



Australian Government

Department of Education, Employment and Workplace Relations

LMFFL3605A Apply finishes to cork flooring

Revision Number: 1

LMFFL3605A Apply finishes to cork flooring

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit specifies the outcomes required to select coating systems appropriate for the job, to prepare for the work and to apply the selected finishes to cork floors.
------------------------	---

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 an 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.
--------------------------------	--

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	Nil	

Employability Skills Information

Employability skills	This unit contains employability skills.
-----------------------------	--

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.
---	--

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify and prepare for work requirements	1.1. Applicable legislative, OHS and organisational requirements relevant to the application of finishes are verified and complied with 1.2. Instructions and/or plans are read and interpreted to identify process required to complete work tasks 1.3. Coating material is selected with regard to durability, longevity, aesthetics, manufacturer recommendations and client expectations 1.4. Selected coating materials are assessed as being compatible with each other, with the surface to be finished and with manufacturer recommendations 1.5. Tools, equipment and materials are selected and checked prior to use to ensure that they are appropriate for the work, serviceable and in a safe condition 1.6. Surface to be finished is inspected and assessed as being ready for coating 1.7. Work sequence is planned to ensure efficiency and quality of application 1.8. Workplace health and safety requirements, including isolation, ventilation and other personal protection needs, are observed throughout the work
2. Apply finishing system	2.1. Ventilation is checked before chemical fumes are released, and all OHS requirements are met including use of personal protective equipment 2.2. Environmental protection regulations are complied with 2.3. Coating material is applied in accordance with manufacturer recommendations 2.4. Recommended drying times between coats are observed 2.5. Buffing or sanding between coats, where required, is carried out according to manufacturer recommendations 2.6. Final finish meets the requirements of the job
3. Complete housekeeping	3.1. Unused materials are resealed and stored 3.2. Tools and equipment are cleaned, maintained and stored 3.3. Work area is cleaned and waste material is removed and disposed of safely

ELEMENT	PERFORMANCE CRITERIA
	3.4. Barriers and signs are removed and stored 3.5. Workplace documentation/reporting is 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 cork floor finishing problems 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 coating 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
 - cork coating techniques
- seek learning opportunities
- use the workplace technology related to the application of finishes, including tools, equipment, calculators and measuring devices
- interpret the technical specifications of materials and analyse their properties to optimise their use

Required knowledge

- State or Territory OHS legislation, regulations, standards and codes of practice relevant to the application of finishing systems
- organisational and site standards, requirements, policies and procedures for finishing and coating
- methods of floor preparation from basic sanding to finishing sanding and edging
- characteristics of timber floor finishing in relation to ventilation, moisture content

REQUIRED SKILLS AND KNOWLEDGE

- and reaction to change of temperature and relative humidity
- type, characteristics, uses and limitation of coating materials, including manufacturer recommendations
- types and uses of floor finishing tools and equipment
- workplace safety systems related to cork floor finishing processes
- work flow in relation to the application of finishes to cork floors
- environmental protection requirements
- established communication channels and protocols
- problem identification and resolution
- appropriate mathematical procedures for estimation and measurement
- procedures for the recording, reporting and maintenance of workplace records and information.

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 applying finishes to timber, parquetry and cork floors
- Interpret work order and locate and apply relevant information
- Apply safe handling requirements for equipment, products and materials, including the use of personal protective equipment
- Establish and maintain appropriate ventilation
- Follow work instructions, operating procedures and inspection practices to:
 - prevent damage to goods, equipment and products
 - minimise the risk of injury to self and others
 - achieve a final finish in accordance with Australian Standards and accepted industry practices
- Complete a minimum application of two differently based coating/finishing products
- Work effectively with others
- Modify activities to cater for variations in workplace contexts and environment
- Identify faults/problems and identify and carry out corrective action

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, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to comply with relevant regulatory or Australian Standards requirements
- The following resources should be made available:
 - workplace location or simulated workplace
 - a realistic finishing requirement

EVIDENCE GUIDE	
	• materials and equipment relevant to the application of finishes • specifications and work instructions
Method of assessment	Assessment must satisfy the endorsed assessment guidelines of the Furnishing Industry Training Package 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 Assessment methods must be by direct observation of tasks and include questioning on underpinning knowledge to ensure its correct interpretation and application Assessment may be applied under project related conditions (real or simulated) and require evidence of process 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 Assessment may be in conjunction with assessment of other units of competency

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

- 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

- 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, control of hazardous materials and substances, manual handling including lifting and carrying

Organisational requirements

- 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)

Instructions

- Workplace procedures relating to the use and operation of tools and equipment
- Workplace instructions, including job sheets, plans, drawings and designs
- Workplace procedures relating to reporting

RANGE STATEMENT	
	- and communications - Manufacturer recommendations for the use of equipment and materials
Cork floor coating materials	may include but are not limited to waxes, oils, oleoresins, one can methane oils, resin solutions, epoxy resins, two can epoxy resins, two can polyurethanes, moisture curing polyurethanes and water-based polyurethanes
Tools and equipment	are to include orbital sander, rotary sander, hand sander, vacuum cleaner, brushes, applicators, rollers, roller tray, hammer, nail punch and spatula
Surfaces to be finished	are confined to cork flooring
Surface inspection	is to ensure that surface is free from dust and debris, moisture content is acceptable and stable and any preservatives, protective coatings or other contaminants are adequately removed
Work sequence	is to include preparation, inspection, coating application(s) and intermediate steps, finalisation and acceptance inspection
Workplace health and safety requirements	- may include personal protective equipment which is to include that prescribed under legislation, regulation and enterprise policies and practices - may include isolation processes including barriers, tapes and entry access controls - may include breathing support and ventilation extraction systems
Application methods	may include rags, brushes, rollers, applicators and spatula

Unit Sector(s)

Unit sector	Flooring Technology
--------------------	---------------------

Competency field

Competency field	Sanding and finishing
------------------	-----------------------

Co-requisite units

Co-requisite units		