



Australian Government

MSFGG4016 Plan and coordinate commercial glazing installations

Release: 1

MSFGG4016 Plan and coordinate commercial glazing installations

Modification History

Release1. Supersedes and is equivalent to MSFGG4008 Undertake planning and coordination for commercial glazing installation operations.

Application

This unit describes the skills and knowledge required to interpret contract documentation, develop a project schedule and coordinate all resources required for the complete glass and glazing installation process in accordance with quality requirements. It includes the requirement for establishing and maintaining communication with a diverse range of site personnel.

This unit applies to individuals in glass and glazing enterprises who perform specialist or leadership functions.

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 glass and glazing 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

N/A

Unit Sector

Glass and Glazing.

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Determine installation requirements	1.1 Identify key components and conditions of work from analysis of contract documentation 1.2 Confirm glass installation specifications and timing through consultation with principal contractors and architects and/or engineers for the construction 1.3 Determine and document internal and external human, physical and

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	financial resources through review of documentation 1.4 Identify and accurately document site requirements and limitations
2. Plan installation	2.1 Sequence installation operations and allocate responsibilities within a project schedule 2.2 Define critical path of the installation from project schedule 2.3 Organise resources and schedule from internal or external supply sources and confirm details in writing 2.4 Develop installation site and safety plans for coordinating with other building trades and contractors 2.5 Obtain permits within the required timeframe 2.6 Monitor project timeframes and adjust to account for other construction activity scheduling
3. Coordinate delivery and startup	3.1 Check and supervise on-site plant delivery and placement against work plan, safety and site requirements 3.2 Schedule and monitor on-site human resource requirements in accordance with agreed scope of role and workplace procedures 3.3 Support effective coordination of installation activity through engagement with construction work supervisor and other tradespeople
4. Coordinate on-site installation	4.1 Monitor quality and safety of work through ongoing communication with key site stakeholders and physical site inspections 4.2 Monitor the work and performance of subcontracted plant operators and staff against agreed requirements 4.3 Prepare site reports of supervisory inspections with any variation requests or requirements and communicate to the appropriate person 4.4 Complete administrative processes with reference to relevant regulatory and organisational requirements
5. Manage quality compliance	5.1 Inspect and monitor site checklists, detailing specific items at appropriate stages 5.2 Use industry and organisational quality manuals and procedures in managing the quality process with all quality requirements communicated to on-site personnel 5.3 Check work against contractual quality standards and organise and check any required rectifications for completion 5.4 Arrange and accurately document regulatory inspections of the

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	completed installation 5.5 Accurately complete final contract documentation in accordance with job requirements and communicate to relevant personnel

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 MSFGG4008 Undertake planning and coordination for commercial glazing installation operations.

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 MSFGG4016 Plan and coordinate commercial glazing installations

Modification History

Release1. Supersedes and is equivalent to MSFGG4008 Undertake planning and coordination for commercial glazing installation operations.

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and:

- planned and coordinated 2 commercial glazing installations in accordance with contract requirements.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- state or territory building and construction codes, standards and government regulations relevant to the glass installation being undertaken
- glass industry standards, codes of practice and commercial glass handling and installation techniques
- certification requirements for glass installation work performed under regulations or local authority requirements and processes and timeframes for regulatory approvals
- features, formats and inclusions in contract documentation and how to interpret these
- types and features of other documentation used for planning installation:
- key stakeholders in commercial installations and communication requirements with these people:
 - client
 - construction professionals, internal and external
 - regulatory inspectors
- communication and negotiation techniques for establishing and maintaining effective working relationships on site
- potential site requirements and limitations, and how these are managed:
 - access permits
 - access limitations and challenges and impact on work
 - communication protocols
 - delivery processes
 - impact of other building and construction personnel and/or equipment
 - safety requirements
 - regulatory requirements
- potential installation resource requirements, both internal and external:

- human, including staff labour and subcontractors
- physical, including plant, equipment and materials
- financial
- project management and critical path techniques:
 - planning and scheduling
 - documentation
 - monitoring
 - communication
- quality control processes and how these are implemented.
-

Assessment Conditions

Skills must have been demonstrated in the workplace and at worksites requiring commercial glazing installations.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

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