



Australian Government

Department of Education, Employment and Workplace Relations

LMFGG2008C Glaze reglaze residential windows and doors

Release: 1

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Modification History

Updated format, revised Evidence Guide. Outcome equivalent.

Unit Descriptor

This unit of competency covers the skills and knowledge required to fit glass to residential windows and doors.

Application of the Unit

This unit covers work performed in workplaces involving on-site and off-site fabrication, installation and/or replacement of glass to residential windows, doors and other openings, or to other frames. Work is generally performed individually or in a team environment and requires individuals to demonstrate discretion, judgement and problem solving in the handling and installation of glass products.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

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

1	Identify work requirements	1.1	Work requirements for the type of glass to be used and the method of fixing are identified from work instructions
		1.2	Occupational health and safety (OHS) requirements for glazing/re-glazing of windows and doors, including personal protective equipment , are observed throughout the work
		1.3	The process for fitting glass to window and doorframes is identified
2	Prepare for work	2.1	Work sequence is planned in a logical order to suit the job and in accordance with workplace procedures
		2.2	Tools, equipment and materials (other than glass and frames) are selected and checked prior to use to ensure they are appropriate for the work, serviceable and in a safe condition
		2.3	Type of glass to be fitted and frames are selected to match job requirements and glass checked for type, size and imperfections
		2.4	Glass fixing method is selected and frame condition is assessed to ensure suitability for glazing in accordance with customer order and Australian Standards
		2.5	Defective frames are reported for repair or replacement in accordance with workplace procedures
		2.6	Fixing and sealing materials are prepared by mixing or cutting to length, as appropriate
3	Identify site conditions and restraints	3.1	On-site difficulties are recognised and corrective action taken in accordance with regulations and workplace requirements
		3.2	Covering material is applied, where necessary, to protect existing fixtures and fittings
		3.3	Special characteristics of the window or door which may affect the finished job are identified and corrective action taken

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| 4 | Perform glazing | 4.1 | Frame is prepared to receive glass by checking size against specifications, removing remains of glass and any sealants, cleaning and surface preparation, if required |
| | | 4.2 | Glass is fixed to the frame using the selected method and in accordance with recognised industry procedures and Australian Standards |
| | | 4.3 | Solvents and sealants are used in accordance with manufacturer recommendations and Australian Standards |
| | | 4.4 | Excess sealing material is removed and glass and frame cleaned after fixing |
| 5 | Complete work | 5.1 | Completed installation is checked to ensure compliance with customer requirements and specifications |
| | | 5.2 | Tools, equipment and materials are cleaned and stored following workplace procedures |
| | | 5.3 | Work area is cleaned and left in a safe condition and rubbish disposed of, as appropriate |
| | | 5.4 | Waste and scrap materials are removed for disposal or recycling, as required |
| | | 5.5 | Workplace documentation is completed in accordance with workplace requirements |

Required Skills and Knowledge

Required skills include:

- collecting, organising and understanding information related to work orders, basic plans and safety procedures
- using communication skills to the level required to confirm work requirements and specifications; communicate effectively regarding work requirements with supervisors, other workers and customers; report work outcomes and problems; and relate to people from a range of social, cultural and ethnic backgrounds, and of varying physical and mental abilities
- using literacy skills to the level required to understand information related to work orders, including common industry terminology, plans and safety procedures; prepare reports; and interpret technical information and specifications
- planning and organising activities, including the preparation and layout of the work area, and the obtaining of equipment and materials to avoid any backtracking, workflow interruptions or wastage
- working with others and in a team by recognising dependencies and using cooperative approaches to optimise workflow and productivity
- using mathematical ideas and techniques to correctly complete measurements, calculate work requirements, and optimise glass sizes for economical cutting and assembling of required materials
- using pre-checking and inspection techniques to plan work, and avoid re-working and wastage
- using workplace technology related to the glazing of simple window and doorframes

Required knowledge includes:

- the qualities and characteristics of glass, including hazards and handling requirements
- techniques, methods, materials and process of glazing simple/complex window and doorframes
- workplace safety system requirements related to the glazing simple/complex window and doorframes
- relevant Australian Standards
- workflow requirements in relation to fitting glass
- characteristics, purpose and operation of tools and equipment used in glazing simple/complex window and doorframes
- correct identification of equipment, processes and procedures

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.

Overview of assessment	Assessment processes and techniques must be culturally appropriate and appropriate to the language, literacy and numeracy capacity of the candidate and the work being performed.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Assessors must be satisfied that the candidate can competently and consistently: • interpret work order/job instruction and locate and apply relevant information to glaze/re-glaze simple/complex windows and doors • apply safe handling requirements for equipment, products and materials, including use of personal protective equipment • follow work instructions, operating procedures and inspection practices to: • minimise the risk of injury to self and others • prevent damage to goods, equipment and products • maintain required production output and product quality • glaze or re-glaze the following: • timber putty faced window sashes or door panel • timber beaded sidelight, fixed panel, sliding, hinged, pivot and/or bi-fold doors • metal framed channel glazed door or window • metal framed beaded door or window • include the following for each: • calculate glazing clearance and cutting size • cut glass to AS/NZS 4667:2000 Quality requirements for cut-to-size and processed glass • select glazing tools, equipment, glazing sealants, vinyls and tapes • prepare working area • prepare glazing rebates and channels prior to installation • clean glass, tools, equipment and work area • calculate the cost of glass, glazing materials and labour • select re-glazing tools and equipment

	• hack out/remove beads and glass safely from timber windows and doors • remove and disassemble metal window sashes and doors and remove glass safely • install and/or adjust sash cords, unique, spiral or spring balances on double hung windows • work effectively with others.
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 Standard requirements. The following resources should be made available: • frames • glass • fixing material • sealants • workplace operating procedures and work orders • personal protective equipment • an appropriate work area/site.
Method of assessment	Assessment must satisfy the endorsed Assessment Guidelines of the LMF02 Furnishing Industry Training Package. Assessment methods must confirm consistency and accuracy of performance together with application of underpinning knowledge. Assessment methods must be by direct observation of tasks and include questioning on underpinning knowledge to ensure 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.
Guidance information for assessment	

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.

<i>Types of glass may include, but are not limited to:</i>	• annealed glass • toughened glass • laminated glass • wired glass • tinted and heat reflective glass • coated glass and insulated glass units • patterned glass
<i>Methods of glazing may include:</i>	• channel glazing • beaded glazing and double glazing
<i>Glazing/re-glazing may include:</i>	• the installation of glass to metal and/or timber doors, windows and other frames and re-glazing of existing windows and doors • residential glazing/re-glazing that is confined to simple doors and windows, and may include: • residential windows, such as fixed, sliding, casement, awning and double hung and louvres • residential doors, such as sliding, hinged, pivot and bi-fold
<i>Personal protective equipment includes:</i>	• that prescribed under legislation, regulation and Australian Standard policies and practices, and may include: • gloves • safety glasses • gauntlets • safety footwear • hard hats • aprons and overalls
<i>Workplace procedures include:</i>	• workplace procedures relating to the glazing of simple windows and doorframes • Australian Standards: • AS 1288:2006 Glass in buildings - Selection and installation • AS/NZS 2208:1996 Safety glazing materials in buildings • AS/NZS 4667:2000 Quality requirements for

	cut-to-size and processed glass • AS 2047:1999 Windows in buildings - Selection and installation • AS/NZS 4666:2000 Insulating glass units • equipment and material manufacturer specifications and operational procedures • on-site procedures and regulations relating to the handling and movement of glass • work instructions, including job sheets, plans, drawings and designs • safety standards, including personal protective equipment, OHS regulations and enterprise requirements
<i>Tools and equipment are to include:</i>	• tungsten wheel glass cutters • speed cutters • cutting lubricants • running pliers • straight edges and squares • tape measures • glass handling and lifting equipment • hack-out knives • chisels • putty knives • sprig/diamond guns • vinyl cutters and rollers • pry bars • sealant guns • blade and phillips head screwdrivers • pop rivet guns • electric and pneumatic drills • rubber mallets • claw hammers • nail punches • personal protective equipment
<i>Materials may include, but are not limited to:</i>	• flat glass and acrylic glazing products • plastic • aluminium • steel • solid timber • gaskets • sealants • adhesives

	• glazing tapes and setting blocks
<i>Matching job requirements may include:</i>	• customer order • existing glass type
<i>Glass fixing methods may include:</i>	• specification • type of glass and frame • security requirements • sealing methods • Australian Standards

Unit Sector(s)

Glass and glazing

Custom Content Section

Not applicable.