



Unit Specification for Regulated Qualifications

Unit title	Producing Jointed Wood and Wood-Based Products in the Workplace
Unit Level	2
Credit	130
Guided Learning Hours	53
SQA Unit code	HY9H 68
Regulator Unit code	D/616/9620
Publication date	April 2018
Unit Owner and Reference	CITB 471
Version	1

Title:	Producing jointed wood and wood-based products in the workplace	
Level:	2	
TQT value:	130	
Learning outcomes <i>The learner will be able to:</i>	Assessment criteria <i>The learner can:</i>	
1 Interpret the given information relating to the work and resources when producing jointed wood and wood-based products.	1.1	Interpret and extract information from drawings, specifications, schedules, cutting lists, risk assessments and manufacturers' information.
	1.2	Comply with information and/or instructions derived from risk assessments and method statement.
	1.3	State the organisational procedures developed to report and rectify inappropriate information and unsuitable resources and how they are implemented.
	1.4	Describe different types of information, their source and how they are interpreted in relation to: <ul style="list-style-type: none"> – drawings, specifications, schedules, cutting lists, risk assessments, manufacturers' information and legislation governing wood machining.
2 Know how to comply with relevant legislation and official guidance when producing jointed wood and wood-based products.	2.1	Describe their responsibilities under current legislation and official guidance whilst working: <ul style="list-style-type: none"> – in the workplace, with tools, tooling and equipment, with materials and substances, movement of materials and by manual and mechanical lifting.
	2.2	Describe the organisational security procedures for tools, equipment and personal belongings in relation to workplace, company and operative.
	2.3	State what the accident reporting procedures are and who is responsible for making reports.
3 Maintain safe working practices when producing jointed wood and wood-based products.	3.1	Use personal protective equipment (PPE) safely to carry out the activity in accordance with all current legislation and approved Codes of Practice when producing jointed wood and wood-based products.
	3.2	Explain why and when personal protective equipment (PPE) should be used, relating to producing jointed wood and wood-based products, and the types, purpose and limitations of each type.
	3.3	State how emergencies should be responded to in accordance with organisational authorisation and personal skills when involved with fires, spillages, injuries, accidents and other task-related hazards.

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4 Select the required quantity and quality of resources for the methods of work to produce jointed wood and wood-based products.	4.1 Describe the characteristics, quality, uses, limitations and defects associated with the resources in relation to: <ul style="list-style-type: none"> – jointing machinery – wood materials – wood based materials – lubricants – hand tools and ancillary equipment. 	
	4.2 Select resources associated with own work in relation to materials, components, tools, tooling and equipment and dimensional control aids as appropriate.	
	4.3 State how the resources should be used correctly, how problems associated with the resources are reported and how the organisational procedures are used.	
	4.4 Outline potential hazards associated with the resources and method of work.	
	4.5 Describe how to calculate quantity, length, area and wastage associated with the method/procedure to produce jointed wood and wood-based products.	
5 Minimise the risk of damage to the work and surrounding area when producing jointed wood and wood-based products.	5.1 Protect the work, equipment and its surrounding area from damage in accordance with organisational procedures.	
	5.2 Minimise damage and maintain a clean work space.	
	5.3 Describe how to protect work and equipment from damage and the purpose of protection in relation to general workplace activities and other occupations.	
	5.4 Remove waste in accordance with legislation.	
	5.5 State why the removal of waste should be carried out in relation to the work.	
6 Complete the work within the allocated time when producing jointed wood and wood-based products.	6.1 Demonstrate completion of the work within the allocated time.	
	6.2 State the purpose of the work programme and explain why deadlines should be kept in relation to: <ul style="list-style-type: none"> – types of progress charts, estimated times and deadlines – organisational procedures for reporting circumstances which will affect the work programme. 	

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7 Comply with the given contract information to produce jointed wood and wood-based products to the required specification.	7.1 Demonstrate the following work skills when producing jointed wood and wood-based products: <ul style="list-style-type: none"> – measuring, marking out, adjusting, fitting, finishing, positioning and securing. 	
	7.2 Prepare, set up, operate and maintain at least two of the following machines to produce jointed wood and wood-based products to given working instructions: <ul style="list-style-type: none"> – chisel morticer – chain morticer – slot morticer – dovetailer – vertical spindle moulder (attachments for dovetailing, finger jointing, stair trenching and tenoning – stair router – single-end tenoner – double-end tenoner – round-end tenoner – router. 	
	7.3 Set up and change appropriate tooling to meet requirements.	
	7.4 Describe how to apply safe work practices, follow procedures, report problems and establish the authority needed to rectify them, to: <ul style="list-style-type: none"> – prepare and set up the jointing machinery – operate the jointing machinery – maintain the jointing machinery – identify how damage to materials and machinery can be avoided – identify the correct use of lubricants – identify the compatibility of materials with machines – identify the relevant dimensional control aids and their uses – identify and report defects and discrepancies in materials and machines – set up and change appropriate tooling – identify the types and suitability of tooling – identify the scope and limitations of the machine – select the appropriate machine for the work to be carried out – use hand tools and equipment. 	
	7.5 Safely use and store hand tools and ancillary equipment.	
	7.6 State the needs of other occupations and how to communicate within a team when producing jointed wood and wood-based products.	
	7.7 Describe how to maintain the tools and equipment used when producing jointed wood and wood-based products.	

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Additional information about this unit	
Assessment Guidance	<p>This unit must be assessed in a work environment and in accordance with the ConstructionSkills' Consolidated Assessment Strategy for Construction and the Built Environment..</p> <p>Assessors for this unit must have verifiable, current industry experience and a sufficient depth of relevant occupational expertise and knowledge, and must use a combination of assessment methods as defined in the Consolidated Assessment Strategy.</p> <p>Workplace evidence of skills cannot be simulated.</p> <p>This unit must be assessed against the endorsements detailed within the relevant NVQ structure. Please refer to the NVQ structure applicable to the qualification/occupational area in which the candidate is being assessed.</p>
Availability for use	Shared unit
Sector Subject Area	05.2 Building and Construction
Unit guided learning hours	43