Victorian Purchasing Guide

MSF Furnishing Training Package

February 2019

Release 4.0

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# Victorian Purchasing Guide - Version History

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| --- | --- | --- |
| Training Package Release 4.0 | Date VPG Approved | Comments |
| MSF Furnishing Training Package Release 4. | 27 February 2019 | This Victorian Purchasing Guide reflects the MSF Furnishing Training Package Release 4. The MSF Furnishing Training Package Release 4 contains:   * Ten (10) revised qualifications * Eight (8) new units of competency * One hundred and sixty-eight (168) revised units of competency. |
| MSF Furnishing Training Package Release 3 | 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* MSF20516 Certificate II in Furniture Making Pathways * Ten (10) new pathways units of competency * Replacement of superseded imported units-all qualifications * Clarification/correction of packaging rules re WHS units of competency and additional information in the ‘application’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. |
| MSF Furnishing  Training Package  Release 2 | 11 April 2016 | This Victorian Purchasing Guide reflects the MSF Furnishing Training Package Release 2.  The MSF Furniture Training Package Release 2 contains:   * Four (4) new specialist elective units of competence for inclusion in existing qualifications. |
| MSF Furnishing Training  Package Release 1.2 | 10 July  2014 | This Victorian Purchasing Guide reflects the second ISC  upgrade of the MSF Furnishing Training Package  (Release 1.2). |

Contents

[Victorian Purchasing Guide - Version History 2](#_Toc520461617)

[INTRODUCTION 4](#_Toc520461618)

[What is a Purchasing Guide? 4](#_Toc520461619)

[Victorian Government Subsidised Training 4](#_Toc520461620)

[QUALIFICATIONS 5](#_Toc520461621)

[UNITS OF COMPETENCY 7](#_Toc520461622)

[SAMPLE TRAINING PROGRAMS **Error! Bookmark not defined.**](#_Toc520461623)

[CONTACTS AND LINKS 25](#_Toc520461624)

[GLOSSARY 27](#_Toc520461625)

# INTRODUCTION

## What is a Purchasing Guide?

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

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

* maximum payable hours available for each qualification
* nominal hours for each unit of competency within the Training Package

## Victorian Government Subsidised Training

To deliver government subsidised training in Victoria, an RTO must have an approved [VET funding contract](http://www.education.vic.gov.au/training/providers/rto/Pages/serviceagree.aspx) with the Department of Education and Training (DET).

The VET funding contract and related guidelines set out the requirements that RTOs must abide by to maintain compliance as contracted providers in receipt of government subsidy. The contract and guidelines set standards of behaviour, as well as prescribing minimum requirements with regard to provider practice in the delivery of training services.

For further information relating to obtaining a VET funding contract, please visit the Skills First website found [here](http://www.education.vic.gov.au/training/providers/rto/Pages/contractinterest.aspx)

# 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 Making | 431 | 454 |
| MSF20313 | Certificate II in Furniture Making | 466 | 490 |
| MSF20413 | Certificate II in Glass and Glazing | 441 | 464 |
| 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 |
| MSF30418 | Certificate III in Glass and Glazing | 1035 | 1089 |
| MSF30518 | Certificate III in Picture Framing | 807 | 849 |
| MSF30613 | Certificate III in Soft Furnishing | 773 | 814 |
| MSF30713 | Certificate III in Upholstery | 912 | 960 |
| MSF30818 | Certificate III in Flooring Technology | 960 | 1010 |
| MSF30913 | Certificate III in Blinds, Awnings, Security Screens and Grilles | 861 | 906 |
| 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 |
| MSF40213 | Certificate IV in Furniture Design and Technology | 990 | 1042 |
| MSF40318 | Certificate IV in Kitchen and Bathroom Design | 878 | 924 |
| MSF40418 | Certificate IV in Glass and Glazing | 752 | 792 |
| MSF50118 | Diploma of Stained Glass and Leadlighting | 1187 | 1249 |
| MSF50218 | Diploma of Interior Design | 1595 | 1679 |
| MSF50313 | Diploma of Furniture Design and Technology | 1501 | 1580 |
| MSF60118 | Advanced Diploma of Interior Design | 1958 | 2061 |

# UNITS OF COMPETENCY

| Unit Code | Unit Title | Nominal Hours |
| --- | --- | --- |
| MSFAH4003 | Advise on security technology, hardware and services | 60 |
| MSFAH4004 | Prepare architectural door hardware schedules | 80 |
| 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 |
| MSFBA2003 | Select and apply blinds and awnings hardware and fixings | 24 |
| 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 |
| MSFBA3001 | Install interior blinds | 60 |
| MSFBA3002 | Install exterior blinds and awnings | 60 |
| MSFBA3003 | Install timber shutters | 60 |
| MSFBA3004 | Construct folding-arm style awnings | 24 |
| MSFBA3005 | Construct framework for canopy-style awnings | 20 |
| MSFBA3006 | Construct pleated-style blinds | 40 |
| MSFBA3007 | Construct wood weave-style blinds | 40 |
| MSFBA3008 | Construct pelmets | 40 |
| MSFBA3009 | Provide advice to customers on blinds and awnings | 40 |
| MSFBA3010 | Assess suitability of blinds or awnings | 40 |
| 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 |
| MSFDG3001 | Protect leadlight and stained glass | 40 |
| MSFDG3002 | Prepare and install architectural engineered leadlight and stained glass | 80 |
| MSFDG3003 | Paint and fire glass | 180 |
| MSFDG3004 | Assemble copper foil glass components | 112 |
| MSFDG3005 | Fuse glass | 80 |
| MSFDG3006 | Process coloured and textured glass by hand | 60 |
| MSFDG5001 | Assess conservation requirements | 80 |
| MSFDG5002 | Remove heritage leadlight and stained glass | 80 |
| MSFDG5003 | Conserve heritage leadlight and stained glass | 80 |
| MSFDG5004 | Install heritage leadlight and stained glass | 80 |
| MSFDG5005 | Apply innovation in contemporary leadlight and stained glass | 80 |
| MSFDN4001 | Produce drawings from design concepts | 64 |
| MSFDN4002 | Produce line and component production drawings | 64 |
| MSFDN4003 | Produce patterns and templates | 36 |
| MSFDN4004 | Design, construct and test jigs | 80 |
| MSFDN4005 | Work within a furniture design team | 54 |
| MSFDN5001 | Generate and transfer complex computer-aided drawings and specifications | 72 |
| MSFFDT4001 | Apply finishing techniques to custom furniture | 54 |
| MSFFDT4002 | Assemble custom furniture | 108 |
| MSFFDT4003 | Assess and record the lifecycle of a product | 36 |
| MSFFDT4004 | Assess environmental impact of a design | 36 |
| MSFFDT4005 | Construct and evaluate furniture prototypes and samples | 108 |
| MSFFDT4006 | Determine work health and safety (WHS) implications of designs | 40 |
| MSFFDT4007 | Prepare and present furniture design information | 18 |
| MSFFDT4008 | Produce and evaluate developmental furniture models to scale | 20 |
| MSFFDT4009 | Set up, operate and maintain basic static woodworking machines for furniture designs | 54 |
| MSFFDT4010 | Research and select furniture finishes | 18 |
| MSFFDT4011 | Research and select furniture materials and technology | 72 |
| MSFFDT4012 | Research furniture styles and movements | 30 |
| MSFFDT4013 | Select, use and maintain hand tools for the creation of custom furniture | 54 |
| MSFFDT4014 | Set up and operate a wood-turning lathe to produce off-centre work | 60 |
| MSFFDT4015 | Produce templates and jigs for custom-made furniture | 54 |
| MSFFDT5001 | Apply ergonomics, anthropometrics and proxemic considerations to a product | 108 |
| MSFFDT5002 | Assess and resolve technical integrity of a design | 60 |
| MSFFDT5003 | Develop self as a furniture designer | 72 |
| MSFFDT5004 | Construct custom furniture using advanced techniques | 198 |
| MSFFDT5005 | Design a batch or limited production item of furniture | 30 |
| MSFFDT5006 | Design a furniture product using high volume technology services (HVTS) in production | 30 |
| MSFFDT5007 | Design a one-off item of furniture | 30 |
| MSFFDT5008 | Research and recommend alternative manufacturing processes | 27 |
| MSFFDT5009 | Research and recommend machine technology | 54 |
| MSFFDT5010 | Evaluate furniture design proposals and concepts | 60 |
| MSFFDT5011 | Assess economic impact of a design | 36 |
| MSFFDT5012 | Design for mass production | 108 |
| MSFFDT5013 | Evaluate and participate in design industry networks | 72 |
| MSFFDT5015 | Work collaboratively on a design project | 54 |
| 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 |
| MSFFL2022 | Install resilient tiles using standard installation procedures | 40 |
| 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 |
| MSFFL3015 | Install resilient tiles using custom designs and decorative finishes | 40 |
| MSFFL3022 | Mix and apply epoxy and seamless floor coverings | 32 |
| MSFFL3039 | Install strip timber flooring onto plywood | 32 |
| 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 |
| MSFFL3084 | Install sprung timber flooring | 56 |
| MSFFL3085 | Install battens or plywood in preparation for strip timber | 40 |
| MSFFL3086 | Repair timber flooring | 24 |
| MSFFL3087 | Plan and implement maintenance systems for timber, laminate and engineered flooring | 24 |
| MSFFL3088 | Install timber flooring to joists | 40 |
| 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 |
| MSFFL3093 | Apply emulsion wax 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 |
| MSFFL3097 | Sand cork 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 |
| MSFFM4001 | Hand carve wood to custom design | 60 |
| MSFFM4002 | Construct joints for custom furniture | 40 |
| MSFFM4003 | Produce curved and shaped components for custom furniture | 64 |
| MSFFM4004 | Produce timber veneered components for custom furniture | 64 |
| 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 |
| MSFFT4002 | Customise stock lines | 54 |
| MSFFT4003 | Organise production processes | 60 |
| MSFFT4004 | Establish and monitor production inventory requirements | 36 |
| MSFFT4005 | Install and commission computer numerically controlled (CNC) software | 20 |
| MSFFT4006 | Construct prototypes and samples | 160 |
| MSFFT4007 | Sample, inspect and test products to specifications | 36 |
| MSFFT4008 | Interpret and use workplace information | 54 |
| MSFFT4009 | Match furnishing style and materials to customer requirements | 24 |
| MSFFT4010 | Identify and calculate production costs | 36 |
| MSFFT4011 | Purchase materials and consumables | 36 |
| MSFFT4012 | Prepare a tender submission | 40 |
| MSFFT5001 | Evaluate and select production materials and equipment | 40 |
| MSFFT5002 | Establish and develop production processes and area layout | 54 |
| MSFFT5003 | Manage installation and commissioning of equipment | 20 |
| MSFFT5004 | Develop and document procedures and specifications | 54 |
| MSFFT5005 | Organise enterprise maintenance programs | 60 |
| MSFFT5006 | Plan production | 54 |
| MSFFT5007 | Optimise computer numerically controlled (CNC) operations | 60 |
| MSFFT5008 | Develop, trial and evaluate prototypes | 108 |
| MSFFT5009 | Determine production feasibility of designs | 36 |
| MSFFT5010 | Develop products and related processes | 54 |
| MSFGG1001 | Complete a basic glass and glazing project | 100 |
| MSFGG2010 | Fabricate and install insect and security screens | 44 |
| 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 |
| MSFGG3032 | Mirror glass | 60 |
| 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 |
| MSFGG4009 | Apply standards and codes of practice for the glass industry | 36 |
| MSFGG4010 | Use glass industry data systems | 30 |
| MSFGG4011 | Manage glass industry production scheduling | 40 |
| MSFGG4012 | Perform laser measurement and levelling for glass windows and doors in buildings | 20 |
| MSFGG4013 | Set up operate and maintain a glass processing line | 40 |
| 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 |
| 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 |
| MSFKB4006 | Prepare quotation and contract documentation for design project | 84 |
| 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 |
| MSFPF3003 | Set up and operate computer numerically controlled (CNC) machines for picture framing work | 60 |
| MSFPF3010 | De-frame artwork | 32 |
| 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 |
| MSFPF4003 | Design and construct ornamental frames | 80 |
| MSFPF4004 | Determine and apply gilding techniques | 80 |
| 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 |
| MSFSF2001 | Cut single layer fabrics | 40 |
| 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 |
| MSFSF3004 | Construct Roman-style blinds | 56 |
| 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 |
| MSFSS2002 | Prepare product for Australian Standards testing | 20 |
| MSFSS2003 | Undertake surface preparation | 30 |
| MSFSS3001 | Install security screens and grilles | 60 |
| MSFSS3002 | Apply patterns and designs to security screens and grilles | 24 |
| MSFSS3003 | Resolve quality and compliance issues | 16 |
| 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

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| Curriculum Maintenance Manager (CMM) | | |
| Furnishing | The CMM Service is provided by Executive Officers, across all industry areas covered by Training Packages.  They can assist with questions on payable and nominal hours. | Teresa Signorello  Address: PO Box 42, Holmesglen, Victoria Australia 3148  Phone: 03 9564 1987  Email: teresa.signorello@holmesglen.edu.au  Website for the Victorian State Government Education and Training website can be found [here](http://www.education.vic.gov.au/training/providers/rto/Pages/courses.aspx). |
| Service Skills Organisations ( SSO) | | |
| Innovation and Business Skills Australia | This SSO is responsible for developing this MSF Furnishing Training Package, companion volumes and support material and can be contacted for further information. | Address: Level 11, 176 Wellington Parade,  East Melbourne, VIC 3002 Australia  Phone: 03 9815 7000  Innovation and Business Skills Australia’s website can be found [here](https://ibsa.org.au/). |
| National Register for VET in Australia | | |
| Training.gov.au (TGA) | TGA is the Australian governments’ official National Register of information on Training Packages, Accredited Courses, qualifications, units of competency and RTOs. | National Register website can be found [here](http://training.gov.au/). |
| Australian Government | | |
| Department of Education and Training | The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training. | The Commonwealth Department of Education and Training website can be found [here](https://education.gov.au/). |
| Victorian State Government | | |
| Department of Education and Training (DET) | DET is responsible for funding and the implementation of Vocational Education and Training (VET) in Victoria, including Apprenticeships and Traineeships policy. | (03) 9637 2000  The Victorian Department of Education and Training website can be found [here](http://www.education.vic.gov.au/). |
| National VET Regulatory Authority | | |
| Australian Skills Quality Authority (ASQA) | ASQA is the national regulator for Australia’s VET sector. | Info line: 1300 701 801  ASQA’s website can be found [here](http://www.asqa.gov.au/). |
| Victorian 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  VRQA’s website can be found [here](http://www.vrqa.vic.gov.au/). |

# GLOSSARY

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| Code | Nationally endorsed Training Package qualification code. |
| Title | Nationally endorsed Training Package qualification title. |
| Unit Code | Nationally endorsed Training Package unit of competency code. |
| Unit Title | Nationally endorsed Training Package unit of competency title. |
| Maximum Payable Hours | The maximum number of hours the Victorian Government will subsidise under the Victorian Training Guarantee 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. |
| 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. Enquiries regarding nominal hours should be sent to this [email](mailto:course.enquiry@edumail.vic.gov.au) |