

# Floorcovering Installer

TRANSITION PLAN V.1

## Table of Contents

Abbreviations..... 3

Harmonization Overview ..... 4

Transition Planning Process ..... 5

Training Providers ..... 5

Apprentice Numbers in Current Program ..... 6

The Gaps ..... 7

Transition Plan Summary..... 9

Pathways for Current Apprentices (Summary) ..... 10

Changes to Training Hours ..... 11

Exams for the Harmonized Program ..... 12

Appendix A: Details of Gaps..... 13

Appendix B: Transition Delivery Guidelines ..... 17

Appendix C: Communication Plan for Transition..... 18

Appendix D: Transition Map ..... 19

## Abbreviations

<b>CCDA</b>	Canadian Council of Directors of Apprenticeship
<b>CL</b>	Current Level
<b>DA</b>	Direct Access
<b>ER</b>	Employer sponsor
<b>HL</b>	Harmonized Level
<b>IPSE</b>	Interprovincial Red Seal Exam
<b>NOA</b>	Red Seal National Occupational Analysis
<b>OPSN</b>	Official Program Standards Notice
<b>PAC</b>	Program Advisory Committee
<b>RFC</b>	Recommendation for Certification
<b>RSOS</b>	Red Seal Occupational Standard; replaces NOA
<b>SLE</b>	Standardized Level Exam
<b>TP</b>	Training provider
<b>TT</b>	Technical training
<b>TW</b>	Trade worker
<b>WBT</b>	Work-based training

## Harmonization Overview

The Canadian Council of Directors of Apprenticeship (CCDA) is responsible for the Red Seal Program, which develops common interprovincial standards and examinations. British Columbia is an active participant in this initiative.

The goal is to substantively align apprenticeship systems across Canada by making apprenticeship training requirements more consistent in the Red Seal trades.

**Harmonization Priorities**

1. Use of Red Seal **trade name**
2. Consistent **total training hours** (in-school and on-the-job)
3. Same number of **training levels**
4. Consistent **sequencing** of training content, including use of most recent Red Seal Occupational Standard (RSOS).

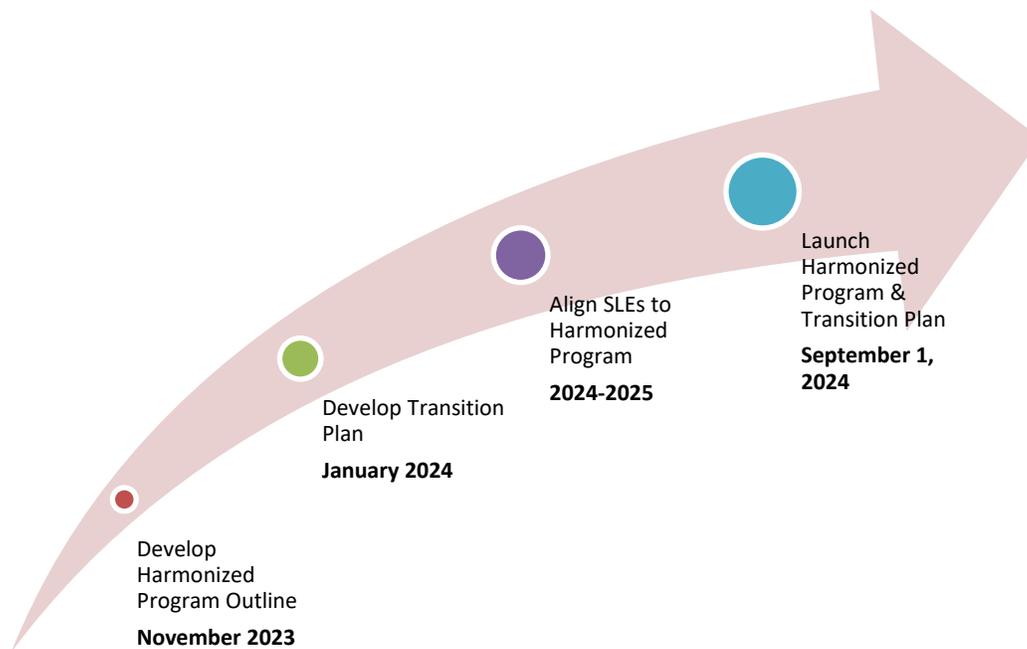
What's changing for <b>TRADE</b>	Changing in BC?	What will it be?
<b>TRADE NAME</b>	<b>Yes</b>	<b>Floorcovering Installer</b>
<b>NUMBER OF TRAINING LEVELS</b>	<b>NO</b>	<b>3</b>
<b>TOTAL HOURS</b> technical + work-based training	<b>YES</b>	<b>5,400 hours</b> Increase of 390 WBT hours
<b>TRAINING SEQUENCE</b> order of subjects taught	<b>YES</b>	<b>Some changes to sequence</b>

## Transition Planning Process

The re-sequencing of training topics the Floorcovering Installer program through the Harmonization Initiative has resulted in minor changes to the sequencing of technical training.

SkilledTradesBC's Program Standards Team consulted with the post-secondary training provider that delivers the Floorcovering Installer program and considered the input of our internal and external partners. SkilledTradesBC and its partners evaluated several transition options and the transition plan outlined in this document was identified as the best option. We have also ensured that there are pathways for all current apprentices to complete their apprenticeship.

## Program Development and Transition Planning



## Training Providers (1)

Floorlayers Union Local 1541

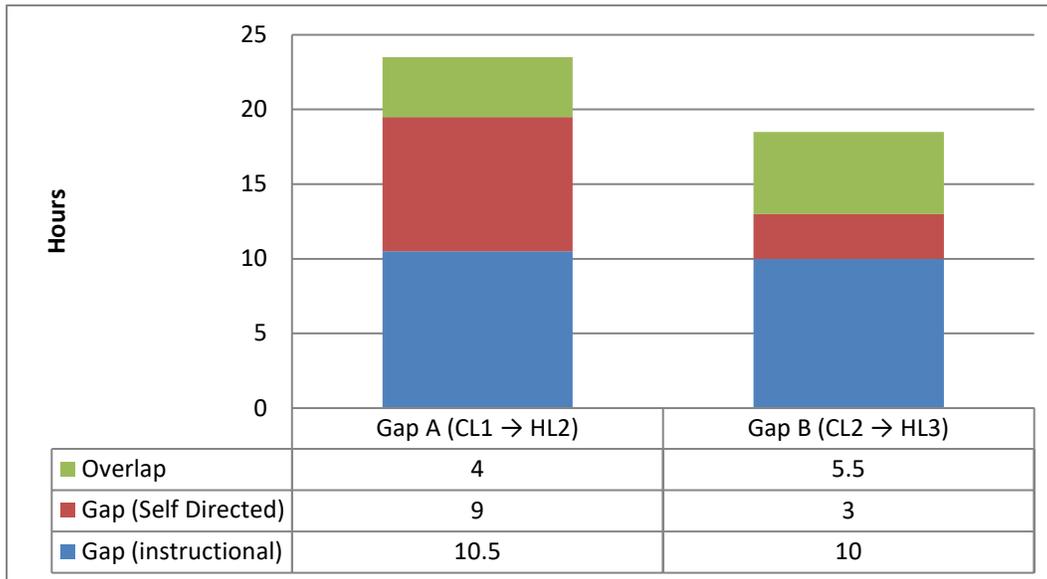
## Apprentice Numbers in Current Program

Program	Status	OTT	CL1	CL2	CL3	Total
<b>Floorcovering Installer</b>	Active	59	6	10	15	<b>90</b>
	Inactive	115	27	9	37	<b>188</b>
	<b>Total</b>	<b>174</b>	<b>33</b>	<b>19</b>	<b>52</b>	<b>278</b>

**Notes on apprentice numbers:**

1. Numbers are as of February 1, 2024.
2. **OTT:** Apprentices who are registered in SkilledTradesBC Portal but haven't completed any technical training.
3. **Active:** Apprentices for whom activity has been logged in SkilledTradesBC Portal within the last 18 months.
4. **Inactive:** Apprentices for whom **no** activity has been logged in SkilledTradesBC Portal within the last 18 months.

## The Gaps



### WHAT ARE GAPS AND OVERLAPS?

A **Gap** is an estimate of the hours of technical training content that **an apprentice will be missing if they transition** from the current program to the Harmonized program (**CL→HL**) at a specific level. A current apprentice who is unable to finish their training in the current program will be transitioned to the Harmonized program at designated levels, i.e. **not** at levels that are dual streamed. A current apprentice will only transition to the Harmonized program once and so will only face a gap in their training at that one point.

**Gap A (CL1→HL2)** is the technical training content that an apprentice who has completed Current Level 1 will be missing if they transition into Harmonized Level 2.

**Gap B (CL2→HL3)** is the technical training content that an apprentice who has completed Current Levels 1 and 2 will be missing if they transition into Harmonized Level 3.

**An Overlap** is an estimate of the hours of technical training content that an apprentice will be repeating if they transition from the current program to the Harmonized program (CL→HL) at a specific level.

See *Appendix A: Details of Gaps* for a list of competencies, content and achievement criteria that current apprentices will be missing (or repeating) if they transition to the harmonized program.

### WHAT ARE INSTRUCTIONAL HOURS AND SELF-DIRECTED LEARNING HOURS?

**Instructional Hours** is the missing content that requires instructional time to address. It is critical to the apprentice’s success and is unlikely to be learnt without intervention.

## Floorcovering Installer Transition Plan

**Self-Directed Learning Hours** is missing content that an apprentice will likely learn in the context of other tasks or levels in technical training, on the job, or through self-study. It is not considered critical to the apprentice's success.

### CAN APPRENTICES WHO ARE IN THE HARMONIZED PROGRAM TRANSITION INTO THE CURRENT PROGRAM?

This is **not** advisable.

**Gaps for reverse transition**, i.e. when an apprentice transitions from the Harmonized program to the current program (**HL→CL**) will contain different technical training content than normal transition. Reverse transition often results in gaps that are larger than normal transition. **It is never recommended to allow an apprentice to reverse transition.**

## Transition Plan Summary

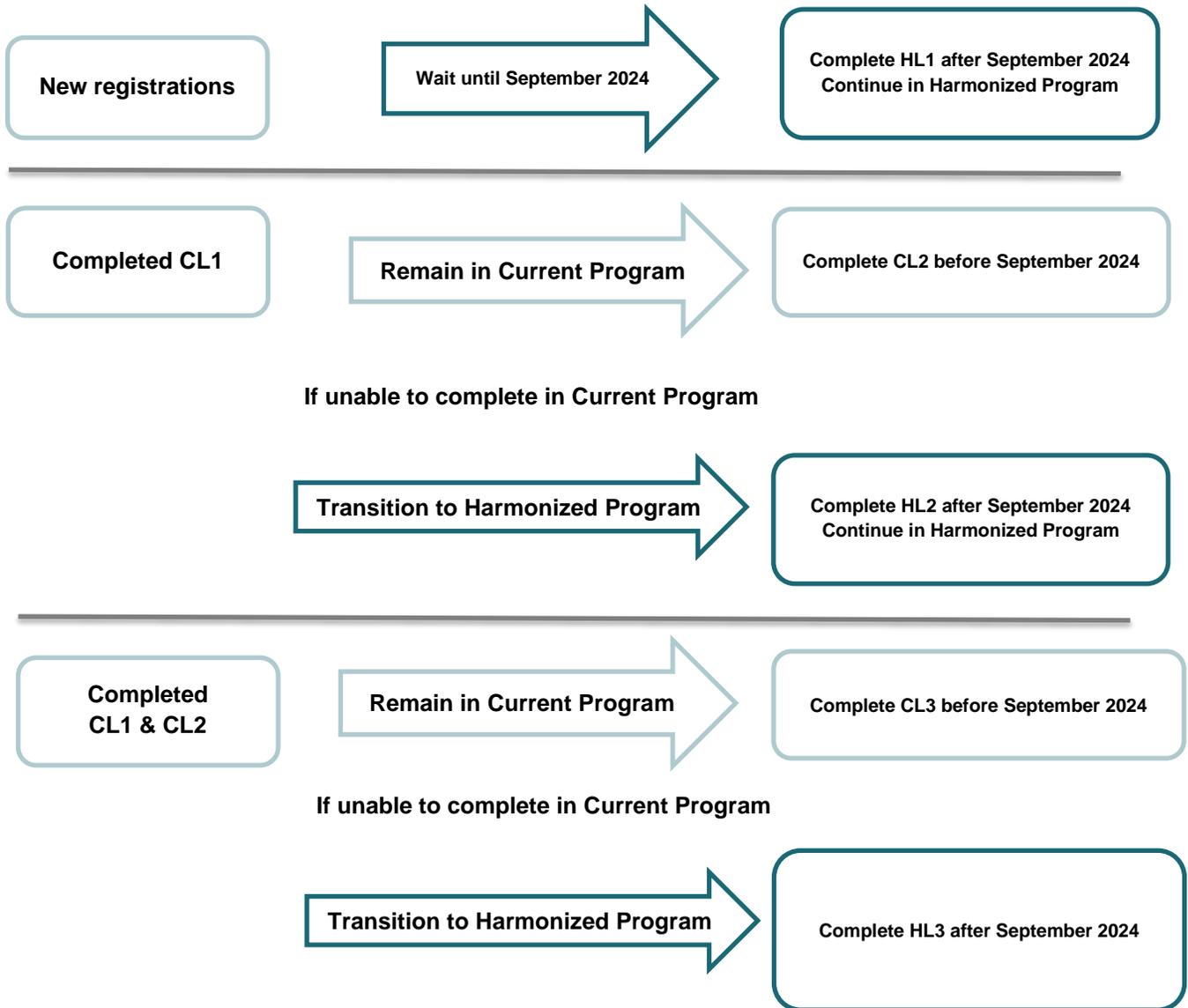
Implementation Timelines	
Harmonized Level 1 (HL1)	September 1, 2024
Harmonized Level 2 (HL2)	September 1, 2024
Harmonized Level 3 (HL3)	September 1, 2024

<b>Year 0</b> 23/24	CL1	CL2	CL3
<b>Year 1</b> 24/25	HL1	HL2 TP Support A 1 day (6 hours)	HL3 TP Support B 1 day (6 hours)
<b>Year 2</b> 25/26	HL1	HL2 TP Support A 1 day (6 hours)	HL3 TP Support B 1 day (6 hours)
<b>Year 3</b> 26/27	HL1	HL2	HL3

### NOTES:

- **Training provider (TP) support** at HL2 and HL3 is **not** a requirement for apprentices to get credit for the course. It is offered to training providers to provide support for CL1 apprentices taking HL2 and those CL2 apprentices taking HL3. The gaps faced by these apprentices are relatively small and can be addressed in a variety of ways.
- **See *Appendix B: Transition Delivery Guidelines*** for more information about gap training, dual streaming and TP support.

## Pathways for Current Apprentices (Summary)



### \*Notes for transitioning apprentices

**CL1s transitioning to HL2:** You may be missing some content areas, see Appendix A: Gap Details for a list of missing content (Gap A). Speak to your instructor and employer about how you can address your gaps.

**CL2s Transitioning to HL3:** You may be missing some content areas. See Appendix A: Gap Details for a list of missing content (Gap B). Speak to your instructor and employer about how you can address your gaps.

## Changes to Training Hours

The following changes to training time for Floorcovering Installer will come into effect **September 1, 2024**:

- No change to technical training (TT) hours.
- Increase work-based training (WBT) hours to align with the harmonized standard of **4,950** hours of total training (**increase of 390 hours**)
  - Gift of hours is not granted. Apprentices are required to complete the additional 390 WBT hours

### APPRENTICESHIP PATHWAY

Current Program	Hours
Technical Training	450
Level 1 = 150 hours (4 weeks)	
Level 2 = 150 hours (4 weeks)	
Level 3 = 150 hours (4 weeks)	
Work-based Training Hours	4,560
<b>Current Total Training Hours</b>	<b>5,010</b>

Harmonized Program	Hours
Technical Training	450
Level 1 = 150 hours	
Level 2 = 150 hours	
Level 3 = 150 hours	
Work-based Training Hours	4,950
<b>Harmonized Total Training Hours</b>	<b>5,400</b>

### CHALLENGE PATHWAY AND SIGN-OFF AUTHORITY

Current Program	Hours
Work-based Training Hours	4,560
SkilledTradesBC Formula for Calculating Challenge WBT	X 1.5
<b>Current Challenge WBT Hours</b>	<b>6,840</b>

Harmonized Program	Hours
Harmonized Work-based Training Hours	4,950
SkilledTradesBC Formula for Calculating Challenge WBT	X 1.5
<b>Harmonized Challenge WBT Hours</b>	<b>7,450</b>

## Exams for the Harmonized Program

**CL Exams** – Current exams will be discontinued once current levels are phased out.

**HL Exams** – Harmonized exams will be implemented once harmonized exam development is complete.

Exam	Exam Development*	Tentative Exam Launch*
HL1	Spring 2024	Spring 2025
HL2	Spring 2024	Spring 2025

**\*Note:** These timelines may need to be adjusted due to many factors including the availability of our system partners to assist with exam development and validation

### WHAT IS THE FINAL MARK FOR THE APPRENTICES BASED ON IF THERE IS NO SLE?

For classes that end before the launch of the HL SLE, the final mark for the level will be based solely on in-school assessments.

### HOW WILL TRAINING PROVIDERS BE INFORMED OF THE LAUNCH OF AN HL EXAM?

An OPSN will be sent to announce the launch of the HL exams.

## Appendix A: Details of Gaps

### GAP A: CL1→HL2

This table lists the content that an apprentice will be **missing** if they have completed CL1 and then take HL2.

Competency	Missing Content	Achievement Criteria	Content Migration	Instructional Hours*	Self-directed Hours**
F7 Install resilient tile	HL1= Describe the installation of resilient tile Describe the installation of resilient tile to square and diagonal layout	N/A	HL1/HL2←CL2	0	1
C4 Use documentation	HL1=Use documentation (Supplier and manufacturer’s information, building codes and bylaws, and safety regulations)	N/A	HL1←CL3	1	0
E6 Install carpet by glue-down method	HL1= Install patterned carpet with borders	Install field and border by glue-down method	HL1←CL3	2	0
G1 Undercuts jambs and trims	HL1= Describe jambs and trims Identify types of jambs and trims Describe procedure to undercut jambs and trims Undercut jambs and trims	N/A	HL1←CL3	1	1
G2 Install vapour barriers and underlayment cushion	HL1= Identify types and classes of vapour retarders and underlayment cushions Describe procedure to install vapour retarders and underlayment cushions Install vapour retarders and	N/A	HL1←CL3	0.5	1

## Floorcovering Installer Transition Plan

	underlayment cushion				
G3 Establish layout	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	N/A	HL1/HL2←CL3	1	1
G4 Fits materials	HL1 = Describe types of hardwood flooring and floating flooring Describe substrate requirements Describe the procedure to cut flooring material and fit material Cut flooring material	N/A	HL1/HL2←CL3	1	1
G5 Mechanically fasten prefinished solid and engineered hardwood flooring	HL1= Describe the installation of nail-down solid and engineered hardwood flooring	N/A	HL1/HL2←CL3	1	1
G6 Glue down solid and engineered hardwood flooring	HL1= Describe glue-down hardwood flooring installation Glue-down hardwood flooring installation	N/A	HL1←CL3	1	1
G10 Repair boards	HL1= Describe the repair of boards	N/A	HL1←CL3	1	1
G11 Replace boards	HL1= Describe the replacement of damaged boards	N/A	HL1←CL3	1	1
<b>TOTAL</b>				<b>10.5</b>	<b>9</b>

\***Instructional Hours** are hours of dedicated instruction that an apprentice would need to cover the missing content

\*\***Self-Directed Hours** are hours of content that an apprentice would be able to cover through self-study, on the job or in the context of other tasks/levels.

### OVERLAP A: CL1→HL2

This table lists the content that an apprentice will be **repeating** if they have completed CL1 and then take HL2. Overlaps are identified so that instructors and apprentices are aware of the repeated content. There may be opportunities for transitioned CL1 apprentices to use some of their overlap time to study their gap content.

Competency	Repeating Content	Content Migration	Hours
B2 Use power and pneumatic tools	HL2= (specifically referring to grinders, welders and routers) Identify power and pneumatic tools Maintain power and pneumatic tools User power and pneumatic tools	CL1→ HL1/HL2	2
E5 Install carpet by conventional method	HL2= Measure for pattern conditions	CL1→ HL2	1
F12 Install resilient transitions, trims and bases	HL2= Install resilient wall base Install profiled resilient wall base	CL1→HL1/HL2	1
<b>TOTAL</b>			<b>4</b>

### GAP B: CL2→HL3

This table lists the content that an apprentice will be **missing** if they have completed CL2 and then take HL3.

Competency	Specific Content	Achievement Criteria	Migration Details	Instructional Hours*	Self-directed Hours**
D2 Assess floor and sub-floor conditions and deficiencies	HL2= Install wood subfloor Patch wood subfloor	Apply embossing levelers	HL2←CL2/CL3	2	0
E5 Install carpet by conventional method	HL2= Use common seam-cutting tools Install carpet using the conventional method Measure for pattern conditions Install patterned carpet	Install carpet by conventional method including carpet cushioning and finish seams	HL1/HL2/HL3 ←CL1/CL3	4	2
G3 Establish layout	HL2= Establish layout	N/A	HL1/HL2←CL3	2	1

## Floorcovering Installer Transition Plan

G4 Fits materials	HL2= Fit material	N/A	HL1/HL2←CL3	1	0
G5 Mechanically fasten prefinished solid and engineered hardwood flooring	HL2= Install nail-down hardwood flooring	N/A	HL1/HL2←CL3	1	0
			<b>Total</b>	<b>10</b>	<b>3</b>

\***Instructional Hours** are hours of dedicated instruction that an apprentice would need to cover the missing content

\*\***Self-Directed Hours** are hours of content that an apprentice would be able to cover through self-study, on the job or in the context of other tasks/levels.

### OVERLAP B: CL2→HL3

This table lists the content that an apprentice will be **repeating** if they have completed CL2 and then take HL3. Overlaps are identified so that instructors and apprentices are aware of the repeated content. There may be opportunities for transitioned CL2 apprentices to use some of their overlap time to study their gap content.

Competency	Repeating Content	Content Migration	Hours
C3 Determine layout and materials needed for job	HL3= Interpret finish schedule Use documentation Determine the scope of work	CL2→HL3	1
E9 Assemble area rugs and runners	HL3= Describe area rugs and runners Describe the assembly of area rugs and runners Describe the installation of area rugs and runners	CL1→HL3	1
E10 Install carpet on stairs	HL3= Describe installation of stair runners with rolled edges Describe installation of carpet on bullnose cap and band Describe installation of carpet on floating stairs Install conventional stair carpet	CL1→HL3	2
E11 Repair carpet	HL3= Describe the main categories of carpet repairs Recognize carpet construction for method of repair Patch a damaged section of stretch-in carpet Re-stretch carpet Repair a damaged section of glue-down carpet	CL1/CL3→HL3	1.5
		<b>TOTAL</b>	<b>5.5</b>

## Appendix B: Transition Delivery Guidelines

### TRAINING PROVIDER SUPPORT

For the transition to the Harmonized Floorcovering Installer Program, Training Provider (TP) Support applies to

- Gap A (CL1→HL2)
- Gap B (CL2→HL3)

For relatively small gaps such as these, official gap training is not required.

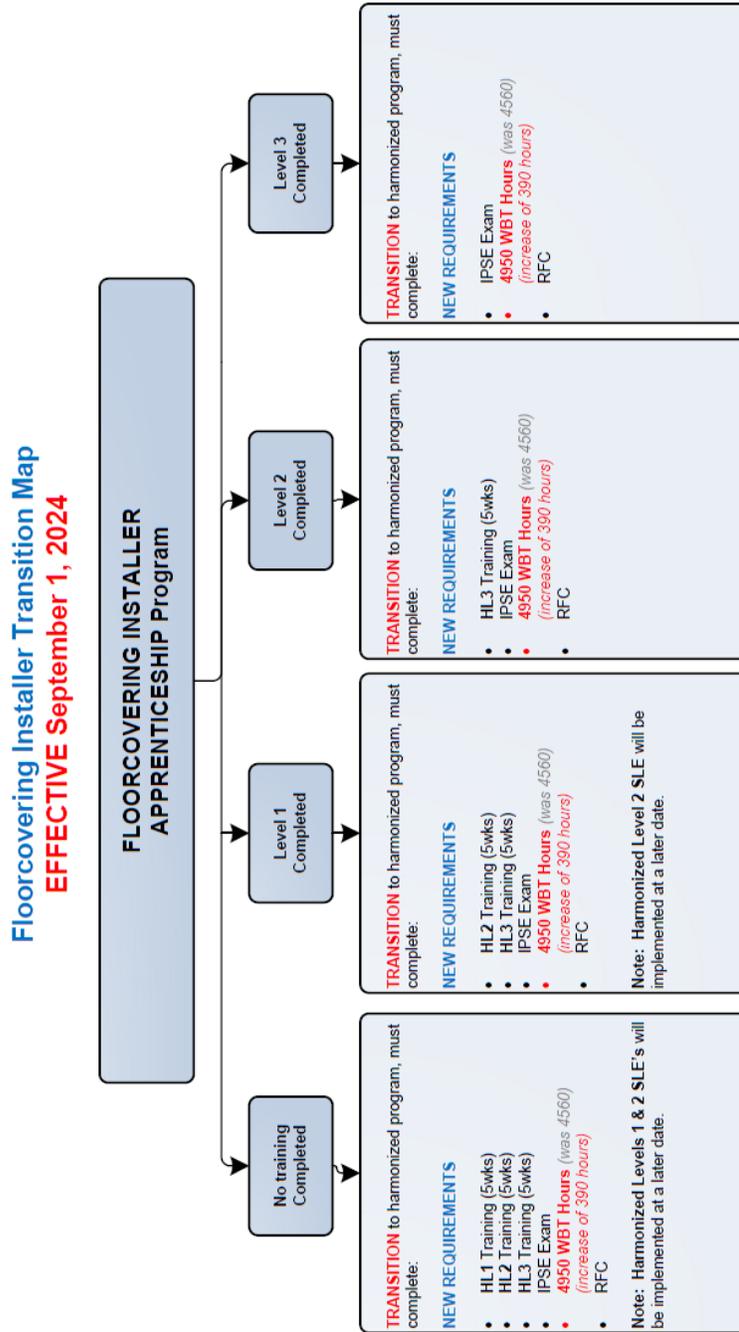
### Delivery

- TP are encouraged to offer support to CL1 and CL2 students in addressing their gaps; however, this is done at the discretion of the training provider.
  - Delivery method and schedule is up to the training provider.
- TPs can request funding to support their instructors in addressing the gap for the levels and years indicated in the Transition Plan.
- Completion of TP support is
  - not a completion requirement for the apprentice
  - not recorded in SkilledTradesBC Direct Access on the apprentices' transcript.

## Appendix C: Communication Plan for Transition

Audience	Purpose	Mode
<b>Training Providers</b>	To announce the changes to training standards and the publication of a new Program Outline and Program Profile on the trade webpage on SkilledTradesBC website	Official Program Standards Notification (OPSN) via email and posting on trade webpage
<b>Training Providers</b>	To plan for transitioning to the new program	Webinar(s), phone calls and/or face to face meetings
<b>Training Providers</b>	To announce the final transition plan	Program Update and Transition Plan via email and posting on trade webpage
<b>Training Providers</b>	To announce the launch of the harmonized level exams	OPSN via email and posting on trade webpage
<b>Employers</b>	To gather input on transition scenarios	Webinar(s), phone calls and/or face to face meetings
<b>Employers</b>	To inform on the upcoming changes to the program and the pathways to completion for their apprentices	Letters sent through SkilledTradesBC Portal
<b>Employers</b>	To inform on the upcoming changes to the program and the pathways to completion for their apprentices	Presentations at Program Advisory Committees (PAC) and other industry events
<b>Apprentices</b>	To inform on the upcoming changes to the program and their pathways to completion	Letters sent through SkilledTradesBC Portal
<b>Apprentices</b>	To inform on the upcoming changes to the program and their pathways to completion	Targeted outreach via phone and email
<b>Apprentices</b>	To inform on the upcoming changes to the program and their pathways to completion	Classroom visits by Apprenticeship Advisors

## Appendix D: Transition Map



**CHALLENGE PATHWAY**  
Floorcovering Installer Hours Requirement: 7425 hours (was 6840) *(increase of 585 hours)*

Last Updated: February 7, 2024