

Reference. No.																			
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SELF - ASSESSMENT GUIDE

Qualification:	CARPENTRY NC II		
COC 1:	FABRICATE, INSTALL AND REMOVE WOODEN FORMWORKS		
Instruction: <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answer. 			
Can I?	YES	NO	
Prepare materials and hand tools *			
<ul style="list-style-type: none"> • Use personal protective equipment (PPE) in accordance with Rule 1080 of Occupational Safety and Health Standards • Select and prepare materials and hand tools consistent with job requirements 			
Lay-out and cut dimension of form sheathings and stiffeners*			
<ul style="list-style-type: none"> • Measure and mark sheathing form and stiffeners according to job specifications. • Lay out and cut sheathing form and stiffeners according to required dimensions. 			
Assemble and erect form panels and components*			
<ul style="list-style-type: none"> • Position and fix sheathings to stiffeners • Check assembled form panels for squareness, levelness, plumbness and alignment. • Position and fix primary and secondary supports to hold assembled form panels as per drawings. • Check assembled form panels for compliance with job requirements. • Clean work area according to safety regulations and OSHC specifications 			
Clean and store reusable form panels and components*			
<ul style="list-style-type: none"> • Recover and stockpile materials such as scaffolding and formworks according to company rules and procedures • Clean and clear workplace of any obstructions and hazards before, during and after work 			

<ul style="list-style-type: none"> • Clean tools, equipment and other materials after use 		
<p>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor</p>		
<p>Candidate's Signature:</p>	<p>Date:</p>	

NOTE: *Critical aspects of competency

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Qualification:	CARPENTRY NC II		
COC 2:	Install door and window assembly; install ceiling and wall system; and fabricate and install wooden cabinet		
Instruction:			
<ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answer. 			
Can I?	YES	NO	
Prepare materials and hand tools*			
<ul style="list-style-type: none"> • Use Personal protective equipment (PPE) in accordance with Rule 1080 of Occupational Safety and Health Standards 			
<ul style="list-style-type: none"> • Select and prepare materials and hand tools consistent with job requirements 			
<ul style="list-style-type: none"> • Perform housekeeping according to safety regulations. 			
Locate offset line established by the line and grade/ surveyor*			
<ul style="list-style-type: none"> • Follow related sketches and working drawings according to job requirements 			
<ul style="list-style-type: none"> • Locate and verify offset line/ building line 			
<ul style="list-style-type: none"> • Clean and keep work area in safe state according to OSHC regulations. 			
Establish required reference line*			
<ul style="list-style-type: none"> • Mark initial lines from offset lines in accordance with working drawings. 			
<ul style="list-style-type: none"> • Mark, square and plumb final reference lines in accordance with working drawings 			
<ul style="list-style-type: none"> • Mark exact location for door and window opening based on working drawing 			
<ul style="list-style-type: none"> • Check clearance of opening based on working drawings 			
Fix door jamb and panels*			
<ul style="list-style-type: none"> • Select and checks assembled jamb and panels for compliance with job requirements 			
<ul style="list-style-type: none"> • Temporarily position jamb to hold assembled panels as per drawings. 			

<ul style="list-style-type: none"> • Check installed jamb and panels for squareness, levelness, plumbness and alignment 		
<ul style="list-style-type: none"> • Position and fix jamb and panels to openings 		
Layout ceiling elevation, wall location and position of framing system*		
<ul style="list-style-type: none"> • Mark exact layout for ceiling and wall frames based on working drawings 		
Fix frames and panels*		
<ul style="list-style-type: none"> • Install frames based on specifications 		
<ul style="list-style-type: none"> • Check installed frames for squareness, levelness, plumbness and alignment. 		
<ul style="list-style-type: none"> • Fix panels to frames based on working drawings 		
Perform Housekeeping*		
<ul style="list-style-type: none"> • Recover and stockpile materials such as scaffolding and formworks according to company rules and procedures 		
<ul style="list-style-type: none"> • Clean and clear workplace of any obstructions and hazards before, during and after work 		
<ul style="list-style-type: none"> • Clean tools, equipment and other materials after use 		
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor		
Candidate's Signature:	Date:	

NOTE: *Critical aspects of competency

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SELF - ASSESSMENT GUIDE

Qualification:	CARPENTRY NC II		
COC 3:	Fabricate and Install Stair, Floor System and Truss assembly		
Instruction:			
<ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answer. 			
Can I?	YES	NO	
Prepare materials and hand tools*			
<ul style="list-style-type: none"> • Select and use PPE according to job requirements and OSHC specifications. 			
<ul style="list-style-type: none"> • Select and prepare materials and hand tools consistent with job requirements 			
<ul style="list-style-type: none"> • Perform housekeeping according to safety regulations. 			
Layout truss location and elevation*			
<ul style="list-style-type: none"> • Mark exact location for roof truss assembly based on working drawing 			
Place wooden roof truss assembly and purlins *			
<ul style="list-style-type: none"> • Position and fixes wooden roof truss assembly according to job requirements 			
<ul style="list-style-type: none"> • Check alignment of all installed wooden roof truss assembly based on job requirements 			
Layout location and stair elevation*			
<ul style="list-style-type: none"> • Mark exact location of stairs including riser and thread based on working drawings 			
<ul style="list-style-type: none"> • Mark exact location of handrails and balusters based on working drawings 			
Place wooden stringer, thread, handrails and baluster *			
<ul style="list-style-type: none"> • Cut and fabricate wooden stringers based on working drawing and/or actual requirements 			
<ul style="list-style-type: none"> • Position and fix wooden stringer and thread based on working drawings. 			
<ul style="list-style-type: none"> • Check wooden stairs assembly for stability and firmness. 			

Perform Housekeeping*		
• Recover and stockpile materials such as scaffolding and formworks according to company rules and procedures		
• Clean and clear workplace of any obstructions and hazards before, during and after work		
• Clean tools, equipment and other materials after use		
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor		
Candidate's Signature:	Date:	

NOTE: *Critical aspects of competency