



TECHNICAL &  
VOCATIONAL  
EDUCATION &  
TRAINING



# National Competency Standard for Painting and Decorations Qualification Code: CONo5SQ1L209



## PREFACE

The ADB Loan 2028 MLD, Employment Skills Training Project's (ESTP) objective is to increase the number of Maldivians, men and women, actively participating in the labor force, employed and self-employed. The Project will support the expansion of demand driven employment-oriented skills training in priority occupations and improve the capacity to develop and deliver Competency Based Skill Training (CBST). The Project aims to (i) provide youth with employment-oriented skills training; (ii) improve public perception of training and employment in locally available skills-oriented occupations; (iii) make available employment-related information to more Maldivians; and (iv) strengthen the capacity for labor administration and for labor market analysis.

The objective of the project is to deliver CBST programs to satisfy employer demand-driven needs. The National Competency Standards (NCS) provide the base for this training. Initially training will be focused on five key sectors: tourism, fisheries and agriculture, transport, construction and the social sectors. These sectors are included as priority sectors in the national development plan and play a vital role in the continued economic growth of the country.

The NCS are developed in consultation with Employment Sector Councils representing employers. They are designed using a consensus format endorsed by the Maldives Accreditation Board (MAB) to maintain uniformity of approach and the consistency of content amongst occupations. This single format also simplifies benchmarking the NCS against relevant regional and international standards.

NCS specify the standards of performance of a competent worker and the various contexts in which the work may take place. NCS also describes the knowledge, skills and attitudes required in a particular occupation. They provide explicit advice to assessors and employers regarding the knowledge, skills and attitudes to be demonstrated by the candidates seeking formal recognition for the competency acquired following training or through work experience. By sharing this information, all participants in the training process have the same understanding of the training required and the standard to be reached for certification. Certification also becomes portable and can be recognized by other employers and in other countries with similar standards.

NCS are the foundation for the implementation of the Technical and Vocational Education and Training (TVET) system in Maldives. They ensure that all skills, regardless of where or how they were developed can be assessed and recognized. They also form the foundation for certifying skills in the Maldives National Qualification Framework (MNQF).

NCS are developed by the TVET Section of Ministry of Higher Education, Employment and Social Security. The NCS are endorsed by the Employment Sector Councils of the respective sectors and validated by the Maldives Qualifications Authority.

<b>Technical Panel members</b>		
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Mr. Mohamed Hashim	principal	MIVET
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<b>National Competency Standard has been Endorsed by</b>		
Chairman, Construction Sector Council		vice Chairman, Construction Sector Council
<b>Contact for Comments</b>		
Technical Vocational Education and Training Section Ministry of Human Resources, Youth and Sports Haveeree Hingun, Male' / Maldives Telephone: 3347411, Fax: 3347493 Email: <a href="mailto:PIU@employment.gov.mv">PIU@employment.gov.mv</a>		
Date of Endorsement:		Date of revision

## KEY FOR CODING

### Coding Competency Standards and Related Materials

DESCRIPTION	REPRESENTED BY
Industry Sector as per ESC (Three letters)	Construction Sector <b>(CON)</b> Fisheries and Agriculture Sector <b>(FNA)</b> Transport sector <b>(TRN)</b> Tourism Sector <b>(TOU)</b> Social Sector <b>(SOC)</b> Foundation <b>(FOU)</b>
Competency Standard	<b>S</b>
Occupation with in a industry Sector	<b>Two digits 01-99</b>
Unit	<b>U</b>
Common Competency	<b>1</b>
Core Competency	<b>2</b>
Optional/ Elective Competency	<b>3</b>
Assessment Resources Materials	<b>A</b>
Learning Resources Materials	<b>L</b>
Curricula	<b>C</b>
Qualification	<b>Q1, Q2 etc</b>
MNQF level of Qualification	<b>L1, L2 etc</b>
Version Number	<b>V1, V2 etc</b>
Year of endorsement of standard, qualification	<b>By two digits Example- 07</b>

**1. Endorsement Application for Qualification 01****2. NATIONAL CERTIFICATE III IN PAINTING AND DECORATIONS****3. Qualification code:** CON05SQ1L209**Total Number of Credits: 45****4. Purpose of the qualification**

The holders of this qualification will be competent to work in the Construction Sector as a painter. The level II qualification presented here will facilitate preparing students to the entry workplace tasks and the competency units are mapped in such a way to fulfill the knowledge and skills requirements of the “painter” occupation within the local construction Industry.

**5. Regulations for the qualification**

National Certificate III in Painting and Decorations will be awarded to those who are competent in units 1+2+3+4+5+6

**6. Schedule of Units**

Unit Title	Unit Title	Code
1	Work safely in the workplace	TRN01S1U01V1
2	Handle and maintenance of workplace tools and equipments	TRN01S1U03V1
3	Perform effective workplace communication	TRN01S1U05V1
4	Prepare estimates for painting	CON05S2U01V1
5	Prepare building surfaces for painting	CON05S2U02V1
6	Paint building surfaces	CON05S2U03V1
<b>7. Accreditation requirements</b>	The training provider should have a workshop or similar training facility to provide the trainees the hands-on experience related to this qualification	
<b>8. Recommended sequencing of units</b>	As appearing under the section 06	

## UNITS DETAILS

no	Unit Title	Code	Level	No of credits
1	Work safely in the workplace	TRN01S1U01V1	3	4
2	Handle and maintenance of workplace tools and equipment's	TRN01S1U03V1	3	6
3	Perform effective workplace communication	TRN01S1U05V1	3	7
4	Prepare estimates for painting	CON05S2U01V1	3	7
5	Prepare building surfaces for painting	CON05S2U02V1	3	9
6	Paint building surfaces	CON05S2U03V1	3	12

### Packaging of National Qualifications:

National certificate III in Painting and Decorations will be awarded to those who are competent in No 1+2+3+4+5+6

Qualification Code: CON04SQ1L209

## UNIT 1

<b>UNIT TITLE</b>	WORK SAFELY IN THE WORKPLACE				
<b>DESCRIPTOR</b>	This unit incorporates safety guidelines and encompasses competencies necessary to apply basic safety and emergency procedures to maintain a safe workplace for staff, customers and others.				
<b>CODE</b>	TRN01S1U01V1	LEVEL	1	CREDIT	4

<b>ELEMENTS OF COMPETENCIES</b>	<b>PERFORMANCE CRITERIA</b>
1. Apply basic safety procedures	1.1. procedures to achieve a safe working environment followed and maintained in line with existing regulations and requirements and according to worksite policy 1.2. all unsafe situations recognized and reported according to worksite policy 1.3. all breakdowns in relation to machinery and equipment reported to supervisor or nominated persons 1.4. fire and safety hazards identified and precautions are taken or reported according to worksite policy and procedures 1.5. dangerous goods and substances identified, handled and stored according to worksite policy and procedures 1.6. worksite policy regarding manual handling practice followed
2. Apply necessary emergency procedures	2.1. worksite policies and procedures regarding illness or accidents identified and applied 2.2. safety alarms identified 2.3. qualified persons are contacted in the event of accident or sickness of customers or staff and accident details documented according to worksite accident/ injury procedures 2.4. worksite evacuation procedures identified and applied

## **RANGE STATEMENT**

Unsafe situations may include but are not limited to sharp cutting tools and instruments, the electricity/ water combination, toxic substances, damaged packing material or containers, broken or damaged equipment, flammable materials and fire hazards, lifting practices, spillages, waste and debris especially on floors, ladders, trolleys and glue guns/burns  
Emergency procedures may include responding to sickness, accidents and fire, or store/shop evacuation involving staff or customers.

### **Tools, equipment and material used in this unit may include**

Safety manuals, fire extinguishers and dangerous goods used in the workplaces.

## **ASSESSMENT GUIDE**

### **Forms of assessment**

Assessment for the unit needs to be holistic and must include real or simulated workplace activities.

Evidence of performance may be provided by customers, team leaders/members or other persons, subject to agreed authentication arrangements.

### **Assessment context**

Assessment of this unit must be completed on the job or in a simulated work environment which reflects a range of safe working practices.

### **Critical aspects (for assessment)**

It is essential that competence is fully observed and there is ability to transfer competence to changing circumstances and to respond to unusual situations in the critical aspects of:

- Communicating effectively with others involved in or affected by the work.
- Identifying and assessing hazardous situations and rectifying, or reporting to the relevant persons.
- Operating fire-fighting appliances.
- Safely handling and storage of dangerous and/or hazardous goods and substances.
- Applying safe manual handling practices.
- Safely and effectively operating equipment and utilizing materials over the full range of functions and processes for work undertaken on worksite.



- Following worksite evacuation procedures.

This unit may be assessed in conjunction with all and units which form part of the normal job role.

**Assessment conditions**

It is preferable that assessment reflects a process rather than an event and occurs over a period of time to cover varying circumstances.

**Special notes for assessment**

Evidence of performance may be provided by customers, team leaders/members or other persons, subject to agreed authentication arrangements.

**Resources required for assessment**

The following should be made available:

- A workplace or simulated workplace
- Situations requiring safe working practices
- Worksite or equivalent instructions on safe working practice
- Hazardous chemicals and/or dangerous goods information
- Materials, tooling and equipment
- Fire-fighting appliances and fire test facilities

**UNDERPINNING KNOWLEDGE AND SKILLS**

Underpinning Knowledge	Underpinning Skills
<ul style="list-style-type: none"> <li>• General knowledge of the implications on efficiency, morale and customer relations</li> <li>• General knowledge of common automotive terminologies</li> <li>• Working knowledge of workplace safety regulations/requirements, equipment, material and personal safety requirements.</li> <li>• Working knowledge of safe manual handling theories and practices</li> <li>• Working knowledge of the selection and application of fire-fighting</li> </ul>	<ul style="list-style-type: none"> <li>• Undertake effective customer relation communications</li> <li>• Competent in communicating basic automotive terminologies</li> <li>• Competent to work according to safety regulations</li> <li>• Competent to work safely with workplace equipments, materials and colleagues</li> <li>• Undertake safe manual handling jobs</li> <li>• Skill to select and apply appropriate fire fighting appliances</li> </ul>

<p>appliances</p> <ul style="list-style-type: none"><li>• Working knowledge of dangerous goods and hazardous chemicals handling processes</li><li>• Detailed knowledge of worksite reporting procedures</li></ul>	<ul style="list-style-type: none"><li>• Ability to safely handle dangerous good and hazardous chemicals</li><li>• Competent to undertake appropriate worksite reporting procedures</li></ul>
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**UNIT 2**

<b>UNIT TITLE</b>	Handle and maintenance of workplace tools and equipments				
<b>DESCRIPTOR</b>	This unit covers the competence required to select, safely use and maintain workplace tooling and equipment. The unit includes identification and confirmation of work requirement, preparation for work, selection, use, servicing, maintenance and storage of tooling and equipment and completion of work finalisation processes, including clean-up and documentation.				
<b>CODE</b>	TRN01S1U03V1	LEVEL	2	CREDIT	6

<b>ELEMENTS OF COMPETENCIES</b>	<b>PERFORMANCE CRITERIA</b>
1. Select correct tooling and equipment for workplace applications	<ul style="list-style-type: none"><li>1.1. Tooling and equipment selected to meet job requirements</li><li>1.2. Suitable tooling and equipment selected for use within the workplace environment</li><li>1.3. Tooling and equipment selected according to enterprise procedures/policies</li></ul>
2. Use of tooling and equipment	<ul style="list-style-type: none"><li>2.1. Tooling and equipment used in a safe manner to prevent injury to self and others</li><li>2.2. Tooling and equipment used in a manner that does not cause damage to other workplace equipment</li><li>2.3. Observations noted during the use of tooling/ equipment</li></ul>

<p>3. Service and maintain workplace tooling and equipment</p>	<p>3.1. Tooling and equipment regularly checked against manufacturer/component supplier recommendations to ensure safe operating condition</p> <p>3.2. Damaged/worn tooling and equipment tagged and removed from the workplace for repair or replacement and reported in accordance with enterprise requirements</p> <p>3.3. Tooling/equipment are serviced, adjusted and/or maintained per manufacturer/component supplier schedule to ensure safe and correct operation, within the scope of responsibility</p> <p>3.4. Servicing and maintenance operations carried out according to industry regulations/guidelines, enterprise procedures/policies</p>
<p>4. Store and secure tooling and equipment</p>	<p>4.1. Tooling and equipment cleaned, checked and stored</p> <p>4.2. Tooling and equipment securely stored</p> <p>4.3. Documents completed according to enterprise policies and procedures</p>

## RANGE STATEMENT

Tooling and equipment may include computer hardware/ software, calculators, general office equipment, hand and power tooling, specialist tooling for removal/adjustment, storage racks, protective covers, measuring devices, plastics repair equipment, sealing equipment, adhesive equipment, heating equipment, templates, welding equipment, including oxy, arc, MIG and TIG, vehicle cleaning equipment, service workshop manuals, product manuals, hydraulic breaker tooling, line oilers, filters and gauges, alternator and starting motor bench testers, paint mixers, key cutters, multimeters, load testers, brake and drum lathes, fuel injector cleaners, ignition module test instruments

Maintenance methods may include routine maintenance to tooling and equipment as per schedules, labelling faulty tooling and equipment, minor repairs to tooling and equipment, and the chocking, jacking and supporting of machines on level and incline planes

Specific requirements may include hydraulic jacks, air bags and overhead cranes for lifting heavy machines

### **Tools, equipment and materials used in this unit may include**

- All the available workshop tools and equipments
- A fully operational workshop with all equipments and tools

## **ASSESSMENT GUIDE**

### **Forms of assessment**

Assessment for the unit needs to be a holistic one and must include real or simulated workplace activities.

### **Assessment context**

Application of competence is to be assessed in the workplace or simulated worksite and needs to occur using standard and authorized work practices, safety requirements and environmental constraints.

### **Critical aspects (for assessment)**

It is essential that competence in this unit signifies ability to transfer competence to changing circumstances and to respond to unusual circumstances in the critical aspects of:

- Selection and safe use of hand tooling
- Selection and safe use of workplace equipment
- Basic maintenance of tooling and equipment within the scope of operator responsibility
- Selection and safe use of personal protective equipment

## **Assessment conditions**

It is preferable that assessment reflects a process rather than an event and occurs over a period of time to cover varying quality circumstances. Evidence of performance may be provided by customers, team leaders/members or other persons subject to agreed authentication arrangements

## **Special notes for assessment**

Competence in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role

## **Resources required for assessment**

The following resources should be made available:

- Workplace location or simulated workplace
- Material relevant to the use and maintenance of workplace tooling and equipment
- Equipment, hand and power tooling appropriate to the use and maintenance of workplace tooling and equipment
- Activities covering mandatory task requirements
- Specifications and work instructions

## UNDERPINNING KNOWLEDGE AND SKILLS

Analyst groups might be advised to include Key Competencies and Levels in this section

<b>Underpinning Knowledge</b>	<b>Underpinning Skills</b>
<ul style="list-style-type: none"><li>• Safety regulations/requirements, equipment, material and personal safety requirements</li><li>• Tool and equipment selection procedures</li><li>• Basic maintenance procedures for tooling and equipment</li><li>• Tool and equipment safety and operating procedures</li><li>• Types, characteristics, uses and limitations of hand tooling</li><li>• Types, characteristics, uses and limitations of power tooling</li><li>• Types, characteristics, uses and limitations of workplace equipment</li></ul>	<ul style="list-style-type: none"><li>• Demonstrate understanding of workplace safety</li><li>• Identify appropriate tools and equipments</li><li>• Undertake maintenance of tools and equipments used in the workplace</li><li>• Operate tools and equipments safely</li></ul>

### UNIT 3

<b>UNIT TITLE</b>	Perform effective workplace communication				
<b>DESCRIPTOR</b>	This unit covers the competence to communicate in the workplace by oral, written and electronic means.				
<b>CODE</b>	TRN01S1U05V1	LEVEL	2	CREDIT	7

<b>ELEMENTS OF COMPETENCIES</b>	<b>PERFORMANCE CRITERIA</b>
1. Write routine texts	1.1. Routine texts of one or more sentences composed in accordance with workplace requirements 1.2. Routine forms completed in accordance with workplace requirements 1.3. Spelling, punctuation and grammar rules followed 1.4. Texts self-checked for accuracy and presented for progress checks by relevant persons
2. Read routine documents	2.1. Purpose of the text understood and described 2.2. Main points or ideas presented described 2.3. New technical words comprehended 2.4. The meaning of key words and phrases explained
3. Contribute to workplace communications	3.1. Information accessed to ensure effective communication when sending or receiving information 3.2. Assistance provided to colleagues in the workplace, to foster common understanding 3.3. Requests for information from colleagues met 3.4. Documents kept and maintained in accordance with workplace/enterprise procedures and Government legislation



<p>4. Apply basic computer skills</p>	<p>4.1. Computer turned on according to manufacturer/ component supplier specifications or workplace procedures</p> <p>4.2. Software loaded or selected from menu</p> <p>4.3. File identified and selected or new file produced</p> <p>4.4. Information entered, edited or deleted using an input device and within workplace designated speed and accuracy requirements</p> <p>4.5. Document saved regularly to avoid loss of information</p> <p>4.6. Document proof read and amended for accuracy</p> <p>4.7. Document produced in required style and format</p> <p>4.8. Document printed</p> <p>4.9. Files saved and closed and program closed or exited according to manufacturer/component supplier specifications or workplace procedures</p> <p>4.10. Computer turned off according to manufacturer/ component supplier specifications or workplace procedures</p> <p>4.11. Workplace guidelines relating to screen-based equipment and computer workstations observed</p>
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<p>5. Operate workplace telephone systems</p>	<ul style="list-style-type: none"><li>5.1. Telephone system functions used according to enterprise policy</li><li>5.2. Outgoing calls completed in accordance with manufacturer instructions and enterprise policy and procedures</li><li>5.3. Incoming calls answered promptly and in accordance with enterprise policy and procedures</li><li>5.4. Calls transferred or placed on hold</li><li>5.5. Caller kept informed of delays and action being taken</li><li>5.6. Caller details and purpose of call obtained and documented</li><li>5.7. Messages documented and calls promptly returned if required</li></ul>
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## **RANGE STATEMENT**

- Enterprise may vary in size, type and location, the range of work activities conducted, hours of operation and the number and type of staff
- Staff may work in teams or groups of varying size and structure
- Communication may include face-to-face, telephone, written or electronic means
- Staff must be aware of industry codes.

## **Tools, equipment and materials used in this unit may include**

- Computers and Telephones
- Enterprise policies and procedures relating to workplace forms and documents, computer, telephone use and system operating procedures and necessary industry codes if available.

## **ASSESSMENT GUIDE**

### **Forms of assessment**

Assessment for the unit needs to be a holistic one and must include real or simulated workplace activities.

### **Assessment context**

Elements of competence contain both knowledge and practical components. Knowledge components may be assessed off the job. Practical components should be assessed on the job or in a simulated work environment

Evidence is best gathered using the products, processes and procedures of the workplace as the means by which the candidate achieves industry competencies

### **Critical aspects (for assessment)**

It is essential that competence is fully observed and there is ability to transfer competence to changing circumstances and to respond to unusual situations in the critical aspects of:

- Writing short routine texts using correct spelling, punctuation and grammar
- Reading, interpreting and applying routine texts in the workplace
- Interpreting and conveying workplace information
- Maintaining workplace communications, including documents
- Applying keyboard skills to prepare and/or edit simple documents using a computer
- Applying enterprise requirements for document style and format
- Applying enterprise requirements for electronic storage and retrieval of documents
- Applying enterprise procedures for incoming and outgoing telephone calls

## Assessment conditions

It is preferable that assessment reflects a process rather than an event and occurs over a period of time to cover the varying circumstances. Evidence of performance may be provided by customers, team leaders/members or other appropriate persons, subject to agreed authentication arrangements

## Special notes for assessment

- Enterprise may vary in size, type and location, the range of work activities conducted, hours of operation and the number and type of staff
- Staff may work in teams or groups of varying size and structure
- Communication may include face-to-face, telephone, written or electronic means

## Resources required for assessment

- A workplace or simulated workplace
- documentation, such as enterprise or sample policies and procedures manuals related to workplace document style, format and layout, workplace communication procedures, workplace documents, telephone protocols and operating procedures, computer system operating procedures
- Enterprise or sample stationery, documents and forms
- Access to enterprise or similar computer hardware and software
- Access to enterprise or similar telephone system

## UNDERPINNING KNOWLEDGE AND SKILLS

Underpinning Knowledge	Underpinning Skills
<ul style="list-style-type: none"> <li>• General knowledge of enterprise forms, documents and stationery</li> <li>• Operational knowledge of enterprise policies and procedures in regard to:               <ul style="list-style-type: none"> <li>➤ workplace document style, format and layout</li> <li>➤ workplace communication procedures</li> <li>➤ workplace documents</li> <li>➤ telephone protocols and operating procedures</li> <li>➤ computer system operating procedures</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Appropriate skills in handling enterprise forms, documents and stationery</li> <li>• Skills in handling the following:               <ul style="list-style-type: none"> <li>➤ workplace document style, format and layout</li> <li>➤ workplace communication procedures</li> <li>➤ workplace documents</li> <li>➤ telephone protocols and operating procedures</li> </ul> </li> </ul>

**UNIT 4**

<b>UNIT TITLE</b>	Prepare estimates for painting				
<b>DESCRIPTOR</b>	This unit covers the competencies required to prepare estimates for painting buildings in whole or in part while ensuring safety in the process.				
<b>CODE</b>	CON05S2U01VI	<b>Level</b>	2	<b>Credit</b>	7

<b>ELEMENTS OF COMPETENCIES</b>	<b>PERFORMANCE CRITERIA</b>
1. Identify the location and determine the extent of work to be done.	<p>1.1 Location of the building identified in consultation with the client and the environmental conditions recorded.</p> <p>1.2 Substrata to be painted identified separately as cement, lime, metal and wood.</p> <p>1.3 Work to be done identified according to client's requirements.</p> <p>1.4 Preparations required for painting / polishing identified in relation to the condition of the surfaces.</p> <p>1.5 Additional surface treatments required identified depending on the condition of the surface.</p>

<p>2. Prepare estimates</p>	<p>2.1 All tasks necessary for painting listed considering client's requirements.</p> <p>2.2 List of materials prepared according to the areas to be painted.</p> <p>2.3 Required materials, equipment and tools quantified according to the job.</p> <p>2.4 Labour requirements quantified according to the job.</p> <p>2.5 Time duration calculated to complete the whole job.</p> <p>2.6 Total cost calculated taking into account the cost of the materials, tools, equipment, labour and other direct and indirect costs.</p> <p>2.7 Cost estimate re-checked against all the tasks essential for painting and customer approval obtained.</p>
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## Range Statement

Work connected to this unit may take place at a building where painting is to be done, at a worksite, office or at a training centre

### Following documents may be used for this unit

- Material safety data sheets for paints and chemicals
- Health and safety regulations
- Product data sheet (PDS)
- Company specification sheets

Work is performed to specifications and instructions as supplied and to predetermined standards of quality while observing relevant safety practices.

### Tools, equipment and materials required may include:

- Scaffolding
- Price list

- Measuring tape
- Paper
- Calculator
- Colour cards

## **ASSESSMENT GUIDE**

### **Form of assessment**

Assessment shall be based on evidence collected through workplace performance or a combination of evidence collected through training and work place performance.

### **Assessment context**

This unit may be assessed on the job, off the job or a combination of on and off the job. The unit may be assessed individually.

### **Critical aspects (for assessment)**

- Read, interpret and understand paint catalogues, working sketches and manufacturer's instructions.
- Accuracy of estimates.

### **Assessment conditions**

the candidate will have access to:

- all tools, equipment, material and documentation required. The candidate will be permitted to refer the following documents:
- material, paint and polish safety data sheets - health and safety regulations
- product data sheet (PDS)
- company specification sheets
- manufacturer's instructional brochures and manuals

The candidate will be required to:

- orally or by other methods of communication, answer questions asked by the assessor
- identify superiors and clients who can be approached for the collection of competency evidence where appropriate
- present evidence of credit for any off-job training related to this unit

Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria and that he/she possess the required underpinning knowledge.

## UNDERPINNING KNOWLEDGE AND SKILLS

Underpinning knowledge	Underpinning skills
<ul style="list-style-type: none"> <li>• Basic calculations</li> <li>• Current rates for material, equipment, tools and labour</li> <li>• Knowledge of re-coating time Knowledge of economical use of material</li> <li>• Knowledge of BOO (Bill of Quantities) Knowledge of working drawings Building surface preparation and painting</li> <li>• Types of materials required for painting and their qualities</li> <li>• Different types of building paints and their current market prices</li> <li>• Current labour costs Health and safety practices as applicable to the trade</li> </ul>	<ul style="list-style-type: none"> <li>• Carry out basic calculations for estimation work</li> <li>• Select paints according to locations and surfaces</li> <li>• Communicate with the client and identify exact needs</li> <li>• Prepare estimates for painting work of new buildings, old buildings, and other decorative work</li> <li>• Interpret material, equipment, tools and labour rates from a BOO (Bill of Quantities)</li> <li>• Interpret architectural drawings for painting purposes</li> </ul>



**UNIT 5**

<b>UNIT TITLE</b>	Prepare building surfaces for painting				
<b>DESCRIPTOR</b>	This unit covers the competencies required to prepare building surfaces for painting and to ensure safety in the use of related material, tools and equipment.				
<b>CODE</b>	CON05S2U02VI	<b>Level</b>	2	<b>Credit</b>	9

<b>ELEMENTS OF COMPETENCIES</b>	<b>PERFORMANCE CRITERIA</b>
1. Prepare masonry surfaces of a new building for painting.	<p>1.1 Substrata to be painted identified separately as cement, lime, metal and wood.</p> <p>1.2 Surfaces to be painted checked before commencing work to ensure that they are dry.</p> <p>1.3 Any crevices /cavities filled with suitable filler and levelled by sanding using sand paper of appropriate grit.</p> <p>1.4 Filler / primer applied on internal surfaces as recommended.</p> <p>1.5 Primer applied on external surfaces as recommended.</p> <p>1.6 Waterproofing applied following manufacturers instructions, on external surfaces, where necessary.</p>

<p>2. Prepare painted masonry surfaces of a building for re-painting</p>	<p>2.1 Condition of the building to be painted checked and recorded.</p> <p>2.2 Defects to be treated including removal of surface cover for patching up and removal of fungus identified.</p> <p>2.3 Materials required to treat the defects listed in terms of types of defects to be treated.</p> <p>2.4 Quantities of treating materials determined according to the extent of treatment.</p> <p>2.5 Treating materials applied on defective areas ensuring full coverage adhering to manufacturer's instructions.</p> <p>2.6 Primer/ filler applied as recommended.</p> <p>2.7 Waterproofing applied following manufacturer's instructions, on external surfaces, where necessary.</p>
<p>3. Prepare wooden surfaces for painting</p>	<p>3.1 Required surface applications determined considering whether a natural look or a new look is necessary.</p> <p>3.2 In case of old surfaces, wooden surfaces checked for suitability for recoating and existing paint coat removed where necessary.</p> <p>3.3 Timber surfaces treated with suitable preservatives before painting.</p> <p>3.4 Surfaces to be painted smoothed using sand paper of appropriate grit.</p> <p>3.5 Coat of wood primer applied as recommended.</p>

4. Prepare wooden surfaces for polishing	<p>4.1 Wooden surfaces treated with suitable preservative.</p> <p>4.2 Cavities and cracks filled with suitable filler.</p> <p>4.3 Surface sanded using sand paper of appropriate grit, before applying sealer.</p> <p>4.4 First coat of sealer applied according to manufacturer's instructions and allowed to dry as required.</p> <p>4.5 Second coat of sealer applied after sanding the first coat as necessary and allowed to dry as required.</p> <p>4.6 Surface sanded to level and smoothness as required for the final application.</p>
5. Prepare metal surfaces	<p>5.1 Surfaces to be painted identified separately as steel or galvanised</p> <p>5.2 Steel surfaces cleaned using suitable solvent.</p> <p>5.3 Surface etched using suitable etching solutions.</p> <p>5.4 Galvanized surfaces cleaned using suitable solvent.</p> <p>5.5 Surface made ready for painting by ensuring that it is dry and clean.</p>

## Range Statement

Work connected to this unit may take place in a building where painting is to be done. Scaffolding will be provided where necessary. Preparation include protection of areas which a not to be affected by painting.

The following operations are included in this unit

- Cleaning the surfaces
- Application of filler
- Treating the surfaces for, algae and other attacks
- Application of primer / sealer
- Levelling the surfaces
- Use of personal protective equipment
- Selection of the chemicals and paints

The following documents may be used for this unit

- Material safety data sheets for paints (chemicals)
- Health and safety regulations
- Product data sheet (PDS)
- Company specification sheets

Work is performed to specifications and instructions provided while observing relevant safety practices.

**Tools, equipment and materials required may include:**

- Scrapers
- Paint brush
- Sand paper
- Hand gloves
- Cleaning brush / cotton waste
- Safety belts
- Air compressor and spray guns
- Safety respirators
- Safety helmets
- Grinder / angle grinder
- Safety shoes
- Wire brush
- Safety goggles
- Roller tray
- Measuring cup
- Solvents and other chemicals
- Preservatives
- Thinner
- Fillers
- Sealer

# ASSESSMENT GUIDE

## Form of assessment

Continuous assessment may be used for this unit

## Assessment context

This unit may be assessed on the job or off the job or a combination of both. This unit may be assessed individually.

## Critical aspects (for assessment)

- Read, interpret and understand paint catalogues, working sketches and manufacturer's instructions.
- Prepare surfaces to accommodate different types of surface finishes to the specifications.
- Protect areas, objects that should not be affected by painting and remove them without disturbing the painted areas as well as the protected area.

## Assessment conditions

The candidate will have access to:

- all tools, equipment, material and documentation required.

The candidate will be permitted to refer the following documents:

- material safety data sheets for paints and chemicals - health and safety regulations
- product data sheet (PDS)
- company specification sheets
- manufacturer's instructional brochures and manuals

The candidate will be required to:

- orally or by other methods of communication, answer questions asked by the assessor.
- identify superiors and clients who can be approached for the collection of competency evidence where appropriate.
- present evidence of credit for any off-job training related to this unit.

Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria and that he/she possess the required underpinning knowledge.

## UNDERPINNING KNOWLEDGE AND SKILLS

Underpinning knowledge	Underpinning skills
<ul style="list-style-type: none"> <li>• Types of waterproofing materials</li> <li>• instructional data of fillers, primers and sealers</li> <li>• Nature of surfaces for painting</li> <li>• Methods of preparation of surfaces for painting</li> <li>• Types of paints suitable for different environmental conditions</li> <li>• Safety procedures to be followed when working at heights</li> <li>• Safety procedures to be adopted when moving and using chemicals &amp; materials for painting</li> <li>• Types of paints and their usage</li> <li>• Painting techniques for different surfaces</li> <li>• Painting tools</li> <li>• Knowledge of safety requirements and standards</li> </ul>	<ul style="list-style-type: none"> <li>• Identify the condition of the surfaces of the building to the painted</li> <li>• Quantify the materials required for surface preparation</li> <li>• Carry out basic mathematical calculations for estimating the area of coverage and determining the required amounts of paint and other materials</li> <li>• Ensure safety of self, others, materials and equipment in the preparation of building surfaces for painting</li> <li>• Mix paints and use proper materials and tools</li> <li>• Interpret material manufacturers' product safety data sheets (MPS)</li> <li>• Painting skills</li> <li>• Surface treatment and preparation skills</li> <li>• Work at heights</li> <li>• Erect plat forms</li> </ul>

## UNIT 6

<b>UNIT TITLE</b>	Paint building surfaces				
<b>DESCRIPTOR</b>	This unit covers the competencies required to paint building surfaces and to ensure safe working in the use of related material, tools and equipment.				
<b>CODE</b>	CON05S2U03VI	<b>Level</b>	2	<b>Credit</b>	12

<b>ELEMENTS OF COMPETENCIES</b>	<b>PERFORMANCE CRITERIA</b>
1. Select and mix paints	<p>1.1 Type and colour of paint selected according to client's needs</p> <p>1.2 Paints mixed to obtain the specified colour / colours required by the client</p> <p>1.3 Paint mixed with solvents to required viscosity and / or according to manufacturer's instructions</p>
2. Paint internal /external masonry surfaces of building	<p>2.1 Surface to be painted checked and cleaned to ensure it is ready for painting</p> <p>2.2 Coat of paint applied following manufacturer's instructions, using brush, roller or spray gun as appropriate and allowed to dry as specified.</p> <p>2.3 Surface checked to identify uneven spots.</p> <p>2.4 Uneven spots evened where required, allowed to dry and sanded to level using sanding blocks and sand paper of appropriate grit.</p> <p>2.5 Final coat of paint applied ensuring the required colour and texture using brush, roller or spray gun as appropriate</p> <p>2.6 Tools cleaned appropriately and stored in suitable places</p> <p>2.7 Work place cleared and cleaned as required.</p>

<p>3. Polish wooden surfaces</p>	<p>3.1 Surfaces to be polished checked and cleaned to ensure they are ready for polishing</p> <p>3.2 Coat of polish applied following manufacturer's instructions, using brush or spray gun as appropriate and allowed to dry as specified.</p> <p>3.3 Surface checked to identify uneven spots.</p> <p>3.4 Uneven spots are evened where required, allowed to dry and sanded to level using sanding blocks and sand paper of appropriate grit.</p> <p>3.5 Final coat of polish applied ensuring the required finish using brush or spray gun as appropriate.</p> <p>3.6 Special finishes such as acrylic, nitrocellulose and ultra violet applied adhering to manufacturer's instructions if required by the client.</p>
<p>4. Paint wooden surfaces</p>	<p>4.1 Wooden surface checked and cleaned to ensure that it is ready for painting</p> <p>4.2 Coat of recommended paint applied following manufacturer's instructions</p> <p>4.3 Surface checked to identify uneven spots</p> <p>4.4 Uneven spots are evened where required, allowed to dry and sanded to level using sanding block and sand paper of appropriate grit.</p> <p>4.5 Final coat of paint applied ensuring the required colour and texture using brush, roller or spray gun as appropriate.</p> <p>4.6 Tools cleaned appropriately and stored in suitable places.</p> <p>4.7 Work place cleared and cleaned as required</p>



5. Paint metal surfaces	5.1 Metal surface checked and cleaned to ensure that it is ready for painting 5.2 Coat of recommended paint applied following manufacturer's instructions 5.3 surface checked to identify uneven spots 5.4 Uneven spots evened where required, allowed to dry and sanded to level using sanding block and sand paper of appropriate grit 5.5 Final coat of paint applied ensuring the required colour and texture 5.6 Special paints applied according to manufacturer's instructions where such finishes are required by the client 5.7 Tools cleaned appropriately and stored in suitable places 5.8 Work place cleared and cleaned as required
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## Range Statement

Work connected to this unit may take place at a building where painting is to be done. Scaffolding will be provided where necessary.

Application of acrylic, nitrocellulose and ultraviolet resistant coatings are included in this unit.

The following documents may be used for this unit

- Material safety data sheets for paints, polish and chemicals
- Health and safety regulations
- Product data sheet (PDS)
- Company specification sheets

Work is performed to specifications and instructions as supplied and to predetermined standards of quality while observing relevant safety practices.

### **Tools, equipment and materials required may include:**

- Scrapers
- Hand brushes

- Roller brushes and tray
- Texture rollers
- Finishing trowel
- Sand paper
- Sanding block
- Cleaning materials (brushes, detergents, cotton waste)
- Wire brushes
- Scaffolding
- Spray gun
- Suitable nozzles for spray gun
- Power washing equipment
- Masking tapes
- Paints for various applications on cemented, wooden and metal, internal and external surfaces
- Appropriate safety gear such as respirators, helmets, belts, goggles etc.

## **ASSESSMENT GUIDE**

### **Form of assessment**

Assessment shall be based on evidence collected through workplace performance or a combination of evidence collected through training and work place performance

### **Assessment context**

This unit may be assessed on the job.

The unit may be assessed independently or in conjunction with unit 02

### **Critical aspects (for assessment)**

- Read, interpret and understand paint catalogues, working sketches and manufacturer's instructions.
- Make different types of surface finishes to correct specification.

### **Assessment conditions**

The candidate will have access to:

- all tools, equipment, material and documentation required. The candidate will be permitted to refer the following documents:
- material safety data sheets for paints and polishes - health and safety regulations

- product data sheet (PDS)
- company specification sheets
- manufacturer's instructional brochures and manuals

The candidate will be required to:

- orally or by other methods of communication, answer questions asked by the assessor.
- identify superiors and clients who can be approached for the collection of competency evidence where appropriate.
- present evidence of credit for any off job training related to this unit.

Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria and that he/she possess the required underpinning knowledge.

## UNDERPINNING KNOWLEDGE AND SKILLS

Underpinning knowledge	Underpinning skills
<ul style="list-style-type: none"> <li>• Paints for different applications</li> <li>• Knowledge of selecting the appropriate paint for the purpose Painting techniques</li> <li>• Selection of appropriate tools and equipment relevant to the job</li> <li>• Knowledge of safety requirements and standards</li> <li>• Knowledge of harmful substances Environmental conditions suitable for painting</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to use appropriate tools including finishing trowel and sanding block</li> <li>• Reading and writing skills</li> <li>• Carry out manufacturer's instructions/ guidelines</li> <li>• Handling of harmful substances</li> <li>• Mixing of paints and proper use of materials and tools</li> <li>• Painting skills</li> <li>• Working at heights</li> <li>• Housekeeping in a painting environment</li> </ul>