



Summary of the:

GQA Level 2 NVQ Certificate in Glass Processing (QCF)

500/7822/7

Who is this qualification for?

This qualification is aimed at those who undertake work to produce products from glass and related materials in the glass processing sector. This covers the handling of products throughout the process. Units in this qualification cover cutting, shaping, assembling and finishing the products, including decorating. It is not expected that glass processors all do the same activities: the qualification is structured to endure that there is a high degree of flexibility in the qualification. The standard covers most important aspects of the job. This qualification is at Level 2, although there may be units at different 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.

Other qualifications are available in Flat Glass Manufacturing, Glass Container manufacturing and Glass Container Processing

Candidates for this qualification will primarily be:

- Working in glass processing operations and working with glass and glass related materials or semi-finished products

Candidates are likely to have jobs entitled:

- Autoclave Operator
- Cold End Operator
- Craft Glass Worker
- Double Glazing Unit Maker
- Engraver
- Glass Blower
- Glass Cutter
- Glass Decorator
- Glass Painter
- Glass Processor
- Laminated Glass Manufacturer
- Lead Light Maker
- Packing Operator
- Polisher
- Processor
- Safety Glass Maker
- Sealed Unit Maker
- Scientific Glass Blower
- Screen Printer
- Toughener
- Warehouse Operator
- Window Film Applicator

What is required from candidates?

QCF 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. Candidates should achieve all of the 5 mandatory units listed below, which total 16 credits, plus a minimum of 7 credits from the group of optional units. This makes the minimum credit value of the qualification 23 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.

Mandatory Units (All units must be taken)

Unit Ref	Title	Level	Credit
GP1	Maintain Health & Safety within the Glass Processing Environment	Level 2	4 Credits
AG3	Communicating and Working with others in the Glass and Related Working Environments	Level 2	3 Credits
GP3	Locate, Handle and Position Products, Materials or Components in Glass Processing	Level 2	4 Credits
GP5	Check the quality of products in Glass Processing	Level 2	3 Credits
GP15	Store glass products and related materials	Level 2	2 Credits

Optional units (a minimum of 7 credits must be achieved)

Unit Ref	Title	Level	Credit
GP4	Prepare and Operate machinery/Tools in Glass Processing	Level 2	6 Credits
GP7	Cut Glass in Glass Processing	Level 2	7 Credits
GP8	Shape Products and materials in Glass Processing	Level 2	2 Credits
GP9	Prepare and Assemble Products and Materials in Glass Processing	Level 2	5 Credits
GP11	Process Glass Products by Removing Materials	Level 2	5 Credits
GP12	Decorate Glass Products by Applying Additional Materials	Level 2	5 Credits
GP29	Process Glass Products by Toughening	Level 2	3 Credits
GP30	Glass Edge Sealing	Level 2	2 Credits
GEN111	Glass and Related Materials Warehousing	Level 2	6 Credits

Achieving the combination of Mandatory units and the correct choice of optional credits will mean the qualification has been completed and GQA will provide the Certificate with the qualification title. Where a candidate has completed additional credits the Certificate will list these as “additional credits”, in cases where the candidate has not completed the full qualification and will not go on to do so, a Certificate of Credit can be issued for the credits achieved.

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.

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 system
- Safety record
- Training records
- Invoices/job cards
- Witness testimonies
- Correspondence with customers
- Notes and memos
- Photographic/video evidence
- Telephone logs

Examples of Evidence:

- Processed products and materials
- Coated/treated glass products
- Inspection reports
- Equipment ready for use
- Quality Assurance Records
- Maintenance records
- Delivery and Storage records
- Raw materials ready for use
- Equipment inc. Personal protective equipment, manual and power tools
- Information systems, manual or electronic
- Resources inc. People, time, materials, equipment, energy
- Emergency procedures inc. Responding to alarms, using fire fighting equipment, isolating power and/or fuel supplies

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

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