

<b>Title</b>	<b>Prepare timber substrates for floorcoverings</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>12</b>

<b>Purpose</b>	<p>This unit standard is for people working in the flooring industry.</p> <p>People credited with this unit standard are able to: confirm flooring job and specifications; assess job and prepare timber substrates for floorcoverings; maintain a safe working environment; and complete job records.</p>
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<b>Classification</b>	Construction Trades > Flooring
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<b>Available grade</b>	Achieved
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### Guidance Information

- Performance of the outcomes of this unit standard must comply with the following legislation and guides: the Building Act 2004; Health and Safety in Employment Act 1992; *A Guide to the Health and Safety in Employment Act 1992*, 2<sup>nd</sup> edition (Department of Labour, 2003) available at <http://www.osh.dol.govt.nz>; and their subsequent amendments.
- Definition  
*Workplace procedures* are all authorised instructions, processes and work practices carried out in the workshop, factory, shop and worksite.

### Outcomes and performance criteria

#### Outcome 1

Confirm flooring job and specifications.

#### Performance criteria

- 1.1 Job is confirmed to be consistent with job sheet in accordance with workplace procedures.  
  

Range	includes but is not limited to – client name, location, access, area, environment.
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- 1.2 Job specifications are confirmed to be consistent with client's requirements and job sheet.

**Outcome 2**

Assess job and prepare timber substrates for floorcoverings.

**Performance criteria**

- 2.1 Floor area is cordoned off in accordance with workplace procedures.
- 2.2 Assessment includes drawing up a plan of work, if required, in accordance with workplace procedures.
- 2.3 Material selected for the job is consistent with the assessment of the floor condition and workplace procedures.
- 2.4 Equipment is selected in accordance with the job specifications and workplace procedures.
- 2.5 Substrate is prepared for covering on timber floor in accordance with floor manufacturers' instructions and workplace procedures.

**Outcome 3**

Maintain a safe working environment.

**Performance criteria**

- 3.1 Work practices are carried out without injury to people or damage to equipment, building, or plant, in accordance with workplace procedures.
- 3.2 Personal protective equipment for the task at hand is selected and worn in accordance with manufacturers' specifications and workplace procedures.  
  
Range includes but is not limited to – ear muffs, safety glasses, gloves, mask, knee pads.
- 3.3 Safety notices are distributed, and signs bearing notification of work are erected in accordance with workplace procedures.
- 3.4 Work area is kept clear of debris and unwanted items in accordance with workplace procedures.

**Outcome 4**

Complete job records.

**Performance criteria**

- 4.1 Job sheets are completed in accordance with workplace procedures.
- 4.2 Records are stored in accordance with workplace procedures.

<b>Replacement information</b>	This unit standard replaced unit standard 9782.
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**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	29 May 2000	31 January 2014
Revision	2	18 February 2004	31 January 2014
Review	3	26 March 2007	31 January 2014
Review	4	18 February 2011	31 December 2024
Review	5	25 November 2021	31 December 2024
Rollover	6	30 November 2023	31 December 2024

<b>Consent and Moderation Requirements (CMR) reference</b>	0175
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.