

Title	Remove existing flooring surface material		
Level	3	Credits	8

Purpose	<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; remove existing surface materials and prepare work area; maintain a safe working environment; and complete job records.</p>
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Classification	Construction Trades > Flooring
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Available grade	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; Hazardous Substances and New Organisms Act 1996; *A Guide to the Health and Safety in Employment Act 1992*, 2nd 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.
- This unit standard includes the identification and on-site management of, but not the removal of, asbestos products. Removal of asbestos products is governed by Occupational Safety and Health (OSH) regulation and operatives must be registered.

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

Remove existing surface materials and prepare work area.

Performance criteria

- 2.1 Job is assessed and materials and equipment are selected in accordance with workplace procedures.
- 2.2 Floor area is cordoned off, and affected people are notified in accordance with workplace procedures.
- 2.3 Existing surface materials are identified in terms of composition and action taken in accordance with workplace procedures.
- Range includes but is not limited to – non-asbestos products, asbestos products.
- 2.4 Existing surface material is removed in accordance with workplace procedures.
- 2.5 Work area is initially prepared for covering in accordance with workplace procedures.
- Range includes but is not limited to – removal of doors, removal of furniture, protecting food and pets, removing adjoining flooring edge strips, cleaning substrate floor surface, ensuring absence of foreign materials.

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.

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	19 June 1997	31 December 2023
Review	2	29 May 2000	31 December 2023
Revision	3	18 February 2004	31 December 2023
Review	4	26 March 2007	31 December 2023
Review	5	18 February 2011	31 December 2024
Review	6	25 November 2021	31 December 2024
Rollover	7	30 November 2023	31 December 2024

Consent and Moderation Requirements (CMR) reference

0175

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