

National Certificate in Motor Industry (Motor Trimming)

Level 4

Credits 130

This qualification has been **reviewed**. The last date to meet the requirements is 31 December 2020.

Version 5 of this qualification has been republished to extend the last date for assessment from 31 December 2016 to 31 December 2020 and to set a last date for entry as 31 December 2016.

Transition Arrangements

This qualification, the National Certificate in Canvas Fabrication [Ref: 0079], and the National Certificate in Sailmaking [Ref: 0374] have been replaced by the National Certificate in Industrial Textile Fabrication (Level 3) with strands in Canvas Fabrication, Sailmaking, and Vehicle Trimming and Upholstery [Ref: 1340] and the National Certificate in Industrial Textile Fabrication (Level 4) with strands in Canvas Fabrication, Sailmaking, and Vehicle Trimming and Upholstery [Ref: 1341].

The last date for entry into this qualification is 31 December 2016.

People currently working towards this qualification must complete the requirements by 31 December 2020.

For detailed information see [Review Summaries](#) on the NZQA website.

NZQF National Qualification Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	October 1996	December 2010
Revision	2	February 2001	December 2010
Revision	3	December 2003	December 2010
Review	4	December 2007	December 2010
Revision	5	November 2010	December 2020
Republished	5	November 2016	December 2020

Standard Setting Body

NZ Motor Industry Training Organisation (Incorporated)
 PO Box 10803
 The Terrace
 Wellington 6143

Telephone 0800 88 21 21
 Facsimile 04 494 0006

Email info@mito.org.nz

Other standard setting bodies whose standards are included in the qualification

NZQA

Reviewed

National Certificate in Motor Industry (Motor Trimming)

Level	4
Credits	130

Purpose

This certificate is designed as a qualification for people who are in the Motor Trimming section of the Motor Body industry. Holders of this certificate are able to communicate with customers, make and repair vehicle seats, trim, and head linings, and make a variety of covers associated with the industry. A record of achievement book will be required by trainees for the purposes of recording assessment results and showing progress through the qualification.

Replacement Information

The Trade Certificate in Motor Trimming has been phased out and the last date for issue is December 2004. The Trade Certificate qualification which is replaced by this national certificate, will continue to be recognised by the NZQA, the NZ Motor Industry Training Organisation, and the motor industry. There will be no requirement for holders of a Trade Certificate to seek the National Certificate qualification.

Special Notes

It is expected that most people will undertake training towards this qualification in the form of an apprenticeship. Although most training will be carried out on the job through the use of training manuals and record of achievement books, combinations of unit standards or individual unit standards may be offered by accredited polytechnics and private training establishments.

Application for recognition of prior learning should be made to the NZ Motor Industry Training Organisation or an accredited training provider. Credits are not automatic and normally an assessment of ability is required.

Credit Range

Level 2 credits	22
Level 3 credits	62
Level 4 credits	46
Total	130

Requirements for Award of Qualification

Award of NZQF National Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided on the New Zealand Qualifications Authority (NZQA) website: <http://www.nzqa.govt.nz/qualifications-standards/standards/standards-exclusion-list/>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

Summary of Requirements

- Compulsory standards

Detailed Requirements

Compulsory

The following standards are required

Engineering and Technology > Motor Industry > Motor Trimming

ID	Title	Level	Credit
8298	Identify, use, and maintain tools and equipment in the motor trimming industry	2	2
8299	Identify, use, and store materials, and make a template, in the motor trimming industry	3	3
8300	Repair a seat in the motor trimming industry	3	6
8301	Make a back rest and base cover for a vehicle seat	3	5
8302	Carry out pleating, fluting, piping, and quilting operations in the motor trimming industry	3	6
8303	Make, fit, and repair underlay and carpet in the motor trimming industry	3	4
8304	Design and make vehicle seats	4	10
8306	Design and make a pattern, interpret drawings, plan a job, and write a job specification	4	6
8307	Identify and fit a zip in the motor trimming industry	3	2
8308	Make, repair, and fit a vehicle material headlining	3	6
8309	Remove, repair, and refit a vehicle moulded headlining	3	4
8310	Recover and repair a damaged vehicle dash panel	4	4
8311	Carry out motor trimming carpentry requirements and make and fit a vehicle interior trim panel	4	4

ID	Title	Level	Credit
8312	Make and repair a convertible top and side curtains for a vehicle	4	12
8313	Repair damaged vinyl by welding in the motor trimming industry	4	4
8314	Make and fit a tonneau and hood cover in the motor trimming industry	3	4
8315	Make and fit a range of protective covers in the motor trimming industry	3	4
8317	Make and fit a squab in the motor trimming industry	3	4
8318	Make buttons and carry out buttoning in the motor trimming industry	2	1
8321	Make and fit a lumbar support for a vehicle seat and rectify a damaged mechanical lumbar support	2	2
8322	Remove, replace, and adjust, seals, welts, edge trims and rubbers in the motor trimming industry	3	3

Engineering and Technology > Motor Industry > Vehicle Bodywork

ID	Title	Level	Credit
912	Remove, repair, and replace vehicle body interior components	3	3
945	Remove and replace window glass on vehicles	3	4
2629	Demonstrate knowledge of, and work in proximity to, motor vehicle air bag mechanisms	3	2
3856	Identify emergency procedures in the motor and related industries	2	2
3884	Demonstrate knowledge of and use a MIG welding plant in the motor body industry	2	4
5739	Maintain security in the workplace in the motor and related industries	2	2
5767	Demonstrate knowledge of current legislation in the motor body industry	3	2
5777	Identify the procedures to carry out an estimate and quotation in the motor body industry	4	6
16097	Identify, store and use hazardous materials in the motor and related industries	2	3
16098	Perform safe work practices in the motor industry	2	4

Service Sector > Service Sector Skills > Service Sector - Core Skills

ID	Title	Level	Credit
57	Provide customer service in given situations	2	2

Transition Arrangements

Version 5

Version 5 was issued to extend the expiry date of this qualification.

For detailed information see [Review Summaries](#) on the NZQA website.

Previous versions of the qualification

Version 4 was issued to indicate that this qualification is expiring.

This qualification, the National Certificate in Canvas Fabrication [Ref: 0079], and the National Certificate in Sailmaking [Ref: 0374] have been replaced by the National Certificate in Industrial Textile Fabrication (Level 3) with strands in Canvas Fabrication, Sailmaking, and Vehicle Trimming and Upholstery [Ref: 1340] and the National Certificate in Industrial Textile Fabrication (Level 4) with strands in Canvas Fabrication, Sailmaking, and Vehicle Trimming and Upholstery [Ref: 1341].

Version 3 was issued in order to update reviewed standards and to extend the period of registration to December 2006, to allow time to implement a full review of the qualification.

This qualification contains standards that replace earlier standards. For the purposes of this qualification, people who have gained credit for the expiring standards are exempt from the requirement to gain credit for the replacement standards – see table below.

Credit for	Exempt from
3854	16097, 16098

Version 2 was issued to take account of changes resulting from the reviews of *Motor Industry*, and *Upholstery* standards. The *Core Health* standards 6401 and 6402 were removed from the qualification and prerequisites were updated. The credit total for the qualification decreased from 142 to 130.

People currently enrolled in programmes leading to the award of versions 1 and 2 of this qualification may either complete that version or transfer to the current version.

Trade Certificate in Motor Trimming

The Trade Certificate in Motor Trimming is to be phased out as a result of the registration of the National Certificate in Motor Industry (Motor Trimming).

	PREVIOUS	NEW
1996	Final year for recruitment of time served apprentices/trainees. Phase out of Stage 1 Motor Trimming teaching programme commences.	Commence assessments against unit standards for late 1996 recruits.

1997	Stage 1 Motor Trimming teaching programme phase out continues through 1997. This is the last year Stage 1 assessments will be available. Phase out of 1997 stage 2 teaching programme commences.	Commence assessments against unit standards for <u>all new</u> recruits.
1998	Phase out of Stage 2 Motor Trimming teaching programme continues. This is the last year Stage 2 assessments will be available.	Continuation of assessments against unit standards.
1999	Last year teaching programmes leading towards the Motor Trimming Trade Certificate will be available.	Continuation of assessments against unit standards.
November 2000	Final date for the Motor Trimming Trade Certificate examination.	Continuation of assessments against unit standards for <u>all trainees</u> .
December 2004	Last date for issue of the Motor Trimming Trade Certificate.	

All historical Trade Certificate training providers have been informed of the transition arrangements.

Those people affected by these transition arrangements, in particular any person who has undertaken assessments or passed the Motor Trimming Trade Certificate examination and is unable to complete the requirements for the Trade Certificate before December 2004, are advised to contact the NZ Motor Industry Training Organisation.

Certification

This certificate will display the logos of NZQA, the NZ Motor Industry Training Organisation (Incorporated) and the organisation that has been granted consent to assess against standards that meet the requirements of the qualification (accredited).

Classification

This qualification is classified according to the classification system listed on the Directory of Assessment Standards (DAS) and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

DAS Classification		NZSCED	
Code	Description	Code	Description
257	Engineering and Technology > Motor Industry	030513	Engineering and Related Technologies > Automotive Engineering and Technology > Upholstery and Vehicle Trimming

Quality Management Systems

Providers and Industry Training Organisations must be granted consent to assess by a recognised Quality Assurance Body before they can register credits from assessment against standards. Accredited providers and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Accreditation requirements and the moderation system are outlined in the associated Accreditation and Moderation Action Plan (AMAP) for each standard.

Reviewed

Prerequisite Diagram

