

OFFICIAL PROGRAM STANDARDS NOTICE (OPSN)

Issued: February 26, 2024

Programs: FLOORCOVERING INSTALLER

To: SkilledTradesBC Training Providers
 Articulation Chair
 System Liaison Person
 Youth Train in Trades School Districts

Subject: Floorcovering Installer Program Outline and Program Profile Update

OPSN No.: OPSN 2024 005

Effective Date: September 1, 2024

Summary of Change: Please be advised that the new Harmonized Program Outline has been posted to the [SkilledTradesBC website](#), for implementation beginning on September 1, 2024.

All three levels of the Harmonized Floorcovering Installer Program will be implemented on September 1, 2024, with 6 hours of Training Provider Support available at Level 2 and Level 3. A Program Update will be sent including a detailed Transition Plan.

Details: The Floorcovering Installer Program Review was conducted in October 2023 to align BC’s Baker Program Outline to the harmonized sequencing and the 2022 RSOS. The review process revised content to meet the current industry standard.

Floorcovering Installer is one of the trades identified in the ninth phase of Harmonization. After a series of consultations, the finalized priorities of the Harmonized Floorcovering Installer program were as follows:

| Floorcovering Installer | Changes in BC? | What will it be? |
|---------------------------------|----------------|--|
| Trade name | Yes | Floorcovering Installer |
| Total work-based training hours | Yes | 4,950 hours (increase of 390 WBT from 4,560 hours) |
| Training levels | No | 3 Levels |
| Training sequence | Yes | Some changes |

Rationale At the request of industry, the Canadian Council of Directors of Apprenticeship’s (CCDA) Harmonization Initiative was launched in Fall of 2013 and endorsed by the Forum of

Labour Market Ministers (FLMM) in 2014. The goal of Harmonization is to substantively align apprenticeship systems across Canada by making apprenticeship training requirements more consistent in the Red Seal trades.

In consultation with stakeholders, the CCDA identified four Harmonization priorities: trade name, total training hours (in-school + work-based training), number of training levels, and the sequencing of training content.

Attachments: **Floorcovering Program Competency Migration** (below)

This attachment provides details of the revisions made to the Floorcovering Installer Program Outline during the review process.

For more information contact: Program Standards
email: programstandards@skilledtradesbc.ca

cc: All Staff

Note: **Ensure to check if a code book is required or provided and if there will be code book excerpts on the exam.**

Program Outline Review Details

Key

Black Text = No change to level
 CL = Current Level
 HL = Harmonized level

Blue Text = Content moved to lower level = HL ← CL
 Purple Text = Content moved to higher level = CL → HL
 Green Text = New content added

Summary - Competency Migration

The BC Occupational Analysis Chart (OAC) was aligned to the structure of the Red Seal Occupational Standard (RSOS). Therefore, **all of the competencies have been renamed and restructured**. This chart shows the finalized competency distribution for the FLOORCOVERING INSTALLER program. It summarizes the major changes to the competencies. For details, see the charts below.

| FLOORCOVERING INSTALLER HARMONIZED LEVEL 1 (HL1) | | FLOORCOVERING INSTALLER HARMONIZED LEVEL 2 (HL2) | | FLOORCOVERING INSTALLER HARMONIZED LEVEL 3 (HL3) | |
|--|---|--|---|--|----------------------------------|
| Line A | PERFORM SAFETY-RELATED ACTIVITIES | | | | |
| | A1 Maintain safe work environment | | | | |
| | A2 Use personal protective equipment (PPE) and safety equipment | | | | |
| | A3 Use fire safety procedures | | | | |
| | A4 Follow electrical safety procedures | | | | |
| Line B | USE TOOLS AND EQUIPMENT | Line B | USE TOOLS AND EQUIPMENT | | |
| | B1 Use hand tools | | | | |
| | B2 Use power and pneumatic tools | CL1 → HL1/HL2 | B2 Use power and pneumatic tools | | |
| | B3 Use measuring and layout tools | | | | |
| Line C | ORGANIZE WORK | | | Line C | ORGANIZE WORK |
| | | | | | C1 Plan sequence of installation |
| | C2 Handle material | | | | |
| | C3 Determine layout and materials needed for job | | | | |
| HL1 ← CL3 | C4 Use Documentation | | | | |
| | C5 Use communication techniques | | | | |
| | | | | New | C6 Use mentoring techniques |
| Line D | PREPARE SUBSTRATE | Line D | PREPARE SUBSTRATE | | |
| | D1 Perform quality control | | | | |
| | D2 Assess floor and sub-floor conditions and deficiencies | HL2 ← CL2/CL3 | D2 Assess floor and sub-floor conditions and deficiencies | | |
| HL1 ← CL1/CL2 | D3 Conduct field tests | | | | |

| FLOORCOVERING INSTALLER HARMONIZED LEVEL 1 (HL1) | | FLOORCOVERING INSTALLER HARMONIZED LEVEL 2 (HL2) | | FLOORCOVERING INSTALLER HARMONIZED LEVEL 3 (HL3) | |
|--|--|--|--|--|--|
| Line E | INSTALL CARPET | Line E | | Line E | |
| | E1 Describe carpet materials | | | | |
| | E2 Describe carpet cushions | | | | |
| | E3 Remove carpet | | | | |
| | E4 Layout carpet | | | | |
| HL1/HL2/HL3 ←CL1/CL3 | E5 Install carpet by conventional method | HL1/HL2/HL3 ←CL1/CL3 | E5 Install carpet by conventional method | HL1/HL2/HL3 ←CL1/CL3 | E5 Install carpet by conventional method |
| HL1←CL3 | E6 Install carpet by glue-down method | | | | |
| | E7 Install carpet by double bond method | | | | |
| | E8 Install carpet transitions, trims and bases | | | | |
| | | | | CL1→HL3 | E9 Assemble area rugs and runners |
| | | | | CL1→HL3 | E10 Install carpet on stairs |
| | | | | CL1/CL3→HL3 | E11 Repair carpet |
| | | | | | E12 Describe hand binding of carpet edges |
| | | | | | E13 Describe the installation of artificial turf |
| Line F | INSTALL RESILIENT FLOORS | Line F | INSTALL RESILIENT FLOORS | Line F | INSTALL RESILIENT FLOORS |
| | F1 Describe resilient flooring materials | | | | |
| | F2 Install resilient sheet goods | | F2 Install resilient sheet goods | | |
| | F3 Remove transitions, trims and resilient wall bases | | | | |
| | | | F4 Complete seams in resilient sheet goods | | F4 Complete seams in resilient sheet goods |
| | | | F5 Repair resilient floors | | |
| | | | F6 Layout for resilient file | | |
| HL1/HL2←CL2 | F7 Install resilient tile | HL1/HL2←CL2 | F7 Install resilient tile | | |
| | | | | | F8 Install resilient material on stairs |
| | | | | | F9 Install flash coving |
| | | | | | F10 Install rubber sheet and tile |
| | | | | | F11 Install specialty resilient product |
| CL1→HL1/HL2 | F12 Install resilient transitions, trims and bases | CL1→HL1/HL2 | F12 Install resilient transitions, trims and bases | | |
| Line G | INSTALL WOOD, LAMINATE, FLOATING VINYL PLANK FLOORING | Line G | INSTALL WOOD, LAMINATE, FLOATING VINYL PLANK FLOORING | Line G | INSTALL WOOD, LAMINATE, FLOATING VINYL PLANK FLOORING |
| HL1←CL3 | G1 Undercuts jambs and trims | | | | |
| HL1←CL3 | G2 Install vapour barriers and underlayment cushion | | | | |
| HL1/HL2←CL3 | G3 Establish layout | HL1/HL2←CL3 | G3 Establish layout | | |

| FLOORCOVERING INSTALLER HARMONIZED LEVEL 1 (HL1) | | FLOORCOVERING INSTALLER HARMONIZED LEVEL 2 (HL2) | | FLOORCOVERING INSTALLER HARMONIZED LEVEL 3 (HL3) | |
|--|--|--|--|--|--|
| HL1/HL2←CL3 | G4 Fits materials | HL1/HL2←CL3 | G4 Fits materials | | |
| HL1/HL2←CL3 | G5 Mechanically fastens prefinished solid and engineered hardwood flooring | HL1/HL2←CL3 | G5 Mechanically fastens prefinished solid and engineered hardwood flooring | | |
| HL1←CL3 | G6 Glue down solid and engineered hardwood flooring | | | | |
| | | | | | G7 Assemble floating floors |
| | | | | | G8 Install borders, insets and custom fabrications in wood |
| | | | | | G9 Install wood and laminate flooring on stairs |
| HL1←CL3 | G10 Repair boards | | | | |
| HL1←CL3 | G11 Replace boards | | | | |
| | | | | | G12 Refinishes hardwood flooring |

Details – Competency Migration

This chart shows **where content from the current FLOORCOVERING INSTALLER program (CL) moved to in the harmonized FLOORCOVERING INSTALLER program (HL)** and includes details of content that was moved or split across levels.

CURRENT LEVEL 1 TO HARMONIZED LEVEL 1

| CURRENT LEVEL 1 (CL1) | HARMONIZED LEVEL 1 (HL1) | MIGRATION | DETAILS |
|---|--|---------------|---|
| Line A APPLY SAFE WORK PRACTICES | Line A PERFORM SAFETY-RELATED ACTIVITIES | | |
| A1 Use shop and site safety practices | A1 Maintain safe work environment | N/A | |
| A2 Apply personal safety practices | A2 Use personal protective equipment (PPE) and safety equipment B1 Use hand tools | N/A | |
| A3 Follow Workplace Hazardous Information System (WHMIS) regulation | A1 Maintain safe work environment | N/A | |
| A4 Use fire safety practices | A3 Use fire safety procedures | N/A | |
| A5 Follow electrical safety procedures | A4 Follow electrical safety procedures | N/A | |
| Line B USE STANDARD FLOOR COVERING SKILLS | | | |
| B1 Describe the floorcovering installer trade | C5 Use communication techniques | N/A | Content removed: Describe the types of work done by Floor Covering Installers Described essential skills for Floor Covering Installers |
| B2 Handle materials | C2 Handle materials | N/A | |
| B3 Perform moisture and alkalinity tests | D3 Conduct field tests | HL1 ← CL1/CL2 | CL2 content moved to HL1 includes: Describe testing equipment to determine pH level of concrete Demonstrate testing equipment to determine the moisture content of concrete |
| B4 Prepare subfloors | D2 Assess floor and sub-floor conditions and deficiencies | N/A | |
| B5 Install wood underlayment | B2 Use power and pneumatic tools | N/A | |
| B6 Select and use adhesives | C3 Determine layout and materials needed for job | N/A | |
| B7 Match patterns | N/A | CL1 → HL2 | Content moved from CL1 to HL2 E5. See Level 2 below for details |
| B8 Supervise work | D1 Perform quality control | N/A | |
| Line C USE MATH AND BLUEPRINT READING SKILLS | | | |
| C1 Use trade related math skills | C3 Determine layout and materials needed for job | N/A | |
| N/A | C4 Use documentation | HL1 ← CL3 | Content moved from CL3 C3: Use documentation (Supplier and manufacturer's |

| CURRENT LEVEL 1 (CL1) | HARMONIZED LEVEL 1 (HL1) | MIGRATION | DETAILS |
|---|---|-------------------------|--|
| | | | information, building codes and bylaws, and safety regulations) |
| Line D INSTALL CARPET | | | |
| D1 Describe carpet materials | E1 Describe carpet materials | N/A | |
| D2 Describe carpet cushions | E2 Describe carpet cushions | N/A | |
| D3 Use carpet installation tools | B2 Use power and pneumatic tools B3 Use measuring and layout tools | N/A | |
| D4 Use applicable carpet installation standards | In context | N/A | Taught in context throughout HL1 Line E |
| D5 Layout carpet | E4 Layout carpet | N/A | |
| D6 Install carpet by conventional method | E5 Install carpet by conventional method | HL1/HL2/HL3 ←CL1/CL3 | Content in HL1 equivalent to CL1 Content from CL3 moved to HL2 E5 including: Use common seam-cutting tools Install carpet using the conventional method Measure for pattern conditions Install patterned carpet Some content removed from CL3 and moved to HL2. Specifically carpet without borders moved to HL2. |
| D7 Finish carpet seams | N/A | N/A | Content is in HL1 H5. See above for details. |
| D8 Install carpet by glue-down method | E6 Install carpet by glue-down method | HL1←CL3 | Content moved from CL3 to HL1: Install patterned carpet with borders Achievement Criteria: Install field and border by glue down method |
| D9 Install carpet by double bond method | E7 Install carpet by double bond method | N/A | |
| D10 Install carpet transitions, trims and bases | E8 Install carpet transitions, trims and bases F12 Install resilient transition, trims and bases | N/A CL1→HL1/HL2 | Split CL1 between HL1 and HL2 HL1: Describe tools used for the installation of wall base Describe the materials used for resilient wall base Describe the installation of resilient wall base and wall bases HL2: Install resilient wall base Install profiled resilient wall base Achievement criteria: install resilient wall base |
| D11 Install carpet on stairs | N/A | CL1/CL3→HL3 | CL1 content moved to HL3 E10. See below for more details |
| D12 Repair carpet | N/A | CL1/CL3→HL3 | CL1 content moved to HL3 E11. See below for more details |
| Line E INSTALL RESILIENT FLOORS | | | |
| E1 Describe resilient flooring materials | F1 Describe resilient flooring materials | N/A | |

| CURRENT LEVEL 1 (CL1) | HARMONIZED LEVEL 1 (HL1) | MIGRATION | DETAILS |
|----------------------------------|---|---------------|---|
| E2 Install resilient sheet goods | F2 Install resilient sheet goods | N/A | |
| E3 Install resilient wall base | N/A | N/A | Content moved to HL1 F12. See above for details. |
| N/A | F7 Install resilient tile | HL1/HL2 ← CL2 | Content split from CL2 E7 to HL1 and HL2 HL1: Describe the installation of resilient tile Describe the installation of resilient tile to square and diagonal layout HL2: Install resilient tile to square and diagonal layout |
| | Line G INSTALL WOOD, LAMINATE, FLOATING VINYL PLANK FLOORING | | |
| N/A | G1 Undercuts jambs and trims | HL1 ← CL3 | Content from CL3 F1 moved to HL1 HL1: Describe jambs and trims Identify types of jambs and trims Describe procedure to undercut jambs and trims Undercut jambs and trims |
| N/A | G2 Install vapour barriers and underlayment cushion | HL1 ← CL3 | Content from CL3 F1 moved to HL1 HL1: Identify types and classes of vapour retarders and underlayment cushions Describe procedure to install vapour retarders and underlayment cushions Install vapour retarders and underlayment cushion |
| N/A | G3 Establish layout | HL1/HL2 ← CL3 | CL3 F1 content spread across 3 levels HL1: Identify types of flooring material and pattern of flooring material Describe procedures to establish layout and rack and batch Rack and batch flooring material HL2: Establish layout |
| N/A | G4 Fits materials | HL1/HL2 ← CL3 | CL3 F2 content spread across 3 levels HL1: Describe types of hardwood flooring and floating flooring Describe substrate requirements Describe the procedure to cut flooring material and fit material |

| CURRENT LEVEL 1 (CL1) | HARMONIZED LEVEL 1 (HL1) | MIGRATION | DETAILS |
|-----------------------|--|-------------|---|
| | | | Cut flooring material HL2: Fit material |
| N/A | G5 Mechanically fastens prefinished solid and engineered hardwood flooring | HL1/HL2←CL3 | CL3 F2 content spread across 3 levels HL1: Describe the installation of nail-down solid and engineered hardwood flooring HL2: Install nail-down hardwood flooring |
| N/A | G6 Glue down solid and engineered hardwood flooring | HL1←CL3 | CL3 F6 content moved to HL1: Describe glue-down hardwood flooring installation Glue-down hardwood flooring installation |
| N/A | G10 Repair boards | HL1←CL3 | CL3 F3 content moved to HL1: Describe the repair of boards |
| N/A | G11 Replace boards | HL1←CL3 | CL3 F3 content moved to HL1: Describe the replacement of damaged boards |

CURRENT LEVEL 2 TO HARMONIZED LEVEL 2

| CURRENT LEVEL 2 (CL2) | HARMONIZED LEVEL 2 (HL2) | MIGRATION | DETAILS |
|---|--|--------------------------|--|
| Line B USE STANDARD FLOOR COVERING SKILLS | Line B USE TOOLS AND EQUIPMENT Line D PREPARE SUBSTRATE | | |
| N/A | B2 Use power and pneumatic tools | CL1 → HL1/HL2 | Content split from CL1 B3 and D3 to HL1 and HL2 include, specifically referring to grinders, welders and routers: Identify power and pneumatic tools Maintain power and pneumatic tools Use power and pneumatic tools |
| B3 Perform moisture and alkalinity tests | N/A | HL1 ← CL1/CL2 | CL2 content moved to HL1 D3 includes: Describe testing equipment to determine pH level of concrete Demonstrate testing equipment to determine the moisture content of concrete |
| B4 Prepare subfloors | D2 Assess floor and sub-floor conditions and deficiencies | HL2 ← CL2/CL3 | Content from CL3 B4 moved to HL2 HL2: Install wood subfloor Patch wood subfloor |
| Line C USE MATH AND BLUEPRINT READING SKILLS | | | |
| C1 Use trade related math skills | N/A | CL2 → HL3 | Content moved from CL2 to HL3 C3 includes: Interpret finishing schedule Use documentation Determine the scope of work |
| | Line E INSTALL CARPET | | |
| N/A | E5 Install carpet by conventional method | HL1/HL2/HL3 ← CL1/CL3 | Content in HL1 equivalent to CL1 Content from CL3 moved to HL2 E5 including: Use common seam-cutting tools Install carpet using the conventional method Measure for pattern conditions Install patterned carpet Some content removed from CL3 and moved to HL2. Specifically carpet without borders moved to HL2. |
| Line E INSTALL RESILINET FLOORS | Line F INSTALL RESILIENT FLOORS | | |
| E2 Install resilient sheet goods | F2 Install resilient sheet goods | N/A | |
| E3 Install resilient wall base | N/A | N/A | Content moved to HL1 F12. See above for details |
| E4 Complete seams in resilient sheet goods | F4 Complete seams in resilient sheet goods | N/A | |

| CURRENT LEVEL 2 (CL2) | HARMONIZED LEVEL 2 (HL2) | MIGRATION | DETAILS |
|------------------------------|--|---------------|---|
| E5 Repair resilient floors | F5 Repair resilient floors | N/A | |
| E6 Layout for resilient tile | F6 Layout for resilient tile | N/A | |
| E7 Install resilient tile | F7 Remove transitions, trims and resilient wall bases | N/A | Some content moved to HL1: HL1: Describe the installation of resilient tile Describe the installation of resilient tile to square and diagonal layout |
| N/A | F12 Install resilient transitions, trims and bases | CL1 → HL1/HL2 | Split CL1 D10 between HL1 and 2 Content moved from CL1 D10 to HL2 F12: Install resilient wall base Install profiled resilient wall base Achievement criteria: install resilient wall base |
| | Line G INSTALL WOOD, LAMINATE, FLOATING VINYL PLANK FLOORING | | |
| N/A | G3 Establish layout | HL1/HL2 ← CL3 | CL3 F1 content spread across 3 levels HL1: Identify types of flooring material and pattern of flooring material Describe procedures to establish layout and rack and batch Rack and batch flooring material HL2: Establish layout |
| N/A | G4 Fits materials | HL1/HL2 ← CL3 | CL3 F2 content spread across 3 levels HL1: Describe types of hardwood flooring and floating flooring Describe substrate requirements Describe the procedure to cut flooring material Cut flooring material Describe procedure to fit material HL2: Fit material |
| N/A | G5 Mechanically fastens prefinished solid and engineered hardwood flooring | HL1/HL2 ← CL3 | CL3 F2 content spread across 3 levels HL1: Describe the installation of nail-down solid and engineered hardwood flooring HL2: Install nail-down hardwood flooring |

CURRENT LEVEL 3 TO HARMONIZED LEVEL 3

| CURRENT LEVEL 3 (CL3) | HARMONIZED LEVEL 3 (HL3) | MIGRATION | DETAILS |
|---|--|-------------------------|--|
| Line B USE STANDARD FLOOR COVERING SKILLS | | | |
| B4 Prepare subfloors | N/A | HL2←CL2/CL3 | Content from CL3 B4 moved to HL2 D2. See above for details |
| B8 Supervise work | C1 Plan sequence of installation | N/A | |
| Line C USE MATH AND BLUEPRINT READING SKILLS | Line C ORGANIZE WORK | | |
| C2 Read blueprints and specifications | C3 Determine layout and materials needed for job | N/A | See below for additional content moved from CL2 C1 |
| C3 Plan and estimate projects | C1 Plan sequence of installation | N/A | |
| N/A | C3 Determine layout and materials needed for job | CL2→HL3 | Content moved from CL2 C1 to HL3 includes: Interpret finishing schedule Use documentation Determine the scope of work |
| N/A | C6 Use mentoring techniques | New | |
| Line D INSTALL CARPET | Line E INSTALL CARPET | | |
| D6 Install carpet by conventional method | E5 Install carpet by conventional method | HL1/HL2/HL3 ←CL1/CL3 | Content in HL1 equivalent to CL1 Content from CL3 moved to HL2 E5 including: Use common seam-cutting tools Install carpet using the conventional method Measure for pattern conditions Install patterned carpet Some content removed from CL3 and moved to HL2. Specifically carpet without borders moved to HL2. |
| N/A | E9 Assemble area rugs and runners | CL1→HL3 | CL1 D11 content moved to HL3: Describe area rugs and runners Describe the assembly of area rugs and runners Describe the installation of area rugs and runners |
| N/A | E10 Install carpet on stairs | CL1→HL3 | CL1 D11 content moved to HL3: Describe installation of stair runners with rolled edges Describe installation of carpet on bullnose cap and band Describe the installation of carpet on floating stairs Install conventional stair carpet Achievement criteria: Install conventional stair carpet |
| D8 Install carpet by glue-down method | N/A | HL1←CL3 | Content moved from CL3 to HL1 E6. See above for details |
| D12 Repair carpet | E11 Repair carpet | CL1/CL3→HL3 | CL1 content moved to HL3: Describe the main categories of carpet repairs |

| CURRENT LEVEL 3 (CL3) | HARMONIZED LEVEL 3 (HL3) | MIGRATION | DETAILS |
|--|---|-------------|--|
| | | | Recognize carpet construction for method of repair Path a damaged section of stretch-in carpet Re-stretch carpet Repair a damaged section of glue-down carpet |
| D13 Describe hand binding of carpet edges | E12 Describe hand binding of carpet edges | N/A | |
| D14 Describe the installation of artificial turf | E13 Describe the installation of artificial turf | N/A | |
| Line E INSTALL RESILINET FLOORS | Line F INSTALL RESILIENT FLOORS | | |
| E4 Complete seams in resilient sheet goods | F4 Complete seams in resilient sheet goods | N/A | |
| E8 Install resilient material on stairs | F8 Install resilient material on stairs | N/A | |
| E9 Install flash coving | F9 Install flash coving | N/A | |
| E10 Install rubber sheet and tile | F10 Install rubber sheet and tile | N/A | |
| E11 Install specialty resilient product | F11 Install specialty resilient product | N/A | |
| Line F INSTALL WOOD AND LAMINATE FLOORING | Line G INSTALL WOOD, LAMINATE, FLOATING VINYL PLANK FLOORING | | |
| F1 Describe the installation of barriers and cushions | N/A | HL1/HL2←CL3 | All content moved to HL1 G1, G2 and HL2 G3. See above for details. |
| F2 Describe the installation of prefinished hardwood flooring | G7 Assemble floating floors | N/A | Although no change in levels, there is addition of practical application of learning tasks: Assemble floating floors |
| F3 Describe the repair of prefinished wood and laminate flooring | G8 Install borders, insets and custom fabrications in wood | N/A | Although no change in levels, there is addition of practical application of learning tasks: Describe types of borders, insets and custom fabrication in wood Describe the installation of borders and insets Install borders and insets |
| | G9 Install wood and laminate flooring on stairs | N/A | |
| | G12 Refinishes hardwood flooring | N/A | |