



Australian Government

Assessment Requirements for MSFBA3017 Install interior blinds

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MSFBA3001 Install interior blinds.

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements, performance criteria, and foundation skills of this unit, which must include the ability to:

- safely and correctly install at least four of the following interior blinds:
 - aluminium Venetian blinds
 - plastic or timber Venetian blinds
 - roller blinds
 - Roman blinds
 - vertical blinds.

One of the above four installations must be in a bay window, box bay window, or corner window or door.

In the course of each of the above installations, the person must:

- interpret work order and locate materials, tools and equipment required for the installation
- apply safe lifting and handling procedures
- follow work instructions and safe operating procedures to:
 - minimise risk of injury to self and others
 - prevent damage to site, tools, equipment and products
 - maintain required production output and quality
 - use hand and power tools safely
 - use personal protective equipment (PPE)
- use and dispose of waste sustainably
- avoid backtracking, work flow interruptions and wastage
- identify and resolve routine problems and faults encountered
- work with others, recognising dependencies and using cooperative approaches to optimise work flow and productivity.

In installing the suite of blinds, the candidate must also demonstrate the ability to install on the following surfaces:

- concrete or masonry
- plasterboard or timber.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- features of installation work orders and supplier instructions relating to the styles of interior blinds in the performance evidence, and how to identify and interpret key information
- work order requirements, and industry-accepted quality indicators and requirements, relating to installations described in performance evidence:
 - key requirements of Australian standards and codes of practice for individual installers
 - consumer product safety standards and requirements associated with domestic corded internal window blinds
 - safety considerations and potential dangers associated with incorrect installation
- operation and maintenance requirements of blinds in performance evidence
- emerging trends in installing interior blinds, including new materials and their associated energy ratings and fire retardant attributes
- work health and safety (WHS) procedures, practices and regulations specific to installations described in performance evidence:
 - controlling hazards and risks
 - eliminating hazardous materials and substances
 - using firefighting equipment and first aid equipment
 - using personal protective equipment
- workplace procedures relating to:
 - communicating work requirements with customers
 - scheduling installation
 - accessing and inspecting installation sites
 - manual handling, including lifting and carrying
 - safely installing and securing blinds
 - tagging and reporting faulty tools and equipment
 - disposing of waste safely and in an environmentally sustainable manner
 - recycling and re-use guidelines
 - cleaning and storing tools and equipment
 - storing surplus unused items
 - recording and reporting installation information
 - presenting invoices, and collecting and receipting payments
- techniques for installing and securing blinds described in performance evidence that include attachment processes that:
 - conform to quality requirements
 - comply with supplier instructions and manufacturer specifications
 - maximise the appearance of the finished work
 - provide for economical use of materials and labour
- effect of site characteristics and access restrictions on equipment selection and use
- mathematical methods for estimating and measuring installation materials and spaces, including factoring in required tolerances
- types of common problems that occur during installation, and how to avoid and respond

- tools and equipment required for the installations described in performance evidence:
 - hand tools, including drills, hammers, ladders and screwdrivers
 - power tools required to install interior blinds described in performance evidence
 - equipment, including drop sheets and ladders
 - materials, including bolts, masonry anchors, nails and screws
 - fittings and attachments, including mounting brackets and operating mechanisms
- systems for storing and labelling materials required for the installation work
- types, characteristics, uses, maintenance, and limitations of the following items required for the installations described in performance evidence:
 - blind products and materials
 - operating mechanisms required for style of interior blind being installed
 - fittings and attachments
 - tools and equipment
- documentation requirements for installation work described in performance evidence.

Assessment Conditions

Assessment must occur in the workplace, or in a simulated environment that reflects workplace conditions and contingencies.

Access is required to tools, materials, equipment and specifications for the installation described in the performance evidence above, including:

- blind styles requiring installation and installation locations specified in the performance evidence
- PPE applicable to job requirements
- WHS documentation specific to the installation
- tools and equipment specified in the knowledge evidence
- workplace documentation required for each installation, including:
 - work orders, customer orders, job cards and work quotations
 - workplace procedures specified in the knowledge evidence
 - supplier instructions and manufacturer specifications
 - customer invoices and receipts
 - time sheets.

Assessors of this unit must satisfy the assessor requirements in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>