

# **National Certificate in Flooring (Level 4) with strands in Carpet Installation, Fine Sand and Finishes, Flooring Planning and Design, Resilient Flooring Installation, Substrate Preparation, Timber Overlay Installation, and Resin Flooring Application**

<b>Level</b>	<b>4</b>
<b>Credits</b>	<b>124-200</b>

## **Purpose**

This qualification recognises people who have demonstrated the knowledge and skills required to be competent practitioners in the flooring industry. The flooring industry consists mainly of small businesses that tend to specialise in one or two aspects of the flooring trade.

The Core Compulsory section covers the skills and knowledge related to characteristics of chemicals, producing a scale plan, quantifying flooring products, assessing moisture content, examining and evaluating substrates, carrying out flooring personal workplace requirements, identifying hazard requirements, legislation and regulatory standards and preparing quotations. Many of the standards included in the Core Compulsory section include broad transferable skills such as the application of mathematical concepts and the use of safe work practices which provide candidates with opportunities to develop transferable skills relevant to other industries.

The Carpet Installation strand compulsory section covers the knowledge and skills related to repairing soft coverings, maintaining and storing flooring equipment, maintaining and storing flooring handtools, installing carpet by conventional and adhesive methods, providing advice on the care and maintenance of floorcoverings, soft flooring products, and identifying flooring design trends. The elective section of the strand enables candidates to choose standards from a selection of standards under the *Flooring* domain that fit with their job roles.

The Fine Sand and Finishes strand covers the knowledge and skills related to repairing timber flooring, maintaining and storing flooring equipment, maintaining and storing flooring handtools, fine sanding and applying finishes, cork flooring products, timber flooring products, and identifying flooring design trends.

The Flooring Planning and Design strand covers the knowledge and skills related to providing advice on the care and maintenance of floorcoverings, cork flooring products, timber flooring products, soft flooring products, resilient flooring products, using job sheets, product storage, identifying flooring design trends, composition of timber and concrete substrates and installation methods.

The Resilient Flooring Installation strand compulsory section covers the knowledge and skills related to repairing resilient floorcoverings, maintaining and storing flooring equipment, installing resilient sheet floorcoverings, installing resilient tiles, maintaining and

storing flooring handtools, providing advice on the care and maintenance of floorcoverings, resilient flooring products, and identifying flooring design trends. The elective section of the strand enables candidates to choose standards from a selection of standards from the *Flooring* domain that fit with their job roles.

The Substrate Preparation strand covers the knowledge and skills related to removing existing flooring surface material; maintaining and storing flooring equipment; preparing concrete and timber substrates; maintaining and storing flooring handtools; using job sheets; composition of timber and concrete substrates; installation methods; and preparing timber, composite and metal substrates.

The Timber Overlay Installation strand covers the knowledge and skills related to repairing timber flooring, maintaining and storing flooring equipment and flooring handtools, installing laminated and solid timber flooring overlays, providing advice on the care and maintenance of floorcoverings, timber flooring products, and identifying flooring design trends.

The Resin Flooring Application strand covers the knowledge and skills related to removing existing flooring surface materials; maintaining and storing flooring equipment and flooring handtools; preparing concrete substrate; fine grinding and applying resin finishes; applying resin flooring; resin flooring products; special resin flooring applications; providing advice on the care and maintenance of resin floor systems; and preparing timber, composite, and metal substrates.

This qualification can build on the National Certificate in Flooring (Introductory) [Ref: 1126].

## Special Notes

It is recommended that candidates have a current first aid certificate or Unit 26551, *Provide first aid for life threatening conditions* and Unit 26552, *Demonstrate knowledge of common first aid conditions and how to respond to them*.

## Credit Range

	<b>Core Compulsory</b>
Level 2 credits	8
Level 3 credits	20
Level 4 credits	46
Total	74

	<b>Carpet Installation</b>		<b>Fine Sand and Finishes</b>
	<b>Compulsory</b>	<b>Elective</b>	
Level 2 credits	10	-	10
Level 3 credits	22	6-8	19
Level 4 credits	31	-	36
Minimum totals	63	6	-
Minimum strand total	69		65
Qualification total	143		139

	Flooring Planning and Design	Resilient Flooring Installation	
		Compulsory	Elective
Level 2 credits	12	10	-
Level 3 credits	38	29	8-32
Level 4 credits	-	41	0-50
Minimum totals	-	80	32
Minimum strand total	50	112	
Qualification total	124	186	

	Substrate Preparation	Timber Overlay Installation
Level 2 credits	26	10
Level 3 credits	32	14
Level 4 credits	-	61
Minimum strand total	58	85
Qualification total	132	159

	Resin Flooring Application
Level 2 credits	21
Level 3 credits	40
Level 4 credits	65
Minimum strand total	126
Qualification total	200

## 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

- Core Compulsory standards

One of the following strands is required

- Carpet Installation Strand
- Fine Sand and Finishes Strand
- Flooring Planning and Design Strand
- Resilient Flooring Installation Strand
- Substrate Preparation Strand
- Timber Overlay Installation Strand
- Resin Flooring Application Strand

## Detailed Requirements

### Core Compulsory

The following standards are required

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
17008	Demonstrate knowledge of the characteristics of chemicals used in the flooring industry	4	14
17009	Produce a scale plan of flooring worksite in the flooring industry	3	8
17010	Quantify flooring products from supplied information	4	12
17013	Assess moisture content of substrates in the flooring industry	4	8
17019	Examine and evaluate substrate in the flooring industry	4	12
21021	Carry out flooring industry personal workplace requirements	2	5
21022	Identify hazard requirements in the flooring industry	3	8
23272	Demonstrate knowledge of the legislation and regulatory standards used in the flooring industry	2	3
23273	Prepare quotations for flooring jobs	3	4

### Carpet Installation Strand

Meet the requirements of all of the following sets

- Carpet Installation Compulsory
- Carpet Installation Elective

### Carpet Installation Compulsory

The following standards are required

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
10846	Repair soft coverings in the flooring industry	4	6
16994	Maintain and store flooring equipment	2	5
17003	Maintain and store flooring handtools	2	5
17004	Install carpet by conventional method	4	25
17005	Install carpet by adhesive methods	3	8
17018	Provide advice on the care and maintenance of floorcoverings	3	3
17022	Demonstrate knowledge of soft flooring products	3	8
23275	Identify flooring design trends	3	3

### Carpet Installation Elective

A minimum of 6 credits

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
17006	Install soft coverings on walls	3	6
17020	Demonstrate knowledge of cork flooring products	3	8
17023	Demonstrate knowledge of resilient flooring products	3	8

### Fine Sand and Finishes Strand

The following standards are required

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
10849	Repair timber flooring	4	6
16994	Maintain and store flooring equipment	2	5
17003	Maintain and store flooring handtools	2	5

ID	Title	Level	Credit
17007	Fine sand and apply finishes to timber floors in the flooring industry	4	30
17020	Demonstrate knowledge of cork flooring products	3	8
17021	Demonstrate knowledge of timber flooring products	3	8
23275	Identify flooring design trends	3	3

### Flooring Planning and Design Strand

The following standards are required

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
17018	Provide advice on the care and maintenance of floorcoverings	3	3
17020	Demonstrate knowledge of cork flooring products	3	8
17021	Demonstrate knowledge of timber flooring products	3	8
17022	Demonstrate knowledge of soft flooring products	3	8
17023	Demonstrate knowledge of resilient flooring products	3	8
21024	Use job sheets in the flooring industry	2	2
21025	Demonstrate knowledge of product storage in the flooring industry	2	4
23275	Identify flooring design trends	3	3
23276	Demonstrate knowledge of the composition of timber and concrete substrates in the flooring industry	2	2
23277	Demonstrate knowledge of installation methods in the flooring industry	2	4

### Resilient Flooring Installation Strand

Meet the requirements of all of the following sets

- Resilient Flooring Installation Compulsory
- Resilient Flooring Installation Elective

### Resilient Flooring Installation Compulsory

The following standards are required

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
10850	Repair resilient floor coverings	4	6
16994	Maintain and store flooring equipment	2	5

ID	Title	Level	Credit
16998	Install resilient sheet floorcoverings	4	35
17001	Install resilient tiles in the flooring industry	3	15
17003	Maintain and store flooring handtools	2	5
17018	Provide advice on the care and maintenance of floorcoverings	3	3
17023	Demonstrate knowledge of resilient flooring products	3	8
23275	Identify flooring design trends	3	3

### Resilient Flooring Installation Elective

A minimum of 4 standards

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
16997	Install cork flooring products	3	15
16999	Install resilient coverings on walls	4	15
17000	Install resilient sheet for wet areas in the flooring industry	4	15
17005	Install carpet by adhesive methods	3	8
17011	Install laminated timber flooring overlays	4	20
17020	Demonstrate knowledge of cork flooring products	3	8
17021	Demonstrate knowledge of timber flooring products	3	8
17022	Demonstrate knowledge of soft flooring products	3	8

### Substrate Preparation Strand

The following standards are required

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
9781	Remove existing flooring surface material	3	8
16994	Maintain and store flooring equipment	2	5
16996	Prepare concrete substrate for floorcoverings	3	12
17002	Prepare timber substrates for floorcoverings	3	12
17003	Maintain and store flooring handtools	2	5
21024	Use job sheets in the flooring industry	2	2

ID	Title	Level	Credit
23276	Demonstrate knowledge of the composition of timber and concrete substrates in the flooring industry	2	2
23277	Demonstrate knowledge of installation methods in the flooring industry	2	4
26882	Demonstrate knowledge of preparing timber, composite, and metal substrates in the flooring industry	2	8

### Timber Overlay Installation Strand

The following standards are required

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
10849	Repair timber flooring	4	6
16994	Maintain and store flooring equipment	2	5
17003	Maintain and store flooring handtools	2	5
17011	Install laminated timber flooring overlays	4	20
17012	Install solid timber flooring overlays	4	35
17018	Provide advice on the care and maintenance of floorcoverings	3	3
17021	Demonstrate knowledge of timber flooring products	3	8
23275	Identify flooring design trends	3	3

### Resin Flooring Application Strand

The following standards are required

Planning and Construction > Construction Trades > Flooring

ID	Title	Level	Credit
9781	Remove existing flooring surface material	3	8
16994	Maintain and store flooring equipment	2	5
16996	Prepare concrete substrate for floorcoverings	3	12
17003	Maintain and store flooring handtools	2	5
26877	Fine grind and apply resin floor coatings	4	20
26878	Apply resin to floors	4	45
26879	Demonstrate knowledge of resin flooring products	3	10



ID	Title	Level	Credit
26880	Demonstrate knowledge of special resin flooring applications	3	10
26881	Demonstrate knowledge of providing advice on the care and maintenance of resin floor systems	2	3
26882	Demonstrate knowledge of preparing timber, composite, and metal substrates in the flooring industry	2	8

## Transition Arrangements

### Version 3

Version 3 was issued following a review.

Changes to structure and content

- Credit total increased from 119-181 to 124-200.
- Standard 16995 was replaced in the Substrate Preparation strand by standard 26882.
- A Resin Flooring Application strand was added.
- Standard titles and credits were updated to reflect changes made following their review.

For detailed information see Review Summaries on the NZQA website.

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
16995	26882

People currently working towards version 2 of this qualification may either complete the requirements of that version or transfer their results to this version of the qualification.

It is not intended that any candidate be disadvantaged by these transition arrangements. However, any candidate who feels that they have been disadvantaged should contact Building and Construction Industry Training Organisation at the address given below.

### Previous versions of the qualification

Version 2 was issued following review to rename strands, add and remove standards and update standards following review.

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

Credit for	Exempt from
9773	16994
9776	16995
9777	16996
9778	16997
9780	16998, 16999, 17000, 17001
9782	17002
9783	17003
10844	17004, 17005, 17006
10845	17007

Version 1 of this qualification replaced the Trade Certificate in Resilient Flooring/Carpet Installation. Final date for claiming transition for that qualification was December 2000.

## NZQF National Qualification Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	July 2000	December 2010
Review	2	August 2007	December 2013
Review	3	March 2011	N/A

## Standard Setting Body

Building and Construction Industry Training Organisation  
PO Box 2615  
Wellington 6140

Telephone 04 381 6430  
Fax 04 381 6431  
Email [info@bcito.org.nz](mailto:info@bcito.org.nz)  
Website <http://bcito.org.nz/>

## Planned Review

Any person or organisation may contribute to the review of this qualification by sending feedback to the standard setting body at the above address.

Next Review	2016
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## Certification

This certificate will display the logos of NZQA, Building and Construction Industry Training Organisation 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
1470	Planning and Construction > Construction Trades > Flooring	040313	Architecture and Building > Building > Ceiling, Wall and Floor Fixing

### 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.