

# SKILL SCAN

## FENESTRATION INSTALLATION MTC

### DETAILS

|      |  |      |  |                            |  |
|------|--|------|--|----------------------------|--|
| Name |  | Date |  | Length of time in Industry |  |
|------|--|------|--|----------------------------|--|

Please complete the following sections to help us identify areas of competency and where support/training is required.

| MTC number | QUESTION – DO YOU .....   | Fully Confident | Reasonable | Help needed | Support/Training options   |
|------------|---|-----------------|------------|-------------|--|
| 1          | Have a good knowledge of the building regulations most relevant to the industry?  |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. Planning portal- <a href="http://www.planningportal.gov.uk/buildingregulations/approveddocuments/">http://www.planningportal.gov.uk/buildingregulations/approveddocuments/</a> |
| 2          | Understand safety glass and the requirements for safety glazing and glass marking?  |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide. GGF-The Right Glazing in the Right Place-Use of safety glazing in critical locations  |
|            | Have any knowledge on fire resistant glazing?   |                 |            |             | GQA Introduction to FRG. GGF Fire Resistant Glazing guide.   |
| 3          | Understand how to work safely and maintain a safe working environment for all-e.g. PPE, Working at Heights, tools and equipment in good order and used correctly, use of consumables, barriers, protective sheeting etc.? |                 |            |             | HSE safe use of ladders, HSE tower scaffold, PASMA code of practice. HSE PPE at work. HSE Health and Safety in the Glass Industry.   |
|            | Know how to make safety checks on access equipment and power tools?   |                 |            |             | HSE safe use of ladders, HSE MEWPs, HSE tower scaffold, PASMA code of practice HSE pat testing.  |
|            | Understand what COSHH and RIDDOR are about, the need to report accidents?   |                 |            |             | HSE RIDDOR and COSHH guides,   |
|            | Are you able to identify hazards and assess risks in the fenestration installation environment and carry out risk assessments, including what to do if asbestos is suspected or found?                                    |                 |            |             | HSE- 5 steps to risk assessment, HSE-Managing and working with asbestos  |
|            | Know what to do in the event of an emergency?   |                 |            |             | HSE what to do in accident and emergencies   |
| 4          | Know how to check and confirm you have everything required for the work?  |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide. BS 8213   |

## SKILL SCAN

| MTC number | QUESTION – DO YOU .....  | Fully Confident | Reasonable | Help needed | Support/Training options   |
|------------|--|-----------------|------------|-------------|--|
| 5.         | Know the different types of access equipment and how to set up and use them correctly and safely?  |                 |            |             | HSE safe use of ladders, HSE tower scaffold, PASMA code of practice, HSE MEWPs             |
| 6.         | Know the different types of structural supports, when they must be used and how to use them correctly and safely?  |                 |            |             | . Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide. BS 8213 |
| 7          | Know how to remove window and door sets causing minimum damage to the aperture and surrounding area safely?  |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide. BS 8213   |
| 8-13       | Know how to check and repair/replace DPM correctly and safely and how to prepare frames, cills and apertures correctly during the installation process e.g. cills, add ons etc.? |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide. BS 8213   |
| 14-16      | Know how to fix, seal and weatherproof frames in position in accordance with Building regulations and industry Codes of Practice?  |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide. BS 8213   |
| 17,18, 20  | Know the importance of drainage holes and how to check they and the windows and doors are functioning correctly and the site is cleared correctly?                               |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide. BS 8213   |
| 19         | Know how to fit glass and carry out toe and heeling?   |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide. BS8213    |
| 21.        | Know the information, advice and guidance to give to customers about the installation?   |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide.           |
| 22         | Understand how to carry out maintenance work on doors and windows?   |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide.           |
| 23.        | Know how to overcome problems that occur in installation work?   |                 |            |             | Fensa Guide to Building Regulations Compliance booklet. GGF Good Practice Guide.           |