

<b>Title</b>	<b>Demonstrate knowledge of hand tools and portable tools used for upholstery</b>		
<b>Level</b>	<b>2</b>	<b>Credits</b>	<b>2</b>

<b>Purpose</b>	People credited with this unit standard are able to demonstrate knowledge of hand tools and portable tools used for upholstery.
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<b>Classification</b>	Furniture > Upholstery
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**Explanatory notes**

- 1 This unit standard may be assessed against on-job or off-job.
- 2 Personal protective equipment, appropriate to job requirements, is to be selected and used in accordance with worksite policies and procedures and manufacturer’s instructions.
- 3 Definitions  
*Manufacturer’s instructions* are instructions provided by manufacturers of substances, equipment, and machinery used in furniture making. These instructions may include details on safe and correct handling, use and storage of substances and/or details on substance properties. Examples are labels on substance containers, product data sheets, and operator’s manuals.  
*Portable tools* are tools that are air-assisted or require electrical supply to run.  
*Worksite policies and procedures* refer to documented policies and to documented or other directions provided to staff. These may include, but are not limited to, ways of managing health and safety, environmental considerations, quality, and production, and must conform to legislation. Examples include standard operating procedures, company health and safety plans, on-site briefings, and supervisor’s instructions. For the purposes of this unit standard worksite policies and procedures may also refer to the policies and procedures of an off-job training site.

**Outcomes and evidence requirements**

**Outcome 1**

Demonstrate knowledge of hand tools used for upholstery.

**Evidence requirements**

- 1.1 Hand tools are identified and their purpose explained in accordance with worksite policies and procedures.

Range craft knife, tack or staple lifter, side cutters, webbing stretcher, scissors, tape measure, marking equipment, hammers, needles.

1.2 Safe handling and storage of hand tools used in upholstery is explained in accordance with worksite policies and procedures.

Range craft knife, scissors, needles.

**Outcome 2**

Demonstrate knowledge of portable tools used for upholstery.

**Evidence requirements**

2.1 Portable tools used in furniture upholstery are identified and their purpose explained in accordance with worksite policies and procedures.

Range four of – foam cutter, staple gun, drill, screw gun, sander, spray or glue gun.

2.2 Ways to minimise hazards associated with using portable tools are explained in accordance with manufacturer’s instructions and worksite policies and procedures.

Range compressed air, electricity.

2.3 Maintenance requirements for portable tools used in upholstery are explained in accordance with worksite policies and procedures.

Range two of – foam cutter, staple gun, drill, sander, screw gun, spray or glue gun.

2.4 Storage of portable tools used in upholstery is explained in accordance with worksite policies and procedures.

Range two of – foam cutter, staple gun, drill, sander, screw gun, spray or glue gun.

<b>Planned review date</b>	31 December 2014
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	20 August 1998	31 December 2012
Revision	2	19 August 2004	31 December 2012
Review	3	19 June 2009	31 December 2012
Revision	4	21 July 2011	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0173
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Please note**

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMRs). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

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**Comments on this unit standard**

Please contact the Competenz at [info@competenz.org.nz](mailto:info@competenz.org.nz) if you wish to suggest changes to the content of this unit standard.