

# **Automotive Refinishing Technician Guide to Course Content**

**2020**



Online: [www.saskapprenticeship.ca](http://www.saskapprenticeship.ca)

*Recognition:*

*To promote transparency and consistency, this document has been adapted from the 2019 Automotive Refinishing Technician Red Seal Occupational Standard (Employment and Social Development Canada).*

*A complete version of the Occupational Standard can be found at [www.red-seal.ca](http://www.red-seal.ca)*

# STRUCTURE OF THE GUIDE TO COURSE CONTENT

To facilitate understanding of the occupation, this guide to course content contains the following sections:

**Description of the Automotive Refinishing Technician subtrade:** an overview of the subtrade's duties and training requirements.

**Essential Skills Summary:** an overview of how each of the nine essential skills is applied in this subtrade.

**Elements of Harmonization for Apprenticeship Training:** includes adoption of Red Seal trade name, number of levels of apprenticeship, total training hours (on-the-job and in-school) and consistent sequencing of technical training content. Implementation for harmonization will take place progressively. Level one to be implemented in 2020/2021 and level two in 2021/2022.

**Task Matrix:** a chart which outlines graphically the major work activities, tasks and sub-tasks of this standard detailing the essential skills and the level of training where the content is covered.

**Major Work Activity (MWA):** the largest division within the standard that is comprised of a distinct set of trade activities.

**Task:** distinct actions that describe the activities within a major work activity.

**Sub-task:** distinct actions that describe the activities within a task.

**Training Profile Chart:** a chart which outlines the model for Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) technical training.

**Technical Training Course Content for the Automotive Refinishing Technician subtrade:** a chart which outlines the model for SATCC technical training sequencing. For the harmonized level of training, a cross reference to the Harmonized apprenticeship technical training sequencing, at the learning outcome level, is provided.

**Appendix A: Post Harmonization Training Profile Chart:** a chart which outlines the finalized model for SATCC technical training sequencing with a cross reference to the Harmonized apprenticeship technical training sequencing, at the topic level.

The Red Seal Automotive Refinishing Technician Curriculum Outline, which provides additional detail of the Harmonized technical training, can be found at [www.red-seal.ca](http://www.red-seal.ca)

# DESCRIPTION OF THE AUTOMOTIVE REFINISHING TECHNICIAN SUBTRADE

*Automotive Refinishing Technicians appraise and refinish motor vehicle bodies. This is a subtrade of the Automotive refinishing technician trade.*

Automotive refinishing technicians work on the surfaces of motor vehicles, primarily in restoring vehicle finishes once body work has been completed. Some of the duties that an automotive refinishing technician completes include: removing layers of old coatings; matching colours and mixing paints; preparing surfaces for painting by spot filling, sanding, and masking; applying primers, primer surfacers, sealers, base coats, single-stage and clear coats; cleaning and polishing painted surfaces; and applying protective coatings.

Automotive refinishing technicians use hand and power tools and automotive refinishing equipment in their work. Computers and related software are used for computerized paint colour reading, generating paint formulas and tinting recommendations, and documentation.

Journeypersons in this subtrade usually work indoors and can expect a work environment that includes paint fumes, dust and noise. Health and safety are important issues for automotive refinishing technicians, as they are exposed to chemical hazards such as paints and solvents, and physical hazards such as shop equipment, power tools and lifting equipment. Automotive refinishing technicians are exposed to repetitive movements, bending, lifting and reaching on a daily basis. Ongoing safety training and a good knowledge of government safety standards and regulations are important in providing a safer working environment as well as addressing environmental concerns.

Many automotive refinishing technicians work in close contact with automotive refinishing technicians who tend to work in multi-shop companies, independent or dealership auto body and collision shops. Automotive painting duties may overlap with automotive refinishing technicians' duties, particularly in small shops. In larger places of employment, automotive refinishing technicians likely work as specialists, after body repairs have been completed. They may also work with estimators, parts technicians, detailers, preppers, glass installers and production managers. While they may work as part of the repair team, automotive refinishing technicians tend to work independently. They may work in the automotive, truck and transport, commercial transport, heavy equipment, motorcycle, specialty vehicle, aviation and aerospace sectors.

Key attributes for people entering this subtrade include: mechanical aptitude; manual dexterity; good colour vision; the ability to do precise work that requires attention to detail; and, problem solving and multitasking skills. Good physical condition and agility are important because the work often requires considerable standing, bending, crouching, kneeling and reaching.

Being an automotive refinishing technician is very rewarding. With experience, journeypersons have a number of career options, including supervisory or teaching/training in the field, insurance appraiser, estimator and manufacturers' representative.

**Training Requirements:** To graduate from each level of the apprenticeship program, an apprentice must successfully complete the required technical training and compile enough on-the-job experience to total at least 1800 hours each year. Total trade time required is 3600 and at least 2 years in the subtrade.

There are two levels of technical training delivered by the Northern Alberta Institute of Technology (NAIT) Polytechnic in Edmonton, Alberta and the Southern Alberta Institute of Technology (SAIT) Polytechnic in Calgary, Alberta.

Level One: 6 weeks

Level Two: 6 weeks

**NOTE:** Due to Harmonization, Level One Automotive refinishing technician technical training is common with Automotive Refinishing Technician at the Saskatoon and Regina campuses of Saskatchewan Polytechnic. Automotive Body and Collision Technician apprentices that chose to switch to the Automotive Refinishing Technician subtrade receive Level One technical training credit and move into Level Two when sufficient trade time in Automotive Refinishing Technician is acquired and submitted.

The information contained in this document serves as a guide for employers and apprentices. The document briefly summarizes the training delivered at each level of apprenticeship training. An apprentice spends approximately 15% of the apprenticeship term in a technical training institute learning the technical and theoretical aspects of the trade. The hours and percentages of technical and practical training may vary according to class needs and progress.

The content of the technical training components is subject to change without notice.

### **Entrance Requirements for Apprenticeship Training**

Your grade twelve transcripts (with no modified classes) or GED 12 is your guarantee that you meet the educational entrance requirements for apprenticeship in Saskatchewan. In fact, employers prefer and recommend apprentices who have completed high school. This ensures the individual has all of the necessary skills required to successfully complete the apprenticeship program, and receive journeyman certification.

Individuals with “modified” or “general” classes in math or science do not meet our entry requirements. These individuals are required to take an entrance assessment prescribed by the SATCC.

English is the language of instruction in all apprenticeship programs and is the common language for business in Saskatchewan. Before admission, all apprentices and/or “upgraders” must be able to understand and communicate in the English language. Applicants whose first language is not English must have a minimum Canadian Language Benchmark Assessment of six (CLB6).

Note: A CLB assessment is valid for a one-year period from date of issue.

Designated Trade Name	<b>Math Credit</b> at the Indicated Grade Level❶	<b>Science Credit</b> at Grade Level
Automotive Refinishing Technician	Grade 10	Grade 10
<p>❶ - (One of the following) WA – Workplace and Apprenticeship; or F – Foundations; or P – Pre-calculus, or a Math at the indicated grade level (Modified and General Math credits are not acceptable.).</p> <p>*Applicants who have graduated in advance of 2015-2016, or who do not have access to the revised Science curricula will require a Science at the minimum grade level indicated by trade.</p> <p>For information about high school curriculum, including Math and Science course names, please see:  <a href="http://www.curriculum.gov.sk.ca/#">http://www.curriculum.gov.sk.ca/#</a></p> <p><b>Individuals not meeting the entrance requirements will be subject to an assessment and any required training.</b></p>		

# ESSENTIAL SKILLS SUMMARY

Essential skills are needed for work, learning and life. They provide the foundation for learning all other skills and enable people to evolve with their jobs and adapt to workplace change.

Through extensive research, the Government of Canada and other national and international agencies have identified and validated nine essential skills. These skills are used in nearly every occupation and throughout daily life in different ways.

A series of CCDA-endorsed tools have been developed to support apprentices in their training and to be better prepared for a career in the trades. The tools can be used independently or with the assistance of a tradesperson, trainer, employer, teacher or mentor to:

- understand how essential skills are used in the trades;
- learn about individual essential skills strengths and areas for improvement; and
- improve essential skills and increase success in an apprenticeship program.

Tools are available online or for order at: <https://www.canada.ca/en/employment-social-development/programs/essential-skills/tools.html>.

The application of these skills may be described throughout this document within the competency statements which support each subtask of the trade. The following are summaries of the requirements in each of the essential skills, taken from the essential skills profile. A link to the complete essential skills profile can be found at: [www.red-seal.ca](http://www.red-seal.ca).

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## READING

Automotive refinishing technicians read repair orders (work orders and estimates), labels, application or installation instructions, technical data sheets (TDS), manufacturers' service bulletins and manuals for safe use and storage of paints, solvents and equipment. They also read trade publications to learn about new technologies, products and materials.

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## DOCUMENT USE

Automotive refinishing technicians reference safety or hazard icons to obtain information on a product's toxicity. They read forms and tables to determine product specifications such as temperatures, humidity, drying times and ratios. Automotive refinishing technicians also use colour chips, vehicle information, tinting charts and technology to determine colour variant to achieve a blend-able match. They use safety and environmental documentation such as safety data sheets (SDS), VOC and isocyanates logs, maintenance logs, and TDS. They track and log colour libraries. They use business-related documentation such as: time sheets, repair orders (work orders), production schedules and pre-delivery checklists.

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## WRITING

Automotive refinishing technicians write notes on repair orders (work orders) and forms to describe previous damage, work that was carried out and any irregularities. Automotive refinishing technicians may write reports describing workplace accidents and note information for the colour library, chemical tracking and equipment logs. They may prepare lists for ordering inventory.

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## **ORAL COMMUNICATION**

Automotive refinishing technicians communicate with colleagues and customers about the scope of work and work completed. They explain procedures to apprentices and estimators. Automotive refinishing technicians need to communicate with suppliers and manufacturer representatives.

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## **NUMERACY**

Automotive refinishing technicians monitor temperatures, humidity and pressure levels. They calculate quantities of materials needed and mix refinishing materials based on weight, volume, ratios and formulas. Automotive refinishing technicians may also estimate time required to complete painting tasks including force-drying calculations.

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## **THINKING**

Automotive refinishing technicians use analytical and problem solving skills to determine appropriate solutions to refinishing issues such as surface imperfections, contamination, production problems and equipment problems. Automotive refinishing technicians make decisions about which products to use to create the desired finish. They use organizational skills to enhance production schedule and maintain work flow.

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## **WORKING WITH OTHERS**

Automotive refinishing technicians spend most of their time working independently but they are required to coordinate activities with colleagues from body repair, detailing, vehicle preparation and office staff to maintain production schedule. They may also work directly with colleagues to help them with vehicle preparation duties.

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## **DIGITAL TECHNOLOGY**

Automotive refinishing technicians may use digital tools and equipment to measure temperature, humidity, air pressure and paint thickness. They may also use digital devices to determine paint colours and codes. Automotive refinishing technicians may use computer software to retrieve paint formulas and access instructions for selecting and mixing appropriate refinishing materials. Workplace records and technical and safety information may be recorded and accessed using computers.

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## **CONTINUOUS LEARNING**

Automotive refinishing technicians are continuously learning to keep up with the changes in the industry in relation to products, vehicles and equipment. They may attend manufacturers' or suppliers' seminars to become a certified user of their products. Some jurisdictions require automotive refinishing technicians to participate in continuous learning.

# ELEMENTS OF HARMONIZATION FOR APPRENTICESHIP TRAINING

At the request of industry, the Harmonization Initiative was launched in 2013 to *substantively align* apprenticeship systems across Canada by making training requirements more consistent in the Red Seal trades. Harmonization aims to improve the mobility of apprentices, support an increase in their completion rates and enable employers to access a larger pool of apprentices.

As part of this work, the Canadian Council of the Directors of Apprenticeship (CCDA) identified four main harmonization priorities in consultation with industry and training stakeholders:

## **1. Trade name**

The official Red Seal name for this trade is Automotive Refinishing Technician.

## **2. Number of Levels of Apprenticeship**

The number of levels of technical training recommended for the Automotive Refinishing Technician trade is two.

## **3. Total Training Hours during Apprenticeship Training**

The total hours of training, including both on-the-job and in-school training for the Automotive Refinishing Technician subtrade is 3600.

## **4. Consistent sequencing of training content (at each level) using the most recent Occupational Standard**

Implementation for harmonization will take place progressively. Level one to be implemented in 2020/2021 and level two in 2021/2022. See Appendix A for the finalized curriculum comparisons.

White boxes are “Topics,” grey boxes are “In Context”. In context means learning that has already taken place and is being applied to the applicable task. Learning outcomes for in context topics are accomplished in other topics in that level.

<b>Level 1</b> (2020/2021 implementation)	<b>Level 2</b> (2021/2022 implementation)
	Safety-Related Functions
Safety-Related Functions	
Tools and Equipment	Tools and Equipment
Work Organization	Work Organization
Communication	Communication and Mentoring
Surface Preparation	Surface Preparation
Repair Materials	
Equipment Preparation	Equipment Preparation
Preparation of Refinishing Materials (Introduction)	Preparation of Refinishing Materials
Application of Refinishing Materials (Introduction)	Application of Refinishing Materials
	Post-Refinishing Functions



## B – Performs preparation

<b>B-5 Prepares surface</b>	<b>5.01 Performs initial preparation</b>  1	<b>5.02 Masks surface</b>  1, 2	<b>5.03 Strips surface</b>  1	<b>5.04 Sands surface</b>  1
<b>B-6 Uses repair materials</b>	<b>6.01 Mixes repair materials</b>  1	<b>6.02 Applies repair materials</b>  1	<b>6.03 Applies protective coating</b>  1	

## C – Performs refinishing procedures

<b>C-7 Prepares refinishing equipment</b>	<b>7.01 Prepares spray booth</b>  1, 2	<b>7.02 Performs spray gun setup</b>  1, 2		
<b>C-8 Prepares refinishing equipment</b>	<b>8.01 Mixes refinishing materials</b>  1, 2	<b>8.02 Performs colour adjustments</b>  2		
<b>C-9 Prepares refinishing equipment</b>	<b>9.01 Applies sealers</b>  2	<b>9.02 Applies base coat</b>  1, 2	<b>9.03 Applies single-stage paint</b>  1, 2	<b>9.04 Applies clear coat</b>  2
<b>C-10 Prepares refinishing equipment</b>	<b>10.01 Removes masking materials</b>  2	<b>10.02 Corrects surface imperfections</b>  2	<b>10.03 Performs final check</b>  2	

# TRAINING PROFILE CHART SASKATCHEWAN (LEVEL ONE ONLY (at this time))

This Training Profile Chart represents Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) technical training at the topic level.

Note: Level One Auto Body and Collision Technician and Automotive Refinishing Technician are granted the same technical training credit by the SATCC. Either apprentice may switch to the other trade upon completion of level one technical training and work experience. Graduates of Saskatchewan Polytechnic's applied certificate ABCT program with sufficient work experience hours may enter Automotive Refinishing Technician apprenticeship at level two.

At this time, all Saskatchewan's Automotive Refinishing Technician apprentices attend technical training in Alberta at NAIT or SAIT.

Automotive Refinishing Technician Level two apprenticeship technical training has yet to be developed. Once industry indentures sufficient, sustainable numbers of Automotive Refinishing Technician apprentices, level two will begin development.

Sask. Polytechnic Level One (Harmonized)	Transcript Code	Hours
Trade Mathematics	MATH 131 – Theory	12
Metal Repair	METL 122 – Theory	20
	METL 123 – Shop	36
Refinishing	PNTG 122 – Theory	24
	PNTG 123 – Shop	32
Vehicle Body Trim Repair	VEHC 122 – Theory	24
	VEHC 123 – Shop	32
		180

Sask. Polytechnic (To Be Developed) Level Two (Harmonized)	Transcript Code	Hours
Refinishing	PNTG 222 – Theory	20
	PNTG 223 – Shop	40
Vehicle Body Trim Repair	VEHC 222 – Theory	23
	VEHC 223 – Shop	47
Welding	WELD 230 – Theory	15
	WELD 231 – Shop	35
		180

# TRAINING PROFILE CHART ALBERTA

This Training Profile Chart represents Alberta Apprenticeship and Industry Training (AIT) technical training at the topic level.

Northern and Southern Alberta Institute of Technology (NAIT, SAIT) Polytechnic Level One (Harmonized)	Hours
<b>SECTION ONE: STANDARD WORKPLACE SAFETY, INDUSTRY OVERVIEW, REGULATIONS AND ADMINISTRATION</b>	<b>37 hours total</b>
Safety Legislation, Regulations & Industry Policy in the Trades	2
Climbing, Lifting, Rigging and Hoisting	2
Hazardous Materials & Fire Protection	2
Apprenticeship Training Program	2
Alberta's Industry Network	2
Canadian Standards Red Seal Program	2
Safety in the Workplace	6
Regulations that Affect the Trade	6
Workplace Coaching Skills	3
Estimates	8
Communication	2
<b>SECTION TWO: COMPONENT REMOVAL, INSTALLATION AND FINAL DETAIL</b>	<b>47 hours total</b>
Tools	8
Removal and Installation	30
Batteries	3
Final Detail	6
<b>SECTION THREE: SUBSTRATE PREPARATION</b>	<b>96 hours total</b>
Substrate Identification	6
Application of Fillers	18
Sanding	24
Masking	18
Application of Undercoats	30
	<b>180 hours total</b>

Northern and Southern Alberta Institute of Technology (NAIT, SAIT) Polytechnic Level Two (Harmonized)	Hours
<b>SECTION ONE: SHOP PRACTICES AND PROCEDURES</b>	<b>24 hours total</b>
Shop Maintenance	18
Shop Procedures	6
<b>SECTION TWO: PRODUCT PREPARATION</b>	<b>49 hours total</b>
Topcoat Identification	18
Mixing	4
Colour Matching	27
<b>SECTION THREE: TOPCOAT APPLICATION</b>	<b>107 hours total</b>
Application	95
Application Faults	12
	<b>180 hours total</b>

# TECHNICAL TRAINING COURSE CONTENT

This chart outlines the model for Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) technical training sequencing. For the harmonized level of training, a cross reference to the Red Seal Occupational Standard (RSOS) apprenticeship technical training sequencing, at the learning outcome level, is provided.

Implementation for harmonization will take place progressively. Level one to be implemented in 2020/2021 and level two 2021/2022

The Red Seal Automotive Service Technician Curriculum Outline, which provides additional detail of the Harmonized technical training, can be found at [www.red-seal.ca](http://www.red-seal.ca)

<b>Level One</b>	<b>6 weeks</b>	<b>180 hours</b>
<b>Section One</b>		<b>37 hours total</b>
<b>Standard Workplace Safety, Industry Overview, and Regulations and Administration</b>		
A Safety Legislation, Regulations and Industry Policy		
B Climbing, Lifting, Rigging and Hoisting		
C Hazardous Materials and Fire Protection		
D Apprenticeship Training Program		
E Alberta's Industry Network ( <i>due to the fact SK's technical training is in Alberta</i> )		
F Canadian Standards Red Seal Program		
G Safety in the Workplace		
H Trade Regulations		
I Workplace Coaching Skills		
J Estimates		
K Communication		
<b>A Safety Legislation, Regulations and Industry Policy</b>		<b>2 hours</b>
<ul style="list-style-type: none"><li>• Demonstrate the application of the Occupational Health and Safety Act, Regulation and Code.</li><li>• Describe the employer's and employee's role with Occupational Health and Safety (OH&amp;S) regulations, Worksite Hazardous Materials Information Systems (WHMIS), fire regulations, Workers Compensation Board regulations and related advisory bodies and agencies.</li><li>• Describe industry practices for hazard assessment and control procedures.</li><li>• Describe the responsibilities of worker and employers to apply emergency procedures.</li><li>• Describe tradesperson attitudes with respect to housekeeping, personal protective equipment and emergency procedures.</li><li>• Describe the roles and responsibilities of employers and employees with the selection and use of personal protective equipment (PPE).</li><li>• Maintain required PPE for tasks.</li><li>• Use required PPE for tasks.</li></ul>		

**RSOS topics covered in this section of training:**

**A-1 Performs safety related functions**

**A-1.01 Maintains safe workplace**

- identify workplace hazards
- perform housekeeping duties
- store hazardous products
- operate ventilation systems
- identify location and condition of safety equipment
- dispose of and recycle hazardous products and waste
- verify original equipment manufacturer (OEM) safety precautions
- complete safety-related documentation
- demonstrate knowledge of safe work practices
- demonstrate knowledge of regulatory requirements pertaining to safety
- demonstrate knowledge of safety-related documentation and its use

**A-1.02 Uses personal protective equipment (PPE) and safety equipment**

- select and wear personal protective equipment (PPE)
- ensure proper fit of PPE
- inspect and clean PPE
- replace damaged or defective PPE
- store PPE
- operate safety equipment
- dispose of used spill kits
- demonstrate knowledge of PPE and safety equipment, their applications, maintenance, storage and procedures for use
- demonstrate knowledge of regulatory requirements pertaining to PPE and safety equipment

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**B Climbing, Lifting, Rigging and Hoisting**

**2 hours**

- Describe manual lifting procedures.
- Describe rigging hardware and associated safety factors.
- Select equipment for rigging loads.
- Describe hoisting and load moving procedures.
- Maintain personal protective equipment (PPE) for climbing, lifting and load moving equipment.
- Use PPE for climbing, lifting and load moving equipment.

**RSOS topics covered in this section of training:**

**A-2 Maintains tools and equipment**

**A-2.05 Maintains safe workplace**

- lubricate shop equipment
- replace damaged and worn parts
- inspect and clean shop equipment
- tag and lock out defective shop equipment
- store shop equipment
- demonstrate knowledge of shop equipment, their applications and procedures for use
- demonstrate knowledge of shop equipment maintenance and storage

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**C Hazardous Materials and Fire Protection**

**2 hours**

- Describe roles, responsibilities, features and practices related to the Workplace Hazardous Materials Information System (WHMIS) program.
- Describe three key elements of WHMIS.
- Describe handling, storing and transporting procedures for hazardous material.
- Describe venting procedures when working with hazardous materials.

- Describe hazards, classes, procedures and equipment related to fire protection.

**RSOS topics covered in this section of training:**

**A-1 Performs safety related functions**

**A-1.01 Maintains safe workplace**

- identify workplace hazards
- perform housekeeping duties
- store hazardous products
- operate ventilation systems
- identify location and condition of safety equipment
- dispose of and recycle hazardous products and waste
- verify original equipment manufacturer (OEM) safety precautions
- complete safety-related documentation
- demonstrate knowledge of safe work practices
- demonstrate knowledge of regulatory requirements pertaining to safety
- demonstrate knowledge of safety-related documentation and its use

**A-1.02 Uses personal protective equipment (PPE) and safety equipment**

- select and wear personal protective equipment (PPE)
- ensure proper fit of PPE
- inspect and clean PPE
- replace damaged or defective PPE
- store PPE
- operate safety equipment
- dispose of used spill kits
- demonstrate knowledge of PPE and safety equipment, their applications, maintenance, storage and procedures for use
- demonstrate knowledge of regulatory requirements pertaining to PPE and safety equipment

**D Apprenticeship Training Program**

**2 hours**

- Describe the contractual responsibilities of the apprentice, employer and Alberta Apprenticeship and Industry Training.
- Describe the purpose of the apprentice record book.
- Describe the procedure for changing employers during an active apprenticeship.
- Describe the purpose of the course outline.
- Describe the procedure for progressing through an apprenticeship.
- Describe advancement opportunities in this trade.

**RSOS topics covered in this section of training:**

**This section of training exceeds RSOS scope of work in Level One and exceeds the minimum sequencing as set out in the Automotive Refinishing Technician RSOS. Its purpose is to assist in the understanding of an apprentice the steps to earn journeyman certification.**

**E Alberta's Industry Network**

**2 hours**

- Describe Alberta's Apprenticeship and Industry Training system.
- Describe roles and responsibilities of the Alberta Apprenticeship and Industry Training Board, the Government of Alberta and post-secondary institutions.
- Describe roles and responsibilities of the Provincial Apprenticeship Committees (PACs), Local Apprenticeship Committees (LACs) and Occupational Committees (OCs).

**RSOS topics covered in this section of training:**

**This section of training exceeds RSOS scope of work in Level One and exceeds the minimum sequencing as set out in the Automotive Refinishing Technician RSOS. Its purpose is to assist in the understanding Alberta's apprenticeship system. Even though Saskatchewan's apprentices take this course, the Alberta system is similar to Saskatchewan's.**

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**F Canadian Standards Red Seal Program**

**2 hours**

- Identify Red Seal products used to develop Interprovincial examinations.
- Use Red Seal products to prepare for an Interprovincial examination.

**RSOS topics covered in this section of training:**

**This section of training exceeds RSOS scope of work in Level One and exceeds the minimum sequencing as set out in the Automotive Refinishing Technician RSOS. Its purpose is to assist in the understanding of the Canadian Standards Red Seal Program and Red Seal trade certification.**

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**G Safety in the Workplace**

**6 hours**

- Describe types of personal hazards associated with the work assigned to an auto body technician (electrical tools, rotating machinery, compressed air, jacking and hoisting, exhaust gases, etc).
- Use safety equipment and procedures when dealing with hazards associated with auto body work.
- Control hazardous products used by auto body technicians.
- Describe environmental hazards associated with the trade.
- Use supplied air breathing systems.

**RSOS topics covered in this section of training:**

**A-1 Performs safety related functions**

**A-1.01 Maintains safe workplace**

- identify workplace hazards
- perform housekeeping duties
- store hazardous products
- operate ventilation systems
- identify location and condition of safety equipment
- dispose of and recycle hazardous products and waste
- verify original equipment manufacturer (OEM) safety precautions
- complete safety-related documentation
- demonstrate knowledge of safe work practices
- demonstrate knowledge of regulatory requirements pertaining to safety
- demonstrate knowledge of safety-related documentation and its use

**A-1.02 Uses personal protective equipment (PPE) and safety equipment**

- select and wear personal protective equipment (PPE)
- ensure proper fit of PPE
- inspect and clean PPE
- replace damaged or defective PPE
- store PPE
- operate safety equipment
- dispose of used spill kits
- demonstrate knowledge of PPE and safety equipment, their applications, maintenance, storage and procedures for use
- demonstrate knowledge of regulatory requirements pertaining to PPE and safety equipment

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**H Regulations That Affect the Trade****6 hours**

- Apply Workplace Health and Safety regulations.
- Apply Occupational Health and Safety (OHS) regulations.
- Apply Workplace Hazardous Materials Information System (WHMIS) regulations.
- Apply fire regulations.
- Apply Workers' Compensation Board (WCB) regulations.
- Apply environmental regulations including volatile organic compounds (VOC) legislation.

**RSOS topics covered in this section of training:****A-1 Performs safety related functions****A-1.01 Maintains safe workplace**

- identify workplace hazards
- perform housekeeping duties
- store hazardous products
- operate ventilation systems
- identify location and condition of safety equipment
- dispose of and recycle hazardous products and waste
- verify original equipment manufacturer (OEM) safety precautions
- complete safety-related documentation
- demonstrate knowledge of safe work practices
- demonstrate knowledge of regulatory requirements pertaining to safety
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**A-1.02 Uses personal protective equipment (PPE) and safety equipment**

- select and wear personal protective equipment (PPE)
- ensure proper fit of PPE
- inspect and clean PPE
- replace damaged or defective PPE
- store PPE
- operate safety equipment
- dispose of used spill kits
- demonstrate knowledge of PPE and safety equipment, their applications, maintenance, storage and procedures for use
- demonstrate knowledge of regulatory requirements pertaining to PPE and safety equipment

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**I Workplace Coaching Skills****3 hours**

- Describe the process for coaching an apprentice.

**RSOS topics covered in this section of training:****A-4 Uses communication techniques****A-4.01 Uses communication techniques**

- demonstrate communication practices with individuals or in a group
- listen using active listening practices
- receive and respond to feedback on work
- explain and provide feedback
- ask questions to improve communication
- participate in discussions
- use alternative communication media
- demonstrate knowledge of trade terminology
- demonstrate knowledge of effective communication practices

**A-4.02 Uses mentoring techniques**

- identify and communicate learning objective and point of lesson
- link lesson to other lessons on the job

- demonstrate performance of a skill to an apprentice or learner
- set up conditions required for an apprentice to practice a skill
- assess ability to perform tasks with increasing independence
- give supportive and corrective feedback
- support apprentices in pursuing technical training opportunities and continuous learning throughout their career
- support equity groups
- assess employee suitability to the trade
- demonstrate knowledge of strategies for learning skills in the workplace

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## **J Estimates**

**8 hours**

- Describe the requirements of an estimate.
- Explain estimates and repair orders.
- Explain the use of Original Equipment Manufacturer (OEM) service information.
- Explain the use of aftermarket service information.
- Develop a work plan.

### **RSOS topics covered in this section of training:**

#### **A-3 Organizes work**

##### **A-3.01 Uses documentation**

- locate vehicle identification number (VIN) and vehicle build stickers
- interpret VIN and vehicle build stickers and record paint code
- interpret information in technical manuals/data sheets and bulletins
- interpret trade terminology and information on repair orders (work orders) and estimates
- document and organize colour library
- maintain service records and maintenance logs
- maintain hazardous materials log
- interpret and complete safety documentation
- demonstrate knowledge of trade-related documentation and its use

##### **A-3.02 Performs inspection**

- verify tasks listed in repair estimate
- inspect body repairs
- inspect panels
- perform surface evaluation test
- demonstrate knowledge of the procedures used to perform an inspection

##### **A-3.03 Contributes to development of repair plan**

- identify types of paint finish, colour and blend requirements
- determine surface preparation requirements
- demonstrate knowledge of the development of repair estimates and their applications

##### **A-3.04 Organizes refinish production schedule**

- identify and select materials
- verify material inventory
- plan daily refinishing tasks
- adapt to changing shop conditions
- develop refinishing schedule
- convey refinishing schedule
- demonstrate knowledge of shop production schedules
- demonstrate knowledge of refinish production schedules

---

## **K Communication**

**2 hours**

- Practice professional verbal and nonverbal communication between trade related contacts.
- Interpret standard operating procedures.

#### **A-4 Uses communication techniques**

##### **A-4.01 Uses communication techniques**

- demonstrate communication practices with individuals or in a group
- listen using active listening practices
- receive and respond to feedback on work
- explain and provide feedback
- ask questions to improve communication
- participate in discussions
- use alternative communication media
- demonstrate knowledge of trade terminology
- demonstrate knowledge of effective communication practices

##### **A-4.02 Uses mentoring techniques**

- identify and communicate learning objective and point of lesson
- link lesson to other lessons on the job
- demonstrate performance of a skill to an apprentice or learner
- set up conditions required for an apprentice to practice a skill
- assess ability to perform tasks with increasing independence
- give supportive and corrective feedback
- support apprentices in pursuing technical training opportunities and continuous learning throughout their career
- support equity groups
- assess employee suitability to the trade
- demonstrate knowledge of strategies for learning skills in the workplace

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## **Section Two**

**47 hours total**

### **Component Removal, Installation and Fine Detail**

- A Tools
- B Removal and Installation
- C Batteries
- D Fine Detail

---

#### **A Tools**

**8 hours**

- Identify hand tools.
- Identify power tools.
- Identify equipment.

#### **RSOS topics covered in this section of training:**

##### **A-2 Maintains tools and equipment**

###### **A-2.01 Maintains hand and power tools**

- lubricate pneumatic tools
- replace consumables
- inspect, clean and maintain tools
- remove defective tools from service
- store hand and power tools
- charge and store battery powered equipment
- demonstrate knowledge of hand and power tools, their applications and procedures for use
- demonstrate knowledge of the maintenance and storage of hand and power tools

###### **A-2.02 Maintains spray booth**

- replace components
- clean spray booth and components
- re-apply booth coatings and sealants
- inspect and perform minor adjustments to booth doors, latches, seals, curtains and drive belts

- identify operational problems with air makeup systems
- maintain service and maintenance records
- demonstrate knowledge of types of spray booths and their components and applications
- demonstrate knowledge of spray booth maintenance and adjustments
- demonstrate knowledge of interpreting maintenance schedules

**A-2.03 Maintains spray equipment**

- disassemble, clean, lubricate, re-assemble and store spray gun
- clean and verify operation of gun washers
- recycle solvent and waterborne gun wash
- inspect and replace worn and damaged parts
- maintain compressors
- maintain lines, filters and regulators
- inspect, clean and verify operation of compressed air dryers and moisture traps
- demonstrate knowledge of spray equipment and its components
- demonstrate knowledge of compressors, filters, lines, regulators and nitrogen generators
- demonstrate knowledge of spray equipment maintenance

**A-2.04 Maintain mixing equipment**

- update and organize colour library
- maintain mixing system
- maintain mixing room
- demonstrate knowledge of paint manufacturers' software and equipment, their applications and procedures for use
- demonstrate knowledge of paint manufacturers' software and equipment maintenance

**A-2.05 Maintains shop equipment**

- lubricate shop equipment
- replace damaged and worn parts
- inspect and clean shop equipment
- tag and lock out defective shop equipment
- store shop equipment
- demonstrate knowledge of shop equipment, their applications and procedures for use
- demonstrate knowledge of shop equipment maintenance and storage

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**B Removal and Installation**

**30 hours**

- Identify types of body components.
- Identify the purpose of trim.
- Identify restraint systems.
- Describe methods of fastening.
- Assess components for hidden damage.
- Describe component storage procedures.
- Remove bolt on components.
- Describe body panel alignment of bolt on components.
- Describe headlight alignment procedure.
- Describe leak test procedure.
- Install bolt on components.

**RSOS topics covered in this section of training:**

**This section of training exceeds RSOS scope of work in Level One and exceeds the minimum sequencing as set out in the Automotive Refinishing Technician RSOS. Its purpose is to assist in the understanding of an apprentice the steps in disassembly and reassembly with an Auto Body and Collision Technician.**

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**C Batteries**

**3 hours**

- Identify battery types.

- 
- Describe battery function.
  - Describe battery charging.
  - Describe battery boosting.

**RSOS topics covered in this section of training:**

**This section of training exceeds RSOS scope of work in Level One and exceeds the minimum sequencing as set out in the Automotive Refinishing Technician RSOS. Its purpose is to assist in the understanding of an apprentice the steps in disassembly and reassembly with an Auto Body and Collision Technician.**

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**D Final Detail**

**6 hours**

- Describe detailing procedures.
- Describe types of decals and striping.
- Describe removal of decals and striping.
- Describe installation of decals and striping.
- Clean interior of vehicle.
- Clean exterior of vehicle.

**RSOS topics covered in this section of training:**

**C-10 Performs post-refinishing functions**

**C-10.01 Removes masking materials**

- select removal procedures
- remove masking plastic, paper and tape
- remove spray mask
- inspect for masking issues
- demonstrate knowledge of removing masking materials
- demonstrate knowledge of masking issues

**C-10.02 Corrects surface imperfections**

- identify surface imperfections
- determine corrective actions
- sand or de-nib refinish area
- compound refinish area
- polish refinish area
- demonstrate knowledge of surface imperfections
- demonstrate knowledge of the corrective action of various surface imperfections
- demonstrate knowledge of the causes of various surface imperfections

**C-10.03 Performs final check**

- confirm colour
  - check blend area
  - complete job pre-delivery checklist
  - complete repair order (work order) or estimate
  - complete job-specific documentation
  - demonstrate knowledge of performing final check
- 

**Section Three**

**96 hours total**

**Substrate Preparation**

- A Substrate Identification
- B Application of Fillers
- C Sanding
- D Masking
- E Applications of Undercoats

---

**A Substrate Identification****6 hours**

- Identify substrate.
- Identify condition of substrate.
- Describe substrate preparation methods.

**RSOS topics covered in this section of training:****B-5 Prepares surface****B-5.01 Performs initial preparation**

- remove residual two-way tape and decal glue
- clean substrate with products and cleaners, and dry surface
- apply a pre-wash cleaner based on substrate and refinish material to be applied
- inspect substrate
- demonstrate knowledge of performing initial preparation of substrates and surfaces

---

**B Application of Fillers****18 hours**

- Describe surface preparation for filler.
- Apply fillers.
- Perform sanding of fillers

**RSOS topics covered in this section of training:****B-6 Uses repair materials****B-6.01 Mixes repair materials**

- mix filler with appropriate amount of hardener
- measure and stir quantities of primers and primer surfacers
- shake aerosol type repair materials
- incorporate additives while mixing repair material
- demonstrate knowledge of repair materials, their applications and procedures for use

**B-6.02 Applies repair materials**

- spread filler firmly and evenly over imperfections
- select and use spray gun with recommended nozzle assembly
- adjust spray gun pattern, fluid delivery and air pressure
- apply primers and primer surfacer
- demonstrate knowledge of applying repair materials

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**C Sanding****24 hours**

- Describe surface preparation for filler.
- Describe undercoat preparation methods.
- Perform sanding for undercoats.
- Describe topcoat preparation methods.
- Perform sanding for topcoats.

**RSOS topics covered in this section of training:****B-5 Prepares surface****B-5.01 Performs initial preparation**

- remove residual two-way tape and decal glue
- clean substrate with products and cleaners, and dry surface
- apply a pre-wash cleaner based on substrate and refinish material to be applied
- inspect substrate
- demonstrate knowledge of performing initial preparation of substrates and surfaces

**B-5.03 Strips surface**

- protect surrounding area

- apply chemical stripper to work area using tools
- neutralize chemical residue
- mechanically strip work area using tools
- media blast work area using media
- remove dust and residue from work area after mechanical or media stripping
- demonstrate knowledge of stripping equipment and products, their applications, safety precautions and procedures for use

**B-5.04 Sands surface**

- prepare blend area
- featheredge area
- back sand area
- scuff sand area
- level surface
- demonstrate knowledge of sanding equipment and materials, their applications, safety precautions and procedures for use

**D Masking**

**18 hours**

- Describe methods and materials used for masking.
- Mask a repair area for undercoat application.
- Mask a repair area for topcoat application.

**RSOS topics covered in this section of training:**

**B-5 Prepares surface**

**B-5.02 Masks surface**

- apply masking tape and paper
- apply spray mask (liquid mask)
- apply plastic sheeting
- apply vinyl tape (fine edge)
- apply edging tape behind flexible moulding
- apply final masking materials before refinishing
- apply soft edge tape to panels
- demonstrate knowledge of masking materials, their applications and procedures for use

**E Application of Undercoats**

**30 hours**

- Describe undercoats.
- Prepare undercoat materials.
- Perform operating procedures for refinishing equipment.
- Perform maintenance procedures for refinishing equipment.
- Apply undercoats.

**RSOS topics covered in this section of training:**

**B-6 Uses repair materials**

**B-6.03 Applies protective coating**

- identify areas needing protective coatings
- clean, prepare and mask substrate
- apply protective coating to repaired location
- demonstrate knowledge of protective coatings, their applications and procedures for use

**No Level One topics from the RSOS are taught in context.**

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## Level Two

6 weeks

180 hours

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### Section One

24 hours total

#### Shop Practices and Procedures

- A Shop Maintenance
  - B Shop Procedures
- 

#### A Shop Maintenance

18 hours

- Describe spray environment set-up.
- Describe air supply systems.
- Describe record keeping procedures.
- Describe the management of materials inventory.
- Describe the management of waste materials.
- Identify mixing room requirements.
- Maintain mixing room.
- Maintain spray environment.
- Maintain refinishing equipment.

#### RSOS topics covered in this section of training:

#### C-7 Prepares refinishing equipment

##### C-7.01 Prepares spray booth

- clean spray booth
- adjust spray booth pressure
- adjust spray booth temperature
- utilize booth space to accommodate work to be completed
- position air movers
- tack off equipment
- identify spray booth problems
- troubleshoot spray booth problems
- demonstrate knowledge of spray booths, their function and preparation procedures
- demonstrate knowledge of spray booth problems and troubleshooting methods

##### C-7.02 Performs spray gun setup

- select spray gun, fluid tip, needle and air cap
- install fluid tip, needle and air cap
- attach spray gun to hose/coupler
- adjust air pressure, fluid delivery and fan width
- attach paint cup to the spray gun
- verify spray pattern
- identify spray pattern problems
- troubleshoot spray pattern problems
- demonstrate knowledge of spray guns, their application and setup
- demonstrate knowledge of spray pattern problems and correction methods

#### C-8 Prepares refinishing materials

##### C-8.01 Mixes refinishing materials

- agitate or shake toners
- clean mixing equipment before mixing
- determine required quantity of refinishing materials
- place mixing cup and tare (zero) the scale
- select mixing ratio and mixing equipment (stick or cup)
- select products, reducers, additives and activators
- pour products, reducers, additives and activators
- mix ready-to-spray product

- strain paint
  - demonstrate knowledge of refinishing materials and their applications
  - demonstrate knowledge of procedures used to mix refinishing materials
- C-8.02 Performs colour adjustments
- select variant
  - spray test card
  - spray a let-down panel
  - visually compare test card against an adjacent polished panel
  - adjust colour formula
  - adjust spray gun or spraying technique
  - seek technical support for challenging and non-existent colour formulas
  - demonstrate knowledge of performing colour matching

## **B Shop Procedures**

**6 hours**

- Explain a refinish supplement.
- Explain a refinish estimate.
- Identify refinish work required.
- Develop refinish schedule.

### **RSOS topics covered in this section of training:**

#### **A-3 Organizes work**

##### **A-3.01 Uses documentation**

- locate vehicle identification number (VIN) and vehicle build stickers
- interpret VIN and vehicle build stickers and record paint code
- interpret information in technical manuals/data sheets and bulletins
- interpret trade terminology and information on repair orders (work orders) and estimates
- document and organize colour library
- maintain service records and maintenance logs
- maintain hazardous materials log
- interpret and complete safety documentation
- demonstrate knowledge of trade-related documentation and its use

##### **A-3.02 Performs inspection**

- verify tasks listed in repair estimate
- inspect body repairs
- inspect panels
- perform surface evaluation test
- demonstrate knowledge of the procedures used to perform an inspection

##### **A-3.03 Contributes to development of repair plan**

- identify types of paint finish, colour and blend requirements
- determine surface preparation requirements
- demonstrate knowledge of the development of repair estimates and their applications

##### **A-3.04 Organizes refinish production schedule**

- identify and select materials
- verify material inventory
- plan daily refinishing tasks
- adapt to changing shop conditions
- develop refinishing schedule
- convey refinishing schedule
- demonstrate knowledge of shop production schedules
- demonstrate knowledge of refinish production schedules

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## Section Two

**49 hours total**

### Product Preparation

- A Topcoat Identification
  - B Mixing
  - C Colour Matching
- 

### A Topcoat Identification

**18 hours**

- Identify existing substrates.
- Describe topcoat considerations for complete panel refinish.
- Describe topcoat considerations for spot repair.
- Select a formula that corresponds to a paint code. Maintain spray environment.

#### RSOS topics covered in this section of training:

#### A- C-8 Prepares refinishing materials

##### C-8.01 Mixes refinishing materials

- agitate or shake toners
- clean mixing equipment before mixing
- determine required quantity of refinishing materials
- place mixing cup and tare (zero) the scale
- select mixing ratio and mixing equipment (stick or cup)
- select products, reducers, additives and activators
- pour products, reducers, additives and activators
- mix ready-to-spray product
- strain paint
- demonstrate knowledge of refinishing materials and their applications
- demonstrate knowledge of procedures used to mix refinishing materials

##### C-8.02 Performs colour adjustments

- select variant
  - spray test card
  - spray a let-down panel
  - visually compare test card against an adjacent polished panel
  - adjust colour formula
  - adjust spray gun or spraying technique
  - seek technical support for challenging and non-existent colour formulas
  - demonstrate knowledge of performing colour matching
- 

### B Mixing Identification

**4 hours**

- Describe additive considerations.
- Mix paint according to specifications.
- Correct an over-pour situation when mixing paint.

#### RSOS topics covered in this section of training:

#### A- C-8 Prepares refinishing materials

##### C-8.01 Mixes refinishing materials

- agitate or shake toners
  - clean mixing equipment before mixing
  - determine required quantity of refinishing materials
  - place mixing cup and tare (zero) the scale
  - select mixing ratio and mixing equipment (stick or cup)
  - select products, reducers, additives and activators
  - pour products, reducers, additives and activators
-

- mix ready-to-spray product
  - strain paint
  - demonstrate knowledge of refinishing materials and their applications
  - demonstrate knowledge of procedures used to mix refinishing materials
- C-8.02 Performs colour adjustments
- select variant
  - spray test card
  - spray a let-down panel
  - visually compare test card against an adjacent polished panel
  - adjust colour formula
  - adjust spray gun or spraying technique
  - seek technical support for challenging and non-existent colour formulas
  - demonstrate knowledge of performing colour matching

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**C Colour Matching**

**27 hours**

- Explain colour theory.
- Identify a colour mismatch.
- Adjust colour using gun technique.
- Adjust colour by tinting.

**RSOS topics covered in this section of training:**

**A- C-8 Prepares refinishing materials**

C-8.01 Mixes refinishing materials

- agitate or shake toners
- clean mixing equipment before mixing
- determine required quantity of refinishing materials
- place mixing cup and tare (zero) the scale
- select mixing ratio and mixing equipment (stick or cup)
- select products, reducers, additives and activators
- pour products, reducers, additives and activators
- mix ready-to-spray product
- strain paint
- demonstrate knowledge of refinishing materials and their applications
- demonstrate knowledge of procedures used to mix refinishing materials

C-8.02 Performs colour adjustments

- select variant
- spray test card
- spray a let-down panel
- visually compare test card against an adjacent polished panel
- adjust colour formula
- adjust spray gun or spraying technique
- seek technical support for challenging and non-existent colour formulas
- demonstrate knowledge of performing colour matching

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**Section Three**

**107 hours total**

**Topcoat Application**

- A Apply Topcoat
- B Paint Faults

---

**A Apply Topcoat**

**95 hours**

- Describe topcoat application.

- Describe blending techniques and applications.
- Prepare the refinisher for topcoat application.
- Prepare the work piece for topcoat application.
- Prepare spray equipment for topcoat application.
- Perform topcoat application.
- Perform multi-stage blend repair.

**RSOS topics covered in this section of training:**

**C-9 Applies refinishing materials**

**C-9.01 Applies sealers**

- check for undercoat defects
- correct undercoat defects
- select and use cleaning materials
- tack surface between coats
- spray sealer
- blend sealer
- verify coverage of sealer
- verify sealer is flashed prior to subsequent application
- demonstrate knowledge of applying sealers

**C-9.02 Applies base coat**

- ensure defects with the undercoat and existing top coat are corrected
- spray base coat
- blend base coat
- apply drop coat on metallic and pearl/mica
- spray mid-coat
- tack surface prior to first base coat and between subsequent coats
- verify base coat is flashed prior to subsequent application
- verify coverage of base coat
- demonstrate knowledge of applying base coats

**C-9.03 Applies single-stage paint**

- ensure undercoat defects are corrected
- select and use cleaning materials
- spray single-stage paint
- blend single-stage paint
- verify single-stage paint is flashed prior to subsequent application
- demonstrate knowledge of applying single-stage paint

**C-9.04 Applies clear coat**

- ensure topcoat defects are corrected
- spray clear coat
- blend clear coat
- verify clear coat is flashed prior to subsequent application
- correct defects
- demonstrate knowledge of applying clear coat

**B Paint Faults**

**12 hours**

- Identify paint faults.
- Repair paint faults.

**RSOS topics covered in this section of training:**

**C-10 Performs post-refinishing functions**

**C-10.02 Corrects surface imperfections**

- identify surface imperfections
- determine corrective actions

- sand refinish area
  - compound refinish area
  - polish refinish area
  - demonstrate knowledge of surface imperfections
  - demonstrate knowledge of the corrective action of various surface imperfections
  - demonstrate knowledge of the causes of various surface imperfections'
- C-10.03 Performs final check
- confirm colour
  - check blend area
  - complete job pre-delivery checklist
  - complete repair order (work order) or estimate
  - complete job-specific documentation
  - demonstrate knowledge of performing final check
- 

**Level Two topics from the RSOS that are taught in context:**

***Safety-Related Functions***

***For details regarding the In Context Topics, see page 31***

# IN CONTEXT TOPICS

In context means learning that has already taken place and is being applied to the applicable task. Learning outcomes for in context topics are accomplished in other topics in that level.

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## **A-1 Performs safety related functions**

### A-1.01 Maintains safe workplace

- identify workplace hazards
- perform housekeeping duties
- store hazardous products
- operate ventilation systems
- identify location and condition of safety equipment
- dispose of and recycle hazardous products and waste
- verify original equipment manufacturer (OEM) safety precautions
- complete safety-related documentation
- demonstrate knowledge of safe work practices
- demonstrate knowledge of regulatory requirements pertaining to safety
- demonstrate knowledge of safety-related documentation and its use

### A-1.02 Uses personal protective equipment (PPE) and safety equipment

- select and wear personal protective equipment (PPE)
- ensure proper fit of PPE
- inspect and clean PPE
- replace damaged or defective PPE
- store PPE
- operate safety equipment
- dispose of used spill kits
- demonstrate knowledge of PPE and safety equipment, their applications, maintenance, storage and procedures for use
- demonstrate knowledge of regulatory requirements pertaining to PPE and safety equipment

# APPENDIX A: POST HARMONIZATION TRAINING PROFILE CHART

This chart which outlines the finalized model for SATCC technical training sequencing with a cross reference to the Harmonized apprenticeship technical training sequencing, at the topic level.

Implementation for harmonization will take place progressively. Level one to be implemented in 2020/2021 and level two 2021/2022.

SATCC Level One	Transcript Code	Hours	Pan-Canadian Harmonized Level One
Trade Mathematics	MATH 131	12	<i>*Exceed</i>
Metal Repair	METL 122 – Theory	20	Communication
			Tools and Equipment
			Welding Equipment (Basic/Introduction)
	METL 123 – Shop	36	Work Organization and Document Use Metal Panels and Components (Removes, Repairs and Installs)
Refinishing	PNTG 122 – Theory	24	Surface Preparation
			Repair Materials
			Refinishing Equipment Preparation
			Refinishing Materials (Prepares)
	PNTG 123 – Shop	32	Refinishing Materials (Applies)
			Post-Refinishing Functions
Exterior Detailing Vehicle Cleaning			
Vehicle Body Trim Repair	VEHC 122 – Theory	24	Safety-Related Functions Trim and Hardware
	VEHC 123 – Shop	32	Plastic and Composite Panels and Components (Removes, Repairs and Installs)
			180

SATCC Level Two	Transcript Code	Hours	Pan-Canadian Harmonized Level Two
<i>*In Context learning</i>	--	--	*Safety-Related Functions (In-Context) *Communication (In-Context)
Welding	WELD 230 – Theory	15	Tools and Equipment
	WELD 231 – Shop	35	Welding Equipment
Vehicle Body Trim Repair	VEHC 222 – Theory	23	Work Organization and Document Use
			Corrosion Protection and Sound Deadening Materials
			Structural and Laminated Glass (Removes, Installs and Repairs)
			Metal Panels and Components (Removes, Repairs and Installs)
	VEHC 123 – Shop	47	Plastic and Composite Panels and Components (Removes, Repairs and Installs)
			Non-Structural Glass (Removes and Installs)
Interior Components (Repairs and Replaces)			
Refinishing	PNTG 222 – Theory	20	Refinishing Equipment Preparation
			Refinishing Materials (Prepares)
	PNTG 223 – Shop	40	Refinishing Materials (Applies)
			Post-Refinishing Functions
		180	

*\*Exceed Topics*

Throughout this guide to course content there are topics which exceed the minimum scope of work as set out in the Automotive refinishing technician RSOS. Industry in Saskatchewan has deemed certain topics to fall within the scope of work of the Automotive refinishing technician subtrade in Saskatchewan and therefore require technical training to cover these topics.