

# PROFFI358 (SQA Unit Code - FE61 04) Produce furniture production specifications



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## Overview

This standard addresses the competence required to produce furniture production specifications. This involves:

- 1 producing a specification for a product
- 2 ensuring that the specification meets a client's needs
- 3 recording all relevant information

There is also a scope statement which defines the coverage of this standard

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### Performance criteria

- You must be able to:*
- P1 produce a specification for the engineering product or process that meets the requirements of the client
  - P2 incorporate all necessary details into the specification
  - P3 ensure that the specification is capable of being implemented
  - P4 ensure that the specification complies with all relevant regulations and guidelines
  - P5 agree the specification with the client at appropriate points in the design process
  - P6 provide a suitable rationale for any requirements that cannot be achieved or any changes to the specification
  - P7 produce the specification in the agreed formats with the necessary supporting documents
  - P8 record the specification in the appropriate information systems

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### Knowledge and understanding

*You need to know and understand:*

- K1 the design principles and processes that apply to the furniture items being produced
- K2 the general and furniture item-specific principles and processes for furniture production that apply and how they affect the details to be included in the specification
- K3 the health and safety legislation, regulations and safe working practices and procedures that you are required to build into specifications, including those deriving from HASAWA and COSHH Regulations, and where to find out about relevant risk assessment details and risk control strategies that have been set by your organisation
- K4 what the legislative and regulatory frameworks are that govern furniture production, including the need for compliance with relevant national and international furniture standards
- K5 what the organisational procedures and systems are for creating, disseminating, storing and maintaining furniture specifications
- K6 what the organisational procedures are in relation to patents, copyright, and intellectual property issues
- K7 what information should be included in furniture specifications for different items of furniture, the conventions, units of measurement and terms used and preferred organisational formats

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### Additional Information

#### Scope

##### **Clients**

The person(s), organisation(s) or department(s) either inside or outside your organisation for whom you are providing a service.

##### **Product or process**

What needs to be produced for the client to meet their requirements, as detailed in the specification. May be any item of furniture to be produced on a commercial basis.

##### **Formats**

The appropriate methods of presenting the information.

##### **Information systems**

Where the specification information is recorded.

##### **Regulations and guidelines**

To include all relevant company policy and health, safety and environmental legislation.

##### **Specifications**

The set of instructions which detail the work to be carried out.

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**Status** Original

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**Originating organisation** Proskills

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**Relevant occupations** Paper and wood machine operatives; Furniture maker and other craft woodworkers; Upholsterers; Labourers build and woodworking trades

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**Suite** Furniture; Furnishings and Interiors

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**Key words** Contemporary Furniture Making; Traditional Furniture Making; Bed Making; Frame Making; Component Manufacture; Veneering; Modern Upholstery; Traditional Upholstery; Soft Furnishing; Cutting; Sewing; Hand Finishing;