



Australian Government

Department of Education, Employment and Workplace Relations

LMFFL3202A Install adhesive fixed carpet floor coverings

Revision Number: 1

LMFFL3202A Install adhesive fixed carpet floor coverings

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency required to install adhesive fixed carpet floor coverings including preparation, cutting, laying, fixing, joining and finishing of direct stick and dual-bonded installation methods.
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Application of the Unit

Application of the unit	This unit supports the attainment of skills and knowledge required for competent workplace performance in the wide variety of flooring technology operations. The competency applies to a work room and on site environment and involves application of skills and knowledge at a trade worker level. These skills and knowledge are to be used within the scope of the individual's job and authority.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	Nil	

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for installation	<p>1.1. Applicable <i>legislative, OHS</i> and <i>organisational</i> requirements relevant to install <i>adhesive fixed carpet</i> floor coverings are verified and complied with</p> <p>1.2. Floor inspection report is consulted to confirm suitability of floor for carpet installation</p> <p>1.3. Instructions and/or plans/sketches are read and interpreted to identify the process required to complete work tasks</p> <p>1.4. <i>Tools, equipment</i> and <i>materials</i> are selected and checked prior to use to ensure that they are appropriate for the work, serviceable and in a safe condition</p> <p>1.5. Suitable perimeter finishing, joining materials, metal mouldings, cover and PVC strips are selected and prepared</p> <p>1.6. Sequence of work is planned, including the starting point, to ensure efficiency and quality of installation</p> <p>1.7. Suitable primers and <i>adhesives</i> are selected and prepared for the installation</p>
2. Set out materials	<p>2.1. Carpet to be installed is checked against order</p> <p>2.2. Adhesive fixed carpet floor coverings are acclimatised according to manufacturer recommendations</p> <p>2.3. Underlay and carpet to be installed is checked against work instruction and appropriate standards</p> <p>2.4. Apply appropriate primers to the sub-floors</p>
3. Lay floor coverings	<p>3.1. Instructions and sequence for laying and fixing are followed</p> <p>3.2. Underlay is cut and installed to specification</p> <p>3.3. Carpet pieces are laid out and checked for size, direction of pile and pattern</p> <p>3.4. Carpet is trimmed to shape as necessary, joins are cut, sealed and installed following manufacturer instructions and Australian Standards</p> <p>3.5. Adhesives are applied following manufacturer instructions</p> <p>3.6. Carpet is installed following manufacturer instructions and Australian Standards</p> <p>3.7. Cover and finishing strips are appropriately fixed for the type of sub floor</p>

ELEMENT	PERFORMANCE CRITERIA
	3.8. Protective coverings are installed as specified 3.9. Finished work is inspected for compliance with work order, workplace and Australian Standards of finish
4. Complete housekeeping	4.1. Unused materials are stored or recycled as required 4.2. Tools and equipment are cleaned and stored appropriately 4.3. Work area is cleaned and rubbish disposed of appropriately 4.4. Workplace documentation and/or reports are completed

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- collect, organise and understand information related to work orders, basic plans and safety procedures
- communicate ideas and information to enable confirmation of work requirements and specifications, coordination of work with site supervisor, other workers and customers, and the reporting of work outcomes and problems
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise work flow and productivity
- use pre-checking and inspection techniques to anticipate problems in the installation of adhesive fixed carpets and underlays to avoid re-work and wastage
- recognise and respond to circumstances outside instructions or personal competence
- plan and organise activities including the preparation and layout of the worksite and the obtaining of equipment and materials to avoid any back tracking, work flow interruptions or wastage
- use mathematical ideas and techniques to correctly complete measurements, calculate area and estimate other material requirements
- clarify and confirm work instructions
- plan work within given task parameters
- accept responsibility for given tasks
- set, monitor and satisfy personal work goals
- satisfy the competency requirements for the job
- maintain current knowledge of:
 - tools and materials
 - installation techniques
- seek learning opportunities
- use the limited workplace technology related to the installation of adhesive fixed carpets and underlays including tools, equipment, calculators and measuring devices.

Required knowledge

- State or Territory OHS legislation, regulations, standards and codes of practice relevant to adhesive fixed carpet and underlays carpet systems
- organisational and site standards, requirements, policies and procedures for adhesive fixed carpet and underlay carpet system
- environmental protection requirements
- established communication channels and protocols
- problem identification and resolution

REQUIRED SKILLS AND KNOWLEDGE

- types of tools and equipment and procedures for their safe use, operation and maintenance
- characteristics of materials, products and defects
- set up and operation of equipment
- products assembly techniques
- procedures for the recording, reporting and maintenance of workplace records and information
- appropriate mathematical procedures for estimation and measurement
- types, characteristics, uses and limitations of:
 - adhesive fixed carpets and underlays
 - installation adhesives
- types and uses of adhesive fixed carpet installation tools and equipment
- workplace safety system requirements, including ventilation needs, related to the installation of adhesive fixed carpets
- characteristics and requirements of sub-floor preparation
- work flow in relation to the cutting, laying, fixing, joining and finishing of adhesive fixed carpet

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- Comply with legislation, regulations, standards, codes of practice and established safe practices and procedures for laying adhesive fixed carpet and underlay
- Interpret work order and locate and apply relevant information
- Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment
- Apply ventilation standards
- Follow work instructions, operating procedures and inspection practices to:
 - prevent damage to goods, equipment and products
 - maintain required production output and product quality
 - minimise the risk of injury to self and others
- Complete a minimum of the following:
 - one direct stick carpet installation using a PVC backed carpet to connecting rooms, including at least one cross join and one seam join
 - one dual-bond carpet installation using a woven carpet to connecting rooms, including at least one cross join and one seam join
 - one dual-bond carpet installation using tufted carpet and pre-applied adhesive underlay to connection rooms, including at least one cross join and one seam join using gripper strips and heat bond tape
- Work effectively with others
- Modify activities to cater for variations in workplace contexts and environment

Context of, and specific resources for assessment

- The application of competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of essential underpinning knowledge,

EVIDENCE GUIDE	
	<p>other than confirmatory questions, will usually be conducted in an off-site context</p> <ul style="list-style-type: none"> • Assessment is to comply with relevant regulatory or Australian Standards requirements • The following resources should be made available: <ul style="list-style-type: none"> • workplace location or simulated workplace • materials and equipment relevant to lay adhesive fixed carpet floor coverings • specifications and work instructions
Method of assessment	<p>Assessment must satisfy the endorsed assessment guidelines of the Furnishing Industry Training Package</p> <p>Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of underpinning knowledge</p> <p>Assessment methods must be by direct observation of tasks and include questioning on underpinning knowledge to ensure its correct interpretation and application</p> <p>Assessment may be applied under project related conditions (real or simulated) and require evidence of process</p> <p>Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances</p> <p>Assessment may be in conjunction with assessment of other units of competency</p>

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Legislative requirements	<ul style="list-style-type: none"> are to be in accordance with applicable legislation from all levels of government that affect organisational operation. Requirements may include but not be limited to award and enterprise agreements, industrial relations, Australian Standards, confidentiality and privacy, OHS, the environment, equal opportunity, anti-discrimination, relevant industry codes of practice, duty of care and heritage
OHS requirements	<ul style="list-style-type: none"> are to be in accordance with Commonwealth, State or Territory legislation and regulations, organisational safety policies and procedures. Requirements may include but not be limited to the use of personal protective equipment and clothing, fire fighting equipment, First Aid equipment, hazard and risk control and elimination of hazardous materials and substances, manual handling including lifting and carrying
Organisational requirements	<ul style="list-style-type: none"> may include but not be limited to legal, organisational and site guidelines, policies and procedures relating to own role and responsibility, quality assurance, procedural manuals, quality and continuous improvement processes and standards, OHS, emergency and evacuation, ethical standards, recording and reporting, access and equity principles and practices, equipment use, maintenance and storage, environmental management (waste disposal, recycling and re-use guidelines)
Adhesive fixed carpet	<ul style="list-style-type: none"> may include: tufted carpet, fusion-bonded carpet, woven carpet, needle punched carpet, foams backed carpet, rubber-backed, PVC backed carpet, SBR latex foam underlay, fibrous and bonded foam underlays

RANGE STATEMENT	
Tools and equipment	<ul style="list-style-type: none"> are to include knee kicker, water roller, carpet wall trimmer, carpet stair tool, hammer, tape measure, trimming knife, spiked carpet roller, carpet spreader, notched trowels and paint rollers, carpet shears, napping shears, loop pile cutter, cushion backed cutter, heat seaming irons, electrical leads, seaming board, heat seaming tapes, seam sealer and earth leakage device
Materials	<ul style="list-style-type: none"> may include but are not limited to architectural gripper strips, metal mouldings, cover strips, PVC trims and primers
Adhesives	<ul style="list-style-type: none"> may include: plasticised and rubber resin acrylic, water and solvent based adhesives and solvent based contact adhesive

Unit Sector(s)

Unit sector	Flooring Technology
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Competency field

Competency field	Carpet
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Co-requisite units

Co-requisite units	