Modification history

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| Release | Comments |
| Release 1 | This version released with MSF Furnishing Training Package release 9.0. |

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| MSFBAA305 | Install interior blinds |
| Application | This unit of competency describes the skills and knowledge required to identify work requirements and then install interior blinds according to specifications. The unit involves planning job requirements, identifying required blind products, fittings, and attachments to be used, and applying workplace procedures to ensure their safe and correct installation.  The unit applies to individuals installing interior blinds in a range of openings, including windows, fixed and sliding doors, and building entrances, working under limited supervision. The blinds may be installed on a range of surfaces, including concrete, masonry and timber.  Where installed control devices involve hardwiring to be connected to mains power, electrical work must be completed by a qualified licensed electrician.  All work must be carried out to comply with workplace procedures, according to state/territory health and safety regulations, legislation and standards that apply to the workplace.  No licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Pre-requisite Unit | The pre-requisite units of competency for this unit are:  MSFBAA310 Select and apply hardware and fixings for shading or security screen installations  MSFWHS301 Identify installation work hazards and select risk control strategies |
| Unit Sector | Blinds and Awnings (BAA) |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Prepare for installation of interior blind | 1.1 Identify job and blind requirements from work order and supplier instructions  1.2 Consult with customer to confirm access and installation requirements, including type of interior blind to be installed and location of installation  1.3 Assess installation site, existing services and substrate material to confirm it is safe and suitable for installation  1.4 Identify and apply workplace health and safety and personal protection requirements of installation  1.5 Plan logical, safe and efficient work sequence that reflects work order and quality requirements |
| 2. Fit and fasten interior blind | 2.1 Identify and select required materials, tools, equipment and accessories based on work order, and check their safe and effective operation  2.2 Set up required materials, equipment and blind mechanisms in line with work instructions and manufacturer specifications  2.3 Fit brackets using required hardware and adjust to suit blind operation according to workplace procedures  2.4 Fit blind and operating mechanism according to work order, design requirements and manufacturer specifications  2.5 Test installed blind for correct operation within limits of normal operation, and adjust and repair performance problems in line with own level of responsibility  2.6 Ensure all child safety requirements have been met for internal corded window furnishings and button batteries, where applicable |
| 3. Finalise installation | 3.1 Check that completed work complies with quality and work order requirements, and rectify identified deficiencies within scope of own role  3.2 Clean work area and surfaces, and dispose of waste safely and sustainably according to workplace procedures  3.3 Identify and store surplus unused items for re-use and/or recycling according to workplace procedures  3.4 Check, clean and store tools and equipment, and tag and report faulty items according to workplace procedures  3.5 Advise customer on correct operation and maintenance of blind  3.6 Legibly complete and process required workplace and customer documentation according to workplace procedures |

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| Foundation Skills  This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. | |
| Skill | Description |
| Oral Communication | * Greet and interact professionally with customers * Identify and clarify customer requirements * Communicate information and advice to customer |
| Numeracy | * Interpret and use mathematical information in routine workplace documentation * Measure installation openings, including factoring in required tolerances |

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| Unit Mapping Information | | | |
| Code and title current release | Code and title previous release | Comments | Equivalence status |
| MSFBAA305 Install interior blinds | MSFBA3017 Install interior blinds | Unit code updated  Application updated  Pre-requisites added  Performance Criteria updated  Assessment Requirements revised | Not equivalent |

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| Links | Companion Volumes, including Implementation Guides, are available at training.gov.au |

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| TITLE | Assessment requirements for MSFBAA305 Install interior blinds |
| Performance Evidence | |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.  There must be evidence that the individual has installed one interior blind with cassette and side channels and four additional interior blinds, each of which must be selected from a different group below:   * Group A:   vertical blind  softfold/sheerfold blind  panel glide blind   * Group B:   roller blind  zebra blind   * Group C:   honeycomb/cellular blind  pleated blind   * Group D:   roman blind   * Group E:   aluminium venetian blind  timber or synthetic venetian blind.  Collectively these installations must include all of the following:   * installation in a bay window, box bay window, or corner window or door * installation of an automated blind (including installation and testing) * a linked set of blinds * a face fit blind * a recess fit blind * fixing to at least two different substrates. | |

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| Knowledge Evidence |
| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * workplace and industry-accepted safety and quality requirements relating to the installation of interior blinds:   consumer product safety standards and requirements associated with domestic corded internal window furnishing  button battery safety requirements  safety considerations and potential dangers associated with incorrect installation  manufacturer specifications   * operation and maintenance requirements of interior blinds * workplace procedures relating to:   customer service standards and practices  accessing and inspecting installation sites  safely installing and securing blinds  recording and reporting reworks  recording and reporting installation information  using qualified licensed electricians when installation and control devices involve mains power   * types of common problems that occur during installation, and how to avoid and respond, including:   installation openings that are out of square or are not level   * characteristics, uses and limitations of the following items required for interior blind installation:   blind products and materials  hardware and fixings   * installation techniques and locations required for operating mechanisms, including:   manual  automated. |

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| Assessment Conditions |
| Assessment of the skills in this unit of competency must take place under the following conditions:   * physical conditions:   skills must be demonstrated in the workplace, or in an environment that accurately reflects workplace conditions and contingencies   * resources, equipment and materials:   blinds to be installed  locations requiring installation  personal protective equipment applicable to job requirements  hardware, fixings, tools and equipment for installing interior blinds  control devices for blinds being installed   * specifications:   workplace health and safety documentation  workplace documentation required for each installation, including work orders, customer orders or job cards  legislative and workplace requirements and procedures for installing blinds  supplier instructions and manufacturer specifications   * relationships:   supervisor  customer  qualified licensed electrician, when required.  Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

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