

Title	Calculate, order and receive materials for automotive glazing work		
Level	4	Credits	10

Purpose	<p>A person credited with this unit standard can:</p> <ul style="list-style-type: none"> • measure and calculate material requirements for automotive glazing work; • prepare and order materials required to complete automotive glazing work; and • receive automotive glazing materials to complete automotive glazing work.
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Classification	Glass and Glazing > Automotive Reglazing
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Available grade	Achieved
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Guidance Information

1 Definition

Worksite procedure refers to procedures which are documented in memo or 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.

2 Assessment

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

Evidence generated for assessment against this standard must reflect workplace and industry requirements specified in:

- statutory and regulatory requirements applicable to the automotive reglazing industry.
- documented worksite specifications, procedures, and practices.
- manufacturer’s recommendations, specifications, and technical data sheets.

3 Range

Evidence is required for a minimum of three automotive glazing jobs.

Outcomes and performance criteria

Outcome 1

Measure and calculate material requirements for automotive glazing work.

Performance criteria

- 1.1 Measure and inspect vehicle to determine glass requirements.
Range width, height, thickness, features.
- 1.2 Determine other materials required to complete the glazing work.
- 1.3 Calculate the quantities of all glass and materials required to complete the work.

Outcome 2

Prepare and order materials required to complete automotive glazing work.

Performance criteria

- 2.1 Prepare ordering information to meet supplier requirements.
- 2.2 Communicate materials orders according to workplace procedures.

Outcome 3

Receive automotive glazing materials to complete automotive glazing work.

Performance criteria

- 3.1 Receive the orders and check the delivery dockets against the materials received.
- 3.2 Check the condition of the materials received and that they are suitable for the job.
- 3.3 Record and report any inconsistencies between the delivery docket and the received materials and report.

Planned review date	31 December 2030
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 July 2025	N/A

Consent and Moderation Requirements (CMR) reference	0073
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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 if you wish to suggest changes to the content of this unit standard.