

Title	Prepare timber substrates for floorcoverings		
Level	3	Credits	12

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; assess job and prepare timber substrates for floorcoverings; 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

- 1 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*, 2nd edition (Department of Labour, 2003) available at <http://www.osh.dol.govt.nz>; and their subsequent amendments.
- 2 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.

Replacement information	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

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