

Install and dress soft furnishings

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**Overview**

This standard covers the skills and knowledge required to prepare for, install and dress soft furnishings in their final location. This involves:

1. making the installation area ready for work
2. preparing the soft furnishings and associated components for assembly
3. installing soft furnishings

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## Performance criteria

You must be able to:

1. comply with health, safety and environmental requirements, relevant statutory regulations and industry standards/codes of practice at all times
2. identify and confirm the specification for the work being undertaken
3. work with colleagues to achieve the specification
4. confirm the location, schedule and sequence of the assembly work
5. obtain agreement to proceed before starting work
6. isolate the work area protecting areas exposed to damage and debris
7. ask the customer to remove vulnerable items from the work area and access routes to it
8. erect and install access equipment following standard operating procedures and manufacturer's instructions
9. prepare the work area for installation following standard operating procedures
10. establish safe and secure storage areas for resources and components following standard operating procedures
11. maintain effective communication with the customer in line with customer care procedures
12. check the quality and quantity of components and resources are taken to the location following standard operating procedures
13. confirm specified tools and items of equipment are present and are in a safe working order following standard operating procedures
14. carry out preparatory work on components and materials following standard operating procedures
15. install the soft furnishing following standard operating procedures
16. attach the soft furnishing using methods which will give the required durability and appearance
17. check there are no loose ends or visible stitching
18. check the finished soft furnishing conforms to the specification
19. carry out your work to the required quality and output to meet production schedules and targets
20. identify any problems and deal with them according to standard operating procedures
21. record information in appropriate information systems
22. ensure installation complies with relevant legal and safety requirements

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## Knowledge and understanding

You need to know and understand:

1. the relevant health, safety and environmental requirements, statutory regulations and industry standards/codes of practice that have to be complied with
2. how to confirm the specifications for the work being undertaken
3. the level of detail required in a specification
4. who to confirm work requirements with and why it is important to have all the required agreements before you begin
5. areas of the location that should be isolated and the suitable protective coverings
6. types of vulnerable objects that should be moved by the customer
7. why it is important to prepare the work area so that it is safe to work in for yourself and others
8. when would it be necessary to set up storage areas and the security issues to consider
9. how to provide information clearly to customers, what type of information do customers require, and why it could be important to them
10. resources needed for soft furnishings assembly in location and preparation processes needed at the location
11. different components to be assembled in location and forms of preparation needed
12. problems that can occur and how should they be dealt with
13. why it is good practice to ensure that resources and components are laid out in a logical order and that items that are not needed immediately are safely stored until use
14. different methods of assembly for soft furnishings
15. different methods of trimming and finishing soft furnishings
16. type of problems that can occur and the standard operating procedures for dealing with them
17. information systems that should be used and why it is important to record information
18. the legal and safety requirements relating to the installation of soft furnishings

PROUSF09 (SQA Unit Code - HE7X 04)

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## Scope/range

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**Originating Organisation** Proskills

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**Relevant Occupations** Upholsterers; Furniture Makers and Other Craft Woodworkers

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**Suite** Upholstery & Soft Furnishings

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