



Australian Government

MSFFL2024 Install engineered timber flooring

Release: 1

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Modification History

Release 1 - New unit of competency

Application

This unit of competency covers floating or installing stick by stick an engineered timber floor within a space over a soft underlay, including preparation, cutting, laying and fixing. It applies to a variety of flooring technology installation operations in an on-site environment and involves application of skills and knowledge at the sub-trade worker level.

Licensing, legislative or certification requirements may apply to this unit and relevant state/territory and local government agencies should be consulted to determine any necessary certification or licensing for undertaking flooring work. Access to construction sites requires certification of general induction training specified by the National Code of Practice for Induction for Construction Work (ASCC 2007).

Pre-requisite Unit

Competency Field

Unit Sector

Flooring technology

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	Prepare materials for installation	1.1	Applicable work health and safety (WHS), legislative and organisational requirements relevant to installing engineered timber flooring are verified and complied with
		1.2	WHS requirements, including personal protection needs, are observed throughout the work
		1.3	Instructions and/or plans are read and interpreted to identify process required to complete work tasks
		1.4	Sub-floor condition is assessed for suitability for installation of engineered timber flooring

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| | | 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 | Sequence of work is planned, including the selection of a starting point, to ensure efficiency and quality of installation |
| 2 | Set out materials for installation | 2.1 | Engineered timber flooring is acclimatised according to manufacturer recommendations |
| | | 2.2 | Engineered timber flooring for fixing is organised and used in accordance with relevant safety management requirements |
| | | 2.3 | Skirting boards or cover trims are removed or undercut, if required, and stored for re-fitting or sent for machining |
| | | 2.4 | Adhesives and edge strips are prepared for use as required |
| 3 | Lay out flooring | 3.1 | Instructions and sequence for laying and fixing are followed |
| | | 3.2 | Engineered timber flooring is laid out to meet directional sequence, pattern match, specification requirements and to minimise waste and joins |
| | | 3.3 | The aesthetics of the materials are maximised, including matching grains and colours |
| | | 3.4 | Engineered timber flooring materials are accurately and clearly marked for cutting |
| | | 3.5 | Materials are cut to length and size for final laying ensuring minimum waste |
| 4 | Lay flooring | 4.1 | Materials for fixing are organised and used in accordance with relevant safety management requirements |
| | | 4.2 | Adhesives and edge strips/accessories are prepared for use as required |
| | | 4.3 | Fixing methods and equipment are used following manufacturer recommendations |
| | | 4.4 | Appropriate field and perimeter expansion joints are |

		allowed
	4.5	Skirting boards or cover trims are fitted/re-fitted and finished
	4.6	Finished job is inspected and any imperfections are rectified following workplace procedures
	4.7	Any required preparations for sanding of flooring are made
5	Complete housekeeping	5.1 Unused materials are stored or recycled as required
		5.2 Tools and equipment are cleaned and stored appropriately
		5.3 Work area is cleaned and rubbish is disposed of appropriately
		5.4 Workplace documentation is completed

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.

- Legislative requirements include:**
- applicable legislation from all levels of government that affect organisational operation
 - award and enterprise agreements
 - industrial relations
 - Australian Standards
 - confidentiality and privacy
 - WHS
 - the environment
 - equal employment opportunity (EEO)

WHS requirements include:	• anti-discrimination • relevant industry codes of practice • duty of care and heritage • Commonwealth, state or territory legislation and regulations • organisational safety policies and procedures • the use of personal protective equipment and clothing • firefighting equipment • first aid equipment • hazard and risk control and elimination • control of hazardous materials and substances • manual handling, including lifting and carrying
Organisational requirements include:	• 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 • WHS • 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 include:	• workplace procedures relating to the use and operation of tools and equipment • workplace instructions, instructions, including job sheets, plans, drawings and designs • workplace procedures relating to reporting and communications • manufacturer instructions for the use of equipment and materials
Sub-floor assessment includes:	• testing for moisture content, expansion, rot, structural strength, smoothness and plane

Tools and equipment include:

- drop saw
- jig saw
- hand saw
- undercut saw
- plunge saw
- hammer
- bar scribe
- utility knife
- circular saw
- bench saw
- straight edge
- glue gun
- staple gun
- nailers
- flooring cramps
- strap clamps
- wall clamps

Materials include:

- timber flooring materials
- underlay
- edge strips
- tapes
- adhesives

Adhesives include:

- polyvinyl alcohol (PVA)
- epoxy
- polyurethane elastomeric

Unit Mapping Information

No equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for MSFFL2024 Install engineered timber flooring

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Performance Evidence

- Comply with legislation, regulations, standards, codes of practice and established safe practices and procedures for installing engineered timber flooring, including ventilation standards
- Apply safe handling requirements for equipment, products and materials, including the 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
- Complete the following different types of installation:
 - direct stick system
 - self-locking system
 - inserted plastic tongue system
- Modify activities to cater for variations in workplace contexts and environment
- 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 installation 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 backtracking, work flow interruptions or wastage
- Use mathematical ideas and techniques to correctly complete measurements, calculate area and estimate other material requirements
- Maintain current knowledge of:
 - tools and materials
 - parquetry installation techniques
- Use the limited workplace technology related to the timber flooring installing requirement, including tools, equipment, calculators and measuring devices

Knowledge Evidence

- State or territory WHS legislation, regulations, standards and codes of practice relevant to the installation of engineered timber flooring
- Organisational and site standards, requirements, policies and procedures for the installation of engineered timber flooring
- Types, characteristics, uses and limitations of:
 - engineered timber flooring
 - installation adhesives
- The types and uses of installation tools and equipment
- Workplace safety systems relevant to the installation of engineered timber flooring
- Characteristics and requirements of sub-floor preparation
- Work flow in relation to flooring installation operations
- Environmental protection requirements
- Established communication channels and protocols
- Relevant problem identification and resolution
- Appropriate mathematical procedures for estimation and measurement
- Procedures for the recording, reporting and maintenance of workplace records and information

Assessment Conditions

- Assessors must:
 - hold training and assessment competencies as determined by the National Skills Standards Council (NSSC) or its successors
 - have vocational competency in the furnishing industry at least to the level being assessed with broad industry knowledge and experience, usually combined with a relevant industry qualification
 - be familiar with the current skills and knowledge used and have relevant, current experience in the furnishing industry.
- Assessment methods must confirm consistency of performance over time rather than a single assessment event and in a range of workplace relevant contexts.
- Assessment must be by observation of relevant tasks with questioning on underpinning knowledge and, where applicable, multimedia evidence, supervisor's reports, projects and work samples.
- Assessment is to be conducted on single units of competency or in conjunction with other related units of competency. Foundation skills are integral to competent performance in the unit and should not be assessed separately.
- Assessment must occur on the job or in a workplace simulated facility with relevant process, equipment, materials, work instructions and deadlines.
- Access is required to a realistic installation workplace location, and materials and equipment relevant for the installation of engineered timber flooring.

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