

## **COSVR300**

Assess and prepare subfloor surfaces for floorcoverings



### **Overview**

This standard is about assessing and preparing subfloor surfaces for floorcoverings. It includes removing existing floorcoverings and surface contaminants, applying repair compounds, smoothing compounds and fabricating underlayments

This standard will also involve interpreting information, adopting safe, healthy and environmentally responsible work practices, selecting and using materials, components, tools and equipment, in accordance with organisational requirements which are equal to or exceed current statutory and legislative requirements

This standard is for people working in the occupational area of floorcovering and can be used by operatives, supervisors and managers

**Performance criteria**

You must be able to:

**P1 Interpretation of information**

interpret the information relating to the work and resources to confirm its relevance for the following:

- drawings
- specifications
- schedules
- risk assessments
- method statements
- manufacturers information

**P2 Safe work practices**

comply with the relevant legislation and official guidance to carry out the work and maintain safe and healthy work practices relating to the following:

- methods of work
- safe use of health and safety control equipment
- safe use of access equipment
- safe use, storage and handling of materials, tools and equipment
- specific risks to health

**P3 Selection of resources**

select the required quantity and quality of the following resources for the methods of work:

- materials
- components and fixings
- tools and equipment

**P4 Minimise the risk of damage**

comply with organisational procedures to minimise the risk of damage to the work and surrounding area by:

- protecting the work and its surrounding area from damage
- maintaining a safe, clear and tidy work area
- disposing of waste in accordance with current legislation

## COSVR300

Assess and prepare subfloor surfaces for floorcoverings



### **Performance criteria**

You must be able to:

- P5 Meet the contract specification**  
comply with the contract information to assess and prepare subfloor surfaces for floorcoverings efficiently to the required specification by:
- demonstrating work skills to:
    - strip
    - assess
    - scrape
    - clean
    - measure
  - using and maintaining hand and power tools and ancillary equipment
  - assessing and preparing subfloor surfaces to working instructions to the following:
    - removal of existing floorcoverings
    - removal of surface contaminants
    - application of repair compounds
    - application of primers
    - application of smoothing compounds or fabricated underlayments
- P6 Allocated time**  
complete the work within the estimated, allocated time, in accordance with organisational procedures, the programme of work and to meet the needs of other occupations and/or client

**Knowledge and understanding**

You need to know and understand:

**P1 Interpretation of information**

- K1** why organisational procedures have been developed and how they are implemented
- K2** types of information, their source and how they are interpreted in relation to:
- drawings
  - specifications
  - schedules
  - risk assessments
  - method statements
  - electronic data
  - manufacturers information
  - current legislation and regulations governing buildings
- K3** the importance of reporting and rectifying incorrect information
- K4** the range of relevant digital services, tools and systems, and how they are used

**P2 Safe work practices**

- K5** information for relevant, current legislation and official guidance and how it is applied
- K6** the types of fire extinguishers and how and when they are used in relation to:
- water
  - CO<sub>2</sub>
  - foam
  - powder
- K7** how emergencies should be responded to, in accordance with organisational authorisation and personal skills, in relation to:
- fires, spillages, injuries
  - emergencies relating to occupational activities
  - identification of and reporting of asbestos containing materials

**Knowledge and understanding**

You need to know and understand:

- K8** the organisational security procedures for tools, equipment and personal belongings, in relation to:
- operative
  - site
  - workplace
  - vehicles
  - company
  - customer
  - the general public
- K9** how to report risks and hazards identified by the following:
- risk assessment
  - methods of work
  - personal assessment
  - manufacturers technical information
  - statutory regulations
  - official guidance
  - Control of Substances Hazardous to Health (COSHH)
- K10** the accident reporting procedures and who is responsible for making the report
- K11** why, when and how health and safety control equipment, identified by the principles of prevention, should be used in relation to:
- collective protective measures
  - personal protective equipment (PPE)
  - respiratory protective equipment (RPE)
  - local exhaust ventilation (LEV)
- K12** how to comply with environmentally responsible work practices to meet current legislation and official guidance
- K13** the organisational procedures when dealing with potential accidents, health hazards and the environmental impact whilst working in the workplace in relation to:
- below ground level
  - in confined spaces
  - at height
  - tools and equipment
  - materials and substances
  - moving and storing materials by manual handling and mechanical lifting

**Knowledge and understanding**

You need to know and understand:

**P3 Selection of resources**

- K14** why the characteristics, quality, uses, sustainability, limitations and defects associated with the resources are important and how defects should be rectified
- K15** the organisational procedures to select resources, why they have been developed, and how they are used
- K16** how to confirm the resources and materials conform with the specification
- K17** how the resources should be used and how any problems associated with the resources are reported in relation to:
- repair compounds
  - primers
  - smoothing compounds
  - fabricated underlayments
  - moisture measuring equipment
  - moisture control systems
  - contamination removers
  - hand and power tools and ancillary equipment
- K18** how to identify the hazards associated with the resources and methods of work, and how they are overcome
- K19** methods of calculating the quantity, length and wastage associated with the method and procedure to assess and prepare subfloor surfaces for floorcoverings

**P4 Minimise the risk of damage**

- K20** how to protect the work and its surrounding area from damage, and the purpose of protection from general workplace activities, other occupations and adverse weather conditions
- K21** how to minimise the damage to existing building fabric

**Knowledge and understanding**

You need to know and understand:

- K22** why and how the disposal of waste must be carried out safely in accordance with the following:
- environmental responsibilities
  - organisational procedures
  - manufacturers information
  - statutory regulations
  - official guidance

- K23** why it is important to maintain a safe, clear and tidy work area

**P5 Meet the contract specification**

- K24** how to meet the contract specification in relation to the following:
- how to determine the state and composition of subfloor surfaces
  - how to remove existing floorcoverings
  - how to make good surfaces prior to installation, including but not limited to using:
    - primers
    - repair compounds
    - damp proof membranes
    - moisture vapour suppressants
  - how to use moisture measuring equipment
  - why it is important to use moisture measuring equipment
  - why it is important to recognise and determine requirements for various floorcoverings:
    - moisture content of subfloor
    - application of moisture control systems
    - acclimatisation of materials prior to installation
    - site conditions, to include:
      - temperature
      - electricity
      - water
  - why it is important to recognise types of subfloor contaminants and carry out methods of removal
  - why it is necessary to recognise and determine if underfloor heating is in-situ and respond accordingly
  - why it is important to recognise and determine when specialist skills and knowledge are required and report accordingly
  - the relevance of an assessment and its significance
  - why it is necessary to understand specific requirements for structures of special interest, traditional construction, hard-to-treat buildings and historical significance

## COSVR300

Assess and prepare subfloor surfaces for floorcoverings



### **Knowledge and understanding**

You need to know and understand:

- how to work with, around and in close proximity to plant and machinery
- how to work at height using access equipment
- how to use hand and power tools and ancillary equipment
- how and why operative care and maintenance of all hand and power tools and ancillary equipment is carried out

**K25** the importance of teamwork and communication

**K26** the importance of mental health awareness and wellbeing

**K27** the importance of applying Fairness, Inclusion and Respect (FIR) when dealing with others

**K28** the needs of other occupations associated with assessing and preparing subfloor surfaces for floorcoverings

### **P6 Allocated time**

**K29** the programme of work to be carried out, including the estimated and allocated time, and why deadlines should be kept

**K30** the types of progress charts, timetables and estimated times, and the organisational procedures for reporting circumstances which will affect the work programme

**COSVR300**

Assess and prepare subfloor surfaces for floorcoverings



<b>Developed by</b>	CITB
<b>Version number</b>	3
<b>Date approved</b>	01/03/2023
<b>Indicative review date</b>	01/03/2028
<b>Validity</b>	Current
<b>Status</b>	Original
<b>Originating organisation</b>	CITB
<b>Original URN</b>	COSVR300
<b>Relevant occupations</b>	Floorers; Wall Tilers
<b>Suite</b>	Floorcovering Occupations (Construction)
<b>Key words</b>	Floorcoverings; Subfloor surfaces; Fabricating underlayments; Repair compounds; Smoothing compounds; Moisture measuring equipment; Subfloor