



Australian Government

MSFID6007 Select and instruct consultants and contractors

Release: 1

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Modification History

Release 1 - New unit of competency

Application

This unit of competency covers selecting and instructing consultants and contractors for all aspects of the project in the solution of interior design projects and in accordance with project briefs that apply to a retail, consulting or design and decoration studio environment and involves application of skills and knowledge at a managerial level.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Competency Field

Unit Sector

Interior Decoration and Design

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

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|---|---------------------------|-----|---|
| 1 | Analyse the project brief | 1.1 | Applicable work health and safety (WHS), legislative and organisational requirements relevant to selecting and instructing consultants and contractors are verified and complied with |
| | | 1.2 | Project brief is reviewed, confirmed and clarified with client |
| | | 1.3 | Key requirements for the project are assessed and confirmed and parameters determined |
| | | 1.4 | Resources are selected appropriate to work requirements and checked for operational effectiveness |
| | | 1.5 | Communication with others in the design project is |

- established and maintained
- 1.6 Relevant research is conducted to gain all information which may be used to inform the selection process
 - 1.7 All required information is accessed and interpreted to inform the selection process
- 2 Select consultants and contractors
- 2.1 Consultants are selected to assist with project design information
 - 2.2 Contractors are selected to undertake decorating, building or services work
 - 2.3 Consultants and contractors are contracted to undertake the negotiated work
 - 2.4 Insurances necessary in the engaging of contractors and consultants are obtained
- 3 Instruct consultants and contractors
- 3.1 Consultants and contractors are communicated with to specify the requirements of the project brief, costing, quotes and the schedule
 - 3.2 Timelines and restrictions are agreed with consultants and contractors
 - 3.3 Budget constraints for consultants and contractors are set and adhered to in accordance with the project schedule
 - 3.4 Design specifications and constraints for consultants and contractors are set and adhered to in accordance with the project brief
 - 3.5 WHS policies and procedures are transmitted to consultants and contractors and adhered to

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency. Detail on appropriate performance levels for each furnishing unit of competency in reading, writing, oral communication and numeracy utilising the Australian Core Skills Framework (ACSF) are provided in the Furnishing Training Package Implementation Guide.

Range of Conditions

Specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Range is restricted to essential operating conditions and any other variables essential to the work environment.

- Unit context includes:**
- WHS requirements, including legislation, building codes, material safety management systems, hazardous and dangerous goods codes, and local safe operating procedures or equivalent
 - work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, manual handling procedures, Liveable and Accessible Housing Design guidelines, and organisation insurance requirements
- Project brief includes:**
- client needs and objectives
 - client aims and objectives, and criteria for evaluation
 - milestones
 - organisational or personal profiles and aims
 - image requirements and function
 - target market
 - budget
 - timeline
 - consultation requirements
 - colour requirements
- Clients include:**
- suppliers
 - manufacturers
 - private clients
 - retailers
- Parameters include:**
- scope of brief
 - approval to make changes (legislative and planning)
 - effect or feel trying to be achieved
 - functionality (short and long term)
 - budget restrictions
 - established timelines
- Resources include:**
- computers
 - computer software
 - design software
 - computer-aided design (CAD) software
 - colour boards
 - storyboards
 - swatches

- product based colour systems, such as Munsell or similar
 - colour matching system, such as Pantone Matching System (PMS)
 - journals (directions magazines)
 - artistic equipment and products
 - model making equipment
- Relevant research includes:**
- internet searches
 - phone/personal liaison
 - interviews
 - applications
- Information includes:**
- contractor and consultant reputations and outcomes
 - contractor and consultant prices
 - required insurances
 - work schedules
 - budget and payments
 - required skills
 - available skills
- Consultants include:**
- builders
 - architects
 - engineers
 - decorators
 - designers
- Contractors include:**
- builders
 - painters
 - tilers
 - carpet/flooring layers and sanders
 - cabinetmakers
 - curtain and soft furnishing makers
 - picture framers
 - electricians
 - plumbers
 - plasterers
- Contracts include:**
- methods of securing agreement between parties
- Insurances include:**
- professional indemnity
 - public liability
 - income protection
 - third-party, comprehensive, building and contents insurance
 - workers compensation
 - any other legally prescribed insurance
- Engaging includes:**
- hire or appointment of the contractors by direct engagement or for engagement by the client

- Schedules include:**
- detailed descriptions of which materials, products, finishes and accessories will be selected, and how they will be applied
- Timelines include:**
- the agreed project time span set and agreed for the project
- Restrictions include:**
- laws, regulations or policies which may affect a project or those working on it, such as:
 - local government planning approval
 - work site entry legislation
 - licensing
 - heritage laws
- Budgets include:**
- the amount of funds the client has available to complete the project
- Specifications include:**
- the measurements, procedures by which a product is constructed and materials to be utilised

Unit Mapping Information

Supersedes and is equivalent to LMFID6007A Select and instruct consultants and contractors.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>