

Nov 2021

FLOORWORX TECHNICAL TRAINING PROGRAMME 2021

Below find details of the Technical Training Modules that are offered at our Training facility in Johannesburg. These courses have no set dates as they are structured and offered on a demand basis.

Durban and Cape Town Courses, on the other hand, may very well be hosted once a quarter, depending on interest and demand. Regrettably, we are not able to host courses with insufficient attendees, therefore any dates set will be deemed as tentative until officially confirmed in writing via email.

Kindly contact either one of the following persons to book a training session.

Jhb - Martha Mokoko - 011 406 4024 email: salesrec@floorworx.co.za

Jhb - Roy Sinclair - 011 406 4016 email: rsinclair@floorworx.co.za

Jhb - Liz Mandy - 011 406 4024 email: lmandy@floorworx.co.za

Dbn / Cape Town - Nazreen Ismail - 031 275 1900 email: nismail@floorworx.co.za

TRAINING MODULES AND SCOPE OF COURSE CONTENT

MODULE 1 - BASIC TRAINING – 1 x Day

Safety Briefing

Overview of the installation tools that we use on-site.

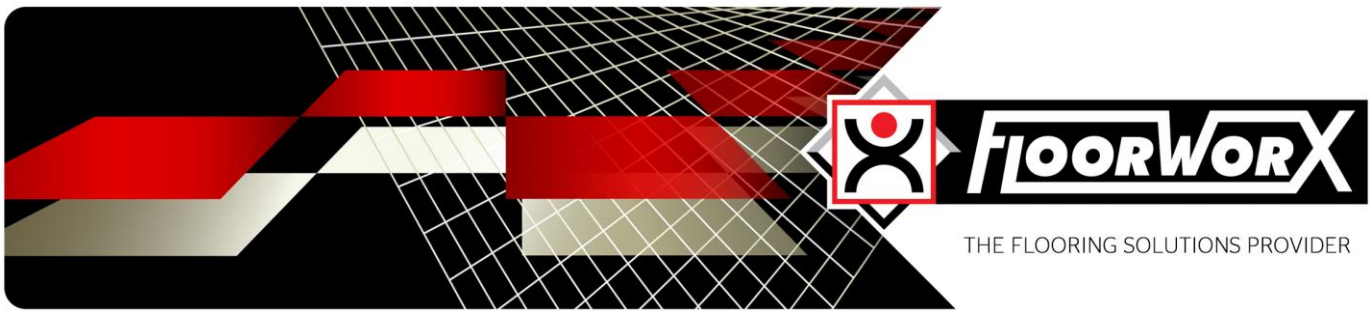
Importance of exercising caution when working with:-

- Hot Air Welding guns
- Electric Hand Grooving Machines
- Sharp Knives and grooving tools
- Other Electrical Equipment (Drilling machines, Mixers, etcetera).
- LP Gas (open flame)

Basic Installation – Floor prep

- Sub-floor moisture testing
 - Discuss available meters used for testing (Tramex CME4, Caisson/Romus VI-D4 Pin less Concrete Moisture Meter and GE Protimeter Mini) These are handheld electronic moisture meters used for testing moisture conditions in concrete and other floor slabs and screeds

Page 2..... Moisture reading limits



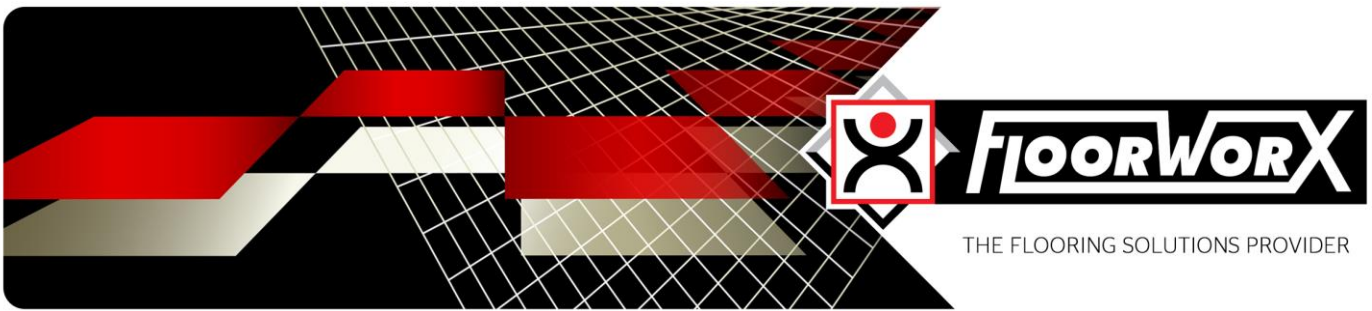
- Moisture reading limits as per SANS standards.
 - Tramex - Old Model Meter (50% or less; Depth of read 12 mm; Scale - Read bottom scale 50 % or less or top scale 0 – 6 limit 3)
 - Tramex- New Meter CME4 (50% or less; Depth of read 12 mm; Scale - Read bottom scale 50 % or less or top scale 0 – 6 limit 3)
 - Caisson/Romus VI-D4 Pin less Concrete Moisture Meter (2 x settings. A. 0 – 100% Limit 50% ; B. 0 - 6% Limit 3.5)
 - GE Protimeter Mini (Depth of read 25mm with electrodes. Coloured Scale Limits - 0 – 100%. Green 0 -16% Yellow 16 – 20%. Red 20 – 100%.
- Surface Preparation
 - Loose impediment
 - Grinding – Stones / Diamonds / Sand Paper
- Priming Floors
 - Acrylic Primer – Mixing Ratio 3:1 (3 Lt x water to 1 x Lt Primer) Check floor porosity by running a small test by priming floor. If primer sucks into the surface then add more water to the ratio. (5:1) Saturate floor – wait for 1 Hr. Put second coat 3:1
- Self-Leveller
 - Explain the importance of correct mixing procedures. Tools required - Drill – Industrial hand drill / Paddler – industrial mixer / measuring jugs / clean mixing containers / Puller (rake/skeg) need to be ordered relative to the thickness required. Spike Roller to air rate 11mm / 5 Lt's of clean water. Pull to two thicknesses- 3mm and 5mm. Thickness 3.00mm – 5 sqm per 25Kg bag Thickness 5.00mm – 3 sqm per 25Kg bag
- Pavelite
 - Smoothing Compound only – Important to use a bonding liquid. NB – This is not a self-levelling compound. Only use to address small holes and imperfections in the subfloor.

Basic Installation – Procedures to install Semi-flexible or Fully flexible vinyl floor coverings

- Vinyl Tiles
 - Cover general product information (label) – Colour / Thickness / Batches / 100sqm rule
- Sheetting
 - Cover general product information (label) – Colour / Thickness / Batches / Roll number sequences
 - Clean the area where the material will be cut and marked out
 - Removal of the factory edge
 - Mark direction arrow on the back of sheetting
 - Moving material to point of installation
 - Application methodology
 - Installation of anchor sheet
 - (Initial) Loose lay of installation

Page 3..... Pull back / Adhesive application

An Accéntuate Limited Company



- Pull back / Adhesive application
 - Trowel size
- Roll application
- Caution against overlapping of adhesive
- Finishing
 - Overlap sheet and scribe
 - Grooving
 - P-Type
 - Groovy
 - Electric
 - Welding - generic
 - Types of nozzles
 - Gun temps
 - Temp / Speed
 - Physical welding
 - Strip and seal.

MODULE 2 - INTERMEDIATE TRAINING – 1 x Day

PLANS (Drawings)

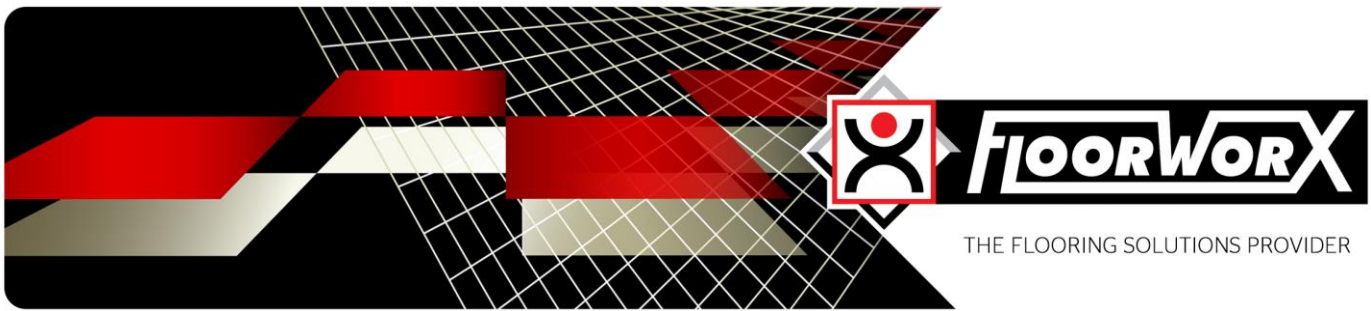
Contents and how to read plans

All Plans generally contain an Information Block (Usually on the right-hand side or bottom right-hand corner)

This block contains:-

- List of drawing revisions
- General Notes
- Architectural Practice
 - Address and general contact details
 - Who was responsible to draw and check the plan
 - Scale of drawing
- Client information
 - Company Name and contact details, etc. (e.g. Health)
- Project Information
 - Project description (e.g. Clinic)
 - Project Name (Kwa -Mashu Clinic)
- Drawing Information
 - Finishers (e.g. Floor finish layout)
 - Project Number
 - Sub No (Site plan or Office plan copy)
 - Drawing No

Page 4..... Status (CD – Concept design / SP



- Status (CD – Concept design / SP – Submission plans / T – Tender / P – Preliminary / C – Construction / AB – As built)
 - Revision (Important especially for amendments/changes)
- Legend/key block
- North point (Orientation purposes)

ASSESSING SITES (Is a site ready for floor coverings?)

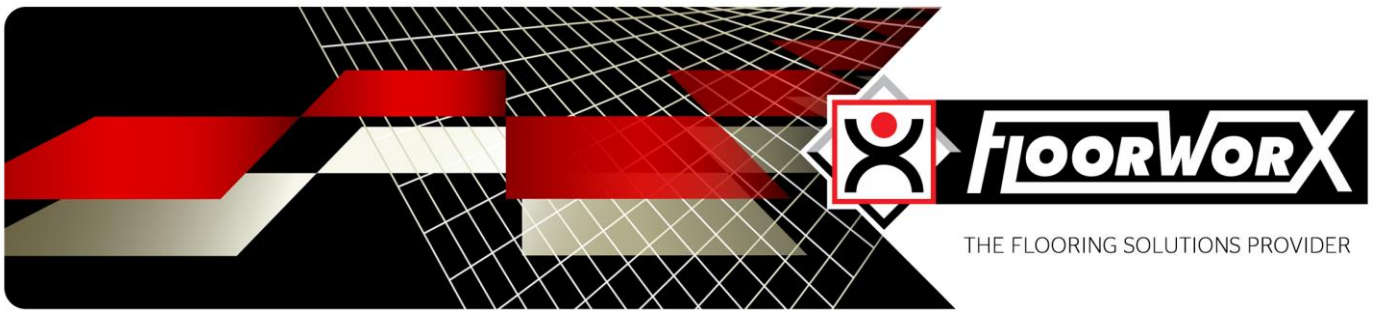
- Is there a suitable storage facility on-site? (i.e. Lock-up facility)
- Are there windows in the building?
- Are the ceilings installed/completed?
- Have the walls been painted with an undercoat?
- Have overhead fixtures and fittings been installed?
- Is the area clear of scaffolding – fixed or mechanical?
- Is there electricity on-site?
- Is there sufficient lighting throughout?
- Are there expansion and construction (saw cut) joints?
- What safety equipment/clothing is required? (Safety boots/shoes, helmets, jackets, etc.)
- Is there an induction process that one has to attend?
- Are there other sub-trades still working in the area where the flooring will be installed?
- Liaise with the site foreman.
- `Most importantly, is the sub-floor of an acceptable standard for the acceptance of a vinyl floor covering in terms of hardness, levelness, smoothness and dryness? (SANS 070)
 - All Subfloors must be tested for moisture using reputable and approved test methodologies and equipment.

PLANNING OF LAYOUT

- Set up before starting. (Failing to set out correctly will undoubtedly create challenges, therefore, consideration should be given to the squareness of an area, location of doorways and passages in relation to entrance/exits and lobby's).
 - Importance of chalk lines.
 - It is generally safest to set out from the longest outside wall. Ideally, the installer should work to two chalk lines at 90° to each other. This should be checked by using the 3-4-5 method.

HEALTH & SAFETY

- Overview of the importance of health & safety
- Mandatory equipment
 - Safety Shoes
 - Hard Hats
 - Vests
 - Other



PRODUCTS

Installation of:-

- LVT/P's
- Carpet tiles
- Novilon
- Vinyl tiles (Semi-Flex or Fully Flex) [Slightly more advanced than what is offered in Module 1. Here we will include pattern work, installing at angles, etcetera].

MODULE 3 – GENERAL TRAINING – WALL & CORNER PROTECTING SYSTEMS & FLOOR FINISH DETAILS – 1 x Day

- Stairs / Landings (Nosing's / Stringers)
- Coving (MFE5 External / Internal Corners)
- Accessories (MCF options / MFE options / Skirting's / Handrails / Edging strips)
- Intrad / Inpro (Wall protecting systems)
- Welding (Hot & Cold procedures on different materials)

MODULE 4 - ADVANCED TRAINING – 1 x Day (Specialized Ranges) [2 per module only]

This is very specific therefore we will only cover a maximum of two products (at most) per session. It's preferably that we only focus on one specific range so more of a “hands-on” approach can be adopted.

- Marmoleum Sheeting / Tiles
- Heterogeneous materials (Safety Vinyl, Project vinyl, acoustic vinyl)
- Flotex Sheeting / Tiles
- SD Sheeting / Tiles - Grids
- Rubber (Nora Ranges – Tiles / Sheeting)
- Sports flooring

This module encompasses installation methodologies, coving, internal/external corners, welding, dressing the material up walls (where applicable), and aluminium grid installations for SD ranges

It is preferable when wanting to attend Module 4 that the candidates are capable of carrying out what is covered in Modules 1 to 3, and have prior knowledge of floor preparation, setting out and the ability to at least work unassisted, etc.

DISCLAIMER

THIS INFORMATION IS BASED ON OUR EXPERTISE AND IS GIVEN IN GOOD FAITH BUT WITHOUT WARRANTY. WE CANNOT ACCEPT LIABILITY FOR ANY DAMAGE, LOSS, OR ACCIDENT CAUSED DIRECTLY OR INDIRECTLY BY THIS PRODUCT.

An Accéntuate Limited Company