

## Performance Evidence Guide - CPC31320 Certificate III in Wall and Floor Tiling

Unit of Competency	Performance Evidence
<p><b>CPCWHS2001</b> – Pre-Requisite Apply WHS requirements, policies and procedures in the construction industry</p>	<p>To demonstrate competency in this unit, a person must apply WHS requirements, policies and procedures on three separate and different occasions in the construction industry.</p> <p>In doing this, the person must meet the performance criteria for this unit.</p>
<p><b>CPCCCM2012</b> - Work safely at heights</p>	<p>To demonstrate competency in this unit, a candidate must meet the elements and performance criteria by working safely at heights above 2 m on three occasions, using different fall protection equipment/devices on each occasion.</p> <p>One occasion must include a restraint technique (anchor point) system with a minimum of three anchor points.</p> <p>The candidate must access the work area, traverse between anchor points and exit from the work area.</p>

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<p><b>CPC31320</b> - Operate elevated work platforms up to 11 metres</p>	<p>A person demonstrating competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit. The person must also set up and operate each of the following types of elevated work platforms (EWP) at two different locations on the site, including moving the plant around the work site safely:</p> <ul style="list-style-type: none"> <li>▪ self-propelled boom lift (BL)</li> <li>▪ scissor lift (SL).</li> </ul> <p>The following functions and controls must be performed while operating both BL and SL:</p> <ul style="list-style-type: none"> <li>▪ boom up and down</li> <li>▪ operate attachments</li> <li>▪ operate outriggers, where fitted.</li> </ul> <p>The following functions and controls must be performed while operating the BL:</p> <ul style="list-style-type: none"> <li>▪ slew left and right</li> <li>▪ telescope in and out.</li> </ul> <p>At least one EWP must be set up and operated on uneven terrain, using outriggers as required.</p> <p>In doing the above, the person must fit harnesses and attach lanyards as follows:</p> <ul style="list-style-type: none"> <li>▪ energy or shock absorbers, which must be used with all fall arrest equipment</li> <li>▪ lanyards, which must be attached to the harness installed so that the maximum distance a person equipped with a harness would free fall before the fall arrest system takes effect is two metres.</li> </ul> <p>In doing the above, the person must also:</p> <ul style="list-style-type: none"> <li>▪ establish and apply a rescue plan</li> <li>▪ apply safe operating procedures, including conducting operational risk assessment and treatments associated with:</li> <li>▪ earth leakage boxes</li> <li>▪ lighting</li> <li>▪ power cables, including overhead service trays, cables and conduits</li> <li>▪ restricted access barriers</li> <li>▪ surrounding structures</li> </ul>

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<p><b>CPC31320 (continued) -</b>            Operate elevated work platforms up to 11 metres</p>	<ul style="list-style-type: none"> <li>▪ traffic control</li> <li>▪ trip hazards work site visitors and the public working at heights up to 11 metres</li> <li>▪ working in proximity to others</li> <li>▪ working with dangerous materials</li> <li>▪ locate, interpret and apply information relating to job requirements, including:</li> <li>▪ diagrams and sketches</li> <li>▪ environmental requirements, including:</li> <li>▪ clean-up protection</li> <li>▪ noise and dust management</li> <li>▪ vibration management</li> <li>▪ waste management</li> <li>▪ quality requirements relevant to EWP work</li> <li>▪ instructions issued by authorised organisational and external personnel</li> <li>▪ manufacturer specifications, operator manual, and instructions where specified</li> <li>▪ signage</li> <li>▪ industry standards and job specifications</li> <li>▪ verbal, written and graphical instructions</li> <li>▪ work schedules, plans and specifications</li> <li>▪ comply with site safety plan and health and safety legislation, regulations and codes of practice applicable to workplace operations</li> <li>▪ safely and effectively use tools, plant and equipment relevant to EWP work</li> <li>▪ ensure safe working load of EWP is not exceeded</li> <li>▪ communicate with others on the work site using verbal and non-verbal communication and communication technology</li> <li>▪ work effectively and safely with others on the work site.</li> </ul>

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<p><b>CPCCOM1015</b> - Carry out measurements and calculations</p>	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by:</p> <ul style="list-style-type: none"> <li>▪ taking basic measurements and performing basic calculations to determine quantities of materials for construction work using each of the following: <ul style="list-style-type: none"> <li>▪ weight</li> <li>▪ area</li> <li>▪ volume</li> <li>▪ perimeter</li> <li>▪ circumference</li> <li>▪ ratio</li> <li>▪ percentage</li> </ul> </li> <li>▪ demonstrating converting measurements in metres to millimetres and measurements in millimetres to metres.</li> </ul> <p>All work must be performed to the standard required in the workplace.</p>
<p><b>CPCCOM2001</b> – Read and interpret plans and specifications</p>	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by reading, interpreting and describing, at a basic level, the requirements for a proposed construction project from a set of plans/drawings and specifications.</p> <p>All work must be performed to the standard required in the workplace and must comply with work health and safety (WHS) requirements.</p>
<p><b>CPCCOM1014</b> - Conduct workplace communication</p>	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by:</p> <ul style="list-style-type: none"> <li>▪ conveying and receiving information and instructions to and from others</li> <li>▪ accessing, interpreting and sequencing information</li> <li>▪ presenting information in verbal and written reports</li> <li>▪ entering information into workplace records and documents</li> <li>▪ participating in simple meeting processes.</li> </ul> <p>All work must be performed to the standard required in the workplace.</p>

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<p><b>CPCCOM1012</b> - Work effectively and sustainably in the construction industry</p>	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by:</p> <ul style="list-style-type: none"> <li>▪ working effectively as a member of a team to plan and perform a construction task</li> <li>▪ working with members of a team to review the team’s purpose, roles, responsibilities, goals, plans and objectives</li> <li>▪ listing own existing skills and the additional skills required for a selected tradesperson or skilled operator role in the construction industry</li> <li>▪ identifying environmental and resource efficiency requirements that apply to entry level roles in the construction industry</li> <li>▪ preparing basic reports on each of an environmental hazard and a resource efficiency issue.</li> </ul> <p>All work must be performed to the standard required in the workplace.</p>
<p><b>CPCCOM1013</b> - Plan and organise work</p>	<p>To demonstrate competency, a candidate must satisfy all the elements, performance criteria and foundation skills of this unit by planning and organising a basic work task on a construction site that includes a minimum of ten component tasks and a team of at least three people.</p> <p>All work must be performed to the standard required in the workplace and must comply with appropriate work health and safety (WHS) and environmental requirements, workplace requirements, drawings and specifications.</p>

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<p>CPC31320 – Use wall and floor tiling tools and equipment</p>	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by completing wall and floor tiling tasks using a range of tools and equipment, including as a minimum:</p> <ul style="list-style-type: none"> <li>▪ buckets</li> <li>▪ caulking guns</li> <li>▪ levelling equipment:               <ul style="list-style-type: none"> <li>▪ straight edges</li> <li>▪ string lines</li> <li>▪ spirit levels</li> <li>▪ laser levels</li> </ul> </li> <li>▪ hammers</li> <li>▪ measuring tapes and rules</li> <li>▪ nippers</li> <li>▪ scrapers</li> <li>▪ shovels</li> <li>▪ spacers and wedges</li> <li>▪ sponges</li> <li>▪ squares</li> <li>▪ squeegees</li> <li>▪ straight edges</li> <li>▪ tile cutters and scribes</li> <li>▪ trowels</li> <li>▪ wet and dry diamond saws</li> <li>▪ floats</li> <li>▪ adhesive mixers</li> <li>▪ diamond hole saws</li> <li>▪ power drills</li> <li>▪ angle grinders</li> <li>▪ power leads.</li> </ul> <p>All work using the above tools and equipment must be performed to the standard required in the workplace and comply with Commonwealth and state/territory laws and regulations, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>

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<b>CPCCFWF2001</b> – Handle wall and floor tiling materials	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by handling, sorting, distributing, stacking and storing wall and floor tiling products and materials required for the tiling of a minimum 10 square metres of the walls and floor of a bathroom.</p> <p>All work must be performed to the standard required in the workplace and comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>
<b>CPCCFWF3001</b> – Prepare surfaces for tiling application	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by preparing for tiling:</p> <ul style="list-style-type: none"> <li>▪ 9 square metres of a framed bathroom wall and floor</li> <li>▪ 9 square metres of a masonry bathroom wall and floor.</li> </ul> <p>All work must be performed to the standard required in the workplace and comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>
<b>CPCCFWM2006</b> – Apply basic levelling procedures	<p>A person who demonstrates competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit. The person must also transfer levels and record differences in height for three different projects as required by job specifications, using at least three of the following levelling devices:</p> <ul style="list-style-type: none"> <li>▪ a spirit level and straight edge</li> <li>▪ automatic/optical levelling device</li> <li>▪ levelling with water technique</li> <li>▪ laser levelling device.</li> </ul> <p>In doing the above work, the person must:</p> <ul style="list-style-type: none"> <li>▪ conduct a two peg test with an automatic/optical level to confirm that the instrument meets manufacturer tolerances</li> <li>▪ locate, interpret and apply relevant information in job specifications to the levelling task</li> <li>▪ comply with site safety plan, and health and safety regulations applicable to workplace operations</li> <li>▪ comply with organisational policies and procedures, including quality requirements</li> <li>▪ safely and effectively use tools and equipment</li> <li>▪ communicate and work effectively and safely with others, including using agreed communication signals</li> <li>▪ confirm accuracy of the readings taken, including set-up and movement of device in two locations</li> <li>▪ accurately record results of each levelling procedure according to organisational requirements.</li> </ul>

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CPCCFW3002 – Install Floor tiles	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by:</p> <ul style="list-style-type: none"> <li>▪ tiling a minimum of: <ul style="list-style-type: none"> <li>▪ four square metres of wet area floor laid with fall and waterproofing</li> <li>▪ four square metres of floor with movement joints and large format tiles (greater than or equal to 600 millimetres x 300 millimetres) with rectified edges</li> <li>▪ four square metres set out and laid on the diagonal with a half-tile border</li> <li>▪ three steps at least 900 millimetres wide with minimum 115 millimetre risers, including treads</li> </ul> </li> <li>▪ cutting tiles around a circular floor grate.</li> </ul> <p>All work must be performed to the standard required in the workplace and must comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>
CPCCFW3003 – Install wall tiles	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by preparing the substrate and tiling a minimum of:</p> <ul style="list-style-type: none"> <li>▪ the front and surrounds of a bath, at least 1500 millimetres long</li> <li>▪ four square metres of wall that includes a door opening and a niche</li> <li>▪ one lineal metre mitred hob</li> <li>▪ one lineal metre trim installed to an external corner.</li> </ul> <p>All work must be performed to the standard required in the workplace and must comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>
CPCCFW3004 – Repair wall and floor tiling	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by removing and replacing a minimum of three damaged wall tiles and three damaged floor tiles, combined minimum area one square metre, which are installed with adhesive.</p> <p>In performing the above tasks, at least one tile must be installed to waterproofing which requires repair.</p> <p>All work must be performed to the standard required in the workplace and must comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>



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<p><b>CPC31320-3</b> – Apply waterproofing for wall and floor tiling</p>	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by waterproofing an internal wet area and an external wet area ready for tiling, including:</p> <ul style="list-style-type: none"> <li>▪ one shower area 1800 millimetres high, 900 millimetres x 900 millimetres wide, incorporating:               <ul style="list-style-type: none"> <li>▪ a niche</li> <li>▪ tap penetrations</li> <li>▪ draining connection</li> <li>▪ water stop/hob</li> </ul> </li> <li>▪ surrounds for an inserted bath with periphery barrier or water stop</li> <li>▪ a minimum of four square metres of balcony/deck:               <ul style="list-style-type: none"> <li>▪ where the structural floor levels have a step down of no less than 40 millimetres from internal to external</li> <li>▪ the balcony/deck has fall to the drainage point</li> <li>▪ detailing is provided through threshold cross-section, indicating how waterproofing would terminate at balustrade posts.</li> </ul> </li> </ul> <p>All work must be performed to the standard required in the workplace and must comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>
<p><b>CPC31320-4</b> – Tile curved surfaces</p>	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by tiling:</p> <ul style="list-style-type: none"> <li>▪ the surface of a circular column that is at minimum 360 millimetres in diameter and one metre high</li> <li>▪ an archway with minimum dimensions:               <ul style="list-style-type: none"> <li>▪ span one metre</li> <li>▪ rise 200 millimetres</li> <li>▪ 100 millimetre returns.</li> </ul> </li> </ul> <p>All work must be performed to the standard required in the workplace and comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>

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<p><b>CPCCFWF3005</b> – Install decorative tiling</p>	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by selecting, setting out and installing:</p> <ul style="list-style-type: none"> <li>▪ a minimum two square metres of decorative wall tiles and strips to a wall, finished to differing heights</li> <li>▪ a minimum of 1.5 square metres of tessellated floor tiles, including a least two different sizes, and a surrounding decorative border to floor.</li> </ul> <p>All work must be performed to the standard required in the workplace and must comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>
<p><b>CPCCFWF3006</b> – Install mosaic tiling</p>	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by preparing and installing mosaic tiles to a minimum:</p> <ul style="list-style-type: none"> <li>▪ of two square metres of wall, including a niche</li> <li>▪ of two lineal metres of hob and return</li> <li>▪ of one square metre of shower floor with fall, including a drain.</li> </ul> <p>All work must be performed to the standard required in the workplace and must comply with Commonwealth and state/territory laws and regulations, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications and workplace requirements.</p>
<p><b>CPCCPB3004</b> – Fix wet area sheets</p>	<p>To demonstrate competency, a candidate must satisfy all of the elements, performance criteria and foundation skills of this unit by hanging and fixing 15 square metres of wet area sheets.</p> <p>All work must be performed to the standard required in the workplace and must comply with Commonwealth and state/territory laws and regulations, the National Construction Code, Australian Standards, work health and safety (WHS) and environmental requirements, manufacturers' specifications, and workplace requirements.</p>