

<b>Title</b>	<b>Cut glass manually</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>10</b>

<b>Purpose</b>	<p>A person credited with this standard can:</p> <ul style="list-style-type: none"> <li>• cut glass to regular shapes manually;</li> <li>• cut glass to irregular shapes manually; and</li> <li>• complete cleaning and storage requirements after cutting glass.</li> </ul>
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<b>Classification</b>	Construction Trades > Glazing
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<b>Available grade</b>	Achieved
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### Guidance Information

#### 1 Assessment

This unit standard must be assessed under the supervision of a commercially competent glazing practitioner in workplace conditions that reflect:

- current health, safety, industry, and workplace requirements; and
- industry requirements for commercially acceptable timeframes.

Evidence for assessment against this standard must be verified by a person who has current expertise in the glazing trades and has had the opportunity to regularly observe the candidate in the workplace.

- #### 2
- Glass cutting must be completed without injury to personnel or damage to products and equipment. Personal protective equipment (PPE) must be used to meet regulatory and worksite requirements.

#### 3 Definitions

*Regular shapes* include – square, rectangle, circle.

*Irregular shapes* include – shapes other than square, rectangle, circle.

*Personal protective equipment* includes – anything used or worn by a person (including clothing) to minimise risks to the person's health and safety.

*Worksite requirements* refer to instructions to staff on policy and procedures which are documented in manual format and are available in the workplace. These requirements include – company specifications and procedures, work instructions, manufacturer's specifications, product quality specifications, legislative requirements.

- 4 Evidence generated for assessment against this standard must reflect the best practice guidelines and principles specified in:
- NZS 4223.3:2016. *Glazing in buildings – Part 3: Human impact safety requirements*;
  - AS/NZS 4667:2000. *Quality requirements for cut-to-size and processed glass*;
  - AS/NZS 4668:2000. *Glossary of terms used in the glass and glazing industry*.
- NZS standards are available at <http://www.standards.govt.nz/>.

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## Outcomes and performance criteria

### Outcome 1

Cut glass to regular shapes manually.

#### Performance criteria

- 1.1 Prepare the work area and select and prepare any required tools, plant, and equipment.
- Range cutting area, cutting table;  
identify hazards, check ventilation, clear and clean work area,  
undertake any required safety precautions.
- 1.2 Prepare the glass for manual cutting into regular shapes.
- Range select glass, check glass, place glass.
- 1.3 Mark the glass for cutting to meet a job specification.
- 1.4 Cut the glass into regular shapes to meet a job specification.
- 1.5 Check and finish the glass.
- 1.6 Dispose of waste materials.
- 1.7 Review the completed product to determine yield, wastage, for stock requirements.

### Outcome 2

Cut glass to irregular shapes manually.

#### Performance criteria

- 2.1 Prepare the work area and select and prepare any required tools, plant, and equipment.
- Range cutting area, cutting table;  
identify hazards, check ventilation, clear and clean work area,  
undertake any required safety precautions.

- 2.2 Prepare the glass for manual cutting into irregular shapes.  
Range select glass, check glass, place glass.
- 2.3 Make a cutting plan and labels that optimise glass use for a job specification.
- 2.4 Use a cutting plan to cut the glass into irregular shapes to meet a job specification.
- 2.5 Check and finish the glass.
- 2.6 Dispose of waste materials.
- 2.7 Review the completed product to determine yield, wastage, for stock requirements.

**Outcome 3**

Complete cleaning and storage requirements after cutting glass.

**Performance criteria**

- 3.1 Clean and store tools and equipment used to cut glass.  
Range may include – any tools and equipment (including PPE) used to cut glass manually.
- 3.2 Clear and clean the work area.

<b>Replacement information</b>	This unit standard replaced unit standard 20498 and unit standard 20499.
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<b>Planned review date</b>	31 December 2027
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	18 June 2015	31 December 2025
Review	2	24 November 2022	N/A
Revision	3	24 October 2024	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0048
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

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**Comments on this unit standard**

Please contact Waihanga Ara Rau Construction and Infrastructure Workforce Development Council at [qualifications@waihangaararau.nz](mailto:qualifications@waihangaararau.nz) if you wish to suggest changes to the content of this unit standard.