

Title	Carry out a pre-installation site check for furniture installation		
Level	4	Credits	12

Purpose	People credited with this unit standard are able to: prepare to; and carry out, a pre-installation site check for furniture installation.
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Classification	Furniture > Furniture and Cabinet Making
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Available grade	Achieved
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Guidance Information

- 1 Assessment information
This unit standard must be assessed against on-job.
All activities and performance criteria must be carried out in accordance with worksite policies and procedures.
- 2 Range
Competence may be demonstrated completing the pre-installation checks for furniture in domestic or industrial sites. Evidence may be gathered from more than one job.
- 3 Personal protective equipment (PPE), appropriate to job requirements, must be selected and used in accordance with manufacturer's instructions.
- 4 Definitions
Manufacturer's instructions are instructions provided by manufacturers of substances, equipment, and machinery used in furniture making. These instructions may include details on safe and correct handling, use and storage of substances and/or details on substance properties. Examples are labels on substance containers, product data sheets, and operator's manuals.
On-site procedures are procedures to be followed in relation to safety and client expectations. For example, an industrial site may require a safety induction to be carried out and boots to be worn, whereas a domestic site may require boots to be removed.
Worksite policies and procedures refer to documented policies and to documented or other directions provided to staff. These may include, but are not limited to, ways of managing health and safety, environmental considerations, quality, and production, and must conform to legislation. Examples include standard operating procedures, company health and safety plans, on-site briefings, and supervisor's instructions.

Outcomes and performance criteria

Outcome 1

Prepare to carry out a pre-installation site check for furniture installation.

Performance criteria

- 1.1 Site manager or owner is informed of site check and a contact person for the site check is confirmed. Any required security clearance such as codes or keys is established and noted.
- 1.2 Any requirements for the site visit are organised prior to leaving the factory.
- Range must include – first-aid kit, drawing, contact name and number, measuring devices;
may include but is not limited to – spirit level, site specific safety checks, PPE, long straight edge, short straight edge, cell phone, digital camera, angle measuring device, scribe.

Outcome 2

Carry out a pre-installation site check for furniture installation.

Performance criteria

- 2.1 Any on-site procedures are established with contact person and followed during pre-installation site check.
- 2.2 Access way for installation of furniture is determined and any constraints are recorded.
- Range may include but is not limited to – size of stairways, width of hallways, ceiling height, doorway width, lift size and/or lift boot.
- 2.3 Angles of walls or corners to be fitted with furniture are measured and recorded on drawing.
- 2.4 Walls are checked for vertical straightness and, where required, a scribe is created to ensure vertical straightness.
- 2.5 Floor is checked with a spirit level, and any necessary scribing of unit bases is recorded.
- 2.6 Angles of walls are recorded.
- Range one of – templates made, digital angle measuring device used and angles of walls sketched.

2.7 Plumbness of walls is recorded.

Range one of – template made, spirit level used and plumbness recorded on drawing.

2.8 Areas where furniture is to be fitted into a confined space are measured and recorded on drawing.

Range must include – between walls;
may include but is not limited to – between floor and ceiling.

2.9 Additional fittings in the installation site are measured and recorded.

Range any of – size of skirting, size of scotia, size of fascia, positions and sizes of lights, position and sizes of power sources, position and sizes of plumbing, position and sizes of security outlets, position and sizes of data cabling, fire sprinklers, position and sizes of window.

2.10 Site information is documented and communicated back to the business.

Planned review date	31 December 2024
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	19 June 2009	31 December 2018
Review	2	19 March 2015	N/A
Review	3	10 December 2020	N/A

Consent and Moderation Requirements (CMR) reference	0173
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Competenz qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.