



Australian Government

CPCSHP3010 Prepare shop floors for new coverings

Release: 3

CPCSHP3010 Prepare shop floors for new coverings

Modification History

- Release 3 Updated reference to general construction induction training program.
- Release 2 This version first released with CPC Construction, Plumbing and Services Training Package Release 5.1.
Minor edits to formatting.
- Release 1 This version first released with CPC Construction, Plumbing and Services Training Package Release 5.0
Supersedes and is equivalent to CPCCSH3010 Prepare shop floors for new coverings.

Application

This unit of competency specifies the skills and knowledge required to remove existing shop floor coverings and prepare and apply primer and cementitious products to patch and smooth shop floors ready for the installation of new selected floor coverings.

It applies to those who work in new or existing retail environments where shopfitters need to prepare concrete or timber floors using smoothing and skim coating techniques.

The unit supports shop floor preparation work which is completed onsite and may be undertaken concurrently with other shopfitting work. Where the shop is operational, work is scheduled to accommodate client requirements and coordinate with other shopfitters and associated contractors.

Individuals at this level take responsibility for organising and completing these tasks with a high degree of self-direction.

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

Completion of the general construction induction training program, specified in the Safe Work Australia model *Code of Practice: Construction Work*, is required by anyone carrying out construction work. Achievement of *CPCWHS1001 Prepare to work safely in the construction industry* meets this requirement.

Pre-requisite Unit

Nil.

Unit Sector

Shopfitting

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe what needs to be done to demonstrate achievement of the element.

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| 1 Plan and prepare shop floors. | 1.1 Identify, read and interpret shop floor preparation and coverings from plans and specifications and confirm against job requirements. |
| | 1.2 Interpret and apply organisational quality assurance requirements appropriate for scope of work. |
| | 1.3 Calculate materials required to prepare shop floors for new coverings. |
| | 1.4 Determine job priorities and sequence job tasks in consultation with others in the workplace to ensure work is completed within given timeframes. |
| | 1.5 Inspect workplace conditions, identify hazards and apply risk control measures to meet work health and safety and environmental requirements. |
| | 1.6 Select, fit and use personal protective equipment (PPE) for the task. |
| | 1.7 Select plant, tools and equipment suited to shop floor preparation work. |
| | 1.8 Check for serviceability and rectify and report faults. |
| 2 Remove existing shop floor coverings. | 2.1 Select starting point to ensure entry and exit access is available during removal process. |
| | 2.2 Lift sections of floor coverings following job specifications and stack existing removed and rolled floor coverings in preparation for removal. |
| | 2.3 Remove and dispose of existing floor coverings using safe manual handling techniques. |
| | 2.4 Clear remnants of floor coverings or fixings from exposed sub-floor surface. |

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| 3 Apply floor surface covering. | 3.1 Clean sub-floor surfaces following manufacturer recommendations. |
| | 3.2 Apply trial applications of primer and smoothing compound to the sub-floor. |
| | 3.3 Confirm suitability and compatibility of primer, smoothing and levelling compounds, and review and retrial until job requirements are met. |
| | 3.4 Apply surface covering to required floor area ensuring specified depth and coverage is achieved. |
| | 3.5 Check surfaces for contamination, moisture content and suitability of finish, and complete rectification to meet job requirements. |
| | 3.6 Seal and store unused products following workplace and environmental requirements. |
| 4 Clean up. | |
| | 4.1 Clear work area and dispose of, reuse or recycle materials following workplace and environmental requirements. |
| | 4.2 Clean and maintain tools and equipment, and rectify and report faults. |
| | 4.3 Store and secure tools and equipment following workplace procedures. |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

Supersedes and is equivalent to CPCCSH3010 Prepare shop floors for new coverings.

Links

Companion volumes to this training package are available at the VETNet website -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=7e15fa6a-68b8-4097-b099-030a5569b1ad>

Assessment Requirements for CPCSHP3010 Prepare shop floors for new coverings

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Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by removing four different types of shop floor coverings and preparing the existing surface for a new covering. Each area must be a minimum of 10 square metres.

In doing this, the candidate must:

- remove three of the following surfaces once:
 - carpet tiles
 - vinyl tiles
 - resilient tiles
 - adhesive bonded carpet
 - parquetry with hard underlay
 - floating engineered floor
- clear and clean the exposed surface
- mix and test compounds for suitability and compatibility
- apply primers, and cementitious and levelling compounds to patch and smooth the existing surface.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- shopfitting regulations, codes and standards, in particular:
 - Australian Standard (AS) 2455.1 Textile floor coverings – Installation practice General

- AS 1884 Floor coverings – Resilient sheet and tiles – Installation practices
- organisation's quality assurance requirements relating to shop floor preparation
- sustainable shopfitting practices
- procedures and techniques for removing existing floor coverings and preparing shop floors for new covering:
 - types and methods of fixing various floor coverings
 - identifying and resolving relevant problems relating to floor preparation
- environmental protection requirements relevant to preparing shop floors for new coverings
- functional and operational features of tools and equipment:
 - vacuum cleaners
 - vinyl tile lifter
 - mixing drills
 - hand and power tools
 - battery operated tools
- characteristics, applications and limitations of materials and products used for floor preparation:
 - smoothing compounds
 - levelling compounds
 - bulk fillers
 - repair/patching compounds
 - binding agents
 - mineral compounds
- workplace safety:
 - job safety and environmental analysis (JSEA)
 - safe work method statements (SWMSs)
 - hierarchy of control
 - safety data sheets (SDSs)
 - hazardous manual tasks
 - exposure to excessive noise
 - removal of asbestos
 - exposure to dust
 - hazardous chemicals and substances
 - electrical safety
 - emergency procedures (evacuation, location and use of firefighting equipment, first aid)
 - safety of public, visitors and others in the workplace.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment must be conducted in the workplace or a simulated workplace using realistic conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates must have access to:

- relevant shopfitting regulations, codes and Australian Standards
- current workplace procedures, workplace safety and environmental documentation relating to shop floor preparation
- shopfitting drawings and specifications, organisational policies, procedures and equipment to undertake the performance criteria and assessment requirements
- digital technology, devices and software to communicate with others and to develop and save documents electronically.

Links

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