

**NATIONAL SKILLS COMPETITION**  
**Competitions Sub-Committee**  
**PAINTING AND DECORATING (BCPD#4)**

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**INTRODUCTION**

WorldSkills Jamaica , by a resolution of the National Organizing Committee and in accordance with the Constitution, the Standing Orders and the Competition Rules, has adopted the following minimum requirements for this skill for the National Skills Competition.

The Technical Description consists of the following:

- Section 1 – Technical/Competition Description (TD)
- Section 2 – Project Design Criteria (PD)
- Section 3 – Skill Management Procedures (SM)
- Section 4 – Workshop Setup (WS)
- Section 5 – Infrastructure List (IL)
- Section 6 – Appendices

Effective 01.04.07

Grace Mclean (GM)  
Chairman, Competition Committee  
01.04.07

Daphne Simmonds  
Co-Chair

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The National Skills Competitions Sub-Committee has adopted the following minimum requirements for applicants' entry in the WorldSkills Jamaica Competition.

The effective date will be that date on which this document is issued, and is subject to change by the WorldSkills Jamaica Competition National Organizing Committee.

**1. NAME AND DESCRIPTION OF SKILL**

1.1 The name of the skill is:

**1.1.1. Painting and Decorating**

1.2 Painting and decorating covers work done on buildings and objects:

- For protection and maintenance
- For sanitary and hygienic reasons
- For embellishment and decoration
- For labelling and safety purposes

1.3 **This technical description must be known to every candidate.**

1.4 Words implying masculine gender only shall include the feminine gender

**2. SCOPE OF WORK AT COMPETITIONS**

2.1 The test project consists only of practical work.

2.2 The theoretical knowledge is limited to that necessary to carry out the practical work.

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**2.1. PRACTICAL WORK**

**2.3.1** The competitor has to carry out, independently, the following tasks:

- Preparation and application of wall hangings
- Application of water-soluble material, including all preparations with flat trowel and paint brush
- Application of lacquers, including the necessary preparation with flat trowel and paint brush
- Drawing and/or attaching signs (competitor's own free choice)
- Drawing and/or attaching a design (free-hand with paint brush)
- Application of a special painting technique of the competitor's own free choice.

Materials and tools must be brought by the competitor.

**2.3.2** The appropriate technical skills are:

Preparation, rubbing down, filling, brush-painting, roller-painting, enameling, measuring, colour-mixing, masking and colour-rendering, wall hangings

**3. SKILL MANAGEMENT PROCEDURES (SM)**

**3.1. DOCUMENTS REQUIRED**

3.1.1 The Chief Expert will have available a current copy of all documents associated with this skill for the Competition.

3.1.2 The documents required are:

- Technical Description
- Competition Rules
- Health and Safety documents
- QAMS – all documents

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- Any other documents referred to in the documents listed above.

3.1.3 While it is understood that the Chief Expert will have a copy of these documents in there shall also be a complete set that is available for the experts and other competition workers.

3.1.4 The Chief Expert is expected to have a sound knowledge of the requirements and procedures specified in the documentation.

3.1.5 The Jury President is expected to have a thorough knowledge and understanding of the requirements and procedures specified in the documentation.

### **3.2. PRE-COMPETITION RESPONSIBILITIES**

3.2.1 In the period between one National Skills Competition and the next, the elected Chief Expert is responsible to ensure that the requirements of Section 2 – Project Design Criteria are complied with.

### **3.3. SKILL MANAGEMENT PROCEDURES FOR THE CHIEF EXPERTS**

The following speaks to the procedures prior to and during the Competition

3.3.1 The procedures specified below must be adhered to.

3.3.2 On arrival at the Competition site for the first time, the Chief Expert must:

- Welcome the experts and ensure introductions are made
- Inform them of their duties and responsibilities in terms of the Competition Rules and Standing Orders
- Ensure that the project is endorsed by all the experts and that a copy is signed by all the experts

3.3.3 The Chief Expert will then divide the experts into teams for the following activities:

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- Verify that the material on site is appropriate and sufficient
  - Verify again that the quantities of material as specified on the material list is accurate
  - Develop a program for the competitors to complete the modules
  - Develop timetables for activities
  - Set up equipment
  - Confirm that the layout, work areas and equipment are in accordance with the workshop setup requirements
  - Confirm that all machinery/equipment is in a safe working order
  - Confirm that all workstations/machinery/equipment are in accordance with the plan, and that they are numbered
  - Confirm that there is sufficient illumination
  - Confirm that there is sufficient space for the competitors to work efficiently
  - Confirm that the barriers are far enough removed from the competitors to ensure that there will be no interference, and if they are not, set up a roster among the experts to police the area during the Competition
  - If necessary, set up duty rosters for activities during the Competition – e.g. keeping watch during lunch, preventing access of unauthorised persons, etc
- 3.3.4 The Chief Expert will then divide the experts into teams for purpose of marking and setting up marking schedules in accordance with the requirements.
- 3.3.5 Suggestions and comments for the revision and improvement of the Technical Description are to be provided to the Deputy Chief Expert in writing. The Deputy Chief Expert will reduce the information to a single typed document ready for discussion by all experts. Prior to leaving the

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Competition site, the Chief Expert, the Deputy Chief Expert and the Jury President will facilitate the discussion and revision of the Technical Description.

- 3.3.6 At any time that a unanimous decision is not achieved within a reasonable time, the Chief Expert will put the matter under discussion to the vote. A majority will be 50% of the experts present plus one. This decision will be final. In the event that an expert is absent at the time that the vote takes place, he/she has the right to be informed of the decision but the matter will not be raised again or voted upon again. The exception to this majority rule will be in the case of approval of the changes to the Technical Description, where the majority of 80% is required.
- 3.3.7 In the event that an extension of time is requested for the Competition to exceed the allotted hours, the matter must be discussed with the Jury President. All possible alternative solutions must be investigated before approval of an extension of time is requested, or will be approved.
- 3.3.8 Prior to the end of the Competition, the Jury President will facilitate the selection of the Chief Expert and Deputy Chief Expert for the next national Skills Competition.
- 3.3.9 Experts are eligible for selection as a Chief Expert if they:
- Have attended the National Skills Competition at least twice before (if less than 4 experts have been to the National Skills Competition before, this criterion may be relaxed at the discretion of the Jury President)
  - Demonstrate a high degree of expertise in the skill
  - Demonstrate leadership qualities.
  - Are competent using a computer and the Internet – specifically to facilitate the Discussion Forum for their skill category.
- 3.3.10 The process by which selection will take place is by secret ballot and is as follows:

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- Each expert present will list their choice of three experts in order of preference
  - The Jury President will allocate a score of three (3) points to each experts first preference, two (2) points to the second preference and one (1) point to the third preference
  - The Jury President will then calculate total scores and announce the three highest scoring experts
  - The expert with the highest score will be appointed Chief Expert for the next National Skills Competition
  - If the first choice cannot attend, then the second choice will be Chief Expert
  - If the first and second choice cannot attend, then the third choice will attend
  - If none of the choices can attend, then the jury president will appoint, or facilitate the appointment of a Chief Expert
  - The names of the selected experts will be entered into the provided documentation and signed by the Jury President and returned to the co-chair of the competitions committee.
- 3.3.11 Changes to the method of Competition design or suggestions offered for the next Competition design process or tasks must be written down and signed by 80% of the experts.
- 3.3.12 The Deputy Chief Expert's primary role is to ensure that the Technical Description is updated to reflect the technological advances of the skill category and include overall improvements for the preparation and running of the Competition. He/she will ensure that all changes to the Technical Description are entered, that all experts sign it, and that it is delivered to the co-chair of the competitions committee as a hard copy and digitally.

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3.3.13 The Deputy Chief Expert also assists in the distribution and collection of the QAMS Audit Questionnaires and assists the Chief Expert where necessary.

**3.4. HONESTY AND TRANSPARENCY**

3.4.1 The competitors that attend the National Skills Competition have the right to expect fair and honest treatment during the Competition in terms of the following:

- Instructions that are clear and unambiguous
- Marking schedules that provide no advantage to an opposing competitor
- All necessary equipment and material specified within the skill documentation that are required to complete the Competition
- The assistance necessary from judges and officials to ensure that he is able to complete the project. (The assistance deemed necessary will be provided equally and at the same time to all competitors present)
- No undue interference by officials or spectators that may hinder them in the completion of their project

3.4.2 Every competitor has the right to expect and demand that no opposing competitors will receive undue or unfair assistance or intervention that may provide that opposing competitor with an unfair advantage.

3.4.3 All officials and judges present on the Competition site are expected to ensure that paragraphs 3.4.1 and 3.4.2 above are complied with and maintained.

3.4.4 It is the responsibility of the Chief Expert or his Deputy to ensure that all competitors, interpreters, officials and judges comply with and maintain the integrity of the Competition, and additionally ensure that all necessary steps are taken to ensure that:

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- Outside influences do not unduly improve or decrease competitors' abilities to provide a worthy performance.
- 3.4.5 A briefing will be provided to all experts and competitors on the requirements for integrity during the Competition.
- 3.4.6 Additionally, the Chief Expert is expected to identify these and any other factors that may exist on the Competition site that may result in the contravention of paragraphs 3.4.1 and 3.4.2 above, and reduce them to a checklist for continuous reference.
- 3.4.7 In the event that any competitor, judge, official, observer or competitor compatriot is found to be attempting to gain or provide assistance in any form that may result in an unfair advantage, the Chief Expert is to immediately refer the matter to the Jury President.
- 3.4.8 The Chief Expert will receive nominations and appoint a Security Officer whose responsibility it will be to ensure that these requirements are carried out.
- 3.4.9 It will be explained to all experts and competitors that nothing is to come in or out of the site unless specified by the Chief Expert as being allowed after being briefed on this topic.
- 3.4.10 Security checks will be carried out each day on experts and competitors (by experts and competitors) upon entry and exit to the site.

**3.5. INFORMATION POLICY**

- 3.9.1 During the competition a modified project plan without measurements is to be made available to the public.

**4. THEORETICAL KNOWLEDGE**

- 4.1 Sign writing and decorative motives.
- 4.2 Knowledge of materials and processes.

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- 4.3 Knowledge of function and handling of tools and implements.
- 4.4 Knowledge of the theory of colours and design.
- 4.5 Knowledge of safety and accident prevention measures
- 4.6 Knowledge of environmental and health protection and waste disposal.

## **5. MATERIALS**

### **(local materials, sands and sand by-products)**

#### 5.1 Primary Materials

- Filler
    - oil based filler
    - ready made water based filler
    - powder filler
    - two pack filler (polyester)
    - caulking mastic (acrylic) with gun
  - Paint
    - exterior quality matt white acrylic paint
    - acrylic paints : red, yellow, green, blue, black pigmented (white)
    - water based sealer
    - white water based acrylic primer for wood
  - Oil paints
    - white alkyd wood primer
    - undercoating alkyd
    - high gloss alkyd paint
    - thinners (white spirit)
- 5.2 Auxiliary materials – Quantities stated per competitor
- Wet or dry abrasive paper
    - 10 sheets x grade n° 300
    - 10 sheets x grade n° 400
    - 10 sheets x grade n° 600

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- Glass paper
  - 15 sheets x grade n° 120
  - 15 sheets x grade n° 180
  - 15 sheets x grade n° 220
- 1 litre brush cleaner
- 1 tub hand cleaner (solvent free)
- 1 tub barrier cream
- 1 roll paper sheeting
- 1 roll polythene sheeting
- 5 sheets graph paper, 5mm grid, A1 size
- 5 sheets drawing paper, 220 g, A1 size
- Masking tape
  - 2 rolls 10 mm
  - 2 rolls 19 mm
  - 2 rolls 25 mm
- 1 Pkt rags (white cotton)
- 1 x zing strip 2.5 m x 75 mm
- Paint pots of different sizes
  - 10 x 1 litre
  - 2 x 5 litre
  - 2 x 15 litre
- 1 x industrial vacuum cleaner
- 1 x squeegee mop and bucket
- 2 dust pan and brush
- 1 roll tracing paper – 80grms
- 1 x small hand-held portable electric sander
- 1 x small hand-held hairdryer

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## **6. WORKSHOP INSTALLATIONS**

6.1 The experts will inspect and approve the following criteria before the competition.

- Each competitor will have a working area with a wall on which to work. Local conditions will be taken into consideration.

The working area for each competitor in front of the screens must be 4m, but 6m from the public barrier.

- The walls must be of wood, plaster or similar material and must be filled, rubbed down, and scaled with pigmented sealer and walls B + C coated with white acrylic exterior paint quality before the start of the competition. Test with masking tape for adhesion.
- Each competitor will need a wall papering table 2.5 m x 0.8 m x 0.9 m high. One worktable 2 m x 0.8 m x 0.9 m high with zing metal strip on each for colour mixing. One drawing board-parallel motion, A1 size, and stool.
- General requirements

The following machines will be made available for competitors:

- o 1 industrial wash basin for every 3 competitors
- o 1 washing machine for brushes and rollers

The following are general requirements for the workshop area:

- o First aid box
- o The work screen illumination must be constant at 600 lux, without shadows.

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- o The temperature should be a minimum of 18°C and a maximum of 24°C.
- o The working area must not be close to those dust-producing skills with as much natural light as possible.

6.3 Each competitor needs

- 1 chair
- 1 step ladder 1.5 m high
- 1 electrical socket

6.5 A metal cabinet (to industry standards) is required for the storage of solvents.

6.6 The following tools and materials (incl. tools and materials for the special painting technique, 3.1) must be provided by the competitor or the WorldSkills National Organizing Committee:

- 1 x spirit level
- 2 x set squares 30°/60° and 45°/90°
- 1 x 50 cm ruler
- 1 x pair of compasses
- 1 x pair of beam compasses, 100cm
- 1 x T-square
- 1 x plumb-line
- 1 x measuring rule
- 1 x set of brushes for gloss paint
- 1 x set of paint brushes
- 1 x set of brushes for acrylic painting
- 4 x colour rollers (small)
- 1 x roller (large) for paint

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- 1 x set of paper hanging tools
- 1 x steel ruler ((tape measure))
- 1 x trimming knife
- 1 x sponge
- 1 x chamois
- 1 x set of palette knives
- 1 x set stripping knives
- 2 x smoothing blocks
- 2 x filling knives
- 1 x plaster bowl
- 1 x cutting-off tool
- 1 x maulstick
- 1 x set of disposable strainers
- 1 x taccy cloth
- 1 x glass scraper
- 1 x colour palette
- 1 x grid for roller tray
- Several foam rubber rolls
- 1 x set of screwdrivers
- 1 x hammer
- 1 x pliers
- Metal or wooden straight edges
- Masking tape dispenser
- Several drawing templates
- 1 x pencil sharpener
- Hard and soft erasers
- 1 x note book
- 1 x protractor
- Frisk film for lettering

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**7. TEST PROJECT MARKING**

7.1 The experts will decide together on the test project, the marking criteria and the dimensional tolerances on forms provided and will prepare the material list.

**7.2 MARKS:**

Perfect	=	10 points
Very good	=	9 points
Good	=	8 points
Rather good	=	7points
Sufficient	=	6 points
Medium	=	5 points
Weak	=	4 points
Insufficient	=	3 points
Very bad	=	2 points
Zero	=	1 point

**7.3 RATING**

<b>Section</b>	<b>Item</b>	<b>Maximum Points</b>
A	To be identified	
B	To be identified	
C	To be identified	
D	To be identified	
E	To be identified	
F	To be identified	
G	To be identified	
H	To be identified	

7.3 Conversion to the 400 - 600 scale will be done by computer.

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**8. COMPETITION PROCEDURE**

- 8.1 The competition will be worked on over two days. Wherever possible, modules will be completed on each day for all competitors so that progressive marking can take place, and for results to be made available each day.
  
- 8.2 Competitors will have time made available to familiarize themselves with material and processes. Where processes are particularly difficult, a subject matter expert will be provided to demonstrate the process and the competitors will be given the opportunity to practice.
  
- 8.3 The competitors will be given all competition documents including the marking criteria one hour prior to the commencement of the competition so that they may study the requirements.
  
- 8.4 Prior to the start of the competition, each competitor will receive a detailed timetable reflecting the timing for completion of modules.

**9. JUDGING PROCEDURAL REQUIREMENTS**

- 9.1 The experts that attend the competition will be divided into marking groups to deal with each section of the marking criteria.
  
- 9.2 Every completed module will be marked on the same day in which it was completed.

**10. GENERAL SAFETY REQUIREMENTS**

- 10.1 All competitors must use safety glasses when using any hand, power or machine tools or equipment likely to cause or create dust, chips or fragments that may injure the eyes

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10.2 All competitors must bring with and use:

- Coveralls
- Work gloves
- Rubber gloves
- Safety goggles (white glass)
- Organic vapour respirator

10.3 All competitors must wear hearing protection when necessary.

10.4 All machinery, equipment and safety clothing must comply with the safety rules of the country.

10.5 Competitors must keep their workspace clear of obstacles and the floor space clean of material and equipment - any items likely to cause the competitor to trip, slip or fall.

10.6 Failure by the competitor to comply with safety directions or instructions may incur loss of marks for safety.

10.7 Judges will wear the appropriate personal safety equipment when inspecting, checking or otherwise working with a competitor's project.