

Title	Apply elementary procedures and processes for a BCATS project		
Level	1	Credits	8

Purpose	<p>This unit standard has been designed to be achieved in a building, construction and allied trades skills (BCATS) programme.</p> <p>People credited with this unit standard are able to: establish job requirements for a specified BCATS project; mark out materials for further processing; apply cutting and shaping processes; join materials and assemble project components for BCATS project; apply finishing processes; and complete work operations.</p>
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Classification	Construction Trades > Building, Construction, and Allied Trades Skills
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Available grade	Achieved
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Guidance Information

1 Definitions

BCATS environment refers to any workplace or context where work or activities related to the building, construction and allied trades sector take place, such as school workshops, training establishments, outdoor areas and industry placement workplaces.

BCATS project refers to a project undertaken in a highly structured BCATS environment, using a range of tools, equipment and materials, and involving basic skills.

BCATS project documentation refers to the information and instructions (oral, written, graphic) that detail the parameters of and planning for a BCATS project. The BCATS project documentation may include such things as project briefs, project plans, working drawings, specifications, and quality control procedures, but this will vary depending on the particular BCATS environment and BCATS project.

Workplace practice refers to the procedures specific to a BCATS environment, which cover the standard and required practices of that environment.

2 Assessment against this unit standard may occur in any BCATS environment.

3 Information supporting assessment decisions should, wherever possible, be collected naturally as the BCATS project progresses.

4 Candidates are required to complete a specified BCATS project as evidence for assessment against this unit standard. Examples of suitable projects include –

tables, cabinets, seating, storage chests, shelving units, or projects of similar complexity.

- 5 Competence must be demonstrated in timber and three other materials. Examples of other materials include but are not limited to – manufactured board, metal, plastic, glass, concrete, mechanical fasteners, adhesives, finishing materials, upholstery (fabric or leather).
- 6 Legislation relevant to this unit standard includes:
Health and Safety at Work Act 2015;
Health and Safety at Work Regulations 2016.

Outcomes and performance criteria

Outcome 1

Establish job requirements for a specified BCATS project.

Performance criteria

- 1.1 Working drawings, job specifications and job processes are identified, and confirmed with the supervisor in accordance with workplace practice.
- 1.2 Materials are identified and obtained from BCATS project documentation.

Outcome 2

Mark out materials for further processing.

Performance criteria

- 2.1 Marking out processes are identified, and tools are selected to meet the requirements of the task.
- 2.2 Materials are marked out in accordance with the BCATS project documentation.
- 2.3 Marking out tools are used in accordance with the manufacturer's instructions and workplace practice.

Outcome 3

Apply cutting and shaping processes.

Performance criteria

- 3.1 Cutting and shaping processes are identified and tools are selected to meet the requirements of the task.
- 3.2 Cutting and shaping processes are applied in accordance with the BCATS project documentation.

- 3.3 Cutting and shaping tools are used in accordance with the manufacturer's instructions and workplace practice.

Outcome 4

Join materials and assemble components for a BCATS project.

Performance criteria

- 4.1 Jointing and assembly processes are identified, and tools are selected to meet the requirements of the task.
- 4.2 Jointing and assembly processes are carried out in accordance with the BCATS project documentation.
- 4.3 Jointing and assembly tools are used in accordance with the manufacturer's instructions and workplace practice.

Outcome 5

Apply finishing processes.

Performance criteria

- 5.1 Finishing processes are identified, and materials are selected to meet the requirements of the task.
- 5.2 Finishing processes are applied in accordance with the BCATS project documentation.

Outcome 6

Complete work operations.

Performance criteria

- 6.1 All operations are safely completed in accordance with workplace practice.
- 6.2 Workplace, tools, plant and equipment are cleaned, and tools, plant and equipment are stored in accordance with workplace practice.

Planned review date	31 December 2023
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	14 December 2007	31 December 2018
Rollover and Revision	2	20 October 2016	31 December 2020
Review	3	1 November 2018	N/A

Consent and Moderation Requirements (CMR) reference

0048

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

Comments on this unit standard

Please contact the Building and Construction Industry Training Organisation national.office@bcito.org.nz if you wish to suggest changes to the content of this unit standard.