

# COSVR141 – SQA Unit Code HL4K 04

## Prepare backgrounds for tiling



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### Overview

This standard is about

- 1 interpreting information
- 2 adopting safe and healthy working practices
- 3 selecting materials, components and equipment
- 4 preparing new and/or existing solid and manufactured board backgrounds to receive wall and/or floor tiling

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### Performance criteria

- You must be able to:*
- P1 interpret the given information relating to the work and resources to confirm its relevance
  - P2 comply with the given, relevant legislation and official guidance to carry out your work and maintain safe work practices
  - P3 select the required quantity and quality of resources for the methods of work
  - P4 comply with organisational procedures to minimise the risk of damage to the work and surrounding area
  - P5 comply with the given contract information to carry out the work efficiently to the required specification
  - P6 complete the work within the allocated time, in accordance with the programme of work

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### Knowledge and understanding

*You need to know and understand:*

#### Performance Criteria 1

##### Interpretation of information

- K1 the organisational procedures developed to report and rectify inappropriate **information** and unsuitable **resources**, and how they are implemented
- K2 the types of **information**, their source and how they are interpreted
- K3 the organisational procedures to solve **problems** with the **information** and why it is important they are followed

#### Performance Criteria 2

##### Safe work practices

*You need to know and understand:*

- K4 the level of understanding operatives must have of **information** for relevant, current **legislation and official guidance** and how it is applied
- K5 how **emergencies** should be responded to and who should respond
- K6 the organisational **security procedures** for tools, equipment and personal belongings
- K7 what the accident reporting procedures are and who is responsible for making the report
- K8 why, when and how **health and safety control equipment** should be used

#### Performance Criteria 3

##### Selection of resources

*You need to know and understand:*

- K9 the characteristics, quality, uses, sustainability, limitations and defects associated with the **resources** and how defects should be rectified
- K10 how the **resources** should be used and how any **problems** associated with the **resources** are reported
- K11 the organisational procedures to select **resources**, why they have been developed and how they are used
- K12 the **hazards** associated with the **resources** and **methods of work** and how they are overcome

#### Performance Criteria 4

##### Minimise the risk of damage

*You need to know and understand:*

- K13 how to **protect work** from damage and the purpose of protection
- K14 why **disposal of waste** should be carried out safely and how it is achieved

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*You need to know and understand:*

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### Performance Criteria 5

#### Meet the contract specification

- K15 how **methods of work**, to meet the specification, are carried out and **problems** reported
- K16 how **maintenance** of tools and equipment is carried out

*You need to know and understand:*

### Performance Criteria 6

#### Allocated time

- K17 what the **programme** is for the work to be carried out in the estimated, allocated time and why deadlines should be kept

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### Additional Information

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#### Scope/range related to performance criteria

##### Performance Criteria 1

- 1 interpretation of drawings, specifications, job details, method statements, risk assessments, control of substances hazardous to health (COSHH) assessments and manufacturers' information related to the work to be carried out

##### Performance Criteria 2

- 2 avoidance of risk by following the given information relating to the following
  - 2.1 methods of work
  - 2.2 safe use of health and safety control equipment
  - 2.3 safe use and storage of materials, tools and equipment

##### Performance Criteria 3

- 3 selection of resources associated with own work
  - 3.1 materials, components and accessories
  - 3.2 tools and equipment

##### Performance Criteria 4

- 4 protection of the work and its surrounding area from damage
- 5 minimise damage and maintain a clean work space
- 6 disposal of waste in accordance with legislation

##### Performance Criteria 5

- 7 demonstration of work skills to measure, set out, strip, cut out, remove, make good, apply, finish, position, secure and finish
- 8 use and maintain hand tools, portable power tools and associated equipment
- 9 preparation and application of new and/or existing surfaces (to receive ceramic and natural stone wall and floor tiling) to given working instructions for
  - 9.1 brick, block, tiles, concrete and manufactured board surfaces, cement and sand surfaces
  - 9.2 application of appropriate accessories

##### Performance Criteria 6

- 10 completion of own work within the estimated, allocated time to meet the needs of other occupations and/or client

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### Scope/range related to knowledge and understanding

#### **Disposal of waste**

- 1 environmental responsibilities, organisational procedures, manufacturers' information, statutory regulations and official guidance

#### **Emergencies**

- 2 operative's response to situations in accordance with organisational authorisation and personal skills when involved with
  - 2.1 fires, spillages, injuries
  - 2.2 emergencies relating to occupational activities

#### **Hazards**

- 3 those identified by risk assessment, method of work, manufacturers' technical information, statutory regulations and official guidance

#### **Health and safety control equipment**

- 4 identified by the principles of protection for occupational use, types and purpose of each type, work situations and general work environment
  - 4.1 collective protective measures
  - 4.2 personal protective equipment (PPE)
  - 4.3 respiratory protective equipment (RPE)
  - 4.4 local exhaust ventilation (LEV)

#### **Information**

- 5 drawings, specifications, job details, method statements, risk assessments, COSHH assessments, manufacturers' information and wall and floor tiling recommendations

#### **Legislation and official guidance**

- 6 this relates to the operative's responsibilities regarding potential accidents and health hazards whilst working in the workplace, at height, with tools and equipment, with materials and substances, with movement/storage of materials and by manual handling and mechanical lifting

#### **Maintenance**

- 7 operative care of hand tools and/or portable power tools and associated equipment

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### **Methods of work**

- 8 application of knowledge for safe work practices, procedures and skills, relating to the method/area of work and materials used, to
  - 8.1 prepare brick, block, tiles, concrete, manufactured board surfaces, membranes and gypsum based surfaces
  - 8.2 mix and apply cement and sand renders/screed and plaster renders
  - 8.3 mix and apply proprietary material to make good the surfaces
  - 8.4 install appropriate accessories
  - 8.5 use waterproof decoupling and acoustic membranes
  - 8.6 install movement joints
  - 8.7 use hand tools, power tools and associated equipment
  - 8.8 work at height
  - 8.9 use access equipment
- 9 team work and communication
- 10 needs of other occupations associated with the preparation for wall and/or floor tiling

### **Problems**

- 11 those arising from information, resources and methods of work
  - 11.1 own authority to rectify
  - 11.2 organisational reporting procedures

### **Programme**

- 12 types of progress charts, timetables and estimated times
- 13 organisational procedures for reporting circumstances which will affect the work programme

### **Protect work**

- 14 protect work against damage from general workplace activities, other occupations and adverse weather conditions

### **Resources**

- 15 materials, components and equipment relating to types, quantity, quality, sizes and sustainability of standard and/or specialist
  - 15.1 sand, cement, plaster renders, screeds, trim, bonding/priming agents, waterproofing agents, accessories
  - 15.2 hand and/or powered tools and associated equipment
- 16 methods of calculating quantity, length, area and wastage associated with the method/procedure to prepare backgrounds for tiling

### **Security procedures**

- 17 site, workplace, company and operative

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