Victorian Purchasing Guide

MSF Furnishing Training Package

Release 6.0

October 2022

© State of Victoria (Department of Education and Training) 2022



Victorian Purchasing Guides are provided under a Creative Commons Attribution-No Derivatives 4.0 International licence. You are free to re-use the work under that licence, on the condition that you credit the State of Victoria (Department of Education and Training), provide a link to the licence, indicate if changes were made, and comply with all other licence terms. You must not distribute modified material. See: [Creative Commons Attribution NoDerivatives 4.0 International](https://creativecommons.org/licenses/by-nd/4.0/)

The licence does not apply to:

* any images, photographs, trademarks or branding, including the Victorian Government logo and the DET logo; and
* content supplied by third parties.

Copyright queries may be directed to copyright@education.vic.gov.au

**Disclaimer**

In compiling the information contained in and accessed through this resource, the Department of Education and Training has used its best endeavours to ensure that the information is correct and current at the time of publication but takes no responsibility for any error, omission, or defect therein.

To the extent permitted by law, DET, its employees, agents and consultants exclude all liability for any loss or damage (including indirect, special or consequential loss or damage) arising from the use of, or reliance on the information contained herein, whether caused or not by any negligent act or omission. If any law prohibits the exclusion of such liability, DET limits its liability to the extent permitted by law, for the resupply of the information.

**Third party sites**

This resource may contain links to third party websites and resources. DET is not responsible for the condition or content of these sites or resources as they are not under its control.

Third party material linked from this resource is subject to the copyright conditions of the third party. Users will need to consult the copyright notice of the third-party sites for conditions of usage.

Victorian Purchasing Guide - Release History

Note: RTOs should refer to the [National Register](https://training.gov.au/Home/Tga) for the detail of changes in each Release.

| Training Package Release | Date VPG Approved | Comments |
| --- | --- | --- |
| Release 6.0 | 2 October 2022 | This Victorian Purchasing Guide reflects the MSF Furnishing Training Package Release 6.0:* Three (3) revised qualifications
* One (1) new unit of competency
* Thirty-six (36) revised units of competency
* Deletion of one (1) qualification and twenty-nine (29) units of competency
 |
| Release 5.0 | 27 July 2020 | This Victorian Purchasing Guide reflects the MSF Furnishing Training Package Release 5.0. * One (1) revised qualification
* Five (5) new units of competency
* Fourteen (14) revised units of competency
* Five (5) deleted units of competency
 |
| Release 4.0 | 27 February 2019 | This Victorian Purchasing Guide reflects the MSF Furnishing Training Package Release 4. * Ten (10) revised qualifications
* Eight (8) new units of competency
* One hundred and sixty-eight (168) revised units of competency
 |
| Release 3.0 | 26 August 2016 | This Victorian Purchasing Guide reflects the MSF Furnishing Training Package Release 3. The MSF Furnishing Training Package Release 3 contains:* One (1) new pathways qualification: MSF20516 Certificate II in Furniture Making Pathways
* Ten (10) new pathways units of competency
* Replacement of superseded imported units-all qualifications
* Clarification/correction of packaging rules re WHS units of competency and additional information in the ‘application’ field re licensing and workplace requirements for MSF20313, MSF30413, MSF30813, MSF30913, MSF31013, MSF31112, MSF31313, MSF50213 and MSF60113.
 |
| Release 2.0 | 11 April 2016 | This Victorian Purchasing Guide reflects the MSF Furnishing Training Package Release 2. * Four (4) new specialist elective units of competence for inclusion in existing qualifications.
 |
| Release 1.2 | 10 July2014 | This Victorian Purchasing Guide reflects the second ISC upgrade of the MSF Furnishing Training Package (Release 1.2). |

Contents

[Introduction 1](#_Toc115356967)

[What is a Victorian Purchasing Guide? 1](#_Toc115356968)

[Registration 1](#_Toc115356969)

[Transition 1](#_Toc115356970)

[Qualifications 2](#_Toc115356971)

[Units of Competency and Nominal Hours 4](#_Toc115356972)

[Contacts and Links 17](#_Toc115356973)

[Glossary 19](#_Toc115356974)

# Introduction

## What is a Victorian Purchasing Guide?

The Victorian Purchasing Guide provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically, the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

* The maximum and minimum payable hours available for each qualification.
* Nominal hours for each unit of competency within the Training Package.

## Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and Statements of Attainment under the Australian Qualifications Framework (AQF).

The VRQA is the regulatory authority in Victoria responsible for the registration of Vocational Education and Training (VET) providers who offer courses to domestic students in Victoria only.

ASQA is the regulatory authority responsible for the registration of VET providers who offer training in Victoria, nationally and / or internationally.

## Transition

The relationship between new units and any superseded or replaced units from the previous version of MSF Furnishing Training Package Release 6.0 is provided in theTraining PackageCompanionVolume Implementation Guide. (See [VETnet.gov.au](https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=9fc2cf53-e570-4e9f-ad6a-b228ffdb6875) for more information).

Information regarding transition arrangements can be obtained from the state or national VET Regulatory Authority (see Contacts and Links section).

RTOs must ensure that all training and assessment leading to issuance of qualifications or Statements of Attainment from the MSF Furnishing Training Package Release 6.0 is conducted against the Training Package units of competency and complies with the assessment requirements.

# Qualifications

| Code | Title | Minimum Payable Hours | Maximum Payable Hours |
| --- | --- | --- | --- |
| MSF10113 | Certificate I in Furnishing | 352 | 370 |
| MSF20113 | Certificate II in Furnishing | 570 | 600 |
| MSF20213 | Certificate II in Furniture Finishing | 431 | 454 |
| MSF20313 | Certificate II in Furniture Making | 409 | 430 |
| MSF20413 | Certificate II in Glass and Glazing | 401 | 422 |
| MSF20516 | Certificate II in Furniture Making Pathways | 390 | 410 |
| MSF30113 | Certificate III in Furniture Finishing | 771 | 812 |
| MSF30213 | Certificate III in Furniture Making | 992 | 1044 |
| MSF30313 | Certificate III in Timber and Composites Machining | 937 | 986 |
| MSF30422 | Certificate III in Glass and Glazing | 1031 | 1085 |
| MSF30518 | Certificate III in Picture Framing | 807 | 849 |
| MSF30613 | Certificate III in Soft Furnishing | 777 | 818 |
| MSF30713 | Certificate III in Upholstery | 912 | 960 |
| MSF30818 | Certificate III in Flooring Technology | 960 | 1010 |
| MSF30919 | Certificate III in Blinds, Awnings, Security Screens and Grilles | 685 | 721 |
| MSF31018 | Certificate III in Interior Decoration Retail Services | 466 | 491 |
| MSF31113 | Certificate III in Cabinet Making | 1083 | 1140 |
| MSF31213 | Certificate III in Piano Technology | 881 | 927 |
| MSF40118 | Certificate IV in Interior Decoration | 844 | 888 |
| MSF40222 | Certificate IV in Furniture Design and Manufacturing | 905 | 953 |
| MSF40318 | Certificate IV in Kitchen and Bathroom Design | 878 | 924 |
| MSF40418 | Certificate IV in Glass and Glazing | 752 | 792 |
| MSF50218 | Diploma of Interior Design | 1595 | 1679 |
| MSF50322 | Diploma of Furniture Design and Manufacturing | 1142 | 1202 |
| MSF60118 | Advanced Diploma of Interior Design | 1958 | 2061 |

# Units of Competency and Nominal Hours

| Unit Code | Unit Title | Nominal Hours |
| --- | --- | --- |
| MSFAH4003 | Advise on security technology, hardware and services | 60 |
| MSFAH4004 | Prepare architectural door hardware schedules | 80 |
| MSFBA2011 | Select and apply hardware and fixings for blinds, awnings, screens and grilles | 24 |
| MSFBA3011 | Assemble awnings | 45 |
| MSFBA3012 | Assemble interior blinds | 50 |
| MSFBA3014 | Assemble pelmets | 40 |
| MSFBA3015 | Install louvre shutters | 75 |
| MSFBA3016 | Install awnings | 70 |
| MSFBA3017 | Install interior blinds | 60 |
| MSFBA3018 | Assess suitability of blinds and awnings | 40 |
| MSFBA3019 | Assemble roller shutters | 50 |
| MSFBA3020 | Install roller shutters | 40 |
| MSFBA3021 | Assemble louvre shutters | 45 |
| MSFDG3001 | Protect leadlight and stained glass | 40 |
| MSFDG3002 | Prepare and install architectural engineered leadlight and stained glass | 80 |
| MSFDG3004 | Assemble copper foil glass components | 112 |
| MSFDG3005 | Fuse glass | 80 |
| MSFDG3006 | Process coloured and textured glass by hand | 60 |
| MSFDN4003 | Produce patterns and templates | 36 |
| MSFDN5001 | Generate and transfer complex computer-aided drawings and specifications | 72 |
| MSFFDM4001 | Assemble custom furniture | 108 |
| MSFFDM4002 | Collect and interpret information to support production processes | 80 |
| MSFFDM4003 | Construct and evaluate prototypes and samples | 160 |
| MSFFDM4004 | Construct joints for custom furniture | 40 |
| MSFFDM4005 | Design, construct and test jigs | 90 |
| MSFFDM4006 | Hand carve wood to custom design | 60 |
| MSFFDM4007 | Identify and calculate production costs | 40 |
| MSFFDM4008 | Investigate materials and technologies for design projects | 72 |
| MSFFDM4009 | Match furnishing style and materials to customer requirements | 24 |
| MSFFDM4010 | Prepare and present design and manufacturing information | 18 |
| MSFFDM4011 | Prepare tender submissions | 40 |
| MSFFDM4012 | Produce computer-aided line and component production drawings | 64 |
| MSFFDM4013 | Produce curved and shaped components for custom furniture | 64 |
| MSFFDM4014 | Produce manual and computer-aided drawings from design concepts | 64 |
| MSFFDM4015 | Produce patterns and templates | 36 |
| MSFFDM4016 | Produce timber veneered components for custom furniture | 64 |
| MSFFDM4017 | Purchase materials and consumables | 36 |
| MSFFDM4018 | Research and organise product inspection and testing | 38 |
| MSFFDM4019 | Research and select manufacturing technologies | 30 |
| MSFFDM4020 | Research and select product finishes | 20 |
| MSFFDM4021 | Research furniture styles and movements | 30 |
| MSFFDM4022 | Select, use and maintain hand tools for the creation of custom products | 54 |
| MSFFDM4023 | Set up, operate and maintain basic static woodworking machines for furniture designs | 54 |
| MSFFDM5001 | Construct custom furniture using advanced techniques | 198 |
| MSFFDM5002 | Coordinate and optimise workplace maintenance programs | 70 |
| MSFFDM5003 | Design product suitable for batched or limited production | 30 |
| MSFFDM5004 | Design product suitable for high-volume technology services in production | 30 |
| MSFFDM5005 | Design product suitable for mass production | 112 |
| MSFFDM5006 | Develop and document technical workplace information | 56 |
| MSFFDM5007 | Develop, trial and evaluate prototypes | 108 |
| MSFFDM5008 | Evaluate design proposals and concepts | 50 |
| MSFFDM5009 | Generate and transfer complex computer-aided drawings and specifications | 72 |
| MSFFDM5010 | Investigate ergonomic, anthropometric and proxemic considerations for design | 115 |
| MSFFDM5011 | Plan production | 54 |
| MSFFDM5012 | Research, test and apply materials and technologies for design projects | 45 |
| MSFFDM5013 | Work collaboratively on design projects | 57 |
| MSFFDT3001 | Install low-voltage technology, automation, and intelligent management systems in furnishing | 30 |
| MSFFDT4012 | Research furniture styles and movements | 30 |
| MSFFT4007 | Sample, inspect and test products to specifications | 36 |
| MSFFT4010 | Identify and calculate production costs | 36 |
| MSFFT4011 | Purchase materials and consumables | 36 |
| MSFFT4012 | Prepare a tender submission | 40 |
| MSFGG2017 | Fabricate and install insect and security screens | 44 |
| MSFGG3032 | Mirror glass | 60 |
| MSFGG4009 | Apply standards and codes of practice for the glass industry | 36 |
| MSFGG4010 | Use glass industry data systems | 30 |
| MSFGG4012 | Perform laser measurement and levelling for glass windows and doors in buildings | 20 |
| MSFGG4014 | Operate complex glass processing plant control systems | 80 |
| MSFGG4015 | Manage glass processing plant shutdown and restart | 40 |
| MSFGG4016 | Plan and coordinate commercial glazing installations | 200 |
| MSFGN3003 | Advise customers on products and services | 40 |
| MSFGN3004 | Resolve quality and compliance issues | 16 |
| MSFPF3010 | De-frame artwork | 32 |
| MSFSF2015 | Cut single layer fabrics | 40 |
| MSFSF3014 | Construct Roman-style blinds | 60 |
| MSFSS3004 | Install non-security and security screens and grilles | 60 |
| MSFSS3005 | Assemble non-security and security screens and grilles | 40 |
| MSFBA1001 | Construct a basic roll-up blind | 100 |
| MSFBA2001 | Use blinds, awnings, security screens and grilles hand and power tools | 40 |
| MSFBA2002 | Set up, operate and maintain blinds and awnings sector static machines | 50 |
| MSFBA2004 | Construct roll-up and pull-down style blinds and awnings | 80 |
| MSFBA2005 | Construct vertical-style blinds | 50 |
| MSFBA2006 | Construct textiles for canopy-style awnings | 40 |
| MSFBA2007 | Construct plastic and timber Venetian-style blinds | 50 |
| MSFBA2008 | Construct aluminium Venetian-style blinds | 50 |
| MSFBA2009 | Construct metal louvre and canopy-hooded style awnings | 60 |
| MSFBA2010 | Construct aluminium roll-up style awnings | 60 |
| MSFCP2001 | Use coopering sector hand and power tools | 40 |
| MSFCP2002 | Produce barrels using non-fired processes | 100 |
| MSFCP2003 | Produce barrels using fired processes | 100 |
| MSFCP2004 | Maintain and repair barrels | 40 |
| MSFDG2001 | Assemble leadlight and stained glass components | 112 |
| MSFDG3003 | Paint and fire glass | 180 |
| MSFFF1001 | Complete a basic furniture finishing project | 100 |
| MSFFF2001 | Use furniture finishing sector hand and power tools | 48 |
| MSFFF2002 | Dismantle and re-assemble furniture | 56 |
| MSFFF2003 | Remove surface coatings | 40 |
| MSFFF2004 | Prepare surfaces for finishing | 24 |
| MSFFF2005 | Maintain spray equipment and booth | 24 |
| MSFFF2006 | Apply surface coatings by spray gun | 60 |
| MSFFF2007 | Apply stains, fillers and bleach | 52 |
| MSFFF2008 | Apply surface coatings by hand | 40 |
| MSFFF3001 | Match and make up colours | 52 |
| MSFFF3002 | Set up, operate and maintain mechanical coating systems | 40 |
| MSFFF3003 | Apply plural component coatings | 52 |
| MSFFF3004 | Apply soft rubber techniques | 20 |
| MSFFF3005 | Enhance finishes | 24 |
| MSFFF3006 | Repair and touch up surfaces | 40 |
| MSFFF3007 | Apply graining and decorative finishes | 40 |
| MSFFF3008 | Apply traditional French polishing techniques | 60 |
| MSFFF3009 | Set up, operate and maintain computer numerically controlled (CNC) coating systems | 40 |
| MSFFL1001 | Complete simple floor covering installation | 100 |
| MSFFL2030 | Receive and prepare flooring materials | 10 |
| MSFFL2031 | Remove existing floor coverings | 32 |
| MSFFL2032 | Select, prepare and apply moisture barriers to concrete subfloors | 40 |
| MSFFL2033 | Install hard underlays | 32 |
| MSFFL2034 | Prepare subfloors with cementitious coating applications | 35 |
| MSFFL2035 | Mechanically prepare surfaces for installation of flooring materials | 30 |
| MSFFL2036 | Install soft carpet underlays and gripper accessories | 40 |
| MSFFL2037 | Install unpatterned tufted carpet | 130 |
| MSFFL2038 | Install lay flat vinyl floor coverings | 40 |
| MSFFL2039 | Install laminate flooring | 30 |
| MSFFL2040 | Install engineered timber flooring | 40 |
| MSFFL2041 | Install impact and sound absorption underlay | 8 |
| MSFFL2042 | Nail strip timber flooring | 40 |
| MSFFL2043 | Install expansion joints | 24 |
| MSFFL2044 | Install mouldings and edge trims to timber flooring | 32 |
| MSFFL2045 | Coarse sand timber flooring | 24 |
| MSFFL3052 | Plan and cost flooring technology work | 24 |
| MSFFL3053 | Establish and maintain a safe flooring technology work environment | 8 |
| MSFFL3054 | Assess flooring installation sites | 25 |
| MSFFL3055 | Respond to complaints about flooring installations | 40 |
| MSFFL3056 | Polish concrete floors | 20 |
| MSFFL3057 | Select and fit diamond tools for concrete surface preparation and polishing | 15 |
| MSFFL3058 | Provide advice to customers on floor coverings | 40 |
| MSFFL3059 | Install carpet tiles | 70 |
| MSFFL3060 | Install adhesive fixed carpet | 80 |
| MSFFL3061 | Install commercial carpet | 48 |
| MSFFL3062 | Install patterned and custom designed carpet | 75 |
| MSFFL3063 | Install synthetic textile floor coverings to sports facilities and outdoor spaces | 80 |
| MSFFL3064 | Install carpet to custom design stairs | 56 |
| MSFFL3065 | Install resilient tiles | 55 |
| MSFFL3066 | Install linoleum floor coverings | 40 |
| MSFFL3067 | Complete large scale and complex vinyl flooring installations | 70 |
| MSFFL3068 | Install resilient floor coverings using custom designs and decorative finishes | 40 |
| MSFFL3069 | Install rubber floor coverings | 40 |
| MSFFL3070 | Install resilient sheet to walls | 26 |
| MSFFL3071 | Install anti-static and conductive resilient floor coverings | 25 |
| MSFFL3072 | Mix and apply thin-film rollcoat resin flooring systems | 32 |
| MSFFL3073 | Mix and apply thin-film broadcast resin flooring systems | 35 |
| MSFFL3074 | Mix and apply self-levelling resin flooring systems | 35 |
| MSFFL3075 | Mix and apply trowel-applied resin flooring systems | 40 |
| MSFFL3076 | Mix and apply high-build decorative resin flooring systems | 35 |
| MSFFL3077 | Prepare subfloors for resin flooring systems | 45 |
| MSFFL3078 | Install direct stick timber flooring | 56 |
| MSFFL3079 | Adapt and apply custom designs to timber flooring | 40 |
| MSFFL3080 | Install timber flooring materials to stairs | 40 |
| MSFFL3081 | Install block parquetry flooring | 40 |
| MSFFL3082  | Install cork tiles | 48 |
| MSFFL3083 | Install patterned and mosaic parquetry flooring | 32 |
| MSFFL3085 | Install battens or plywood in preparation for strip timber | 40 |
| MSFFL3087 | Plan and implement maintenance systems for timber, laminate and engineered flooring | 24 |
| MSFFL3089 | Apply solvent-based coatings to timber flooring | 16 |
| MSFFL3090 | Apply water-based coatings to timber flooring | 16 |
| MSFFL3091 | Apply oil-based coatings to timber flooring | 16 |
| MSFFL3092 | Apply composite-based coatings to timber flooring | 16 |
| MSFFL3094 | Apply stains and fillers to timber flooring | 16 |
| MSFFL3095 | Fine sand timber flooring | 24 |
| MSFFL3096 | Edge sand timber flooring | 16 |
| MSFFL3098 | Sand and fill parquetry flooring | 16 |
| MSFFL3099 | Apply finishes to cork flooring | 24 |
| MSFFL3100 | Apply densifiers and sealers to concrete surfaces | 20 |
| MSFFL3101 | Install bamboo flooring | 30 |
| MSFFM1001 | Construct a basic timber furnishing product | 100 |
| MSFFM1002 | Operate basic woodworking machines | 100 |
| MSFFM2001 | Use furniture making sector hand and power tools | 40 |
| MSFFM2002 | Assemble furnishing components | 20 |
| MSFFM2003 | Select and apply hardware | 16 |
| MSFFM2004 | Apply sheet laminates by hand | 8 |
| MSFFM2005 | Join solid timber | 8 |
| MSFFM2006 | Hand make timber joints | 40 |
| MSFFM2007 | Follow plans to assemble production furniture | 16 |
| MSFFM2008 | Bend and form cane | 60 |
| MSFFM2009 | Construct cane furniture | 100 |
| MSFFM2010 | Set up and operate basic static machines | 56 |
| MSFFM2011 | Apply manufactured board conversion techniques | 16 |
| MSFFM2012 | Set up, operate and maintain pressure and clamping machines | 20 |
| MSFFM3001 | Construct chair and couch frames | 64 |
| MSFFM3002 | Construct furniture using leg and rail method | 64 |
| MSFFM3003 | Produce angled and curved furniture using manufactured board | 64 |
| MSFFM3004 | Produce angled and curved furniture using solid timber | 64 |
| MSFFM3005 | Fabricate custom furniture | 64 |
| MSFFM3006 | Install furnishing products | 24 |
| MSFFM3007 | Prepare and apply decorative surfaces for furniture | 24 |
| MSFFM3008 | Select timbers for furniture production | 8 |
| MSFFM3009 | Produce manual and computer-aided production drawings | 60 |
| MSFFM3010 | Prepare cutting list from plans and job specifications | 16 |
| MSFFM3011 | Measure and draw site layout for manufactured furniture products | 16 |
| MSFFM3012 | Set up, operate and maintain sawing machines | 24 |
| MSFFM3013 | Set up, operate and maintain drilling machines | 24 |
| MSFFM3014 | Set up, operate and maintain joining machines | 52 |
| MSFFM3015 | Set up, operate and maintain planing and finishing machines | 40 |
| MSFFM3016 | Set up, operate and maintain multi-head planing and moulding machines | 60 |
| MSFFM3017 | Set up, operate and maintain routing and shaping machines | 60 |
| MSFFM3018 | Set up, operate and maintain mechanical wood-turning lathes | 60 |
| MSFFM3019 | Set up, operate and maintain automated edge banding machines | 60 |
| MSFFM3020 | Fabricate synthetic solid surface products | 40 |
| MSFFM3021 | Set up, operate and maintain computer numerically controlled (CNC) sizing machines | 60 |
| MSFFM3022 | Set up, operate and maintain computer numerically controlled (CNC) machining and processing centres | 80 |
| MSFFM3023 | Produce and maintain cutting tools | 40 |
| MSFFM3024 | Construct jigs and fixtures | 40 |
| MSFFP2001 | Undertake a basic furniture making project | 100 |
| MSFFP2002 | Develop a career plan for the furnishing industry | 30 |
| MSFFP2003 | Prepare surfaces | 24 |
| MSFFP2004 | Apply domestic surface coatings | 40 |
| MSFFP2005 | Join furnishing materials | 10 |
| MSFFP2006 | Make simple timber joints | 40 |
| MSFFP2007 | Identify materials used in furnishing production | 40 |
| MSFFP2008 | Make a simple upholstery product | 40 |
| MSFFP2009 | Identify materials suitable for kitchen or bathroom construction | 50 |
| MSFFP2010 | Research and draw a basic kitchen or bathroom design | 30 |
| MSFFT4001 | Coordinate on-site installation of furnishing products | 40 |
| MSFGG1001 | Complete a basic glass and glazing project | 100 |
| MSFGG2011 | Glaze and reglaze residential windows and doors | 72 |
| MSFGG2012 | Operate glass freefall rack and table | 8 |
| MSFGG2013 | Move single glass sheets by mechanical means | 16 |
| MSFGG2014 | Cut thin glass by hand | 60 |
| MSFGG2015 | Process glass by basic machines | 48 |
| MSFGG2016 | Assemble glazing products | 30 |
| MSFGG3022 | Construct and repair leadlight panels | 65 |
| MSFGG3023 | Apply and handle films | 48 |
| MSFGG3024 | Form glass | 40 |
| MSFGG3025 | Apply patterns and designs to glass | 32 |
| MSFGG3026 | Laminate glass | 60 |
| MSFGG3027 | Toughen glass | 60 |
| MSFGG3028 | Select, cut and process materials for glazing products | 50 |
| MSFGG3029 | Assess glass and glazing requirements | 42 |
| MSFGG3030 | Process glass by automatic machines | 52 |
| MSFGG3031 | Cut thick glass | 73 |
| MSFGG3033 | Install shower screens | 20 |
| MSFGG3034 | Install residential windows and doors | 30 |
| MSFGG3035 | Install mirrors and glass splashbacks | 35 |
| MSFGG3036 | Install commercial glazing products | 35 |
| MSFGG3037 | Install structural glazing products | 35 |
| MSFGG3038 | Conduct commercial and structural reglazing | 40 |
| MSFGG3039 | Manually move glass | 20 |
| MSFGG3040 | Move block and bulk glass sheet by mechanical means | 32 |
| MSFGG3041 | Manufacture insulated glass units | 60 |
| MSFGG3042 | Process glass by semi-automatic machines | 52 |
| MSFGG4011 | Manage glass industry production scheduling | 40 |
| MSFGN2001 | Make measurements and calculations | 30 |
| MSFGN2002 | Move and store materials and products | 16 |
| MSFGN3001 | Read and interpret work documents | 24 |
| MSFGN3002 | Estimate and cost job | 16 |
| MSFGN4001 | Research and meet ethical and compliance requirements | 25 |
| MSFID1001 | Plan the decoration of a simple space | 100 |
| MSFID4012 | Decorate residential interiors | 80 |
| MSFID4013 | Design residential interior lighting | 40 |
| MSFID4014 | Produce digital models and documentation for interior design projects | 80 |
| MSFID4015 | Prepare materials and finishes boards for client presentation | 20 |
| MSFID4016 | Design colour schemes for interior and exterior spaces | 85 |
| MSFID4017 | Research and recommend furniture and accessories | 36 |
| MSFID4018 | Research and recommend hard materials and finishes for interiors | 54 |
| MSFID4019 | Research interior decoration and design influences | 40 |
| MSFID4020 | Research and integrate embedded technologies in interior designs | 40 |
| MSFID4021 | Design soft furnishing solutions for interior spaces | 60 |
| MSFID4022 | Prepare quotation and contract documentation for design projects | 30 |
| MSFID5016 | Develop decoration proposals for complex sites | 108 |
| MSFID5017 | Develop event decoration proposals | 40 |
| MSFID5018 | Provide interior styling service | 36 |
| MSFID5019 | Decorate interiors for restoration projects | 80 |
| MSFID5020 | Design residential interiors | 108 |
| MSFID5021 | Evaluate site structure and services for interior design briefs | 40 |
| MSFID5022 | Explore and apply creative design methodology to interior space | 60 |
| MSFID5023 | Design for all ages and abilities | 108 |
| MSFID5024 | Design workplace interiors | 108 |
| MSFID5025 | Develop residential interior design project documentation | 60 |
| MSFID5027 | Research and recommend colour applications and finishes | 40 |
| MSFID5028 | Research and recommend artwork | 36 |
| MSFID6010 | Design commercial interior lighting | 40 |
| MSFID6011 | Resolve complex spatial design problems through modelling | 54 |
| MSFID6012 | Design for large scale commercial or institutional interiors | 108 |
| MSFID6013 | Design interiors for hospitality environments | 108 |
| MSFID6014 | Design for retail interiors | 108 |
| MSFID6015 | Design for conservation and restoration projects | 108 |
| MSFID6016 | Select and monitor contractors | 40 |
| MSFID6017 | Evaluate design project outcomes | 36 |
| MSFID6018 | Apply 3D digital visualisation techniques to represent interior designs | 54 |
| MSFID6019 | Produce digital presentations for commercial projects | 72 |
| MSFID6020 | Develop commercial interior design project documentation | 80 |
| MSFKB2001 | Prepare for cabinet installation | 12 |
| MSFKB2002 | Provide assistance in cabinet installation | 12 |
| MSFKB3002 | Determine requirements for installation of cabinets | 46 |
| MSFKB3003 | Check and measure fit of cabinets | 20 |
| MSFKB3004 | Conduct on-site adjustments to cabinets and components | 16 |
| MSFKB3005 | Fabricate cabinets for the built-in environment | 80 |
| MSFKB3006 | Install fitted cabinets and components | 35 |
| MSFKB3009 | Provide advice on modular kitchens | 40 |
| MSFKB3010 | Detail cabinet construction requirements | 20 |
| MSFKB3011 | Plan kitchen and bathroom projects | 80 |
| MSFKB4009 | Determine spatial planning considerations for kitchen design | 84 |
| MSFKB4010 | Determine spatial planning considerations for bathroom design | 60 |
| MSFKB4011 | Design ancillary residential cabinetry | 72 |
| MSFKB4012 | Determine layout for laundry components | 60 |
| MSFKB4013 | Document residential building services | 72 |
| MSFKB4015 | Research and recommend materials, components and finishes for kitchen designs | 60 |
| MSFKB4016 | Research and recommend materials, components and finishes for bathroom designs | 48 |
| MSFMB2001 | Prepare and assemble base unit | 20 |
| MSFMB2002 | Assemble mattress components | 40 |
| MSFMB2003 | Cut mattress and base fabrics | 40 |
| MSFMB2004 | Assemble springs for mattresses | 20 |
| MSFMB2005 | Make springs for mattresses and bases | 40 |
| MSFMB2006 | Set up, operate and maintain a tape edging machine | 20 |
| MSFMB2007 | Set up, operate and maintain a quilting machine | 80 |
| MSFPF1001 | Frame a simple artwork | 100 |
| MSFPF2009 | Cut mouldings to length | 28 |
| MSFPF2010 | Join mouldings | 40 |
| MSFPF2011 | Mount artwork | 52 |
| MSFPF2012 | Cut mat boards | 40 |
| MSFPF2013 | Cut and handle glazing materials for framing | 24 |
| MSFPF2014 | Assemble basic artwork packages | 40 |
| MSFPF2015 | Repair framing material finishes | 44 |
| MSFPF3011 | Decorate mat boards | 48 |
| MSFPF3013 | Prepare textiles for framing | 60 |
| MSFPF3014 | Assess and prepare framing design requirements | 75 |
| MSFPF3015 | Apply frame finishes | 48 |
| MSFPF3016 | Assemble complex artwork packages | 60 |
| MSFPF3017 | Install artwork | 28 |
| MSFPT3001 | Apply piano industry knowledge and work techniques | 12 |
| MSFPT3002 | Select materials for piano repair and manufacture | 15 |
| MSFPT3003 | Repair upright and grand piano actions, keys and pedals | 50 |
| MSFPT3004 | Rebuild upright and grand piano actions, keys and pedals | 90 |
| MSFPT3005 | Re-string and re-pin a piano | 40 |
| MSFPT3006 | Regulate actions, keys and pedals of upright pianos | 50 |
| MSFPT3007 | Regulate actions, keys and pedals of grand pianos | 40 |
| MSFPT3008 | Apply piano tuning theory and basic acoustics | 30 |
| MSFPT3009 | Develop control of tuning hammers | 30 |
| MSFPT3010 | Pitch raise a piano | 30 |
| MSFPT3011 | Tune unisons aurally to a beatless condition | 60 |
| MSFPT3012 | Tune octaves aurally to appropriate stretch | 60 |
| MSFPT3013 | Tune a temperament octave to produce an equally tempered scale | 60 |
| MSFPT3014 | Tune a piano aurally and electronically within time and accuracy constraints | 90 |
| MSFPT3015 | Voice a piano | 40 |
| MSFPT3016 | Provide advice to customers on piano tuning and repair | 20 |
| MSFSF1001 | Produce basic soft furnishing accessories | 100 |
| MSFSF2002 | Machine sew materials | 48 |
| MSFSF2003 | Machine sew specialised sewn products | 60 |
| MSFSF2004 | Hand sew soft furnishings | 16 |
| MSFSF2005 | Operate a steam press | 16 |
| MSFSF2006 | Calculate fabric quantities for window coverings | 56 |
| MSFSF2007 | Construct unlined curtains and drapes | 48 |
| MSFSF2008 | Construct lined curtains and drapes | 40 |
| MSFSF2009 | Construct padded pelmets | 40 |
| MSFSF2010 | Make up tracks for window coverings | 24 |
| MSFSF2011 | Fit and adjust curtain hardware | 48 |
| MSFSF2012 | Fit and adjust interior blinds | 24 |
| MSFSF2013 | Dress windows | 24 |
| MSFSF2014 | Use soft furnishing sector hand and power tools | 56 |
| MSFSF3001 | Operate drop cutting machines | 24 |
| MSFSF3002 | Use automated curtain pleating equipment | 24 |
| MSFSF3003 | Follow patterns to produce window toppings | 40 |
| MSFSF3005 | Construct Austrian festoon-style blinds | 56 |
| MSFSF3006 | Chemically join textiles | 24 |
| MSFSF3007 | Lay out patterns and cut fabrics | 40 |
| MSFSF3008 | Measure up and calculate fabric quantities for window coverings | 56 |
| MSFSF3009 | Manufacture bedspreads, bed linen and table cloths | 65 |
| MSFSF3010 | Advise customers on interior decoration | 52 |
| MSFSF3011 | Install motorised curtains and blinds | 60 |
| MSFSF3012 | Follow patterns to produce soft furnishing accessories | 40 |
| MSFSF3013 | Provide technical advice to customers | 48 |
| MSFSS2001 | Rectify faults in product | 30 |
| MSFSS2003 | Undertake surface preparation | 30 |
| MSFUP1001 | Complete a basic upholstery project | 100 |
| MSFUP2001 | Use upholstery sector hand and power tools | 48 |
| MSFUP2002 | Fit upholstery components | 36 |
| MSFUP2003 | Apply contemporary foundations to upholstered furniture | 48 |
| MSFUP2004 | Machine sew basic upholstery final cover materials | 36 |
| MSFUP2005 | Develop cutting plan and cut single layer upholstery fabric | 36 |
| MSFUP2006 | Dismantle and re-assemble furniture for upholstering | 48 |
| MSFUP3001 | Apply traditional foundations to upholstered furniture | 64 |
| MSFUP3002 | Fit and apply final cover materials to furniture using basic techniques | 48 |
| MSFUP3003 | Fit and apply final cover materials to furniture using decorative techniques | 60 |
| MSFUP3004 | Lay out patterns and cut leather | 24 |
| MSFUP3005 | Machine sew complex upholstery final cover materials | 24 |
| MSFUP3006 | Fit and apply leather to furniture | 24 |
| MSFUP3007 | Manufacture and fit loose covers | 48 |
| MSFUP3008 | Apply finishing techniques to upholstered furniture | 24 |
| MSFUP3009 | Develop cutting plan and cut multiple layer upholstery fabric | 24 |
| MSFUP3010 | Cut, sew and fit skirts to upholstered furniture | 28 |
| MSFUP3011 | Cut, sew and fit or fill cushions | 48 |
| MSFUP3012 | Apply marine sewing and installation techniques | 60 |
| MSFUP3013 | Cut and sew canvas and acrylics | 60 |
| MSFUP3014 | Set up, operate and maintain computer numerically controlled (CNC) cutting machines | 100 |

# Contacts and Links

Curriculum Maintenance Manager (CMM) Service

Furnishing

The CMM Service is provided on behalf of Higher Education and Skills.

CMM Service Executive Officers can assist with questions on payable and nominal hours.

Teresa Signorello

Holmesglen Institute

PO Box 42

Holmesglen VIC 3148

03 9564 1987

teresa.signorello@holmesglen.edu.au

Service Skills Organisation (SSO) - Innovation and Business Skills Australia (IBSA)

IBSA is responsible for developing the MSF Furnishing Training Package and can be contacted for further information.

Level 5, 534 Church St

Cremorne VIC 3121

03 9815 7000

https://www.ibsa.org.au

National Register of VET in Australia - Training.gov.au (TGA)

TGA is the Australian government’s official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs. See [training.gov.au](http://training.gov.au/) for more information.

Australian Government - Department of Employment and Workplace Relations (DEWR)

The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training. See [Skills and Training - DEWR](https://www.dese.gov.au/skills-and-training) for more information.

State Government - Department of Education and Training (DET)

DET is the State Training Authority responsible for supporting implementation of Vocational Education and Training (VET) in Victoria. See [education.vic.gov.au](http://www.education.vic.gov.au/) for more information. (03) 9637 2000

National VET Regulatory Authority - Australian Skills Quality Authority (ASQA)

ASQA is the national regulator for Australia’s VET sector. Info line: 1300 701 801 See [asqa.gov.au](http://www.asqa.gov.au/) for more information.

State VET Regulatory Authority - Victorian Registration and Qualifications Authority (VRQA)

The VRQA is a statutory authority responsible for the registration and regulation of Victorian RTOs and for the regulation of apprenticeships and traineeships in Victoria. (03) 9637 2806 See [vrqa.vic.gov.au](http://www.vrqa.vic.gov.au/)

Industry Regulatory Bodies

WorkSafe Victoria

The industry Regulatory body can provide advice on licensing, legislative or regulatory requirements which may impact on the delivery of training or the issuance of qualifications in this Training Package.

WorkSafe needs to provide written verification before high risk work units can be added to an RTO’s scope of registration. info@worksafe.vic.gov.au See [worksafe.vic.gov.au](http://www.worksafe.vic.gov.au/) for further information.

222 Exhibition Street,

Melbourne 3000

(03) 9641 1444 or

1800 136 089 (toll free)

info@worksafe.vic.gov.au

See [worksafe.vic.gov.au](http://www.worksafe.vic.gov.au/) for further information.

# Glossary

**Code** Nationally endorsed Training Package qualification code.

**Title** Nationally endorsed Training Package qualification title.

**Unit Code** Nationally endorsed Training Package unit code.

**Unit Title** Nationally endorsed Training Package unit title.

**Maximum Payable Hours** The maximum number of hours the Victorian Government will subsidise under Skills First funding for the achievement of the minimum realistic vocational outcome of the qualification, as determined by the qualification packaging rules. The Maximum Payable Hours do not cover every possible combination of core and elective units available for a specific qualification.

Minimum payable hours reflect a calculated minimum number of hours that could deliver a minimum realistic vocational outcome, based on efficiencies of contextualisation and integration.

**Scope of Registration** Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide.

**Nominal Hours** Nominal hours reflect the anticipated time taken to deliver and assess the outcomes of a unit of competency excluding unsupervised delivery or the time taken for repeated practical application of skills. Nominal hours are determined by the Victorian State Training Authority (DET) and are primarily developed for funding purposes in Victoria.