

Title	Demonstrate knowledge of glass ordering requirements		
Level	3	Credits	3

Purpose	<p>This theory-based entry-level unit standard is for people who work in the glass processing or glazing sectors of the glass industry.</p> <p>People credited with this unit standard are able to demonstrate knowledge of glass ordering requirements.</p>
----------------	--

Classification	Glass and Glazing > General Glass and Glazing
-----------------------	---

Available grade	Achieved
------------------------	----------

Guidance Information

Definition

Worksite requirements – refer to instructions to staff on policy and procedures which are documented in memo or manual format and are available in the workplace. These requirements include – company specifications and procedures, work instructions, manufacturer's specifications, product quality specifications, legislative requirements.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of glass ordering requirements.

Performance criteria

- 1.1 Procedures for detailing the physical characteristics of a glass order are described in terms of worksite requirements.
- Range physical characteristics include – glass type, thickness, size (height x width), area in square metres, quantity.
- 1.2 Procedures for detailing processing to be applied to the glass are described in terms of worksite requirements.
- Range detailing includes – edgework (in lineal metres), shapes (Left, Right, Bottom, Top), coated surface orientation, safety marking, holes and notches.

- 1.3 Procedures for detailing administrative aspects recorded for glass sales and/or glazing services are described in terms of worksite requirements.

Range administrative aspects include – lead times, delivery, installation, completion of works orders.

- 1.4 Procedures for detailing terms of trade for glass sales and/or glazing services are described in terms of worksite requirements.

Range terms of trade include – pricing, invoicing, payment terms.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 September 2002	31 December 2013
Review	2	21 November 2008	31 December 2017
Review	3	18 June 2015	31 December 2024
Review	4	24 November 2022	31 December 2024

Consent and Moderation Requirements (CMR) reference

0048

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