



**Australian Government**

# **MSFFL3045 Sand and fill parquetry flooring**

**Release: 1**

# MSFFL3045 Sand and fill parquetry flooring

## Modification History

Release 1 - New unit of competency

## Application

This unit of competency covers sanding and filling of parquetry floors in preparation for applying coating or re-coating to the flooring. It involves operating split drum/belt floor sander, rotary or orbital sanding and edge sanding machines.

Licensing, legislative or certification requirements may apply to this unit and relevant State 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 for the work | 1.1 | Applicable work health and safety (WHS), legislative and organisational requirements relevant to coarse, finish and fine sanding and filling parquetry flooring 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 | Parquetry flooring is inspected for contamination, moisture content and suitability for coarse, finish and fine sanding operations and any pre-sanding tasks are completed                     |
|   |                      | 1.4 | Parquetry flooring condition is assessed and the extent of coarse, finish and fine sanding and filling required to                                                                             |

|   |                                   |     |                                                                                                                                                            |
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|   |                                   |     | meet job specifications is confirmed                                                                                                                       |
|   |                                   | 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 | The job site is isolated and/or encapsulated to contain dust fallout from sanding operation                                                                |
|   |                                   | 1.7 | Sequence of work is planned, including the starting point, to ensure efficiency and quality of installation                                                |
| 2 | Conduct coarse sanding operations | 2.1 | Sanding equipment is set up in accordance with manufacturer instructions and operating procedures                                                          |
|   |                                   | 2.2 | Emergency stops, gauges, guards and controls are identified and checked                                                                                    |
|   |                                   | 2.3 | Equipment settings and adjustments are made and checked                                                                                                    |
|   |                                   | 2.4 | Sanding belts or papers are selected                                                                                                                       |
|   |                                   | 2.5 | Trial runs are conducted to check machine operations and quality of finished work                                                                          |
|   |                                   | 2.6 | Sanding belts or papers are attached, routinely checked and changed as required                                                                            |
|   |                                   | 2.7 | Coarse sanding is completed systematically and effectively with the grain, against the grain and across the grain within the minimum required timeframe    |
|   |                                   | 2.8 | Routine lubrication and adjustments to the equipment are completed as required                                                                             |
|   |                                   | 2.9 | Coarse sanded parquet flooring is cleaned, inspected and any imperfections are rectified following workplace procedures                                    |
| 3 | Conduct edge sanding operations   | 3.1 | Edge sanding equipment is set up in accordance with manufacturer instructions and operating procedures                                                     |
|   |                                   | 3.2 | Emergency stops, gauges, guards and controls are identified and checked                                                                                    |
|   |                                   | 3.3 | Equipment settings and adjustments are made and checked                                                                                                    |
|   |                                   | 3.4 | Sanding papers are selected                                                                                                                                |

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|   | 3.5                        | Trial runs are conducted to check machine operations and quality of finished work                                                           |
|   | 3.6                        | Sanding papers are attached, routinely checked and changed as required                                                                      |
|   | 3.7                        | Edge sanding is completed systematically and effectively within the minimum required timeframe                                              |
|   | 3.8                        | Routine lubrication and adjustments to the equipment are completed as required                                                              |
|   | 3.9                        | Edge sanded parquet flooring is cleaned, inspected and any imperfections are rectified following workplace procedures                       |
| 4 | Conduct filling operations |                                                                                                                                             |
|   | 4.1                        | Surface to be filled is inspected and assessed as being ready for filling with the selected filler                                          |
|   | 4.2                        | Work sequence is planned to ensure efficiency and quality of application                                                                    |
|   | 4.3                        | Ventilation is checked before chemical fumes are released, and all WHS requirements are met, including use of personal protective equipment |
|   | 4.4                        | Environmental protection regulations are complied with                                                                                      |
|   | 4.5                        | Filling material is prepared in accordance with manufacturer specifications                                                                 |
|   | 4.6                        | Trial applications of fillers are made to check equipment operation, materials consistency, viscosity and specified colour                  |
|   | 4.7                        | Faults and or inconsistencies in colour are identified and workplace procedures for rectification and adjustment are followed               |
|   | 4.8                        | Filling material is applied in accordance with manufacturer recommendations                                                                 |
|   | 4.9                        | Recommended drying times are observed before fine sanding                                                                                   |
|   | 4.10                       | Sanding between coats, where required, is carried out according to manufacturer recommendations                                             |
|   | 4.11                       | Finished floors are inspected and approved for suitability                                                                                  |

|   |                                 |      |                                                                                                                                       |
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|   |                                 |      | for further processing                                                                                                                |
|   |                                 | 4.12 | Final finish meets the requirements of the job                                                                                        |
| 5 | Conduct fine sanding operations | 5.1  | Fine sanding equipment is set up in accordance with manufacturer instructions and operating procedures                                |
|   |                                 | 5.2  | Emergency stops, gauges, guards and controls are identified and checked                                                               |
|   |                                 | 5.3  | Equipment settings and adjustments are made and checked                                                                               |
|   |                                 | 5.4  | Sanding papers are selected                                                                                                           |
|   |                                 | 5.5  | Trial runs are conducted to check machine operations and quality of finished work                                                     |
|   |                                 | 5.6  | Sanding papers are attached, routinely checked and changed as required                                                                |
|   |                                 | 5.7  | Fine sanding of the body and perimeter of the floor is completed systematically and effectively within the minimum required timeframe |
|   |                                 | 5.8  | Fine sanded parquet flooring is cleaned, inspected and any imperfections are rectified following workplace procedures                 |
| 6 | Complete housekeeping           | 6.1  | Unused materials are stored or recycled as required                                                                                   |
|   |                                 | 6.2  | Tools and equipment are cleaned and stored appropriately                                                                              |
|   |                                 | 6.3  | Work area is cleaned and rubbish disposed of appropriately                                                                            |
|   |                                 | 6.4  | 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.

- |                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Unit context includes:</b>       | <ul style="list-style-type: none"><li>• WHS requirements, including legislation, building codes, material safety management systems, hazardous and dangerous goods codes, and local safe operating procedures or equivalent</li><li>• work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, manual handling procedures and organisation insurance requirements</li><li>• work requires individuals to demonstrate some discretion, judgement and problem solving</li></ul> |
| <b>Fine sanding includes:</b>       | <ul style="list-style-type: none"><li>• fine sanding existing parquet flooring either after a finish sand or where only minor rectification of scratches or wear and tear has occurred or between coats</li></ul>                                                                                                                                                                                                                                                                                                                            |
| <b>Pre-sanding tasks include:</b>   | <ul style="list-style-type: none"><li>• isolating and/or encapsulating the job site</li><li>• nail punching</li><li>• filling</li><li>• scraping</li><li>• sweeping</li><li>• vacuuming</li><li>• cleaning and removal of all foreign objects, such as nails, tacks and staples</li></ul>                                                                                                                                                                                                                                                    |
| <b>Tools and equipment include:</b> | <ul style="list-style-type: none"><li>• hammer</li><li>• scraper</li><li>• nail punch</li><li>• broom</li><li>• vacuum</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Materials include:</b>           | <ul style="list-style-type: none"><li>• sanding belts</li><li>• sanding paper</li><li>• discs</li><li>• oil and lubricants</li><li>• cleaning materials</li></ul>                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Sanding equipment includes:</b>  | <ul style="list-style-type: none"><li>• split drum or belt sander</li><li>• orbital or rotary finishing sanding machine</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Edge sanding includes:</b>       | <ul style="list-style-type: none"><li>• edge sanding machines both rotary and orbital using the full range of grit papers depending on the general floor sanding process</li></ul>                                                                                                                                                                                                                                                                                                                                                           |

- Finish sanding includes:** • split drum and or belt floor sanding machines using 60–100 grit papers
- Surface inspection includes:** • ensuring 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 includes:** • preparation  
• inspection  
• coating applications and intermediate steps  
• finalisation  
• acceptance inspection
- Application methods include:** • trowels  
• applicators
- Filling materials include:** • oil-based  
• water-based  
• plastic (one-pot) filler
- Fine sanding equipment includes:** • rotary and orbital floor sanding machines using 100–200 grit paper
- Personal protective equipment includes:** • that prescribed under legislation, regulations and enterprise policies and practices
- Information and procedures include:** • workplace procedures relating to the use of tools and equipment  
• work instructions, including job sheets, cutting lists, plans, drawings and designs  
• workplace procedures relating to reporting and communication  
• manufacturer specifications and operational procedures

## Unit Mapping Information

Supersedes and is equivalent to LMFFL3604A Sand and fill parquet flooring

## 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 MSFFL3045 Sand and fill parquetry flooring

## Modification History

Release 1 - New unit of competency

## Performance Evidence

- Interpret work order and locate and apply relevant information
- Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment
- Identify materials used in the work process
- Follow work instructions, operating procedures and inspection processes to:
  - minimise the risk of injury to self or others
  - prevent damage to goods, equipment and products
  - maintain required production output and product quality
- Prepare two (2) different types of parquetry floors from the following list:
  - block (mandatory) **and**
  - mosaic **or** multi-directional patterned
- Use mathematical ideas and techniques to correctly complete measurements, calculate area and estimate material requirements
- Communicate ideas and information to enable confirmation of work requirements and specifications and the reporting of work outcomes and problems, interpret basic plans and follow safety procedures
- Avoid backtracking, work flow interruptions or wastage
- Work with others and in a team by recognising dependencies and using cooperative approaches to optimise work flow and productivity

## Knowledge Evidence

- State or territory WHS legislation, regulations, standards and codes of practice relevant to fine sanding parquetry flooring
- Organisational and site standards, requirements, policies and procedures for coarse, finish and fine sanding and filling parquetry flooring
- Characteristics, requirements and techniques for coarse, finish, fine sanding and filling parquetry flooring
- Types and uses of relevant tools and equipment used to conduct coarse, finish and fine sanding and filling operations
- Workplace safety system requirements related to coarse, finish and fine sanding and filling parquetry flooring
- Types of tools and equipment and procedures for their safe use, operation and maintenance
- Characteristics of materials, products and defects

- Set-up and operation of equipment
- Products assembly techniques
- Procedures for the recording, reporting and maintenance of workplace records and information
- Appropriate mathematical procedures for estimation and measurement
- Environmental protection requirements
- Established communication channels and protocols
- Relevant problem identification and resolution

## 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 materials, equipment and specifications relevant to sanding and filling parquet flooring.

## Links

Companion Volume implementation guides are found in VETNet -

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