

National Occupational Skill Standard (NOSS)

Occupational Title : Interior Decorator
Level : 1
Sector : Construction
Sub - Sector : Home decor and design
NOSS ID/NSCO ID :
ISCO NO :



Council for Technical Education and Vocational Training
NATIONAL SKILL TESTING BOARD
Madhyapur Thimi-17, Sanothimi, Bhaktapur, Nepal

Developed: 30-06-2021 (16-03-2078)



DACUM Panel:

| S. No. | Name | Designation | Organization |
|--------|-------------------------------|-------------|--|
| 1. | Ms. Dikshya Karanjit Shrestha | Member | IEC School of Art and Fashion Dillibazar, Kathmandu |
| 2. | Ms. Minta Gurung | Member | IEC School of Art and Fashion Dillibazar, Kathmandu |
| 3. | Mr. Ashok Maharjan | Member | IEC School of Art and Fashion Dillibazar, Kathmandu |
| 4. | Ms. Sangita Paudel | Member | Pebbles Design Pvt., Ltd. Kathmandu |
| 5. | Mr. Bishal Rajghatani | Member | MAD Factory Kathmandu |
| 6. | Ms. Sushma Malla | Member | New Dimension Kuleshwor, Kathmandu |
| 7. | Mr. Bikash Basukala | Member | Kantipur International College Buddhanagar, Kathmandu |
| 8. | Ms. Kalpana Bhattachan | Member | Classic Interior Dhobighat, Lalitpur |

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Ms. Sharada Devi Ghimire, Deputy Director, Curriculum Division, CTEVT, Sanothimi, Bhaktapur

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DACUM Workshop on 12 & 13 January February 2021

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The National Occupational Skill Standard Developed by:

| No | Name | Designation | Organization |
|----|------------------------------|------------------|--|
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Recommended by Construction Technical Sub Committee: 30 June 2021 (16 Ashadh 2078)



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| | |
|---|---|
| 1 | Occupational Title: Interior Decorator Level: 1 |
| 2 | Job Description: Interior Decorator, L-1 performs preliminary works for home decoration, installs carpets, laminated parquets, curtains and applies wallpaper and glass stickers. |
| 3 | UNITS OF COMPETENCY: <ol style="list-style-type: none"> 1. Perform preliminary works for home decoration. 2. Install carpets and laminated parquets. 3. Apply wallpaper and glass sticker. 4. Install curtains. 5. Perform communication. 6. Develop professionalism. <p><i>*Note: Units 5 and 6 are not for testing purpose.</i></p> |
| 4 | Qualifying Notes/Prerequisites: <ul style="list-style-type: none"> • Physical Requirements: Sound health • Entry Requirements: As per NSTB rules. Additional Information: <ul style="list-style-type: none"> • Assessment Types: Performance test only. • Assessment Duration: 2.5 to 3.5 Hours (Unit of competency 2, 3 and 4 integrated with unit number 1) 4 to 5 hours (All Competency) • Recommended Group Size: 8 to 10 candidates |



| | | |
|---|---|--|
| 5 | Unit No: 1 Unit Title: Perform preliminary works for home decoration | Unit code: |
| | Elements of competency | Performance standards |
| | 1.1 Prepare tools, equipment and materials | 1.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 1.1.2 Tools and equipment collected and checked for working condition in accordance with task requirement. 1.1.3 Materials collected and prepared in accordance with task requirements. |
| | 1.2 Visit worksite | 1.2.1 Surface type and condition of surface inspected for work. 1.2.2 Site visually inspected and observation details recorded. 1.2.3 Surface to be covered measured as per type of work and recorded. 1.2.4 Clear photos and videos of worksite captured covering whole work area. |
| | 1.3 Prepare sketch and room layout | 1.3.1 Sketch prepared with detail dimension covering all observation details. 1.3.2 Room layout of building prepared as per measurement. 1.3.3 Observation details briefed and sketch submitted to designer. |
| | 1.4 Perform preparatory works for applying designs | 1.4.1 Work schedule prepared as per approved working drawing. 1.4.2 Market surveyed and potential vendor list prepared and approval taken. 1.4.3 Sample of construction materials collected for decoration. 1.4.4 Workers briefed as per approved working drawing. 1.4.5 Furniture and decorative items placed as per working drawing. 1.4.6 Daily worksite report prepared and informed to senior on work progress. |
| 6 | Task Performance Requirements (Tools, Equipment and Materials): <ul style="list-style-type: none"> Measuring tape, pen, paper, register, notebook, sketch book, calculator, pencil, eraser, sharpener, base board, compass (direction and geometric), digital camera, working drawing, first aid kit, ladder and personal protective equipment (PPE). | |
| 7 | Safety and Hygiene (Occupational Health and Safety): <ul style="list-style-type: none"> Use personal protective equipment. | |



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| | <ul style="list-style-type: none">• Safe handling of materials, tools and equipment.• Apply safety precautions while working at height. |
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| 8 | Required Knowledge | | |
|---|---|--|--|
| | Technical Knowledge | Applied Calculation | Graphical Information |
| | <ul style="list-style-type: none"> Tools and equipment: <ul style="list-style-type: none"> Types Uses Safe handling Introduction of interior decoration and design Introduction of design elements and principles Room layout and space planning Sketch, drawing and drafting Standard dimension and measurement Introduction and types of color Color scheme Market survey Worksite report preparation Work schedule Occupational health and safety rules and regulations Use and importance of first aid kit | <ul style="list-style-type: none"> Calculate quantity of materials Convert imperial unit to metric unit and vice versa | <ul style="list-style-type: none"> Read and interpret working drawing Read and interpret manufacturer specification and recommendation |



| 9 | Assessment of Competency | | | | | | |
|--|--|----------------------------|---------------------|---|--------------|------------------|---|
| Unit: 1 Unit Title: Perform preparatory works for home decoration | Candidate Details | | | Assessors Detail | | | |
| | Candidate's Name: Registration Number: Symbol No: Test Centre: | | | Assessors' Name 1. 2. 3. | | ID/License No: | |
| | Test Date: | | | | | | |
| | Element of competency | Performance Standards | | | Standard Met | Standard Not Met | Evidence Type |
| 1.1 Prepare tools, equipment and materials | 1.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 1.1.2 Tools and equipment collected and checked for working condition in accordance with task requirement. 1.1.3 Materials collected and prepared in accordance with task requirements. | | | | | | |
| 1.2 Visit worksite | 1.2.1 Surface type and condition of surface inspected for work. 1.2.2 Site visually inspected and observation details recorded. 1.2.3 Surface to be covered measured as per type of work and recorded. 1.2.4 Clear photos and videos of worksite captured covering whole work area. | | | | | | |
| 1.3 Prepare sketch and room layout | 1.3.1 Sketch prepared with detail dimension covering all observation details. 1.3.2 Room layout of building prepared as per measurement. 1.3.3 Observation details briefed and sketch submitted to designer. | | | | | | |
| 1.4 Perform preparatory | 1.4.1 Work schedule prepared as per approved working drawing. 1.4.2 Market surveyed and potential vendor list prepared and approval taken. 1.4.3 Sample of construction materials collected for decoration. | | | | | | |
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| works for applying designs | 1.4.1 Workers briefed as per approved working drawing. 1.4.2 Furniture and decorative items placed as per working drawing. 1.4.3 Daily worksite report prepared and informed to senior on work progress. | | | | |
|----------------------------|--|--|--|--|--|

WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor's report

SN–Simulation

RP- Role Play

PG –Photographs

VD- Video

CT – Certificates

TS – Testimonials (Reward)

PP – Product Produced

CS – Case Study



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Range Statement

| Variable | Range |
|-------------------------------|---|
| Personal protective equipment | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Helmet • Mask • Apron • Goggles • Gloves • Safety shoes |
| Surface type | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Masonry surface • Wooden surface • Mud surface |
| Condition of surface | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Bumps and low spots • Uneven surface • Moisture • Efflorescence • Fungus |
| Observation details | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Site orientation • Room location and orientation • Opening position • Electrical and plumbing points • Furniture and decorative items |



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|------------------------|---|
| | <ul style="list-style-type: none"> • Colour: wall, ceiling, floor and wallpaper • Flooring materials • Floor level • Wall type |
| Type of work | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Carpet work • Parquet work • Wallpaper work • Glass sticker work • Curtain work |
| Detail dimension | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Elements to elements • Center to center • Overall • Diagonal |
| Room | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Kitchen • Dining room • Bed room • Living room • Bathroom |
| Construction materials | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Fabric • Colour palette • Carpet • Wallpaper |



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| | <ul style="list-style-type: none">• Glass sticker• Laminated parquet |
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|---|--|---|
| 5 | Unit No: 2 Unit Title: Install carpets and laminated parquets | Unit code: |
| | Elements of competency | Performance standards |
| | 2.1 Prepare tools, equipment and materials | 4.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 4.1.2 Tools and equipment collected and checked for working condition in accordance with task requirement. 4.1.3 Materials collected and prepared in accordance with task requirements. |
| | 2.2 Visit worksite | 4.2.1 Surface type and condition of surface inspected for work. 4.2.2 Areas to be covered with flooring materials measured and recorded. 4.2.3 Required quantities of flooring materials estimated for installation. |
| | 2.3 Prepare floor for installation | 2.3.1 Old flooring materials and furniture removed from installation area. 2.3.2 Floor condition checked for defects and informed for repair work. 2.3.3 Floor sanded, scraped, cleaned and dried before installation. 2.3.4 Molding or baseboards removed from edges of walls. 2.3.5 Floor marked as per floor layout plan. |
| | 2.4 Lay carpets | 2.4.1 Carpets checked for defects and shading problems. 2.4.2 Carpets measured and marked as per floor shape and size with minimum waste of materials. 2.4.3 Carpet materials cut along the mark. 2.4.4 Adhesive applied evenly over the back of carpet and floor surface. 2.4.5 Carpet pasted on floor surface along with floor layout plan without wrinkle and air bubbles. 2.4.6 Carpet pasted matching grains, pattern and texture without curled seam and peeling edges. 2.4.7 Excess carpet cut out in a line and level without damage. 2.4.8 Excess glue wiped off from carpet and surface. |



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| | <p>2.5 Lay laminated parquet</p> <p>2.5.1 Polymer foam sheet laid as base before laying laminated parquet and seams sealed.</p> <p>2.5.2 Straight line with 10 mm gap from wall marked around the wall.</p> <p>2.5.3 Laminated parquet laid on a straight line as per floor layout plan.</p> <p>2.5.4 Laminated parquets that do not fit the remaining space cut to required length and laid.</p> <p>2.5.5 Joints of each parquet interlocked securely.</p> <p>2.5.6 Wooden planks fixed around base of walls covering edges of laminated parquets and joined flush to surface.</p> <p>2.5.7 Angular joints prepared and fixed on wall corners.</p> <p>2.5.8 Door profile fixed covering edge of laminated parquet.</p> <p>2.5.9 Putty evenly filled on joints and nail holes.</p> <p>2.5.10 Surface sanded to smoothened uneven and rough surface.</p> |
| | <p>2.6 Clean work area</p> <p>2.6.1 Unused materials sealed tightly and stored/stacked at designated place.</p> <p>2.6.2 Work area cleaned and waste disposed in accordance with 3R's principle.</p> <p>2.6.3 Tools and equipment cleaned, stored and record maintained.</p> |
| 6 | <p>Task Performance Requirements (Tools, Equipment and Materials):</p> <ul style="list-style-type: none"> Measuring tape, pen, paper, register, calculator, pencil, eraser, sharpener, chalk, marker, scissors, paper cutter, adhesive, masking tape, hammer, mallet hammer, screw, nail, pliers, screw driver, scraper, tissue paper, emery cloth, sand paper, putty, putty pata/blade, wiper, cotton cloth, sealant, linoleum carpet, jute carpet, laminated parquet, wooden planks, polymer foam sheet, spacer, hand cutting machine, thinner, kerosene, bucket, water, jug, cleaning brush, broom, dust pan, dust bin, first aid kit and personal protective equipment (PPE). |
| 7 | <p>Safety and Hygiene (Occupational Health and Safety):</p> <ul style="list-style-type: none"> Use personal protective equipment. Safe handling of materials, tools and equipment. Prevent from chemical and electrical hazards. Safe handling of debris. |



| 8 | Required Knowledge | | |
|---|--|---|---|
| | Technical Knowledge | Applied Calculation | Graphical Information |
| | <ul style="list-style-type: none"> • Tools and equipment: <ul style="list-style-type: none"> ○ Types ○ Uses ○ Safe handling • Types of floor surface and their condition • Preparation of floor surface • Introduction and types of floor finishing materials • Carpet and Parquet: <ul style="list-style-type: none"> ○ Introduction ○ Types ○ Quality ○ Sizes ○ Methods of cutting ○ Process of applying ○ Methods of jointing ○ Defects • Types and uses of filling materials • Types and uses of adhesive • Waste management • Occupational health and safety rules and regulations • Use and importance of first aid kit | <ul style="list-style-type: none"> • Calculate quantity of carpet and laminated parquet • Convert imperial unit to metric unit and vice versa | <ul style="list-style-type: none"> • Read and interpret working design • Read and interpret manufacturer specification and recommendation |



| 9 | Assessment of Competency | | | | | |
|---|--|-----------------------|---|--------------|------------------|---------------|
| Unit: 2 Unit Title: Install carpets and laminated parquets | Candidate Details | | Assessors Detail | | | |
| | Candidate's Name: Registration Number: Symbol No: Test Centre: | | Assessors' Name 1. 2. 3. | | ID/License No: | |
| | Test Date: | | | | | |
| | Element of competency | Performance Standards | | Standard Met | Standard Not Met | Evidence Type |
| 2.1 Prepare tools, equipment and materials | 4.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 4.1.2 Tools and equipment collected and checked for working condition in accordance with task requirement. 4.1.3 Materials collected and prepared in accordance with task requirements. | | | | | |
| 2.2 Visit worksite | 4.2.1 Surface type and condition of surface inspected for work. 4.2.2 Areas to be covered with flooring materials measured and recorded. 4.2.3 Required quantities of flooring materials estimated for installation. | | | | | |
| 2.3 Prepare floor for installation | 2.3.1 Old flooring materials and furniture removed from installation area. 2.3.2 Floor condition checked for defects and informed for repair work. 2.3.3 Floor sanded, scraped, cleaned and dried before installation. 2.3.4 Molding or baseboards removed from edges of walls. 2.3.5 Floor marked as per floor layout plan. | | | | | |



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|---------------------------|---|--|--|--|--|
| 2.4 Lay carpets | <ul style="list-style-type: none"> 2.4.1 Carpets checked for defects and shading problems. 2.4.2 Carpets measured and marked as per floor shape and size with minimum waste of materials. 2.4.3 Carpet materials cut along the mark. 2.4.4 Adhesive applied evenly over the back of carpet and floor surface. 2.4.5 Carpet pasted on floor surface along with floor layout plan without wrinkle and air bubbles. 2.4.6 Carpet pasted matching grains, pattern and texture without curled seam and peeling edges. 2.4.7 Excess carpet cut out in a line and level without damage. 2.4.8 Excess glue wiped off from carpet and surface. | | | | |
| 2.5 Lay laminated parquet | <ul style="list-style-type: none"> 2.5.1 Polymer foam sheet laid as base before laying laminated parquet and seams sealed. 2.5.2 Straight line with 10 mm gap from wall marked around the wall. 2.5.3 Laminated parquet laid on a straight line as per floor layout plan. 2.5.4 Laminated parquets that do not fit the remaining space cut to required length and laid. 2.5.5 Joints of each parquet interlocked securely. 2.5.6 Wooden planks fixed around base of walls covering edges of laminated parquets and joined flush to surface. 2.5.7 Angular joints prepared and fixed on wall corners. 2.5.8 Door profile fixed covering edge of laminated parquet. 2.5.9 Putty evenly filled on joints and nail holes. 2.5.10 Surface sanded to smoothened uneven and rough surface. | | | | |
| 2.6 Clean work area | <ul style="list-style-type: none"> 2.6.1 Unused materials sealed tightly and stored/stacked at designated place. 2.6.2 Work area cleaned and waste disposed in accordance with 3R's principle. 2.6.3 Tools and equipment cleaned, stored and record maintained. | | | | |



WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor's report

SN–Simulation

RP- Role Play

PG –Photographs

VD- Video

CT – Certificates

TS – Testimonials (Reward)

PP – Product Produced

CS – Case Study



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Range Statement

| Variable | Range |
|-------------------------------|--|
| Personal protective equipment | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Mask • Apron • Goggles • Gloves • Safety shoes • Ear plug • Knee pad |
| Surface type | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Masonry surface • Wooden surface • Mud surface |
| Condition of surface | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Bumps and low spots • Uneven surface • Moisture • Efflorescence • Fungus |
| Flooring materials | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Linoleum carpet • Jute carpet • Laminated parquet |



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| 3R's principle | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none">● Reduce● Reuse● Recycle |
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| | | |
|---|---|--|
| 5 | Unit No: 3 Unit Title: Apply wallpaper and glass sticker | Unit code: |
| | Elements of competency | Performance standards |
| | 3.1 Prepare tools, equipment and materials | 4.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 4.1.2 Tools and equipment collected and checked for working condition in accordance with task requirement. 4.1.3 Materials collected and prepared in accordance with task requirements. |
| | 3.2 Visit worksite | 4.2.1 Surface type and condition of surface inspected for work. 4.2.2 Areas to be covered measured and recorded. 4.2.3 Required quantities of wallpaper and sticker estimated for installation. |
| | 3.3 Prepare surface | 3.3.1 Hanging and removable items removed and placed in safe place. 3.3.2 Old wallpaper removed from surface without damaging surface. 3.3.3 Surface condition checked for defects and informed for repair work. 3.3.4 Surface scrubbed, cleaned, washed and foreign materials removed from surface. |
| | 3.4 Apply wallpaper | 3.4.1 Wallpaper checked for defects and shading problems. 3.4.2 Wallpaper measured and cut leaving an extra four inches at the top. 3.4.3 Adhesive applied evenly over the back surface of wallpaper. 3.4.4 Straight vertical line marked on the surface for applying wallpaper. 3.4.5 Wallpaper pasted on the surface along the mark without wrinkles and air bubbles. 3.4.6 Wallpaper pasted matching the grain, pattern and texture without curled seam and peeling edges. 3.4.7 Excess wallpaper cut in a line and level without damage. 3.4.8 Excess glue wiped off after setting the wallpaper. |



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| | <p>3.5 Apply glass sticker</p> <p>3.5.1 Glass sticker checked for defects and shading problems.</p> <p>3.5.2 Glass sticker measured and cut leaving an extra four inches at the top.</p> <p>3.5.3 Straight vertical line marked on the surface for applying glass sticker.</p> <p>3.5.4 Glass sticker stucked on glass surface matching grain, pattern and texture without wrinkles and air bubbles.</p> <p>3.5.5 Excess glass sticker cut out in a line and level without damage.</p> |
| | <p>3.6 Clean work area</p> <p>3.6.1 Unused materials sealed tightly and stored/stacked at designated place.</p> <p>3.6.2 Work area cleaned and waste disposed in accordance with 3R's principle.</p> <p>3.6.3 Tools and equipment cleaned, stored and record maintained.</p> |
| 6 | <p>Task Performance Requirements (Tools, Equipment and Materials):</p> <ul style="list-style-type: none"> Measuring tape, straight edge, pen, paper, register, calculator, pencil, eraser, sharpener, metal scale, chalk, marker, scissors, paper cutter, cutting board, adhesive, masking tape, claw hammer, pliers, screw driver, scraper, tissue paper, emery cloth, sand paper, putty, putty pata/blade, glass cleaner, wiper, cotton cloth, wall paper, glass sticker, roller, thinner, kerosene, bucket, cleaning brush, broom, dust pan, dust bin, first aid kit and personal protective equipment (PPE). |
| 7 | <p>Safety and Hygiene (Occupational Health and Safety):</p> <ul style="list-style-type: none"> Use personal protective equipment. Safe handling of materials, tools and equipment. Prevent from chemical and electrical hazards. Safe handling of debris. |



| 8 | Required Knowledge | | |
|---|---|--|---|
| | Technical Knowledge | Applied Calculation | Graphical Information |
| | <ul style="list-style-type: none"> • Tools and equipment: <ul style="list-style-type: none"> ○ Types ○ Uses ○ Safe handling • Types of surface and their condition • Surface preparation techniques for applying wallpaper • Introduction and types of wall finishing materials • Wallpaper and glass sticker: <ul style="list-style-type: none"> ○ Introduction ○ Types ○ Quality ○ Sizes ○ Methods of cutting ○ Process of applying ○ Methods of jointing ○ Defects • Types of adhesive • Waste management • Occupation health and safety rules and regulations • Use and importance of first aid kit | <ul style="list-style-type: none"> • Calculate quantity of wallpaper and glass sticker • Convert imperial unit to metric unit and vice versa | <ul style="list-style-type: none"> • Read and interpret design • Read and interpret manufacturer specification and recommendation |



| 9 | Assessment of Competency | | | | |
|--|---|------------|---|-----------------------|-------------------------|
| | Unit: 3 Unit Title: Apply wallpaper and glass sticker | | | | |
| | Candidate Details | | | | Assessors Detail |
| | Candidate's Name: Registration Number: Symbol No: Test Centre: | Test Date: | Assessors' Name 1. 2. 3. | ID/License No: | |
| Element of competency | Performance Standards | | | Standard Met | Standard Not Met |
| 3.1 Prepare tools, equipment and materials | 4.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 4.1.2 Tools and equipment collected and checked for working condition in accordance with task requirement. 4.1.3 Materials collected and prepared in accordance with task requirements. | | | | |
| 3.2 Visit worksite | 4.2.1 Surface type and condition of surface inspected for work. 4.2.2 Areas to be covered measured and recorded. 4.2.3 Required quantities of wallpaper and sticker estimated for installation. | | | | |
| 3.3 Prepare surface | 3.3.1 Hanging and removable items removed and placed in safe place. 3.3.2 Old wallpaper removed from surface without damaging surface. 3.3.3 Surface condition checked for defects and informed for repair work. 3.3.4 Surface scrubbed, cleaned, washed and foreign materials removed from surface. | | | | |



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|-------------------------|--|--|--|--|--|
| 3.4 Apply wallpaper | 3.4.1 Wallpaper checked for defects and shading problems. 3.4.2 Wallpaper measured and cut leaving an extra four inches at the top. 3.4.3 Adhesive applied evenly over the back surface of wallpaper. 3.4.4 Straight vertical line marked on the surface for applying wallpaper. 3.4.5 Wallpaper pasted on the surface along the mark without wrinkles and air bubbles. 3.4.6 Wallpaper pasted matching the grain, pattern and texture without curled seam and peeling edges. 3.4.7 Excess wallpaper cut in a line and level without damage. 3.4.8 Excess glue wiped off after setting the wallpaper. | | | | |
| 3.5 Apply glass sticker | 3.5.1 Glass sticker checked for defects and shading problems. 3.5.2 Glass sticker measured and cut leaving an extra four inches at the top. 3.5.3 Straight vertical line marked on the surface for applying glass sticker. 3.5.4 Glass sticker stucked on glass surface matching grain, pattern and texture without wrinkles and air bubbles. 3.5.5 Excess glass sticker cut out in a line and level without damage. | | | | |
| 3.6 Clean work area | 3.6.1 Unused materials sealed tightly and stored/stacked at designated place. 3.6.2 Work area cleaned and waste disposed in accordance with 3R's principle . 3.6.3 Tools and equipment cleaned, stored and record maintained. | | | | |

WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor's report

SN–Simulation

RP- Role Play

PG –Photographs

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Range Statement

| Variable | Range |
|-------------------------------|--|
| Personal protective equipment | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Mask • Apron • Goggles • Gloves • Safety shoes • Safety belt • Earplug |
| Surface types | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Masonry surface • Wooden surface • Mud surface |
| Condition of surface | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Bumps and low spots • Uneven surface • Moisture • Efflorescence • Fungus |
| Hanging and removable items | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Photos • Decorative items • Mirrors • Light fixtures |



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| | <ul style="list-style-type: none"> • Curtain, curtain rods and hanger |
| Foreign materials | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Unwanted mortar and metal residue • Grease • Glue • Oil • Corrosion (Rust) |
| 3R's principle | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Reduce • Reuse • Recycle |



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| 5 | Unit No: 4 Unit Title: Install curtains | Unit code: |
| | Elements of competency | Performance standards |
| | 4.1 Prepare tools, equipment and materials | 4.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 4.1.2 Tools and equipment collected and checked for working condition in accordance with task requirement. 4.1.3 Materials collected and prepared in accordance with task requirements. |
| | 4.2 Visit worksite | 4.2.1 Surface type inspected for work. 4.2.2 Areas to be covered measured and recorded. 4.2.3 Required quantities of curtains estimated for installation. |
| | 4.3 Prepare surface | 4.3.1 Fabric with grains, pattern and texture selected as per design. 4.3.2 Surface marked for drilling as per design. 4.3.3 Surface marked at 4 to 6 inches away from width of window frame and above lintel level. 4.3.4 Surface drilled at the marked spot. 4.3.5 Bracket/channel fixed tightly and securely in line and level. 4.3.6 Surface cleaned. |
| | 4.4 Fit curtains | 4.4.1 Curtains collected and checked for damage . 4.4.2 Rings/hooks fixed on curtains and fitted on channel. 4.4.3 Curtain with rings/hooks inserted on rod. 4.4.4 Finials fitted on edges of rod and placed on bracket. 4.4.5 Hanging of curtain and drape checked. |
| | 4.5 Clean work area | 4.5.1 Unused materials sealed tightly and stored/stacked at designated place. 4.5.2 Work area cleaned and waste disposed in accordance with 3R's principle . 4.5.3 Tools and equipment cleaned, stored and record maintained. |



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|---|---|
| 6 | <p>Task Performance Requirements (Tools, Equipment and Materials):</p> <ul style="list-style-type: none"> Measuring tape, pen, paper, register, calculator, pencil, eraser, sharpener, chalk, marker, scissors, paper cutter, thread level, hammer, pliers, screw driver, nail, screw, grip, wall anchor, drill machine, drill bit, cotton cloth, fabric, curtain, ring, hook, rod, bracket, channel set, finials, step ladder, broom, dust pan, dust bin, first aid kit and personal protective equipment (PPE). |
| 7 | <p>Safety and Hygiene (Occupational Health and Safety):</p> <ul style="list-style-type: none"> Use personal protective equipment. Safe handling of materials, tools and equipment. Prevent from chemical and electrical hazards. Safe handling of debris. |



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| 8 | Required Knowledge | | |
|---|--|--|---|
| | Technical Knowledge | Applied Calculation | Graphical Information |
| | <ul style="list-style-type: none"> • Tools and equipment: <ul style="list-style-type: none"> ○ Types ○ Uses ○ Safe handling • Types of surface and their condition • Introduction and types of fabrication materials • Fabric and curtains <ul style="list-style-type: none"> ○ Introduction ○ Types ○ Quality ○ Process of applying ○ Defects • Measuring techniques • Drilling techniques • Waste management • Occupational health and safety rules and regulations • Use and importance of first aid kit | <ul style="list-style-type: none"> • Calculate quantity of fabrics • Convert imperial unit to metric unit and vice versa | <ul style="list-style-type: none"> • Read and interpret working design |



| | | | | | | | |
|---|---|--|------------------------------|---|---------------------|-------------------------|----------------------|
| 9 | Assessment of Competency | | | | | | |
| Unit: 4 Unit Title: Install curtains | Candidate Details | | | Assessors Detail | | | |
| | Candidate's Name: Registration Number: Symbol No: Test Centre: | | | Assessors' Name 1. 2. 3. ID/License No: | | | |
| | Test Date: | | | | | | |
| | Element of competency | | Performance Standards | | Standard Met | Standard Not Met | Evidence Type |
| 4.1 Prepare tools, equipment and materials | | 4.1.1 Personal protective equipment (PPE) used in accordance with task requirement. 4.1.2 Tools and equipment collected and checked for working condition in accordance with task requirement. 4.1.3 Materials collected and prepared in accordance with task requirements. | | | | | |
| 4.2 Visit worksite | | 4.2.1 Surface type inspected for work. 4.2.2 Areas to be covered measured and recorded. 4.2.3 Required quantities of curtains estimated for installation. | | | | | |
| 4.3 Prepare surface | | 4.3.1 Fabric with grains, pattern and texture selected as per design. 4.3.2 Surface marked for drilling as per design. 4.3.3 Surface marked at 4 to 6 inches away from width of window frame and above lintel level. 4.3.4 Surface drilled at the marked spot. 4.3.5 Bracket/channel fixed tightly and securely in line and level. 4.3.6 Surface cleaned. | | | | | |



| | | | | | |
|---------------------|--|--|--|--|--|
| 4.4 Fit curtains | 4.4.1 Curtains collected and checked for <i>damage</i> . 4.4.2 Rings/hooks fixed on curtains and fitted on channel. 4.4.3 Curtain with rings/hooks inserted on rod. 4.4.4 Finials fitted on edges of rod and placed on bracket. 4.4.5 Hanging of curtain and drape checked. | | | | |
| 4.5 Clean work area | 4.5.1 Unused materials sealed tightly and stored/stacked at designated place. 4.5.2 Work area cleaned and waste disposed in accordance with <i>3R's principle</i> . 4.5.3 Tools and equipment cleaned, stored and record maintained. | | | | |

WT- Written Test

OQ- Oral Question

PT- Practical Test

DO – Direct Observation

SR- Supervisor's report

SN–Simulation

RP- Role Play

PG –Photographs

VD- Video

CT – Certificates

TS – Testimonials (Reward)

PP – Product Produced

CS – Case Study



Range Statement

| Variable | Range |
|-------------------------------|---|
| Personal protective equipment | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Mask • Apron • Goggles • Gloves • Safety shoes • Earplug |
| Surface type | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Masonry surface • Wooden surface • Mud surface |
| Damage | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Stitching • Measurement • Pattern • Texture • Grains |
| 3R's principle | <p><i>May include but not limited to:</i></p> <ul style="list-style-type: none"> • Reduce • Reuse • Recycle |

