

<b>Title</b>	<b>Prepare substrates and apply sign graphics</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>20</b>

<b>Purpose</b>	<p>This unit standard is for people working in the signmaking industry.</p> <p>People credited with this unit standard are able to: prepare and paint substrates for sign application; apply sign graphics; and complete the tasks related to preparation of substrates and application of sign graphics.</p>
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<b>Classification</b>	Sign Making > Sign Making - Core
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to the:  
Health and Safety at Work Act 2015.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.

- 2 Definitions

*Job requirements* – refer to specific requirements for the signmaking job at hand. These requirements may or may not be covered in the workplace job documentation and may include special instructions or quality requirements expected by the customer and the production standards of the signmaking workplace or organisation.

*Manufacturer's instructions* – are instructions provided by manufacturers of substances, equipment, and machinery. 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.

*PPE* – refers to Personal Protective Equipment and may include face mask, eye protection, skin protection.

*Service information* – refers to the recommended use and maintenance of machinery, tools and equipment.

*Workplace procedures* – refer to organisation policies and procedures that are documented in memo, electronic, or manual format and available in the workplace, and are consistent with manufacturer’s requirements. They may include but are not limited to – standard operating procedures, site specific procedures, site safety procedures, equipment operating procedures, quality assurance procedures, product quality specifications, references, approved codes of practice, housekeeping standards, environmental considerations, on-site briefings, supervisor’s instructions, and procedures to comply with legislative and local body requirements relevant to the signmaking sector.

### 3 Assessment information

Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable service information, workplace procedures and legislative requirements.

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## Outcomes and performance criteria

### Outcome 1

Prepare and paint substrates for sign application.

Range substrates – aluminium composite material, acrylic, foam PVC, timber, concrete, fibro-cement panels, interior wallboard, plywood;  
a minimum of two different substrates must be prepared.

### Performance criteria

1.1 Prepare work area for painting substrates.

1.2 Select, set up, and use equipment required for the task.

Range may include but is not limited to – ladders, stands, trestles, elevated work platforms, scaffolding.

1.3 Prepare substrate for painting in accordance with paint manufacturer’s instructions.

Range preparation tasks may include but are not limited to – sanding, water blasting, scouring, cleaning, degreasing.

1.4 Select paint systems in accordance with job requirements and paint manufacturer’s instructions.

Range paint systems may include – primers, undercoats, topcoats.

1.5 Apply paint systems in accordance with job requirements and paint manufacturer’s instructions.

Range application methods – brush, roller, spray gun.  
evidence of two methods is required.

1.6 Check prepared surface for condition and suitability for application of sign graphics and correct any nonconformities.

1.7 Use PPE.

## Outcome 2

Apply sign graphics.

Range one of – self-adhesive film, painting by hand.

### Performance criteria

2.1 Mark out sign area to position graphics.

Range may include but is not limited to – measuring, scaling, projecting, alignment, chalk pouncing, hand mark out.

2.2 Apply sign graphics to substrate.

Range may include but is not limited to – paint and equipment preparation, hand painting, checking and alignment of film, application of film.

2.3 Check completed sign for compliance with job requirements.

Range position, colour, size.

2.4 Apply protective finish if required.

Range may include but is not limited to – liquid, film.

## Outcome 3

Complete the tasks related to preparation of substrates and application of sign graphics.

### Performance criteria

3.1 Clean and pack or store equipment.

3.2 Dispose of rubbish and waste, and clean work area to return to the required state.

3.3 Complete documentation relating to the job.

Range may include but is not limited to – work cards, job cards, time records, materials used records.

<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	20 April 2017	31 December 2018
Review	2	26 July 2018	31 December 2025
Review	3	29 September 2022	N/A

**Consent and Moderation Requirements (CMR) reference**

0013

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

**Comments on this unit standard**

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council [qualifications@hangaarorau.nz](mailto:qualifications@hangaarorau.nz) you wish to suggest changes to the content of this unit standard.