

<b>Title</b>	<b>Work safely in the glass, joinery, or joinery related industries</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>8</b>

<b>Purpose</b>	<p>This entry-level unit standard is for people working in the glass, joinery, or joinery related industries.</p> <p>People credited with this unit standard are able to prepare to work safely and use safe work practices in a glass, joinery, or joinery related workplace.</p>
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<b>Classification</b>	Joinery > Joinery Core Skills
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<b>Available grade</b>	Achieved
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### Explanatory notes

- 1 Definition  
*Worksite requirements* – refer to instructions to staff on policy and procedures which are documented in memo or manual format and are available in the workplace. These requirements include but are not limited to – company specifications and procedures, work instructions, manufacturer’s specifications, product quality specifications, legislative requirements.
- 2 Legislation and regulations relevant to this unit standard include but are not limited to – Health and Safety in Employment Act 1992; Health and Safety in Employment Regulations 1995; Hazardous Substances and New Organisms Act 1996.
- 3 This unit standard is applicable to the glass, joinery, or joinery related industries, which include automotive reglazing, laminate fabrication, aluminium fabrication, and kitchen design industries.

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### Outcomes and evidence requirements

#### Outcome 1

Prepare to work safely in a glass, joinery, or joinery related workplace.

#### Evidence requirements

- 1.1 Situations in a glass, joinery, or joinery related workplace that present a personal hazard are identified, and action taken complies with legislative and worksite requirements.

- Range hazards include but are not limited to – poor visibility, electricity, poor ventilation, wet surfaces, noise, heat, handling procedures.
- 1.2 Personal protective equipment (PPE) required for the task being undertaken is used in accordance with legislative and worksite requirements.
- Range PPE may include but is not limited to – safety footwear, leather apron, glasses, wrist protectors, overalls, masks, helmets, gloves, arm guards, jackets, hearing protection, high-visibility clothing.
- 1.3 Personal work area and access areas are kept free of debris and waste material in accordance with worksite requirements.
- 1.4 Site safety requirements and emergency procedures are identified and described in accordance with worksite requirements.
- Range safety requirements and emergency procedures may include but are not limited to – location and use of first-aid equipment; site accident procedures; site procedures in case of fire, earthquake or natural disasters, traffic; electrical isolation; gas leak, chemicals; evidence of four is required.
- 1.5 Techniques used to minimise risk of personal injury when moving glass, joinery, or joinery related products are identified and described in accordance with worksite requirements.
- Range techniques include but are not limited to – lifting, choice and use of carrying equipment, assistance.

## Outcome 2

Use safe work practices in a glass, joinery, or joinery related workplace.

### Evidence requirements

- 2.1 All tools and equipment required for a task are checked prior to use, and unsafe or faulty tools or equipment are reported and tagged in accordance with worksite requirements.
- 2.2 All equipment and machinery is operated safely and according to worksite requirements.
- Range safety features may include but are not limited to – guards, safety switches, electrical safety devices, isolation of main power source.
- 2.3 Hand and power tools, equipment, and machinery are stored in accordance with worksite requirements.
- 2.4 Any risks related to the condition or location of required materials are identified prior to handling and managed in accordance with worksite requirements.

Range risks include but are not limited to those posed by – damaged material, unsafe stacking, storage or packaging, environmental conditions in which the materials are to be handled or used.

2.5 Work areas or activities that may present a hazard to the public are identified and protection is used in accordance with worksite requirements.

Range protection may include but is not limited to – clearly visible signs, cordons, barriers, traffic hazards.

<b>Replacement information</b>	This unit standard replaced unit standard 2543 and unit standard 20497.
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<b>Planned review date</b>	31 December 2018
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#### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 October 2014	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0073
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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 (CMR). 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.

#### Comments on this unit standard

Please contact the Building and Construction Industry Training Organisation [info@bcito.org.nz](mailto:info@bcito.org.nz) if you wish to suggest changes to the content of this unit standard.