

MSF Furnishing Training Package

Consultation Paper for Draft 2:
Flooring, Glass and Glazing
Release 8.0

25 July – 5 August 2022

Introduction

Background

As the Skills Service Organisation (SSO) that supports the [Furnishing Industry Reference Committee](#), IBSA Manufacturing is currently reviewing components of the [MSF Manufacturing Training Package](#) relating to the flooring and glass and glazing industries. This project includes:

- reviewing two certificates — *MSF40422 Certificate IV in Glass and Glazing* and *MSF30822 Certificate III in Flooring Technology* — and 32 existing units of competency
- developing new units of competency and skill sets.

The [Furnishing Industry Reference Committee](#) is guiding this work and has established a Technical Advisory Committee (TAC) to provide industry expertise during the redevelopment process.

The first draft of the proposed components was subject to public consultation in June–July 2022. The background paper for that consultation is [here](#).

This consultation paper explains changes made to the first draft of the proposed components as a result of feedback from the first round of consultation. The revised components are [here](#).

This is the second and final consultation for feedback. Feedback submitted during this round will be considered by the TAC and IRC before the draft components are finalised, quality assured and submitted to the Australian Industry and Skills Committee for endorsement.

Submitting feedback

We invite feedback about any of the post-Draft-1 changes, which are explained in this paper.

All feedback is valued. We want to know what you agree with, as well as what you'd like improved. Please let us know.

Please email your feedback to manufacturing@ibsa.org.au by **Friday 5 August 2022**. If you would prefer to talk to us about your feedback, please send your contact details to the email address above, and we will be in touch.

The drafts are provided in PDF format. If you'd like components in Word or if you find the wording of any component or the feedback process itself to be unclear, please email us.

About the post-Draft-1 changes

MSF40422 Certificate IV in Glass and Glazing

Draft 1 feedback, with which the TAC agreed and is now reflected in the proposed qualification, was:

- to add a unit about maintaining plant and equipment to the Group C Leading hand/supervisor — Production Group C subgroup; the TAC decided to add *MSMSUP404 Coordinate maintenance*
- to delete the (elective) level 5 unit *BSBOPS505 Manage organisational customer service*, as it is at a significantly higher level and also considering *BSBOPS404 Implement customer service strategies* is an elective.

There was no feedback about the units that have been revised or developed by this project, specifically:

- MSF404122 Certificate IV in Glass and Glazing
- MSFFDM4024 Produce patterns and templates for production processes
- MSFSGG4017 Apply standards and codes of practice for complex glass and glazing installations
- MSFSGG4018 Use specialised glass and glazing industry applications
- MSFSGG4019 Manage glass and glazing industry production scheduling
- MSFSGG4020 Perform laser measurement and levelling of glass windows and doors
- MSFSGG4021 Operate complex glass processing plant control systems
- MSFSGG4022 Manage glass processing plant shutdown and restart
- MSFSGG4023 Plan and coordinate complex glazing installations.

1. Is there any feedback you want to provide about *MSF40422 Certificate IV in Glass and Glazing* or the units revised or developed by the project for it?

MSF30822 Certificate III in Flooring Technology

Due to an oversight, *MSFFL2030 Receive and prepare floor covering materials for installation* had been omitted as a core unit: it is now included as such.

Draft 1 feedback, with which the TAC **agreed** and is now reflected in the proposed qualification and units, was to:

- include *MSMWHS200 Work Safely* as a core unit
- in the packaging for each specialisation rules, to require that:
 - at least 6 Group A electives be selected for the Carpet specialisation (unchanged from draft 1)
 - at least 6 Group B electives be selected for the Resilient specialisation (previously 'all 7')
 - all 7 Group C electives be selected for the Resin specialisation (unchanged from draft 1)
 - at least 8 Group D be selected for the Timber specialisation (unchanged from draft 1)
 - all 6 Group E Polished concrete electives be selected for the Polished Concrete specialisation (previously 'at least 7')
- move *MSFFL3105 Install laminate and hybrid vinyl flooring* from Group D: Timber to Group F: Other, as it is relevant for more specialisations than just timber
- move *MSFFL3125 Mix and install thin-set terrazzo* from Group E: Polished concrete to Group F: Other, as it is not necessarily relevant for a person doing the Polished concrete specialisation to do this unit

- remove *CPCWHS1001 Prepare to work safely in the construction industry* from the skill sets *MSFSS3108XX Install pre-finished flooring* and *MSFSS3105XX Sand and finish timber floors*
- add to the knowledge evidence point in *MSFFL3105 Install laminate and hybrid vinyl flooring* that is, 'the most common issues that can arise when installing laminate and hybrid vinyl flooring and how to avoid and respond to them', the words 'including differences between the expansion and contraction of the flooring materials'
- change the title of *MSFFL3067XX Complete commercial, complex vinyl sheet flooring installations* to 'Install commercial sheet vinyl flooring', as this is the terminology that industry uses
- remove *MSFFL1001 Complete simple floor covering installation*, as it is too low-level for industry requirements
- change the title of *MSFFL3070 Install resilient wall coverings* to 'MSFFL3116 Install resilient sheet to walls' and convert references to 'wall coverings' to 'resilient sheet' throughout the unit.

Draft 1 feedback, with which the TAC **not agree** and is not reflected in the proposed qualifications was to:

- reduce the total number of units required from 24
- reduce the total number of core units from 12
- make *MSFFL2032 Select, prepare and apply moisture barriers to concrete subfloors* and *MSFFL2034 Prepare subfloors with cementitious coating applications* electives rather than core units, as the TAC considered they were necessary for all streams
- remove *CPCWHS2001 Apply WHS requirements, policies and procedures in the construction industry*, as it is a prerequisite unit for another elective.

MSFFL2030 Receive and prepare floor covering materials for installation

Draft 1 feedback, with which the TAC agreed, was that this unit should be a core unit but that the current version is too generic and implies a requirement to know about all streams. This is unsatisfactory: for example, a person seeking to achieve a *MSF30818 Certificate III in Flooring Technology (Timber)* should not be required to be competent to receive and prepare carpet materials. The unit has been brought into the project scope and amended to address this.

Carpet units

Draft 1 feedback, with which the TAC agreed, was that there was significant inconsistency in the treatment of the installation of carpet to steps or stairs, most consequentially reflected in the performance evidence and to a lesser extent in other aspects of the carpet units. Accordingly,

- *MSFFL3113 Install carpet on complex stairs* remains unchanged, the TAC considering the performance evidence and draft unit overall is suitable
- the performance evidence in *MSFFL3104 Install unpatterned tufted carpet*, *MSFFL3110 Install adhesive-fixed carpet*, *MSFFL3111 Install commercial carpet* and *MSFFL3112 Install patterned carpet* has been amended to require the installation of carpet to:
 - a box step stairway with at least three steps
 - a kite winder treads stairway with at least three steps
 - a bullnose step
- the performance evidence in *MSFFL3109 Install carpet tiles* to be as per the previous point, but not including a bullnose step
- the performance evidence for *MSFFL3111 Install commercial carpet* that requires the carpet to be installed on the box step stairway with at least three steps now has the added requirement 'including the installation of commercial-grade stair nosing'

MSFFL3063 Install synthetic textile floor coverings to sports facilities and outdoor spaces

The TAC considered that the performance evidence for *MSFFL3063 Install synthetic textile floor coverings to sports facilities and outdoor spaces* should be the same as for *MSFFL3104 Install unpatterned tufted carpet*, *MSFFL3110 Install adhesive-fixed carpet* and *MSFFL3112 Install patterned carpet*, as explained above. Consequently, MSFFL3063, which was previously outside the project scope, has been revised and is included for draft 2 consultation.

MSFFL3120 Install timber flooring on subfloors and joists

Draft 1 feedback, with which the TAC agreed, was that:

- in the rewriting, the unit had been misinterpreted and should be 'Install timber flooring and subfloors to joists'. Consequently, the unit has been renamed and the content revised to correct this misinterpretation
- the performance evidence requirement of 30 m² would be better as 'an area of at least five joist spaces and at least one metre wide; consequently, this change has been made. This change has also removed the requirement to do the installation in one complete room.

MSFGN3007 Set up and operate a self-employed contracting business

Draft 1 feedback, with which the TAC agreed, was that there should be a unit for a person doing the qualification who intends to set up a small business as a contractor. Accordingly, this unit has been drafted for feedback, and it has been included as an elective in Group F: Other.

MSFFL2030 Receive and prepare flooring materials, MSFFL3127 Install synthetic textile floor coverings in sports facilities and outdoor spaces

These units were not included within the project scope, but the TAC considered they should be revised. Accordingly, they have been revised for draft 2 feedback.

Other changes to units

The names of several units have been changed for editorial reasons, to better reflect the content. These changes are not considered material. Also, the draft coding of units has been updated to include their final proposed code.

Skill sets

Draft 1 feedback, with which the TAC agreed, was to:

- remove *CPCWHS1001 Prepare to work safely in the construction industry* and *MSFGN2001 Make measurements and calculations* from *MSFSS00023 Sand and finish timber floors*, which would reduce the number of units in the skill set to six
- include *MSFFL3120 Install timber flooring and subfloors to joists* in *MSFSS00019 Install solid timber floors*
- rename *MSFSS00025 Install resilient flooring* to 'Install resilient plank and tile flooring' and to change the skill set requirements to be:
 - *MSFFL2032 Select, prepare and apply moisture barriers to concrete subfloors*
 - *MSFFL2033 Install hard underlays*
 - *MSFFL2034 Prepare subfloors with cementitious coating applications*
 - *MSFFL2035 Mechanically prepare surfaces for installation of flooring materials*
 - *MSFFL3114 Install resilient tiles and planks*
- delete *MSFSS3112XX Install residential plank vinyl flooring*.

MSFSS00030 Waterproofing internal wet areas

The TAC agreed to add this new skill set, comprising:

- *MSFFL3054 Assess flooring installation sites*
- *MSFFL2032 Select, prepare and apply moisture barriers to concrete subfloors*
- *CPCWP3002 Apply waterproofing process to internal wet areas.*

Quality assurance issues

All components in the project — qualifications, units and skill sets — are required to be quality assured by independent examiners to ensure they are in line with national standards. This quality assurance process has commenced during and after the consultation period. Changes to units already made a result of the quality assurance process include:

- revising some elements to ensure they do not duplicate the title of the unit
- taking some 'including' items out of performance criteria to make them shorter
- standardising the expression of performance evidence.

2. Is there any feedback you want to provide about *MSF30822 Certificate III in Flooring Technology* or the units revised or developed by the project for it?