

Title	Prepare order lists for a medium building		
Level	4	Credits	5

Purpose	People credited with this unit standard are, for a medium building, able to: determine work to be done from contract documents; and prepare order lists.
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Classification	Construction Trades > Carpentry
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Available grade	Achieved
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Guidance Information

1 Definitions

Contract documents refer to plans and drawings, contract drawings, work or product specifications relating to the specified construction site operation.

Contract drawings are defined as the set of drawings associated with a building project as agreed by contract, and can include plans, elevations, sections, details or any other drawings that give information about a building project.

Medium buildings are light to medium weight commercial or industrial buildings up to three levels above ground which utilise commercial or industrial materials, construction techniques, and services.

Working drawings are defined as the set of drawings associated with a building project, and can include plans, elevations, sections, details or any other drawings that give information about a building project.

2 Practical elements of this unit standard may be assessed on the basis of evidence of demonstrated performance in the workplace or in simulated work situations designed to draw upon similar performance to that required in a work place.

3 Legislation relevant to this unit standard includes:

Health and Safety at Work Act 2015 and Health and Safety in Employment Regulations 1995;

Building Act 2004 and Building (Forms) Regulations 2004;

Resource Management Act 1991;

New Zealand Building Code;

available from <https://www.legislation.govt.nz/>

and all subsequent amendments and replacements.

Outcomes and performance criteria

Outcome 1

Determine work to be done from contract documents for a medium building.

Range contract documents for five of – foundation formwork, concrete quantities, floor foundations, structural formwork, framing timber, exterior cladding, interior linings and finishing trims, roof structures.

Performance criteria

- 1.1 Contract documents for site operations are identified in terms of their types and uses.
- 1.2 Abbreviations and symbols from contract drawings are identified and described in terms of their use on working drawings.
- 1.3 Quality, quantities and types of materials are determined from contract documents.

Outcome 2

Prepare order lists for a medium building.

Performance criteria

- 2.1 An order list of the required quantities of materials for site operations is prepared from contract documents.

Range five contract documents from – foundation formwork, concrete quantities, floor foundations, structural formwork, framing timber, exterior cladding, interior linings and finishing trims, roof structures.

- 2.2 The process of checking and confirmation to ensure materials are in accordance with the order is carried out for materials delivered on site.

Range quality, quantity.

Replacement information	This unit standard replaced unit standard 13067.
Planned review date	31 December 2027

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	15 April 2011	31 December 2025
Review	2	30 March 2023	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 Waihanga Ara Rau Construction and Infrastructure Workforce Development Council qualifications@waihangaararau.nz if you wish to suggest changes to the content of this unit standard.