

## Manufacture special windows

**Level** 4

**Credits** 8

**Purpose** People credited with this unit standard are able to: set out windows; machine window frame and sash materials; and assemble sashes and frames.

**Subfield** Joinery

**Domain** Door and Window Joinery

**Status** Registered

**Status date** 23 January 2009

**Date version published** 23 January 2009

**Planned review date** 31 December 2013

**Entry information** Open.

**Accreditation** Evaluation of documentation and visit by NZQA and industry.

**Standard setting body (SSB)** Joinery Industry Training Organisation

**Accreditation and Moderation Action Plan (AMAP) reference** 0073

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

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### Special notes

- 1 Reference  
NZS 3610:1979, *Specification for profiles of mouldings and joinery*; available from <http://www.standards.co.nz>.
- 2 Range  
may include but is not limited to – fixed glazed, louvre, pivot, sliding/folding and double-hung windows and shutters;  
evidence is required of one.
- 3 All workplace practices must comply with current legislation, codes of practice, and documented site safety procedures for personal, product, and worksite safety.
- 4 Legislation and regulations relevant to this unit standard include but are not limited to – Health and Safety in Employment Act 1992; Health and Safety in Employment Regulations 1995.

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## Elements and performance criteria

### Element 1

Set out windows.

#### Performance criteria

- 1.1 Window matches the working drawings.
- 1.2 Timber profiles are determined from the working drawings or NZS 3610.
- 1.3 The window frame set-out conforms to the working drawings and an order list is prepared in accordance with workplace practice.
- 1.4 A cutting list is prepared in accordance with workplace practice.

### Element 2

Machine window frame and sash materials.

#### Performance criteria

- 2.1 The timber is run to the profiles detailed on the working drawings or NZS 3610.
- 2.2 Joints are worked to working drawings or in accordance with workplace practice.
- 2.3 Surfaces are finished as specified in accordance with workplace practice.

### Element 3

Assemble sashes and frames.

#### Performance criteria

- 3.1 The window sashes are assembled and finished in accordance with workplace practice.
- 3.2 The window frames are assembled and finished in accordance with workplace practice.

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### Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

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### **Comments on this unit standard**

Please contact the Joinery Industry Training Organisation [ceo@jito.org.nz](mailto:ceo@jito.org.nz) if you wish to suggest changes to the content of this unit standard.