



ONTARIO COLLEGE OF TRADES

ORDRE DES MÉTIERS DE L'ONTARIO

Apprenticeship
Training Standard

Brick and Stone Mason

Trade Code: 401A

Development Date: January 2007

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**COMPETENCY ANALYSIS PROFILE
BRICK AND STONE MASON**

(All unshaded skill sets must be demonstrated/completed)

SKILL SETS**SKILLS**

USE AND MAINTAIN TOOLS AND EQUIPMENT 6440.0	Use and maintain mason's hand tools and associated equipment 6440.01	Use and maintain electrical, pneumatic, gasoline/diesel powered, powder actuated/hydraulic power tools and associated equipment and supplies. 6440.02	Use and maintain measuring devices and layout equipment 6440.03		
INSPECT AND USE MATERIAL HANDLING AND SAFETY EQUIPMENT 6441.0	Select and inspect rigging equipment 6441.01	Position and employ rigging 6441.02	Select and inspect hoisting and lifting equipment 6441.03	Operate hoisting equipment 6441.04	Select, inspect and erect scaffold systems 6441.05
	Work on scaffolding and at heights 6441.06	Dismantle and store scaffold systems 6441.07			
ESTABLISH JOB REQUIREMENTS 6442.0	Determine job preparation needs 6442.01	Estimate job requirements 6442.02	Identify building code, safety code and other code requirements 6442.03		
PREPARE WORK SITE 6443.0	Plan work site layout 6443.01	Prepare for materials delivery 6443.02	Set up work area 6443.03	Communicate and consult with supervisor, technical advisor and other workers 6443.04	

SKILL SETS

SKILLS

ADAPT JOB SITE ENVIRONMENT	Cover or enclose work and supply areas	Adjust work environment and work procedures for cold weather	Adjust work environment and work procedures for hot weather		
	6444.01	6444.02	6444.03		
6444.0					

INSTALL TEMPORARY MASONRY SUPPORT STRUCTURES	Select materials to build support structures	Construct temporary masonry supports	Install temporary masonry support structures	Remove temporary masonry support structures	
	6445.01	6445.02	6445.03	6445.04	
6445.0					

CLEAN AND DISASSEMBLE WORK SITE	Clean the work site	Disassemble the work site	Clean and repair masonry surfaces		
	6446.01	6446.02	6446.03		
6446.0					

INSTALL WALL SYSTEM ACCESSORIES	Prepare substrates	Install insulation in the wall system	Install air barriers in the wall system	Install vapour barriers in the wall system	Install anchors and connectors in or on the prepared substrate
	6447.01	6447.02	6447.03	6447.04	6447.05
6447.0	Install flashing and water drainage systems	Install integrated masonry wall components	Install and finish masonry wall control and expansion joints		
	6447.06	6447.07	6447.08		

SKILL SETS

SKILLS

PLACE GROUT	Select type of grout required	Prepare grout	Install grout to required area	Consolidate grout	
6448.0	6448.01	6448.02	6448.03	6448.04	

PLACE MORTAR	Select type of mortar required	Prepare mortar	Apply mortar to a required area	Finish mortar application	Cure mortar
6449.0	6449.01	6449.02	6449.03	6449.04	6449.05

PREPARE MASONRY UNITS	Cut manufactured masonry units to size	Prepare masonry units for installation	Cut stone to size	Select, sort and cut refractory and acid resistant masonry units	
6450.0	6450.01	6450.02	6450.03	6450.04	

LAY OUT MASONRY JOB	Locate and place masonry reference line	Lay out wall lines and heights from gridlines and benchmarks	Match and masonry type to existing or required masonry	Establish coursing and spacing	Mark openings, utility and accessory sites and control/expansion joint (movement joint) locations
6451.0	6451.01	6451.02	6451.03	6451.04	6451.05

BUILD STRUCTURAL MASONRY AND REFRACTORY SYSTEMS	Build foundation walls	Build load bearing masonry	Build arches, vaults and domes	Construct basins and furnace hearths with masonry units or refractory materials	
6452.0	6452.01	6452.02	6452.03	6452.04	

SKILL SETS

SKILLS

BUILD NON-STRUCTURAL MASONRY COMPONENTS 6453.0	Install unit masonry veneer and accessories	Install stone cladding and accessories	Install materials and accessories to prefabricated units	Erect prefabricated masonry units	Parge masonry
	6453.01	6453.02	6453.03	6453.04	6453.05

BUILD MASONRY FIREPLACES 6454.0	Construct chimney and firebox foundation	Construct firebox	Construct throat, damper, smoke chamber and flue configuration	Build chimney and cap	Construct fireplace facing and accessories
	6454.01	6454.02	6454.03	6454.04	6454.05
	Select and construct or install alternative heating systems				
	6454.06				

MAINTAIN AND RESTORE EXISTING MASONRY 6455.0	Develop restoration plan	Replace failed pointing and parging	Repair masonry units	Apply restorative surface treatments	Apply protective surface treatments
	6455.01	6455.02	6455.03	6455.04	6455.05
	Maintain project restoration records				
	6455.06				

SKILL SETS

SKILLS

<p>WATERPROOF BELOW GRADE MASONRY</p> <p>6456.0</p>	<p>Prepare surfaces for damp proofing and waterproofing</p> <p>6456.01</p>	<p>Apply damp proofing and waterproofing materials</p> <p>6456.02</p>			
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<p>DEMONSTRATE SAFE WORKING PRACTICES AND PROCEDURES</p> <p>6457.0</p>	<p>Identify and take corrective action against potential workplace health and safety hazards</p> <p>6457.01</p>	<p>Handle, store and dispose of hazardous workplace materials</p> <p>6457.02</p>	<p>Comply with workplace legislation relating to health and safety</p> <p>6457.03</p>	<p>Wear and maintain personal protective equipment</p> <p>6457.04</p>	<p>Practice good housekeeping in the workplace</p> <p>6457.05</p>
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PREFACE

This training standard was developed by the Ministry of Training, Colleges, and Universities (MTCU), in partnership with the Brick and Stone Mason Provincial Advisory Committee and in consultation with representatives from the industry. This document is intended to be used by the apprentice, supervisor/trainer and sponsor/employer as a "blueprint" for training and as a prerequisite for completion and certification.

This Training Standard is the apprentice's only official record of workplace training performance.

Supervisor/trainer and apprentice are required to sign off and date the skills following each successful acquisition, unless a skill is shaded (optional).

The care and maintenance of this training document are the joint responsibility of the apprentice and the sponsor/employer. By signing off the skill, the supervisor/trainer and the apprentice are indicating that the apprentice has demonstrated competence of the skill. This training standard has been developed specifically for documenting the apprentice's acquisition of skills of the trade.

Please Note: Apprenticeship Training and Curriculum Standards were developed by the Ministry of Training, Colleges and Universities (MTCU). As of April 8th, 2013, the Ontario College of Trades (College) has become responsible for the development and maintenance of these standards. The College is carrying over existing standards without any changes.

However, because the Apprenticeship Training and Curriculum Standards documents were developed under either the Trades Qualification and Apprenticeship Act (TQAA) or the Apprenticeship and Certification Act, 1998 (ACA), the definitions contained in these documents may no longer be accurate and may not be reflective of the Ontario College of Trades and Apprenticeship Act, 2009 (OCTAA) as the new trades legislation in the province. The College will update these definitions in the future.

Meanwhile, please refer to the College's website (<http://www.collegeoftrades.ca>) for the most accurate and up-to-date information about the College. For information on OCTAA and its regulations, please visit: <http://www.collegeoftrades.ca/about/legislation-and-regulations>

DEFINITIONS

ACA

Apprenticeship and Certification Act, 1998

Certificate of Apprenticeship (C of A)

Certification issued to individuals who have demonstrated that they have completed an apprenticeship in Ontario.

Certificate of Qualification (C of Q)

Certification issued to C of Q applicants who have achieved a passing grade on the certification exam for their trade.

Competency Analysis Profile

A document that identifies the training needs of an individual trade and details the skills/skill sets that must be demonstrated.

Competence

The ability of an individual to perform a skill repeatedly and without assistance in the workplace to the standard set out in the Training Standard or Schedule of Training.

General Performance Objective (On-the-job Skill Set)

Describes set of skills, which includes all performance objectives under that skill set.

Industry Committee (IC) - under the ACA and Provincial Advisory Committee (PAC) under the TQAA

Under the ACA and TQAA, the Minister may appoint a provincial committee in any trade or group of trades to advise the Minister in matters relating to the establishment and operation of apprenticeship training programs and trades qualifications.

Journeyman or Equivalent

A person who has acquired the knowledge and skills in a trade, occupation or craft as attested to by a provincial or territorial authority.

Mandatory

Status assigned to unshaded individual skills, skill sets or general performance objective, which must be signed off for the apprentice to complete their program.

Optional

Status assigned to shaded individual skills, skills sets or general performance objective for which sign-off is not required for the apprentice to complete the program.

Sign-off

Signature of the sponsor/employer of record or an individual to whom, that sponsor or employer has delegated signing authority, indicating an apprentice's achievement of competence.

Skill

Individual skill described in the Training Standard (note: does not mean the larger skill groups referred to in the Training Standard as Skill Sets, Training Units, or General Performance Objective, but the individual skills that make up those groups).

Skill Sets

Group of individual skills found in the Training Standard (may also be called Training Unit or General Performance Objective)

Skill Set Completion Form

Lists all skill sets and includes space for sign-off by sponsor/employer of record.

Sponsor/Employer

Means a person who has entered into a registered training agreement under which the person is required to ensure that an individual is provided with workplace-based training in a trade, other occupation or skill set as part of an apprenticeship program approved by the Director.

Sponsor/Employer of Record

Refers to the sponsor or employer documented as the signatory to the current training agreement or contract. In order for sponsors/employers to be considered for the training of apprentices, they must identify that the workplace has qualified journeypersons or equivalent on site and can identify that the workplace has the tools, equipment, materials and processes which have been identified by Provincial Advisory Committees (PACs) or Industry Committees (ICs) to be required for the trade.

Supervisor

An individual who oversees the execution of a task and oversees the actions or work of others.

Trainer

A qualified trainer in a compulsory trade is a journeyperson with a Certificate of Qualification or in a voluntary trade is an individual who is considered equivalent to a journeyperson with a Certificate of Qualification.

TQAA

Trades Qualification and Apprenticeship Act.

Training Standard

A document that has been written in concise statements, which describe how well an apprentice must perform each skill in order to be considered competent. In using the document, trainers will be able to ensure that apprentices are developing skills detailed for the occupation.

IMPORTANT DIRECTIONS

Apprentice

1. Each skill or skill set must be signed and dated by both the apprentice and sponsor/employer when the supervisor is satisfied that the apprentice is competent. All completed skills or skill sets must be signed and dated when all terms of the contract have been completed or the apprentice leaves the employ of the employer.
2. It is the responsibility of the apprentice to inform the local Apprenticeship Client Services Office regarding the following changes:
 - change of sponsor/employer address;
 - change of apprentice name or address;
 - transfer to a new sponsor/employer.
3. The Skill Set Completion Form must be completed and signed by the current sponsor/employer and presented to the local Apprenticeship Client Services Office at the fulfillment of all terms of a Contract of Apprenticeship/Training Agreement.
4. The apprentice completion form with the Completed and Authorized Training Standard must be presented to the local Apprenticeship Client Services Unit.

Sponsors/Employers and Supervisors/Trainers

The Training Standard identifies skills required for this trade/occupation and its related training program.

This Training Standard has been written in concise statements, which describe how well an apprentice must perform each skill in order to be considered competent. Competence means being able to perform the task repeatedly and without assistance in the workplace to the required standard.

In using this Training Standard, supervisors/trainers will be able to ensure that the apprentice is developing the skills detailed for the trade/occupation.

Supervisors/Trainers and apprentices are required to sign off and date the skills following each successful acquisition.

Sponsors/Employers participating in this training program will be designated as the Signing Authority and are required to attest to successful achievement by signing the appropriate box included at the end of each skill set.

NOTICE OF COLLECTION OF PERSONAL INFORMATION

1. At any time during your apprenticeship training, you may be required to show this training standard to the Ministry of Training, Colleges and Universities (the Ministry). You will be required to disclose the signed Apprenticeship Completion form to the Ministry in order to complete your program. The Ministry will use your personal information to administer and finance Ontario's apprenticeship training system, including confirming your completion and issuing your certificate of apprenticeship.
2. The Ministry will disclose information about your program completion and your certificate of apprenticeship to the Ontario College of Trades, as it is necessary for the College to carry out its responsibilities.
3. Your personal information is collected, used and disclosed by the Ministry under the authority of the Ontario College of Trades and Apprenticeship Act, 2009.
4. Questions about the collection, use and disclosure of your personal information by the Ministry may be addressed to the:

Manager, Employment Ontario Contact Centre
Ministry of Training, Colleges and Universities
33 Bloor St. E, 2nd floor, Toronto, Ontario M7A 2S3
Toll-free: 1-800-387-5656; Toronto: 416-326-5656
TTY: 1-866-533-6339 or 416-325-4084.

ROLES AND RESPONSIBILITIES OF APPRENTICE, SPONSOR/EMPLOYER AND SUPERVISOR/TRAINER

Apprentice “Apprenticeship is Learning on the Job”

- Practice safe work habits.
- Use your apprenticeship training standard as a journal to keep track of which skills you have achieved.
- Talk over your training plan with your Training Consultant, Employer, Union, or Sponsor.
- Know what tools are required for your trade and how to use them.
- Ask questions and keep asking.
- Talk to your employer about your training needs.
- Demonstrate enthusiasm and good work habits.
- Ensure that you and your supervisor/trainer sign off skills/skill sets upon demonstration of competency.

Sponsor/Employer “Training is an Investment”

- Demonstrate safe work habits.
- Attest to successful achievement by signing the skills/skill sets.
- Provide opportunities and time for the apprentice to learn the trade.
- Offer practical trade training experiences that cover all of the skill sets.
- Foster a work ethic that supports training while minimizing productivity losses.
- Set out clear expectations, then recognize or reward performance excellence.
- Involve both the apprentice and supervisor/trainer in developing the training plan.
- Use the Training Standard as a monitoring tool and part of regular performance evaluations.
- Select supervisors/trainers with good communication skills and who work well with others.
- Encourage supervisors/trainers to take upgrading courses (e.g. Train the Trainer, Mentor Coach, etc).
- Complete the Skill Set Completion Form once the apprentice has demonstrated competency in the training.
- Ensure that the apprentice always works under the direction of or has access to a qualified supervisor/trainer.
- Vary the apprentice’s exposure to all the skills set out in the training standard.

Supervisor/Trainer

- Demonstrate safe work habits.
- Treat apprentices fairly and with respect.
- Use the Training Standard as a guide to evaluating competence in each skill area. In using the Training Standard, supervisors/trainers will be able to ensure that the apprentice is developing skills detailed for the trade/occupation.
- Review the Training Standard with the apprentice and develop a training plan.
- Respond fully to all questions.
- Be patient. Explain what is to be done, then show how it is done, and then let the apprentice demonstrate the task.
- Provide continuous feedback.
- Sign off individual skills/skill sets once the apprentice demonstrates competence in the skill.

Suggestions for Assessing the Progress of the Apprentice in the Workplace

- Use informal daily observation.
- Provide constructive feedback to build confidence.
- Allow the supervisor/trainer time to teach and demonstrate the skills.
- Take prompt action wherever problems occur.
- Conduct regular performance reviews involving the apprentice, supervisor/trainer and sponsor/employer.
- Use the Training Standard as the reference for establishing the competency of the apprentice.

SKILL SET COMPLETION FORM

SKILL SET	TITLE	SIGNING AUTHORITY
6440.0	USE AND MAINTAIN TOOLS AND EQUIPMENT	
6441.0	INSPECT AND USE MATERIAL HANDLING AND SAFETY EQUIPMENT	
6442.0	ESTABLISH JOB REQUIREMENTS	
6443.0	PREPARE WORK SITE	
6444.0	ADAPT JOB SITE ENVIRONMENT	
6445.0	INSTALL TEMPORARY MASONRY SUPPORT STRUCTURES	
6446.0	CLEAN AND DISASSEMBLE WORK SITE	
6447.0	INSTALL WALL SYSTEM ACCESSORIES	
6448.0	PLACE GROUT	
6449.0	PLACE MORTAR	
6450.0	PREPARE MASONRY UNITS	
6451.0	LAY OUT MASONRY JOB	
6452.0	BUILD STRUCTURAL MASONRY AND REFRACTORY SYSTEMS	
6453.0	BUILD NON-STRUCTURAL MASONRY COMPONENTS	
6454.0	BUILD MASONRY FIREPLACES	
6455.0	MAINTAIN AND RESTORE EXISTING MASONRY	
6456.0	WATERPROOF BELOW GRADE MASONRY	
6457.0	DEMONSTRATE SAFE WORKING PRACTICES AND PROCEDURES	

NOTE ON SHADED PERFORMANCE OBJECTIVES AND SKILLS:

- Shaded performance objectives and skill sets are optional. The shaded skills do not have to be demonstrated or signed-off for completion of the on-the-job component of the apprenticeship
- The in-school curriculum learning outcomes will cover all of the skill sets, both shaded and unshaded.
- The Certificate of Qualification examination will test the whole of the trade and may test both shaded and unshaded performance skill sets.

6440.0 USE AND MAINTAIN TOOLS AND EQUIPMENT**GENERAL PERFORMANCE OBJECTIVE**

Use and maintain tools and equipment by: using and maintaining mason's hand tools and associated equipment; electrical, pneumatic, gasoline/diesel powered, powder actuated and hydraulic power tools and associated equipment and supplies; and measuring devices and layout equipment.

PERFORMANCE OBJECTIVES**SKILLS**

6440.01 Use and maintain mason's hand tools and associated equipment including cutting, striking, turning, levelling, mortar handling, tooling, measuring and inspection tools by determining the correct tool for the job, selecting the tool and required components, documenting use in a tool control system, setting up the tool, testing it, applying it to the job, monitoring its performance, modifying its use as necessary, identifying functional deficiencies, replacing consumables and repairing or replacing user maintainable parts in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed_____
Apprentice_____
Supervisor/Trainer

6440.02 Use and maintain electrical, pneumatic, gasoline/diesel powered, powder actuated and hydraulic power tools and associated equipment and supplies by identifying appropriate power supply sources, ensuring sufficient power, maintaining the integrity of the power supply, reporting inadequate power supply, determining the correct tool for the job, selecting the tool and required components, setting up the tool, actuating and testing it, applying it to the job, monitoring its performance, modifying its operation as necessary, identifying functional deficiencies, replacing consumables and repairing or replacing user maintainable parts in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed_____
Apprentice_____
Supervisor/Trainer

6440.0 USES AND MAINTAINS TOOLS AND EQUIPMENT ...cont'd

6440.03 Use and maintain measuring devices and layout equipment including measuring tapes, plumb bobs, levels, transits and gauges by determining the correct device or equipment for the job, selecting the device and required components, setting up the device, testing it, applying it to the job, monitoring its performance and modifying its operation as necessary, identifying deficiencies, replacing consumables and repairing or replacing user maintainable parts in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6441.0 INSPECT AND USE MATERIAL HANDLING AND SAFETY EQUIPMENT

GENERAL PERFORMANCE OBJECTIVE

Inspect and use material handling and safety equipment by: selecting and inspecting rigging equipment; positioning and employing rigging; selecting and inspecting hoisting and lifting equipment; operating hoisting equipment; selecting, inspecting and erecting scaffold systems; working on scaffolding and at heights; and dismantling and storing scaffold systems.

PERFORMANCE OBJECTIVES

SKILLS

6441.01 **Select and inspect rigging equipment** by choosing appropriate equipment required for the specific lift including cable clamps, chain block hoists, chains, chokers, come-along, connectors, ropes, slings and tuggers; performing pre-operational check of rigging through visual checks for defects including damaged links, frayed cables, cuts in slings, stripped threads on shackles, and other physical defects and replacing or identifying for repair defective rigging in accordance with manufacturers' specifications, company policies and procedures, government legislation and CSAO standards.

Date Completed

Apprentice

Supervisor/Trainer

6441.02 **Position and employ rigging** by determining the weight, balance and size of work piece to be moved or lifted; placing or attaching the rigging to the load and dismantling and storing the rigging equipment after use so that correct rigging is selected, placed and used to move and/or lift the work piece, and is stored correctly and in good repair in accordance with material handling guidelines, manufacturers' specifications, company policies and procedures, government legislation and CSAO standards.

Date Completed

Apprentice

Supervisor/Trainer

6441.0 INSPECT AND USE MATERIAL HANDLING AND SAFETY EQUIPMENT ...cont'd

6441.03 **Select and inspect hoisting and lifting equipment** by selecting equipment required including forklift, jib-crane, overhead hoist, chain-falls, portable boom and spreader bars; performing pre-operational inspection of hoisting and lifting equipment by visually checking the cables and chains for defects including damaged links and frayed cables and identifying and reporting defective hoisting and lifting equipment in accordance with manufacturers' specifications, company policies and procedures, government legislation and CSAO standards.

Date Completed

Apprentice

Supervisor/Trainer

6441.04 **Operate hoisting equipment** by lifting and moving work pieces using material handling tools and equipment; communicating with other workers using voice and hand signals and storing hoisting equipment so that correct lifting and moving procedures are used, communication is clear and accurate and equipment is stored correctly and in good repair in accordance with manufacturers' specifications, company policies and procedures, government legislation and CSAO standards.

Date Completed

Apprentice

Supervisor/Trainer

6441.05 **Select, inspect and erect scaffold systems** by choosing scaffolding for the specific job, performing pre-use inspection by visually checking all of the components for defects, and erecting scaffolding so that it is sufficient for the task, has no visible defects and is placed on a firm footing in accordance with manufacturers' specifications, company policies and procedures, government legislation and CSAO standards.

Date Completed

Apprentice

Supervisor/Trainer

6441.06 **Work on scaffolding and at heights** by selecting and utilizing an approved fall protection and/or fall arrest system; wearing the appropriate fall protection equipment; developing an awareness of the work environment and following fall protection procedures in accordance with manufacturers' specifications, company policies and procedures, government legislation and CSAO standards.

Date Completed

Apprentice

Supervisor/Trainer

**6441.0 INSPECT AND USE MATERIAL HANDLING AND SAFETY
EQUIPMENT ...cont'd**

6441.07 Dismantle and store scaffold systems by disassembling scaffolding and storing it correctly and in good repair in accordance with company policies and procedures and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6442.0 ESTABLISH JOB REQUIREMENTS**GENERAL PERFORMANCE OBJECTIVE**

Establish job requirements by: determining job preparation needs; estimating job requirements; and identifying building code, safety code and other code requirements.

PERFORMANCE OBJECTIVES**SKILLS**

6442.01 Determine job preparation needs by reading and interpreting blueprints, specifications, drawings and contract documents; measuring dimensions; identifying tolerances, notes and symbols and making freehand sketches and orthographic and isometric projections of masonry work in accordance with job requirements and company policies and procedures.

Date Completed

Apprentice

Supervisor/Trainer

6442.02 Estimate job requirements by determining quantities of masonry, structural, insulation and other materials required for the job, estimating construction time and costing time and materials so that estimates are within +10% of actual quantities and cost, and are in accordance company policies and procedures.

Date Completed

Apprentice

Supervisor/Trainer

6442.0 ESTABLISH JOB REQUIREMENTS ...cont'd

6442.03 Identify building code, safety code and other code requirements which relate to the standards of structural performance so that codes can be complied with and so that no code requirement is overlooked which could delay the completion of the job by more than 10% of the estimated total time, in accordance company policies and procedures.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6443.0 PREPARE WORK SITE**GENERAL PERFORMANCE OBJECTIVE**

Prepare work site by: planning work site layout; preparing for materials delivery; setting up work area; and communicating and consulting with supervisor, technical advisor and other workers.

PERFORMANCE OBJECTIVES**SKILLS**

6443.01 Plan work site layout by identifying work site variables; extracting site relevant details from information sheets, drawings and specifications; taking into account the effects on site layout of concurrent operations; and determining work site layout and space usage so that work can proceed in a safe and orderly manner in accordance with company policies and procedures and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6443.02 Prepare for materials delivery by checking delivered materials against bill of lading, unloading materials and storing them on site and setting out materials so that correct materials are delivered, stored, protected and made available for the type and sequence of the work to be done in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6443.03 Set up work area by positioning equipment, machines, tools and materials; identifying site relevant safety concerns and removing or avoiding hazards; setting up hazardous material protection, collection and disposal systems; and occupying available work space so that there is sufficient lighting and ventilation, reduced interference from competing work activities, safe and efficient movement in the work space, and that the sequence of operations is effective in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6443.0 PREPARE WORK SITE – Cont'd

6443.04 Communicate and consult with supervisor, technical advisor and other workers to ensure that the work requirement and specific procedures, materials and equipment are those specified by the building plans, the supervisor or the customer, and that discrepancies and errors are reduced in accordance with company policies and procedures.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6444.0 ADAPT JOB SITE ENVIRONMENT

GENERAL PERFORMANCE OBJECTIVE

Adapt job site environment by: covering or enclosing work and supply areas; adjusting work environment and work procedures for cold weather; and adjusting work environment and work procedures for hot weather.

PERFORMANCE OBJECTIVES

SKILLS

6444.01 Cover or enclose work and supply areas by inspecting job site to determine method of covering or enclosing; obtaining appropriate enclosure systems including support structure, fasteners and covering materials and installing enclosures and/or covers so that they are capable of protecting the materials or site and can structurally support snow, rain and wind loads in accordance with CSA standard A371-04, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6444.02 Adjust work environment and work procedures for cold weather by determining adequacy of heat containment, assessing type of heat source and quantity of heat required for work and supply areas, installing the heating system and protecting heating or adjusting masonry materials using approved methods in accordance with OHSA, WHMIS, manufacturers' recommendations, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6444.0 ADAPT JOB SITE ENVIRONMENT ...cont'd

6444.03 Adjust work environment and work procedures for hot weather by determining how work areas and materials can be cooled or shaded by protecting, cooling or adjusting masonry materials using approved methods in accordance with OHSA, WHMIS, manufacturers' recommendations, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6445.0 INSTALL TEMPORARY MASONRY SUPPORT STRUCTURES**GENERAL PERFORMANCE OBJECTIVE**

Install temporary masonry support structures by: selecting materials to build support structures; constructing temporary masonry supports; installing temporary masonry support structures; and removing temporary masonry support structures.

PERFORMANCE OBJECTIVES**SKILLS**

6445.01 **Select materials to build support structures** such as arch templates, falsework, bracing and shoring by assessing loads to be carried, determining design of structure and obtaining the materials and tools needed so that design and materials used will carry the required load in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6445.02 **Construct temporary masonry supports** using the approved design and materials so that the structure is within the tolerances identified in the building plan in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6445.03 **Install temporary masonry support structures** so that masonry materials are supported in the correct position and the support is safe and secure until the masonry material is self supporting or permanent structural support is put in place in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6445.0 INSTALL TEMPORARY MAONRY SUPPORT STRUCTURES ...cont'd

6445.04 Remove temporary masonry support structures by disassembling them and storing or disposing of them so that there is minimal disruption of the masonry installation location in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6446.0 CLEAN AND DISASSEMBLE WORK SITE**GENERAL PERFORMANCE OBJECTIVE**

Clean and disassemble the work site by: cleaning the work site; disassembling the work site; and cleaning and repairing masonry surfaces.

PERFORMANCE OBJECTIVES**SKILLS**

6446.01 **Clean the work site** by gathering and sorting dispersed equipment, materials, recyclables, waste and hazardous materials; and removing work hazards created during construction so that the site and masonry work are clean, materials and equipment are organized for pick up and the site is free from hazards in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6446.02 **Disassemble the work site** by removing and restocking unused materials; removing and storing reusable materials and equipment and organizing trash and hazardous materials for removal so that useable materials are conserved, equipment is recovered and waste is transferred to a proper disposal area in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6446.0 CLEAN AND DISASSEMBLE WORK SITE ...cont'd

6446.03 Clean and repair masonry surfaces by removing and replacing damaged units with matching new material; removing excess mortar with scrapers and silicon carbide rubbing blocks; patching holes in mortar joints; cutting out unfinished joints and re-pointing; repairing minor chips in material and removing stains or excessive mortar mechanically or chemically in accordance with industry standards for durability and appearance, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6447.0 INSTALLS WALL SYSTEM ACCESSORIES**GENERAL PERFORMANCE OBJECTIVE**

Install wall system accessories by: preparing substrates; installing insulation in the wall system; installing air barriers in the wall system; installing vapour barriers in the wall system; installing anchors and connectors in or on the prepared substrate; installing flashing and water drainage systems; installing integrated masonry wall components; and installing and finishing masonry wall control and expansion joints.

PERFORMANCE OBJECTIVES**SKILLS**

6447.01 Prepare substrates by removing extraneous materials, filling voids and cleaning the surface so that the substrate is compatible with and adequately supports wall system components in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6447.02 Install insulation in the wall system so that the selected components are those identified in the building specifications and are installed in accordance with the building code, building plans and manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6447.03 Install air barriers in the wall system so that the selected components are those identified in the building specifications and are installed in accordance with the building code, building plans, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6447.0 INSTALL WALL SYSTEM ACCESSORIES ...cont'd

6447.04 Install vapour barriers in the wall system so that the selected components are those identified in the building specifications and are installed in accordance with the building code, building plans, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed	Apprentice	Supervisor/Trainer
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6447.05 Install anchors and connectors in or on the prepared substrate so that the selected components are those identified in the building specifications and are installed in accordance with building plans, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed	Apprentice	Supervisor/Trainer
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6447.06 Install flashing and water drainage systems so that the selected components are those identified in the building specifications and are installed in accordance with the building plans, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed	Apprentice	Supervisor/Trainer
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6447.07 Install integrated masonry wall components such as frames, cabinets and panels by selecting, locating and orienting the components and installing them, ensuring that proper anchorage is available and that they are installed level, plumb and square as per drawings and specifications in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed	Apprentice	Supervisor/Trainer
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6447.0 INSTALL WALL SYSTEM ACCESSORIES ...cont'd

6447.08 Install and finish masonry wall control and expansion joints using the methods and materials required by drawings and job specifications in accordance with the building code, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6448.0 PLACE GROUT**GENERAL PERFORMANCE OBJECTIVE**

Place grout by: selecting type of grout required; preparing grout; installing grout to required area; and consolidating grout.

PERFORMANCE OBJECTIVES**SKILLS**

6448.01 **Select type of grout required** by identifying recommended grout type and any additives or admixtures from the job specifications and confirming application based on type of masonry, exposure to the elements and structural requirements in accordance with manufacturers' recommendations and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

6448.02 **Prepare grout** by selecting cement, aggregate, additives and admixtures and combining them in appropriate proportions depending on the size and type of application and factors such as required efficiency and method of installation, temperature of the environment and type and amount of mixing required so that the grout has consistency, plasticity and setting time for the job and is prepared for the installation in accordance with manufacturers' recommendations and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

6448.03 **Install grout to required area** by choosing a strategy for installation, selecting appropriate tools and techniques, placing grout so that it acts as a means of bonding masonry units and steel reinforcement so that the masonry system develops the required strength and load bearing capacity in accordance with manufacturers' recommendations and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

6448.0 PLACE GROUT ...cont'd

6448.04 Consolidate grout by puddling or vibrating it so that voids within the grout are removed and a better bonding and higher strength are achieved and it is completed in accordance with manufacturers' recommendations and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6449.0 PLACE MORTAR**GENERAL PERFORMANCE OBJECTIVE**

Places mortar by: selecting type of mortar required; preparing mortar; applying mortar to the required area; finishing mortar application; and curing mortar.

PERFORMANCE OBJECTIVES**SKILLS**

6449.01 **Select type of mortar required** by identifying recommended mortar type and any additives or admixtures from job specification and confirming application based on type of masonry, exposure to the elements and structural requirements in accordance with manufacturers' recommendations and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

6449.02 **Prepare mortar** by selecting cement, lime, sand, additives and admixtures; combining them in appropriate proportions depending on the type of application and factors such as required efficiency of application, temperature of the environment and type and amount of mixing and re-tempering required so that the mortar has the correct consistency, plasticity, workability and setting time and is properly prepared for the application in accordance with manufacturers' recommendations and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

6449.03 **Apply mortar to a required area** by choosing a strategy for application, selecting tools and techniques, placing mortar so that it acts as a means of bonding masonry units and sealing the masonry system against weather and so that the masonry system develops the required strength and impermeability to weather in accordance with manufacturers' recommendations and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

6449.0 PLACE MORTAR ...cont'd

6449.04 Finish mortar application by choosing a type of tool and technique for tooling the mortar joint so that tooling is done at the appropriate time and so that it resists weathering and freezing effects and premature failure in accordance with manufacturers' recommendations and job specifications.

Date Completed Apprentice Supervisor/Trainer

6449.05 Cure mortar by applying curing procedures and installing protection to prevent premature failure and meet the requirements for appearance and durability in accordance with manufacturers' recommendations and job specifications.

Date Completed Apprentice Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6450.0 PREPARE MASONRY UNITS**GENERAL PERFORMANCE OBJECTIVE**

Prepare masonry units by: cutting manufactured masonry units to size; preparing masonry units for installation; cutting stone to size; and selecting, sorting and cutting refractory and acid resistant masonry units.

PERFORMANCE OBJECTIVES**SKILLS**

6450.01 Cut manufactured masonry units to size by measuring placement site, measuring and marking the unit and cutting the unit using tools such as hammer and chisel or saw so that units are cut to tolerances specified by trade practice and type of bond, units are defect free and unit size, shape and quality in accordance with engineering specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6450.02 Prepare masonry units for installation by determining the absorption factor and the required application for the masonry unit so that units can be installed in accordance with company policies and procedures and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6450.0 PREPARE MASONRY UNITS ...cont'd

6450.03 **Cut stone to size** by measuring placement site, selecting a stone with an acceptable appearance for the site, identifying suitable fracture points and bedding planes, measuring and marking the stone and cutting the stone using stone tools such as a mallet, hammer and chisel or saw so that units are cut to tolerances specified by trade practice and stone is defect free in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6450.04 **Select, sort and cut refractory and acid resistant masonry units** so that unit size, shape and quality are in accordance with engineering specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6451.0 LAY OUT MASONRY JOB**GENERAL PERFORMANCE OBJECTIVE**

Lays out masonry job by: locating and placing masonry reference line; laying out wall lines and heights from gridlines and benchmarks; matching and selecting masonry type to existing or required masonry; establishing coursing and spacing; and marking openings, utility and accessory sites and control/expansion (movement) joint locations.

PERFORMANCE OBJECTIVES**SKILLS**

6451.01 Locate and place masonry reference line so that it is readily visible and useful for laying out the job in accordance with building plans, job specifications, and company policies and procedures.

Date Completed

Apprentice

Supervisor/Trainer

6451.02 Lay out wall lines and heights from gridlines and benchmarks so that the structure and its elements are located in accordance with building plans, job specifications, and company policies and procedures.

Date Completed

Apprentice

Supervisor/Trainer

6451.03 Match and select masonry type to existing or required masonry by choosing the style, size, shape, composition, colour and purpose of the masonry unit so that the masonry is free of cracks and chips in accordance with job specifications and company policies and procedures.

Date Completed

Apprentice

Supervisor/Trainer

6451.0 LAY OUT MASONRY JOB ...cont'd

6451.04 Establish coursing and spacing by performing dry layout and taking horizontal and vertical measurements in accordance with the specified bond, the building code and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

6451.05 Mark openings, utility and accessory sites and control/expansion joint (movement joint) locations in accordance with building plans and job specifications.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6452.0 BUILD STRUCTURAL MASONRY AND REFRACTORY SYSTEMS**GENERAL PERFORMANCE OBJECTIVE**

Build structural masonry and refractory systems by: building foundation walls; building load bearing masonry; building arches, vaults, domes; and constructing basins and furnace hearths with masonry units or refractory materials.

PERFORMANCE OBJECTIVES**SKILLS**

6452.01 Build foundation walls in all environmental conditions in which masonry can be constructed by sighting the wall; assembling the required materials; applying trowel techniques and unit masonry placement methods; carrying out construction in the required sequence; placing reinforcement and accessories in the masonry system; finishing the wall system and controlling for quality on a continuous basis so that time and resources are not wasted in the use of materials, and installation skills are applied in a timely and orderly manner in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6452.02 Build load bearing masonry including walls, beams, lintels and piers in all environmental conditions in which masonry can be constructed by assembling the required materials; applying trowel techniques and unit masonry placement methods; carrying out construction in the required sequence; placing reinforcement, anchors, accessories and weep holes in the masonry system; finishing the wall system and controlling for quality on a continuous basis so that time and resources are not wasted in the use of materials, and installation skills are applied in a timely and orderly manner in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6452.0 BUILD STRUCTURAL MASONRY AND REFRACTORY SYSTEMS
 ...cont'd

6452.03 Build arches, vaults and domes in all environmental conditions in which masonry can be constructed by assembling the required materials; ensuring support is in place and secure; constructing in the proper sequence; applying trowel techniques and unit masonry placement methods; placing required reinforcement; finishing and controlling for quality on a continuous basis so that time and resources are not wasted in the use of materials, and installation skills are applied in a timely and orderly manner in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

 Date Completed

 Apprentice

 Supervisor/Trainer

6452.04 Construct basins and furnace hearths with masonry units or refractory materials by assembling the required materials; constructing in the proper sequence; applying trowel techniques and unit masonry or refractory material placement methods; finishing and controlling for quality on a continuous basis so that time and resources are not wasted in the use of materials, and installation skills are applied in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

 Date Completed

 Apprentice

 Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6453.0 BUILD NON-STRUCTURAL MASONRY COMPONENTS

GENERAL PERFORMANCE OBJECTIVE

Build non-structural masonry components by: installing unit masonry veneer and accessories; installing stone cladding and accessories; installing materials and accessories to prefabricated units; erecting prefabricated masonry units; and parging masonry.

PERFORMANCE OBJECTIVES

SKILLS

6453.01 Install unit masonry veneer and accessories in all environmental conditions in which masonry can be constructed by assembling the required materials; applying trowel techniques and unit masonry placement methods; carrying out construction in the required sequence; placing reinforcement and accessories in the masonry system; finishing the masonry system and controlling for quality on a continuous basis so that time and resources are not wasted in the use of materials, and installation skills are applied in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6453.02 Install stone cladding and accessories in all environmental conditions in which stone cladding can be constructed by assembling the required materials; applying stone cladding placement methods; carrying out construction in the required sequence; placing anchors and accessories; finishing the stone cladding system and controlling for quality on a continuous basis in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6453.0 BUILD NON-STRUCTURAL MASONRY COMPONENTS ...cont'd

6453.03 Install materials and accessories to prefabricated units by assembling the required materials, applying trowel techniques and unit masonry placement methods so that the required configuration of the individual unit is achieved within tolerances specified and the integrity of the prefabricated unit is appropriate to its being hoisted into place during the erection process in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6453.04 Erect prefabricated masonry units by directing hoisting equipment to convey prefabricated units into the correct position and in the correct order and fastening units on to structural members so that the finished facade meets design and appearance requirements and so that individual units are placed to enable proper joining to other panels in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6453.05 Parge masonry by cleaning the surface and removing debris from the wall, sealing any holes or voids with mortar, selecting materials and bonding agents, preparing parging material and applying and finishing the parging so that materials are selected which are correct for the application, mixed to the required consistency and strength and applied to the proper thickness in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6454.0 BUILD MASONRY FIREPLACES**GENERAL PERFORMANCE OBJECTIVE**

Build masonry fireplaces by: constructing chimney and firebox foundation; constructing firebox; constructing throat, damper, smoke chamber and flue configuration; building chimney and cap; constructing fireplace facing and accessories; and selecting and constructing or installing alternative heating systems.

PERFORMANCE OBJECTIVES**SKILLS**

6454.01 Construct chimney and firebox foundation by establishing the site and calculating the size of the foundation required for the fireplace; determining footing characteristics; installing the fireplace and chimney foundation using concrete with required reinforcing bar and unit masonry construction; roughing in the outside air inlet and optional ash dump and installing the slab support for the firebox floor and the hearth in accordance with CSA standard A405-M87, the building code, job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6454.02 Construct firebox by determining the volume of air to be heated; determining the size, location and design of the firebox; building the firebox with refractory brick and mortars including base, walls, outside air inlet and ash dump so that the fireplace opening size meets the area heating requirement, sides and back are appropriately formed to accommodate heat and smoke management design features and the provision for the outside air intake system is adequate to the size of the fireplace in accordance with established fireplace design principles, CSA standard A405-M87, job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6454.0 BUILD MASONRY FIREPLACES ...cont'd

6454.03 Construct throat, damper, smoke chamber and flue configuration to ensure the required flue gas draw characteristics are attained in accordance with established fireplace design principles, CSA standard A405-M87, job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed	Apprentice	Supervisor/Trainer
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6454.04 Build chimney and cap using flue liners, reinforcing steel, precast shapes and masonry units in accordance with CSA standard A405-M87, building codes, job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed	Apprentice	Supervisor/Trainer
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6454.05 Construct fireplace facing and accessories including mantel shelves, ensuring proper clearances in accordance with fire resistance ratings, building codes, job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed	Apprentice	Supervisor/Trainer
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6454.06 Select and construct or install alternative heating systems including masonry heaters and pre-cast refractory fireboxes in accordance with building codes, job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed	Apprentice	Supervisor/Trainer
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Sponsor/Employer Name

Sponsor/Employer Signature

6455.0 MAINTAIN AND RESTORE EXISTING MASONRY

GENERAL PERFORMANCE OBJECTIVE

Maintain and restore existing masonry by: developing a restoration plan; replacing failed pointing and parging; repairing masonry units; applying restorative surface treatments; applying protective surface treatments; and maintaining project restoration records.

PERFORMANCE OBJECTIVES

SKILLS

6455.01 **Develop restoration plan** by performing an initial found state assessment and a secondary inspection; obtaining samples; researching documentation; identifying the cause of the deterioration; selecting appropriate tools, equipment and materials needed to perform the tasks and researching and selecting off-site facilities for materials testing, specialty repairs and masonry unit reproduction so that the plan is comprehensive and accurate and provides the direction to effectively complete the restoration in a timely manner in accordance with company policies and procedures.

Date Completed

Apprentice

Supervisor/Trainer

6455.02 **Replace failed pointing and parging** by grouting, backpointing, repointing and parging so that compatible materials are used; time and resources are not wasted in the use of materials, repair skills are applied in a timely and orderly manner; and quality is controlled on a continuous basis in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6455.0 MAINTAINS AND RESTORES EXISTING MASONRY ...cont'd

6455.03 Repair masonry units by protecting surrounding intact units from damage; replacing, repairing, carving or re-carving broken, cracked, spalled, deteriorated or defaced masonry and replacing anchors/accessories so that compatible materials are used; time and resources are not wasted in the use of materials; repair skills are applied in a timely and orderly manner; and quality is controlled on a continuous basis in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6455.04 Apply restorative surface treatments by examining the masonry to determine the nature of the stain, soiling or coating to be removed; selecting and applying a cleaning product, process or system so that the cleaner is compatible with the masonry substrate and the stains, soil and deleterious deposits are removed without damaging the masonry in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6455.05 Apply protective surface treatments by examining the masonry to determine the nature of the protection requirement, selecting and applying an agent so that the treatment protects from water penetration, soiling and graffiti; ensuring the surface treatment is compatible with the masonry substrate and the treatment does not discolour or harm the surface or render the masonry susceptible to further damage in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6455.0 MAINTAIN AND RESTORE EXISTING MASONRY ...cont'd

6455.06 **Maintain project restoration records** by carrying out an inspection of the completed job; completing a project manual; developing a report and providing supporting documentation so that the project manual reflects actual, on-site procedures including changes and deviations from the original plan and "as built" drawings and the report is thorough and accurate in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6456.0 WATERPROOF BELOW GRADE MASONRY

GENERAL PERFORMANCE OBJECTIVE

Waterproof below grade masonry by: preparing surfaces for damp proofing and waterproofing; and applying damp proofing and waterproofing materials.

PERFORMANCE OBJECTIVES

SKILLS

6456.01 Prepare surfaces for damp proofing and waterproofing by cleaning masonry to remove stains, soil and deleterious deposits and filling all voids so that the surface is clear and even and allows for the ready application and absorption of the damp proofing or waterproofing material in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6456.02 Apply damp proofing and waterproofing materials by examining the masonry to determine the nature of the requirement then selecting and applying damp proofing or waterproofing materials so that there are no void areas in the application in accordance with building codes, job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

6457.0 DEMONSTRATE SAFE WORKING PRACTICES AND PROCEDURES**GENERAL PERFORMANCE OBJECTIVE**

Demonstrate safe working practices and procedures by: identifying and taking corrective action against potential workplace health and safety hazards; handling, storing and disposing of hazardous workplace materials; complying with workplace legislation relating to health and safety; wearing and maintaining personal protective equipment; and practicing good housekeeping in the workplace.

PERFORMANCE OBJECTIVES**SKILLS**

6457.01 Identify and take corrective action against potential workplace health and safety hazards including noxious fumes and dust, high intensity light, fires, elevated work sites, suspended loads, poor lighting, extreme temperatures, inadequate ventilation, confined spaces, untidy work sites and uncontrolled power sources so that the potential for personal injury and damage to equipment and the environment are eliminated or reduced in accordance with job specifications, manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6457.02 Handle, store and dispose of hazardous workplace materials including asbestos, silica, lead, gases, acids and solvents so that individuals are protected from injury, the environment is protected from contamination and safety practices are followed in accordance with the *Workplace Hazardous Materials Information System (WHMIS)*, the *Occupational Health and Safety Act (OHSA)*, job specifications, manufacturers' specifications, company policies and procedures, and other government legislation.

Date Completed

Apprentice

Supervisor/Trainer

6457.0 DEMONSTRATE SAFE WORKING PRACTICES AND PROCEDURES
...cont'd

6457.03 Comply with workplace legislation relating to health and safety including the WHMIS guidelines and OHSA.

Date Completed Apprentice Supervisor/Trainer

6457.04 Wear and maintain personal protective equipment including eye, ear, hand, respiratory, body, head and foot protection, ensuring that correct fit and optimum protection is provided to the wearer for the specific task performed in accordance with manufacturers' specifications, company policies and procedures, and government legislation.

Date Completed Apprentice Supervisor/Trainer

6457.05 Practice good housekeeping in the workplace by ensuring that the workplace is clean, organized and free of obstructions, spills or fire hazards; that materials and equipment are cleaned and stored in designated areas after use and that protective barriers, UV shields and guards are erected; so that accident or injury potential is eliminated or reduced in accordance with company policies and procedures, and government legislation.

Date Completed Apprentice Supervisor/Trainer

Sponsor/Employer Name

Sponsor/Employer Signature

APPRENTICE RECORD

APPRENTICE NAME (Print):

<i>SPONSOR/EMPLOYER INFORMATION</i>	
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Training Agreement #	
Name	
Address	
Telephone	
E-mail Address	

<i>SUMMARY OF TRAINING</i>	
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Employment Start Date	
Employment End Date	
Total hours of training & instruction between dates of employment.	

Date Completed

Apprentice

Supervisor/Trainer

APPRENTICE RECORD

APPRENTICE NAME (Print):

<i>SPONSOR/EMPLOYER INFORMATION</i>	
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Training Agreement #	
Name	
Address	
Telephone	
E-mail Address	

<i>SUMMARY OF TRAINING</i>	
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Employment Start Date	
Employment End Date	
Total hours of training & instruction between dates of employment.	

Date Completed

Apprentice

Supervisor/Trainer

APPRENTICE RECORD

APPRENTICE NAME (Print):

<i>SPONSOR/EMPLOYER INFORMATION</i>	
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Training Agreement #	
Name	
Address	
Telephone	
E-mail Address	

<i>SUMMARY OF TRAINING</i>	
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Employment Start Date	
Employment End Date	
Total hours of training & instruction between dates of employment.	

Date Completed

Apprentice

Supervisor/Trainer

APPRENTICE COMPLETION FORM

APPRENTICE INFORMATION	
Name (Print)	
Signature	
Social Insurance Number	

Skill Sets when completed should be signed by the Supervisor/Trainer and presented with this completion form to your local Apprenticeship Client Services Office. Any supporting documentation should also be attached.

In-school Completed Yes () No () Not applicable ()
(Proof to be provided)

Hours completed as Yes () No () Not applicable ()
Per Contract:

<i>SPONSOR/EMPLOYER INFORMATION</i>	
Name (Print)	
Address	
Telephone	
E-mail Address	
Signature of Signing Authority	

You will be required to disclose this signed form to the Ministry of Training, Colleges and Universities in order to complete your program. The Ministry will use your personal information to administer and finance Ontario's apprenticeship training system.

For further information please see the notice/declaration for collection of personal information that is referenced in the table of contents of this training standard.