiving, handling and storing joinery materials	2	3
2545	Demonstrate knowledge of work documents in joinery	2	6

Planning and Construction > Construction Trades > Architectural Aluminium Joinery

ID	Title	Level	Credit
549	Follow safe working practices in the aluminium joinery workshop	1	2
551	Store, handle and check aluminium joinery extrusions and components	2	2
552	Comply with aluminium joinery industry standards	4	3
553	Cut and machine aluminium extrusions	3	3
554	Assemble aluminium joinery products	2	3
555	Prepare and fit timber reveals for aluminium joinery products	3	2
557	Check, store and load aluminium joinery products	2	2
558	Produce a quote for aluminium joinery products using a computer based system	4	3
559	Install residential aluminium joinery products including conservatories	4	8

ID	Title	Level	Credit
560	Install commercial aluminium joinery products	4	8

Planning and Construction > Construction Trades > Core Construction

ID	Title	Level	Credit
2543	Carry out safe working practices in workplaces	2	4
2549	Measure and calculate	3	4
2550	Use hand tools	2	6
2551	Use portable power tools	3	6
2552	Use fixed machinery and describe maintenance requirements for fixed machinery in core construction	2	4
2555	Use fixings and methods of attachment	3	4
2556	Demonstrate knowledge of and select timber	2	6
2557	Use adhesives and sealants	3	3

Planning and Construction > Painting and Decorating > Decorating

ID	Title	Level	Credit
98	Reduce exposure to health and safety hazards in painting, decorating, and coating	2	5

Transition Arrangements

Version 3

Version 3 was issued to indicate that this qualification is expiring.

For detailed information see [Review Summaries](#) on the NZQA website.

Previous versions of the qualification

Version 2 was reissued as the Transition Action Plan was inadvertently omitted.

For the purposes of this qualification, people with credit for Unit 532, *Obtain first aid certificate* and who have been awarded a first aid certificate from a provider who has met the Occupational Safety and Health accreditation requirements for first aid certificates are exempt from the requirements of Unit 6400, *Manage first aid* and Unit 6402, *Provide basic life support*.

The Transition Action Plan is attached.

NZQF National Qualification Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	October 1997	December 2010
Revision	2	January 1998	December 2010
Review	3	November 2010	December 2010

Standard Setting Body

Joinery Industry Training Organisation
PO Box 11435
Wellington 6142

Telephone 04 385 8814
Email ceo@jito.org.nz

Other standard setting bodies whose standards are included in the qualification

Architectural Aluminium Association of NZ
Competenz
Creative Trades Industry Training Organisation
NZQA

Certification

This certificate will display the logos of NZQA, the Joinery Industry Training Organisation and the organisation that has been granted consent to assess against standards that meet the requirements of the qualification (accredited).

Classification

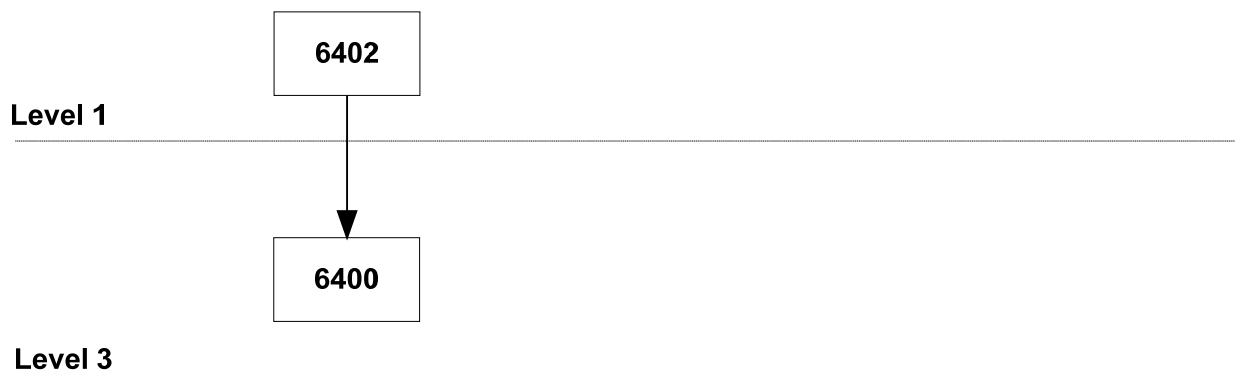
This qualification is classified according to the classification system listed on the Directory of Assessment Standards (DAS) and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

DAS Classification		NZSCED	
Code	Description	Code	Description
226	Manufacturing > Joinery	040311	Architecture and Building > Building > Carpentry and Joinery

Quality Management Systems

Providers and Industry Training Organisations must be granted consent to assess by a recognised Quality Assurance Body before they can register credits from assessment against standards. Accredited providers and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Accreditation requirements and the moderation system are outlined in the associated Accreditation and Moderation Action Plan (AMAP) for each standard.

Prerequisite Diagram



TRANSITION ARRANGEMENTS FOR JOINERY QUALIFICATIONS

ADMINISTRATIVE INFORMATION

ITO Contact: The Director
Joinery Industry Training Organisation
Level 2, Walsh-Wrightson Towers
94 Dixon Street
WELLINGTON

or:
P O Box 11755
WELLINGTON

Tel: 04 385 8814
Fax: 04 385 8899

SCOPE

These transition arrangements apply to

- 1 People who have an incomplete Trade Certificate in Joinery and who have paid assessment fees or examination fees for Trade Certificate.

Note: In this plan Trade Certificate in Joinery refers also to Trade Certificate in Joinery, Joinery Machining.

- 2 People who have a completed, or an incomplete, Traineeship in Joinery in one or more of the disciplines of cabinetry, exterior joinery, stairs, and laminate fabrication. (Traineeships are used where an employer does not carry out the full range of joinery so has insufficient range of work to train for an apprenticeship. A person who has completed a traineeship can extend that training at a later date to the joinery skills not in the traineeship, and so obtain full qualification.)

- 3 People who have not completed the Non NQF National Certificate in Joinery (Laminate Fabrication) or the Non NQF National Certificate in Joinery (Aluminium Joinery). (Note: These qualifications are not based on unit standards registered on the National Qualifications Framework (NQF)). 1997 is the last year for completing the requirements of both of these qualifications.

The transition arrangements hold from 1 January 1996 to 31 December 1999.

It is the intention of the Joinery Industry Training Organisation to develop a new National Qualification to replace the Advanced Trade Certificate in Joinery at some future date.

Any person with an incomplete Trade Certificate in Joinery (other than time served in the industry requirements) or the Non NQF National Certificate in Joinery (Laminate Fabrication) or the Non NQF National Certificate in Joinery (Aluminium Joinery) after this time will need to complete the requirements for qualification of the National Certificates in Joinery on the National Qualifications Framework.

Under the existing qualification regime there are three Assessments recognised by the New Zealand Qualifications Authority. Credits will be given for progress based on these Assessments as set out in the transition maps. Where an Assessment is incomplete, the principles of Recognition of Prior Learning may be utilised in crediting unit standards of the National Certificate.

QUALIFICATIONS WHICH WILL BE REPLACED

The former joinery qualification which will be replaced by the **National Certificate in Joinery (Craftsperson)** is the **Trade Certificate in Joinery**. The requirements of the former qualification are:

Pass in the Trade Certificate Examination (theory examination)
Completion of an apprenticeship based on 8000 hours time served for joinery and 7000 hours for joinery machining.

The Trade Certificate in Joinery can also be obtained by persons not in structured industry training. They are required to have served 5 years or longer in the industry before they are able to uplift their certificate.

The former qualifications will continue to be recognised within the Joinery industry; it is not necessary to translate a complete qualification. People who pass the Trade Certificate or the Advanced Trade Certificate in Joinery examinations will be able to uplift the respective certificate upon completion of the existing requirements for time served in the industry.

The requirements for the Non NQF National Certificate in Joinery (Laminate Fabrication) and the Non NQF National Certificate in Joinery (Aluminium Joinery) are set out in the submission for approval dated July 1991. These qualifications were approved by the New Zealand Qualifications Authority on 25 November 1991. They are based on the achievement of competencies in the workplace. In the case of Laminate Fabrication attendance at an off-job course is a requirement. These two qualifications will be replaced by two new National Certificates of the same name based on unit standards registered on the NQF.

TIMELINE FOR INTRODUCTION OF THE NEW QUALIFICATIONS

a Joinery

The timeline for introduction of the National Certificates in Joinery is as below:

- Group I refers to apprentices and trainees entering time served contracts during which they have attended off site training for First Assessment in 1994
- Group II refers to apprentices and trainees entering time served contracts during which they have attended off site training for First Assessment in 1995
- Group III refers to apprentices and trainees entering time served contracts during which they attend off site training for First Assessment in 1996, or have otherwise gained First Assessment by 1 January 1997.
- Group IV refers to apprentices and trainees entering pre-employment training programmes or apprenticeships or traineeships at a date which has precluded their gaining First Assessment in or before 1996.

Note: Most apprentices and trainees pass their assessments at the off-job training courses. A few may fall short on one or a few items of assessment. In these cases the opportunity is offered to pass these items at later off-site training courses. Thus, in the grouping above, the word “attend” has been used instead of “passed”.

People entering training agreements during the 1997 year who have already gained First Assessment outside of an apprenticeship or traineeship will be included with the group which reflects their level of achievement as determined by the ITO.

Year	Group I	Group II	Group III	Group IV
1996	Third Assessment Tuition. Trade Certificate examination available	Second Assessment Tuition and tests	First Assessment Tuition and tests	
1997	Trade Certificate exam available. Advanced Trade Certificate exam available	Third Assessment Tuition. Trade Certificate examination available	Second Assessment Tuition and tests	National Certificate qualifications only available
1998		Trade Certificate exam available. Advanced Trade Certificate exam available	Third Assessment Tuition. Trade Certificate examination available	National Certificate qualifications only available

Year	Group I	Group II	Group III	Group IV
1999			Trade Certificate exam available. Advanced Trade Certificate exam available	National Certificate qualifications only available
2000	National Certificate qualifications only available	National Certificate qualifications only available	National Certificate qualifications only available	National Certificate qualifications only available

b Laminate Fabrication

Laminate Fabrication trainees are required to attend an off-site course to complete their qualification under the existing scheme. A course is scheduled for 1997 to allow this. Those who have attended an off-site course will be granted their certificates upon completion of the other requirements. Those who do not attend an off-site course will be required to gain credit for the unit standards of the NQF National Certificate in Joinery (Laminate Fabrication), which can be done through Recognition of Prior Learning.

c Aluminium Joinery

If the qualification is not completed during the period of the transition arrangements the trainee may be assessed for the NQF qualification using the principles of Recognition of Prior Learning.

TRANSITION MAPS

In normal circumstances apprentices will complete the qualification they started. However for trainees (as opposed to apprentices) to complete the Trade Certificate qualification a second traineeship will normally be required. There will be a significant number who will not have gained Trade Certificate by the time that examination ceases.

For those apprentices and trainees who have not gained Trade Certificate, unit standards of the National Certificates in Joinery will be credited. In some cases crediting of the unit standard will follow automatically from passing First, Second or Third Assessments. In other cases, because the process of assessment of these unit standards by providers requires the employer to advise the assessor that practical competency has been gained, such corresponding advice from the employer will be required. Advice of practical competency will be sought by the ITO at the time when awarding credits is considered, and may in some cases be evidenced by the employer recording achievement of the particular skills in the training record book of the apprentice or trainee.

Attached are two charts:

- Unit Standards Credited Towards National Qualifications Framework Joinery Qualifications for Part Completed Apprenticeships;
- Unit Standards Credited Towards National Certificate in Joinery Qualifications for Completed Traineeships and When Trade Certificate Not Yet Gained.

These show the unit standards which are automatically credited, those which are exempted, and those for which an employer's advice of practical competency is required. A pass in the relevant First and/or Second and/or Third Assessment content will be a prerequisite for this process.

Where a traineeship has been completed the credits comprise the unit standards of the corresponding National Certificate.

In situations where a traineeship has not been completed the ITO will assess against these charts which unit standards will be credited.

There will be instances where trainees gain experience and competence in one or more unit standards other than those which form their traineeship. In these circumstances application may be made to the ITO for recognition of this and crediting of the unit standard(s).

Unit Standards credited towards National Qualifications Framework Joinery Qualifications for Part Completed Apprenticeships

	Unit Standard Exemption	Advice Required	Unit Standard Automatically Credited
First Assessment Gained	6400, 6402, 1073, 98		2543, 2549, 2550, 2551, 2552, 2556, 2557, 617, 2555
Second Assessment Gained	6400, 6402, 1073, 1079, 98, 549	2518, 2524, 2526, 2527, 2537, 2539, 2540, 97	2519, 2520, 2521, 2522, 2523, 2528, 2529, 2531, 2532, 2542, 2543, 2544, 2545, 2547, 2549, 2550, 2551, 2552, 2553, 2556, 2557, 617, 2555,
Third Assessment Gained	6400, 6402, 1073, 1079, 98, 549, 550, 553	2530, 2533, 2534, 2535, 2536, 2537, 2539, 97	2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2531, 2532, 2540, 2542, 2543, 2544, 2545, 2547, 2549, 2550, 2551, 2552, 2553, 2556, 2557, 617, 2555

Notes:

- 1 Unit standards granted appear on the Record of Learning and can be used for other qualifications.
- 2 Where "Advice Required" is shown the ITO requires advice from the employer that practical competency has been achieved.
- 3 Where "Exempt" is shown an exemption from those unit standards is granted for this qualification. Credits may be awarded for unit standards controlled by another ITO by agreement, and this may apply to some unit standards in due course.

- 4 Qualifications gained in apprenticeships, in particular the Trade and Advanced Trade Certificates have status in their own right and will continue to be recognised by industry. There will be no need for holders of these to gain new qualification(s).

Unit Standards Credited Towards National Certificate in Joinery Qualifications for Completed Traineeships and When Trade Certificate Not Yet Gained

	Unit Standard Exemption	Advice Required	Unit Standard Automatically Credited
Cabinetry	6400, 6402, 1073, 1079, 98, 549	2530, 2534, 2535, 2537, 2539, 2553, 617,97	2519, 2520, 2522, 2523, 2527, 2528, 2529, 2540, 2542, 2543, 2544, 2545, 2549, 2550, 2551, 2552, 2556, 2557, 2555
Exterior Joinery	6400, 6402, 1073, 1079, 98, 549	2524, 2525, 2553, 617	2518, 2519, 2520, 2521, 2522, 2523, 2526, 2527, 2528, 2529, 2530, 2540, 2542, 2543, 2544, 2545, 2549, 2550, 2551, 2552, 2556, 2557, 2555
Stairs	6400, 6402, 1073, 1079, 98, 549	2553, 617	2519, 2520, 2522, 2523, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2540, 2542, 2543, 2544, 2545, 2549, 2550, 2551, 2552, 2556, 2557, 2555
Laminate Fabrication	6400, 6402		2537, 2538, 2543, 2544, 2545, 2549, 2550, 2551, 2552, 2556, 2557, 2555
Aluminium Joinery	6400, 6402, 549	2556, 2557, 617	2543, 2544, 2545, 2549, 2550, 2551, 2552, 2553, 2555

Notes:

- 1 Unit standards granted appear on the Record of Learning and can be used for other qualifications.
- 2 Where "Advice Required" is shown the ITO requires advice from the employer that practical competency has been achieved. This recognises that some factories may provide training in these areas as well as the basis traineeship skills.
- 3 Where "Exempt" is shown an exemption from those unit standards is granted for this qualification. Credits may be awarded for unit standards controlled by another ITO by agreement, and this may apply to some unit standards in due course.
- 4 Traineeships have status in their own right and will continue to be recognised by the industry. The above transition map is to facilitate gaining additional joinery qualification(s).

APPLICATION FOR CREDITS

Applications for credits under the above process must be made to the Joinery Industry Training Organisation, which will forward the results to the New Zealand Qualifications Authority.

These transition arrangements will be available until the end of the year 2005.

FEES

Where a person gains credit for unit standards as a result of passing First, and/or Second and/or Third Assessment the \$1 per credit fee will be waived.

RECOGNITION OF PRIOR LEARNING (RPL)

A learner may make application for recognition of skills developed outside of structured industry training or after the period for which the transition arrangements are available. Assessment shall be by an accredited assessor. The \$1 per credit fee is payable to NZQA for credits gained through RPL.

NUMBER OF PEOPLE COVERED BY THE TRANSITION ARRANGEMENTS

It is expected that the number of people in joinery being given credit for unit standards under the transition arrangements will be approximately 100. This will comprise primarily persons who have completed or will complete a traineeship in one of the joinery disciplines, but not the Trade Certificate examination.

CRITICAL DATES

31 December 1996	Final date for entering a training agreement for which time served is a pre-requisite for the qualification. (Training agreements based upon the National Certificates may commence earlier for those people who commence too late for teaching to the Trade Certificate qualification).
1 January 1997	Commencement date for teaching to National Certificate
end 1997	First National Certificates in Joinery (Introduction) can be awarded.
end 1998-mid 1999	First National Certificates in Joinery, Strands (Cabinetry, Exterior Joinery, Stairs) awarded.
end 1999	Final opportunity to sit the Trade Certificate and Advanced Trade Certificate examinations.
end 1999-mid 2000	First National Certificates in Joinery (Craftsperson) can be awarded.

PUBLICITY

JITO will publicise the transition arrangements through a newsletter sent to employers and training providers and will advise those under structured industry training.

NZQA will publicise the transition arrangements through the circular “QA Operations”.

GENERAL

Any person who considers that he or she is seriously disadvantaged by these transition arrangements should contact:

The Director
Joinery Industry Training Organisation
PO Box 11755
Wellington 6142

Telephone: 04 385-8814
Fax: 04 385 8816

Appeals will be referred to the National Executive of the Joinery Industry Training Organisation who may either hear the appeal or appoint a panel to do so.