



Summary of the:

# GQA LEVEL 2 NVQ DIPLOMA IN FENESTRATION INSTALLATION

500/7825/2

### Who is this qualification for?

This qualification is aimed at those who work as installers of glass supporting systems, which include window and door units. The standards cover the most important aspects of the job. This qualification is at Level 2, although there may be individual units at other levels, and should be taken by those who are fully trained to deal with routine assignments. Candidates should require minimum supervision in undertaking the job.

A further qualification that covers Fenestration Installation and Surveying at Level 3 is also available.

Candidates for this qualification could be assessed in the context of installing windows and doors or Conservatories.

Candidates for this qualification will primarily be working on customers' premises and installing windows, doors, conservatories.

Candidates could have jobs entitled:

- Conservatory Installer
- Double Glazier
- Installer of Replacement Windows and Doors
- Window Fitter
- Installer of Glass Supporting Systems
- Installer

### What is required from candidates?

The qualifications are made up of a number of units that have a credit value or credits.

These credits must be achieved in the correct combination from mandatory and optional units: this qualification has 4 mandatory units and 3 groups of optional units.

Candidates should achieve all 4 mandatory units listed below, plus a minimum of 11 credits from group 1 of the optional units, a minimum of 8 credits from group 2 and a minimum of 3 credits from group 3 and a minimum of 3 from group 4. This makes the minimum credit value of the qualification 40 credits.

The units are made up of the things you need to know and the things you need to be able to do to carry out your job safely and correctly. These are called Learning Outcomes, and all must be met to achieve the unit.

| Unit Ref   | Title  | Level | Credit |
|--|--|-------|--------|
| <b>Mandatory Units (All Units Must Be Completed)</b>                     |  |       |        |
| FI1  | Maintain Health and Safety in the Fenestration Installation Working Environment                  | 2     | 4      |
| A/600/7624   |  |       |        |
| AG3  | Communicating and Working with Others in the Glass and Related Working Environments              | 2     | 3      |
| A/600/7364   |  |       |        |
| F13  | Locate, Transport, Handle and Position Materials and Components in the Fenestration Installation | 2     | 4      |
| K/600/7649   |  |       |        |
| CW1  | Identify and Confirm Installation Requirements in Glass and Related Work                         | 2     | 4      |
| Y/600/6691   |  |       |        |
| <b>Optional Units Group 1 (a minimum of 11 credits must be achieved)</b> |  |       |        |
| FI4  | Prepare and Shape Fenestration Installation Products and Materials                               | 2     | 5      |
| F/600/8418   |  |       |        |
| FI6  | Prepare the Site, Equipment and Tools for Fenestration Installation                              | 2     | 4      |
| A/600/7638   |  |       |        |
| FI7  | Remove Existing Windows and Doors and Prepare Apertures  | 2     | 8      |
| A/600/8420   |  |       |        |
| FI9  | Prepare and Position Window and Door Units ready for Installation                                | 2     | 3      |
| J/600/8422   |  |       |        |
| FI10   | Install Glass and/or Panels into Windows and Doors   | 2     | 4      |
| Y/600/8425   |  |       |        |
| <b>Optional Units Group 2 (a minimum of 8 credits must be achieved)</b>  |  |       |        |

|   |  |   |    |
|---|--|---|----|
| FIS7  | Install Conservatories   | 3 | 14 |
| A/600/8269  |  |   |    |
| FI8   | Install Window and Doors   | 2 | 8  |
| T/600/8416  |  |   |    |
| <b>Optional Units Group 3 (a minimum of 3 credits must be achieved)</b> |  |   |    |
| FI11  | Maintain/Repair Windows and Doors or Conservatories                        | 3 | 6  |
| H/600/8430  |  |   |    |
| FI13  | Post Windows and Doors or Conservatories Installation Activity             | 2 | 3  |
| A/600/8434  |  |   |    |
| <b>Optional Units Group 4 (a minimum of 3 credits must be achieved)</b> |  |   |    |
| FIS1  | Understanding the Building Regulations in the Fenestration Industry        | 3 | 3  |
| K/600/8445  |  |   |    |
| BR2   | Knowledge of Building Regulations in the Installation of Windows and Doors | 2 | 4  |
| J/507/6144  |  |   |    |

#### Assessment Guidance:

Evidence should show that you can complete all of the learning outcomes for each unit being taken.

#### Types of evidence:

Evidence of performance and knowledge is required. Evidence of performance should be demonstrated by activities and outcomes, and should be generated in the workplace only, unless indicated under potential sources of evidence (see below). Evidence of knowledge can be demonstrated through performance or by responding to questions.

#### Quantity of evidence:

Evidence should show that you can meet the requirements of the units in a way that demonstrates that the standards can be achieved consistently over an appropriate period of time.

#### Potential sources of evidence:

The main source of evidence for each unit will be observation of the candidate's performance and knowledge demonstrated during the completion of the unit. This can be supplemented by the following types of physical or documentary evidence:

- Accident book/reporting systems
- Safety records
- Training records
- Audio records
- Job specifications and documentation
- Delivery Records
- Witness testimonies
- Correspondence with customers
- Notes and memos
- Photo/video evidence
- Work diaries
- Timesheets
- Telephone Logs
- Meeting records
- Records of toolbox talks
- Equipment
- Prepared materials and sites
- Completed work

Please Note that photocopied or downloaded documents such as manufacturers' or industry guidance, H&S policies, Risk Assessments etc, are not normally acceptable evidence for GQA qualifications unless accompanied by a record of a professional discussion or Assessor statement confirming candidate knowledge of the subject. If you are in any doubt about the validity of evidence, please contact your GQA External Verifier.



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