



***NATIONAL OCCUPATIONAL STANDARD/ NATIONAL
SKILLS QUALIFICATIONS***

(NOS/NSQ)

***PLASTER OF PARIS (POP)
INSTALLATION***

LEVEL I

SEPTEMBER, 2025

LEVEL 1:

PLASTER OF PARIS (POP) INSTALLATION ASSISTANT

NATIONAL BOARD FOR TECHNICAL EDUCATION

NATIONAL SKILLS QUALIFICATION

LEVEL 1: PLASTER OF PARIS (POP) INSTALLATION ASSISTANT

GENERAL INFORMATION

OVERVIEW

This qualification is for POP Installation Assistant, who is to assist the POP installer and Senior POP Installer in carrying out POP Installation work.

This qualification is subject to review as at when the need arises.

QUALIFICATION PURPOSE

This qualification is designed to equip learner with knowledge and skills to assist the POP installer and Senior POP Installer in carrying out POP Installation work.

QUALIFICATION REQUIREMENTS

All Candidates must:

- a. Be at least (15) years of age
- b. Be medically fit
- c. Be physically fit
- d. Be mentally fit (Mental alertness)
- e. Have achieved all the Safety and Health mandatory units in the qualification
- f. Be a Nigerian citizen
- g. Other nationals (International passport, residence permit)
- h. Be vetted

QUALIFICATION OBJECTIVES:

At the end of the qualification, the learner should be able to:

1. Communicate effectively in workplace
2. Work in a team
3. Comply with health and safety requirement
4. Comprehend the construction environment and POP work context
5. Handle and store equipment/tools and material regarding POP works.
6. Assist in carrying out surface preparations and measurements.
7. Assist in the preparation of work surfaces and mixing of POP materials.
8. Assist in the erection, dismantling and storage of scaffold.

UNIT ASSESSMENT/EVIDENCE REQUIREMENTS:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment Methods to be Used Include:

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Witness Testimony (WT)
4. Personal statement (PS) or Reflective Practice (RP)
5. Work Product (WP)
6. Assignment (ASS)

(This depends on the Trade Areas to be assessed)

NATIONAL SKILLS QUALIFICATION
PLASTER OF PARIS (POP) INSTALLATION
LEVEL 1: PLASTER OF PARIS (POP) INSTALLATION ASSISTANT
MANDATORY UNITS

Unit	Unit Reference Number	Unit Title	Credit Value	Guided Learning Hours
1	CON/POP/001/L1	Health, safety and environment	2	20
2	CON/POP/002/L1	Communication system in the work environment	2	20
3	CON/POP/003/L1	Teamwork in a work environment	2	20
4	CON/POP/004/L1	Tools/equipment, material handling and storage	3	30
5	CON/POP/005/L1	Surface preparation and measurement	3	30
6	CON/POP/006/L1	Plaster of Paris and material handling	3	30
7	CON/POP/007/L1	Erection and dismantling of scaffold	3	30
TOTAL			18	180

GENERAL GUIDE

Unit title	Provides a clear explanation of the content of the unit.
Unit number	The unique number assigned to the unit
Unit reference	The unique reference number given to each unit at qualification approval by NBTE
Unit level	Denotes the level of the unit within the National Skills Qualification framework NSQF.
Unit credit value	The value that has been given to the unit based on the expected learning time for an average learner. 1 credit = 10 learning hours
Unit purpose	Provides a brief outline of the unit content.
Learning outcome	A statement of what a learner will know, understand or be able to do, as a result of a process of learning.
Assessment criteria	A description of the requirements a learner must achieve to demonstrate that a learning outcome has been met.
Unit assessment guidance	Any additional guidance provided to support the assessment of the unit.
Unit guided learning hours	The average number of hours of supervised or directed study Time or assessment required to achieve a qualification or unit of a qualification.

Unit 001:**HEALTH, SAFETY AND ENVIRONMENT****Unit Reference Number:** CON/POP/001/L1**NSQ Level:** 1**Credit Value:** 2**Guided Learning Hours:** 20hours

Unit Purpose: At the end of this unit the learner should be able to maintain good personal hygiene and carry out work activity in a safe manner to prevent accident in work place.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

Assessment must be carried out in real workplace environment in which learning and human

1. Direct Observation (DO)
2. Question and Answers (QA)
3. Witness Testimony (WT)
4. Work Product (WP)
5. Assignment (ASS)
6. Personal Statement

(This depends on the Trade Areas to be assessed)

Unit 001: Health, Safety and Environment

Learning Outcome (LO) The learner will:		Performance Criteria:- (PC) The learner can:	Evidence Type	Evidence Ref. Page Number
LO 1: <i>Know Personal Health and Hygiene</i>	1.1	State general guidelines on hygiene that must be adhere to.		
	1.2	State the importance of maintaining good personal Hygiene in POP works		
	1.3	Mention the correct Personal Protection Equipment		
	1.4	Wear clean, smart and appropriate Personal Protective Equipment.		
	1.5	Work safely at all times, complying with health and safety and other relevant regulations/guidelines.		
	1.6	State own responsibility under the Health and Safety Act as it relates to POP works.		
	1.7	Report accidents, illness and infection promptly to the senior craftsman		
	1.8	Explain how to deal with cuts, grazes and wounds and their importance.		
LO 2: <i>Know Safe and Hazard Free Workplace.</i>	2.1	Mention the importance of working in a healthy, safe and hygienic workplace		
	2.2	Follow health, hygiene and safety procedures during POP work		
	2.3	State where information about health and safety in your workplace can be obtained		
	2.4	Identify any hazards or potential danger and deal with these correctly.		
	2.5	Describe the types of hazards in the workplace that may occur and how to deal with them.		
	2.6	State hazards that can be dealt with personally and those that should be reported to someone else		

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Learner's Signature:	Date:
Assessor's Signature:	Date:
IQAA Signature (if sampled)	Date:
EQAA Signature (if sampled)	Date:

Unit 002: COMMUNICATION SYSTEM IN A WORK ENVIRONMENT

Unit Reference Number: CON/POP/002/L1

NSQ Level: 1

Credit Value: 2

Guided Learning Hours: 20 hours

Unit Purpose: This unit is design to provide learner with knowledge and skills required to communicate effectively in the work environment.

Unit assessment requirements/ evidence requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

The unit requires the various assessment methods below:

1. Direct Observation (DO)
2. Question and Answers (QA)
3. Witness Testimony (WT)
4. Work Product (WP)
5. Assignment (ASS)
6. Personal statement (PS) / Reflective Journal (RJ)

(This depends on the Trade Areas to be assessed)

Unit 002: Communication System in a Work Environment

Learning Outcome (LO)		Performance Criteria: (PC)	Evidence Type		Evidence Ref. Page Number
The learner will:		The learner can:			
LO 1: <i>Know how to use Simple Communication System in a Work Environment</i>	1.1	Identify symbols and signs appropriately.			
	1.2	Use simple verbal means to pass on necessary information.			
	1.3	Use nonverbal means to pass on necessary information e.g. body language, eye contact.			
LO 2: <i>Know the Sources of Information in a Work Environment.</i>	2.1	Identify the source of information in an organization and work Environment.			
	2.2	Relate appropriately with source of information.			
	2.3	Use the general information flow systems in a work environment.			
	2.4	Report findings in accordance to procedure in a work environment.			
LO 3: <i>Know how to use Basic Communication Means in a Work Environment</i>	3.1	Identify the various communication equipment in the work environment.			
	3.2	Use effectively the general communication equipment in a work environment.			
	3.3	Pass information effectively to the right personnel.			
	3.4	Pass information effectively using symbols, signs and codes.			
	3.5	Comply with general instructions in line with ethics of the work environment.			

Learner's Signature:

Date:

Assessor's Signature:

Date:

IQAA Signature (if sampled)

Date:

EQAA Signature (if sampled)

Date:

Unit 003:**TEAMWORK IN A WORK ENVIRONMENT****Unit Reference Number:** CON/POP003/L1**NSQ Level:** 1**Credit Value:** 2**Guided Learning Hours:** 20hours

Unit Purpose: The learner should be able to demonstrate knowledge and skills required to develop team spirit and positive working relationship with colleagues.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (QA)
3. Witness Testimony (WT)
4. Assignment (ASS)
5. Personal statement (PS)

(This depends on the Trade Areas to be assessed)

Unit 003: Teamwork in a Work Environment

Learning Outcome (LO)		Performance Criteria: (PC)	Evidence Type	Evidence Ref. Page Number
The learner will:		The learner can:		
LO 1: <i>Know Positive Working Relationship with Colleagues.</i>	1.1	Identify the need for developing positive working relationships with colleagues.		
	1.2	Report to the personnel when request for assistance fall outside own area of responsibility		
	1.3	Assist team members when required.		
	1.4	Communicate information to colleagues about own work that might affect others.		
LO 2: <i>Know how to take Responsibilities Within the Team</i>	2.1	Recognize own role and responsibilities within the team.		
	2.2	Perform individual tasks in line with the team rules and regulations.		
	2.3	Participate effectively in teamwork.		
LO3: <i>Know Code of Conduct in the Work Environment</i>	3.1	Explain organizational code of conduct.		
	3.2	Work in line with organizational standard.		
	3.3	Use organization code of practice.		
LO 4: <i>Know how to Apply Conflict Resolution Method to Maintain a Cooperative Team Atmosphere</i>	4.1	Identify the root cause of a team disagreement through active listening and observation.		
	4.2	Use calm and respectful language when addressing team issues or misunderstandings.		
	4.3	Propose solutions that consider the perspectives of all parties involved.		
	4.4	Explain how to seek guidance from a supervisor or mediator when conflicts escalate beyond personal resolution		

Learner's Signature:	Date:
Assessor's Signature:	Date:
IQA Signature (if sampled)	Date:
EQA Signature (if sampled)	Date:

Unit 004: TOOLS/EQUIPMENT, MATERIAL HANDLING AND STORAGE

Unit Reference Number: CON/POP/004/L1

NSQ Level: 1

Credit Value: 3

Guided Learning Hours: 30hours

Unit purpose: At the end of this unit, the learner should be able to handle and store equipment/tools and material regarding POP works.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (QA)
3. Witness Testimony (WT)
4. Assignment (ASS)
5. Personal statement (PS)

(This depends on the Trade Areas to be assessed)

Unit 004: Tools/Equipment, Material and Storage

Learning Outcome (LO)		Performance Criteria:- (PC)	Evidence Type	Evidence Ref. Page Number
The learner will:		The learner can:		
LO 1: <i>Know Tools and Equipment for POP Works</i>	1.1	Identify manual hand tools used in POP works.		
	1.2	Identify equipment relevant to POP works		
	1.3	Select hand tools and equipment relevant to POP works.		
	1.4	Use hand tools and equipment relevant to POP works		
LO 2: <i>Know Appropriate Materials for POP</i>	2.1	Identify POP materials		
	2.2	Select appropriate materials for a particular work in POP.		
	2.3	Use appropriate material for a particular POP works.		
LO 3: <i>Know how to Handle Materials, Tools and Equipment</i>	3.1	Comply with the instructions given to move and handle tools and equipment.		
	3.2	Describe the method of moving tools/equipment and materials		
	3.3	Select the method for moving and handling tools/equipment and materials.		
	3.4	Identify individual work and teamwork for lifting, loading, and unloading materials and tool/equipment.		
	3.5	Follow sequence of loading and unloading of materials		
	3.6	Comply with the instructions given to store tool/equipment and material.		

Learner's Signature:	Date:
Assessor's Signature:	Date:
IQA Signature (if sampled)	Date:
EQA Signature (if sampled)	Date:

Unit 005: SURFACE PREPARATION AND MEASUREMENT

Unit Reference Number: CON/POP005/L1

NSQ Level: 1

Credit Value: 3

Guided Learning Hours: 30hours

Unit Purpose: At the end of this unit, the learner should be able to assist in carrying out surface preparations and understand measurements.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (QA)
3. Witness Testimony (WT)
4. Work Product (WP)
5. Assignment (ASS)
6. Personal statement (PS)

(This depends on the Trade Areas to be assessed)

Unit 005: Surface Preparation and Measurement

Learning Outcome (LO)		Performance Criteria: (PC)	Evidence Type	Evidence Ref. Page Number
The learner will:		The learner can:		
LO 1: <i>Know Surface to be Designed or Screed with Required Tools.</i>	1.1	Explain surface preparation		
	1.2	Identify tools and equipment required for surface preparation.		
	1.3	Assist in measurement of the surface area to be installed.		
	1.4	Assist in arranging the POP mould for POP casting		
	1.5	Make the surface clean from dirt /debris /grease or any other impurity.		
	1.6	Describe the procedure of chiseling/ scraping of moist surface to receive POP.		
LO 2: <i>Know Measurement in Building Drawing and POP Designs.</i>	2.1	Explain measurement in drawing		
	2.2	Read and interpret various types of scales used in drawing.		
	2.3	Draw simple sketches.		
	2.4	Convert measurements from imperial to metric units.		
	2.5	Identify types of designs on walls and ceilings.		
LO 3: <i>Know Basic Cleaning and Safety Instructions.</i>	3.1	Assist in cleaning the work area to remove visible dust, debris etc.		
	3.2	Use basic cleaning tools such as a broom, hand brush or cloth appropriately.		
	3.3	Wear appropriate Personal Protective Equipment (PPE)		
	3.4	Keep walkways and access areas free of obstructions and waste materials.		
	3.5	Report any unsafe condition or hazard (e.g.; wet floors, broken tools) to the supervisor		
	3.6	Dispose waste and debris in designated areas.		

Learner's Signature:	Date:
Assessor's Signature:	Date:
IQA Signature (if sampled)	Date:
EQA Signature (if sampled)	Date:

Unit 006: PLASTER OF PARIS AND MATERIAL HANDLING

Unit Reference Number: CON/POP/006/L1

NSQ Level: 1

Credit Value: 3

Guided Learning Hours: 30hours

Unit Purpose: At the end of this unit, the learner should be able to; assist in the preparation of work surfaces and mixing of POP materials.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (QA)
3. Witness Testimony (WT)
4. Work Product (WP)
5. Assignment (ASS)
6. Personal statement (PS)/ Reflective journal (RJ)

(This depends on the Trade Areas to be assessed)

NATIONAL BOARD FOR TECHNICAL EDUCATION

Unit 006: Plaster Of Paris and Material Handling

Learning Outcome (LO) The learner will:		Performance Criteria: The learner can:	Evidence Type	Evidence Ref. Page Number
LO 1: <i>Know Types of POP Materials</i>	1.1	List of types of Plaster of Paris materials.		
	1.2	Identify types of POP materials		
	1.3	Explain properties and application of POP materials		
LO 2: <i>Know POP Mixture Types</i>	2.1	Explain POP mixture		
	2.2	Describe the procedure of measuring materials by using appropriate measuring devices.		
	2.3	Assist in mixing materials uniformly within the specification and stipulated time.		
LO 3: <i>Know Uses and Types of POP Installation</i>	3.1	Identify types of POP design both for internal and external works		
	3.2	Identify uses of POP design both for internal and external works		
	3.3	Describe types of POP design		
	3.4	Assist in POP works.		
LO 4: <i>Know POP Screeding</i>	4.1	Describe how to produce bonding.		
	4.2	Assist in Applying basic POP screeding		
	4.3	Identify types of curing methods and their times.		

Learner's Signature:	Date:
Assessor's Signature:	Date:
IQA Signature (if sampled)	Date:
EQA Signature (if sampled)	Date:

Unit 007: ERECTION AND DISMANTLING OF SCAFFOLD.

Unit Reference Number: CON/POP007/L1

NSQ Level: 1

Credit Value: 3

Guided Learning Hours: 30 hours

Unit Purpose: At the end of this unit, the learner should be able to assist in the erection, dismantling and storage of scaffold.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (QA)
3. Witness Testimony (WT)
4. Work Product (WP)
5. Assignment (ASS)
6. Personal statement (PS)

(This depends on the Trade Areas to be assessed)

Unit 007: Erection and Dismantling of Scaffold.

Learning Outcome (LO)		Performance Criteria (PC)	Evidence Type	Evidence Ref. Page Number
The learners will:		The learners can:		
LO 1: <i>Know Types of Scaffolds</i>	1.1	Explain scaffolding.		
	1.2	Identify types of scaffolds used in POP installation works		
	1.3	Explain requirements for scaffolds selection.		
	1.4	Explain the functional requirements of scaffolds.		
	1.5	Identify different scaffolding materials		
	1.6	Assist in observing safety measures in working at heights.		
	1.7	Assist in selecting appropriate scaffold according to task to be carried out.		
LO 2: <i>Know how to Erect Types of Scaffolds.</i>	2.1	Describe procedures of erecting scaffolds.		
	2.2	Assist in erecting scaffolds.		
	2.3	Assist in checking scaffold for strength, rigidity and stability.		
	2.4	Assist in maintaining erected Scaffold.		
LO 3: <i>Know how to Dismantle Types of Scaffolds</i>	3.1	Assist in dismantling scaffolds		
	3.2	Move dismantled scaffold members in accordance with loading and off-loading techniques.		
	3.3	Stack scaffold members in specified locations.		
	3.4	Clean work environment		

Learner's Signature:

Date:

Assessor's Signature:

Date:

IQA Signature(if sampled)

Date:

EQA Signature(if sampled)

Date:



NATIONAL SKILLS QUALIFICATIONS
(NSQ)

PLASTER OF PARIS (POP) INSTALLATION

LEVEL 2

SEPTEMBER, 2025

NATIONAL SKILLS QUALIFICATION

NSQ LEVEL 2: INTERMEDIATE POP INSTALLER

GENERAL INFORMATION

OVERVIEW

This qualification is for Intermediate POP Installer, who is to assist the POP Installer and Senior POP Installer in carrying out POP Installation works.

This qualification is subject to review as at when the need arises.

QUALIFICATION PURPOSE

This qualification is designed to equip learner with knowledge and skills to assist the POP Installer and Senior POP Installer in carrying out POP Installation works.

QUALIFICATION REQUIREMENTS

All Candidates must:

- a. Be at least (15) years of age
- b. Be medically fit
- c. Be physically fit
- d. Be mentally fit (Mental alertness)
- e. Have achieved all the Safety and Health mandatory units in the qualification
- f. Be a Nigerian citizen
- g. Other nationals (International passport, residence permit)
- h. Be vetted

QUALIFICATION OBJECTIVES:

1. Communicate effectively in workplace
2. Work in a team
3. Comply with health and safety requirement
4. Comprehend the uses of POP materials and mixing ratio in accordance with specification using the appropriate tools.
5. Prepare surface for POP application.
6. Determine causes of damage to POP works and carry out remedial works.

UNIT ASSESSMENT/EVIDENCE REQUIREMENTS:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment Methods to be Used Include:

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Witness Testimony (WT)
4. Personal statement (PS) or Reflective Practice (RP)
5. Work Product (WP)
6. Assignment (ASS)

(This depends on the Trade Areas to be assessed)

NATIONAL BOARD FOR TECHNICAL EDUCATION

**NATIONAL SKILLS QUALIFICATION
PLASTER OF PARIS (POP) INSTALLATION
LEVEL 2: INTERMEDIATE POP INSTALLER**

Unit	Unit Reference Number	Unit Title	Credit Value	Guided Learning Hours
1	CON/POP/001/L2	Health, safety and environment	2	20
2	CON/POP/002/L2	Communication system in the work environment	2	20
3	CON/POP/003/L2	Teamwork	2	20
4	CON/POP/004/L2	POP material mixing and handling	5	50
5	CON/POP/005/L2	Basic POP application on flat surface	6	60
6	CON/POP/006/L2	Fixing POP board and frame	6	60
TOTAL			23	230

GENERAL GUIDE

Unit title	Provides a clear explanation of the content of the unit.
Unit number	The unique number assigned to the unit
Unit reference	The unique reference number given to each unit at qualification approval by NBTE
Unit level	Denotes the level of the unit within the National Skills Qualification framework NSQF.
Unit credit value	The value that has been given to the unit based on the expected learning time for an average learner. 1 credit = 10 learning hours
Unit purpose	Provides a brief outline of the unit content.
Learning outcome	A statement of what a learner will know, understand or be able to do, as a result of a process of learning.
Assessment criteria	A description of the requirements a learner must achieve to demonstrate that a learning outcome has been met.
Unit assessment guidance	Any additional guidance provided to support the assessment of the unit.
Unit guided learning hours	The average number of hours of supervised or directed study Time or assessment required to achieve a qualification or unit of a qualification.

Unit 001:

HEALTH, SAFETY AND ENVIRONMENT

Unit Reference Number: CON/POP/001/L2

NSQ Level: 2

Credit Value: 2

Guided Learning Hours: 20hours

Unit Purpose: At the end of this unit the learner should be able to maintain good personal hygiene and carry out work activity in a safe manner to prevent accident in workplace.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (Q&A)
3. Witness Testimony (WT)
4. Recognition of Prior learning (RPL)
5. Personal Statement (PS)

(This depends on the Trade Areas to be assessed)

Unit 001: Health, Safety and Environment

Learning Outcome (LO)		Performance Criteria: (PC)	Evidence Type	Evidence Ref. Page Number
The learner will:		The learner can:		
LO 1: <i>Know your Personal Health and Hygiene</i>	1.1	State general rules on hygiene that must be followed.		
	1.2	State the importance of maintaining good personal hygiene.		
	1.3	Identify Personal Protective Equipment		
	1.4	Wear clean, smart and appropriate Personal Protective Equipment.		
	1.5	Work safely at all times, complying with health and safety and other relevant regulations and guidelines.		
	1.6	State own responsibility under the health and safety Act as it relates to own occupation.		
	1.7	Report illness and infection promptly to the appropriate persons.		
	1.8	Describe how to deal with cuts, grazes and wounds and why it is important to do so.		
	1.9	Get any cuts, grazes and wounds treated by the appropriate person.		
LO 2: <i>Know how to Develop Safe and Hazard Free Workplace.</i>	2.1	State the importance of working in a healthy, safe and hygienic workplace.		
	2.2	Follow health, hygiene and safety procedures during work.		
	2.3	State where information about health and safety in your workplace can be obtained		
	2.4	Identify any hazards or potential hazards and deal with these correctly.		
	2.5	Describe the types of hazards in the workplace that may occur and how to deal with them.		
	2.6	State hazard that can be dealt with personally and those that should be reported to someone else.		
	2.7	Follow sound and noise control and protection methods.		
	2.8	Ensure the disposal of waste and pollution control with organic and inorganic waste disposal methods.		

Learning Outcome (LO)		Performance Criteria: (PC)	Evidence Type	Evidence Ref.	Page Number
The learner will:		The learner can:			
	2.9	Practice emergency procedures during work.			
	2.10	Follow organizational security procedures.			
	2.11	Report any accidents or near accidents quickly and accurately to the proper person.			
LO 3: <i>Know Hygienic, Safe and Secured Workplace</i>	3.1	State how to warn other people about hazards and why this is important.			
	3.2	State why accidents and near accidents should be reported and who they should be reported to.			
	3.3	Describe the types of emergencies that may happen in the workplace and how to deal with them.			
	3.4	Identify where to find the First-Aid equipment and who the registered First Aider is in the workplace.			
	3.5	State safe lifting and handling techniques that should be followed.			
	3.6	State other ways of working safely that are relevant to own position and why they are important.			
	3.7	Describe organizational emergency procedures, in particular fire, and how these should be followed			
	3.8	State the possible causes of fire in the workplace			
	3.9	Describe how to minimize the possibility of fire in the workplace			
	3.10	State where to find the alarms and how to set them off.			
	3.11	State why a fire should never be approached unless it is safe too			
	3.12	State the fire safety laws and its importance.			
	3.13	Describe organizational security procedures and why these are important.			
	3.14	State the importance of reporting all usual or non- routine incidents to the appropriate personnel			

Learner's Signature:

Date:

Assessor's Signature:

Date:

IQA Signature (if sampled)

Date:

EQA Signature (if sampled)

Date:

NATIONAL BOARD FOR TECHNICAL EDUCATION

Unit 002:**COMMUNICATION SYSTEM IN A WORK ENVIRONMENT****Unit Reference Number:** CON/POP/002/L2**NSQ Level:** 2**Credit Value:** 2**Guided Learning Hours:** 20 hours

Unit Purpose: At the end of this unit, the learners should be able to establish a basic communication system that is responsive to the needs of workers and employers in work environment.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (Q&A)
3. Witness Testimony (WT)
4. Recognition of Prior learning (RPL)
5. Personal Statement (PS)

(This depends on the Trade Areas to be assessed)

NATIONAL BOARD FOR TECHNICAL EDUCATION

Unit 002: Communication System in a Work Environment

Learning Outcome (LO)		Performance Criteria (PC)	Evidence Type	Evidence Ref. Page Number
The learner will:		The learner can:		
LO 1: <i>Know Noncomplex Communication Systems in a Work Environment</i>	1.1	Interpret symbols and signs appropriately.		
	1.2	Use simple verbal means to pass on necessary information.		
	1.3	Use non-verbal means to pass information e.g. body language.		
LO 2: <i>Know the Sources of Information in Work Environment.</i>	2.1	Identify the sources of information in an organization and work environment.		
	2.2	Relate appropriately with sources of information.		
	2.3	Use the various information flow systems in a work environment		
	2.4	Use information to avoid challenges in a work situation.		
	2.5	Report findings in accordance with procedures in a work environment.		
LO 3: <i>Know Means of Communication in a Work Environment.</i>	3.1	Identify the various communication equipment in the work environment.		
	3.2	Use effectively the various communication equipment in a work environment.		
	3.3	Pass information effectively to the right personnel.		
	3.4	Pass information effectively using symbols, signs and codes.		
	3.5	Obey instruction in line with ethics of the work environment.		

Learner's Signature:	Date:
Assessor's Signature:	Date:
IQA Signature (if sampled)	Date:
EQA Signature (if sampled)	Date:

Unit 003: **TEAMWORK**

Unit Reference Number: CON/POP/003 /L2

NSQ Level: 2

Credit Value: 2

Guided Learning Hours: 20 hours

Unit Purpose: This unit is design to provide the learner with knowledge and skills required to develop team spirit and positive working relationship with colleagues.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (Q &A)
3. Witness Testimony (WT)
4. Recognition of Prior learning (RPL)
5. Personal Statement (PS)

(This depends on the Trade Areas to be assessed)

Unit 003: Teamwork

Learning Outcome (LO) The learner will:		Performance Criteria (PC) The learner can:	Evidence Type		Evidence Ref. Page Number
LO 1: <i>Know the Teams in the Construction Site.</i>	1.1	Identify the various teams in a construction site.			
	1.2	Recognize the sequence of various team activities.			
	1.3	Distinguish between various teams e.g. Masonry, Carpentry, Iron bending, Plumbing etc.			
LO 2: <i>Know the Roles of the Various Teams</i>	2.1	List the functions of each team member.			
	2.2	Discuss the functions of each team.			
	2.3	Differentiate between the functions of each team.			
LO 3: <i>Know the Requirements of Various Teams</i>	3.1	Identify materials and Tools required for each team member.			
	3.2	Enumerate the function of tools and equipment required for each team.			
	3.3	Describe the method of carrying out activities for each team.			
LO 4: <i>Know the Benefits of Teamwork</i>	4.1	State the benefits of teamwork.			
	4.2	Differentiate between various time frames of each team activity.			
	4.3	Deliver quality output as a team.			

Learner's Signature:	Date:
Assessor's Signature:	Date:
IQA Signature (if sampled)	Date:
EQA Signature (if sampled)	Date:

Unit 004: POP MATERIAL, MIXING AND HANDLING

Unit reference number: CON/POP/004/L2

NSQ level: 2

Credit value: 5

Guided learning hours: 50 hours

Unit Purpose: This unit is design provide the learner with knowledge and skills required to identify POP materials and mixing ratio in accordance with specification using the appropriate tools.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (Q&A)
3. Witness Testimony (WT)
4. Recognition of Prior learning (RPL)
5. Personal Statement (PS)
6. Work Product (WP)

(This depends on the Trade Areas to be assessed)

Unit 004: Pop Material, Mixing and Handling

Learning Outcome (LO)		Performance Criteria (PC)	Evidence Type	Evidence Ref.	Page Number
The learner will:		The learner can:			
LO 1: <i>Know Tools and Materials Required for POP Mixing</i>	1.1	Identify required tools such as: <ul style="list-style-type: none"> Mixing bucket, Measuring container, Wooden spatula, Hawk board etc. 			
	1.2	Select clean water and POP cement			
	1.3	Assist in inspecting tools and materials to ensure they are free from damage or contamination.			
	1.4	Arrange tools and material at the designated mixing area to maintain and orderly workspace			
LO 2: <i>Know Mix Ratio</i>	2.1	Use measuring containers to obtain the correct powder- to- water ratio			
	2.2	Explain the mixing procedures			
	2.3	Mix thoroughly to eliminate lumps			
	2.4	Assist in confirming the mixture			
	2.5	Clean the working area.			
LO 3: <i>Know how to Handle, Transfer and Apply Mixed POP</i>	3.1	Transfer mixed POP to hawk board			
	3.2	Place the mixed POP on the mould before setting begins			
	3.3	Assist in trimming to appropriate shape			
	3.4	Dispose wastes generated appropriately.			
LO 4: <i>Know Cleaning of Tools and Mixing Equipment</i>	4.1	Wash mixing tools and containers with clean water.			
	4.2	Remove hardened residue from tools			
	4.4	Store tools in their assigned location after cleaning			
LO 5 <i>Know how to Carryout Curing of the POP</i>	5.1	Explain the purpose of curing in POP installation.			
	5.2	Identify materials required in Curing POP.			
	5.3	Assist in checking that the cast POP is fully set before curing begins			
	5.4	Assist in curing activities			

Learner's Signature:	Date:
Assessor's Signature:	Date:
IQA Signature (if sampled)	Date:
EQA Signature (if sampled)	Date:

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Unit 005:**SURFACE PREPARATION FOR POP APPLICATION****Unit Reference Number:** CON/POP/005/L2**NSQ Level:** 2**Credit Value:** 6**Guided Learning Hours:** 60 hours

Unit Purpose: This unit is designed to provide the learner with knowledge and skills required for surface preparation for POP application.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (Q&A)
3. Witness Testimony (WT)
4. Recognition of Prior learning (RPL)
5. Personal Statement (PS)
6. Work Product (WP)
7. Assignment (ASS)

(This depends on the Trade Areas to be assessed)

Unit 005: Surface Preparation for Pop Application

Learning Outcome (LO) The learner will:		Performance Criteria (PC) The learner can:	Evidence Type						Evidence Ref. Page Number
LO 1: <i>Know Materials, Tools and Equipment Required for Surface Preparation</i>	1.1	List the types of materials, tools and equipment required for surface preparation							
	1.2	Identify the types of materials, tools and equipment required for surface preparation.							
	1.3	Select materials, tools and equipment required for surface preparation.							
	1.4	Assist in surface preparation							
LO 2: <i>Know Setting Out in POP Installation</i>	2.1	Inspect the surface for cracks, moisture, dirt, oil or loose particles.							
	2.2	Ensure the surface is dry, stable and free from contaminants that could hinder adhesion.							
	2.3	Explain simple setting out in POP installation.							
	2.4	Assist in carryout setting out in POP installation.							
LO 3: <i>Know POP Installation.</i>	3.1	Explain POP installation							
	3.2	Select appropriate tools and material for installation of POP							
	3.3	Assist in hanging POP boards							
	3.4	Assist in checking proper alignment							
	3.5	Assist in fixing the boards permanently							
	3.6	Assist in carrying out joint finishes							

Learner's Signature:	Date:
Assessor's Signature:	Date:
IQA Signature (if sampled)	Date:
EQA Signature (if sampled)	Date:

Unit 006:**REPAIR OF POP WORKS****Unit Reference Number:**

CON/POP/006/L2

NSQ Level:

2

Credit Value:

6

Guided Learning Hours:

60hours

Unit Purpose: This unit is design to equip the learner with knowledge and skills required to determine causes of damage to POP works and carry out remedial works.

Unit Assessment Requirements/ Evidence Requirements:

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

Assessment methods to be used include:

1. Direct Observation (DO)
2. Question and Answers (Q&A)
3. Witness Testimony (WT)
4. Recognition of Prior learning (RPL)
5. Personal Statement (PS)
6. Work Product (WP)

(This depends on the Trade Areas to be assessed)

Unit 006: Repair of POP Works

Learning Outcome (LO)		Performance Criteria (PC)	Evidence Type	Evidence Ref. Page Number
The learner will:		The learner can:		
LO 1: <i>Know Common Surface Defects in POP Works</i>	1.1	Assist in checking defects on POP works.		
	1.2	Explain minor and major defects.		
	1.3	Report defect accurately to the supervisor		
	1.4	Mark areas needing repair using appropriate methods.		
LO 2: <i>Know Materials and Tools for POP Repair</i>	2.1	Identify tools and equipment for the repair work.		
	2.2	Assist in choosing suitable POP materials for the repair works.		
	2.3	Assist in mixing POP materials required for repair.		
LO 3: <i>Know how to Carry Out Repair Works</i>	3.1	Remove loose or damaged POP materials from the defect areas		
	3.2	Clean surface to ensure proper bonding of repaired area		
	3.3	Apply mixed POP using hand tools to fill cracks, holes or dents.		
	3.4	Smooth and level the repaired area to match the surrounding finish		
	3.5	Describe the drying time before further finishing or painting.		
LO 4: <i>Know Safety and Site Procedures while Carrying Out POP Repair and Rectification Works.</i>	4.1	Wear appropriate personal protective equipment (PPE), such as gloves, mask and helmet.		
	4.2	Handle tools and material safely to avoid injury or damage		
	4.3	Dispose waste materials in the designated area.		
	4.4	Assist in dismantling and the storage of used materials/equipment.		
	4.5	Ensure proper housekeeping.		

Learner's Signature:

Date:

Assessor's Signature:

Date:

IQA Signature (if sampled)

Date:

EQA Signature (if sampled)

Date:

NATIONAL BOARD FOR TECHNICAL EDUCATION

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