

Technical Evaluation Record v3 Apr22



QUALIFICATION:	Tractor Driving and Related Operations	Qualification Code:	0014-31				
		Units:	201 & 202				
Assessor Name:		Technical Verifier Name:					
Assessor No: NEW? DOB:		Technical Verifier No:					
Assessor Email:		Start Time:					
Invoice To: (Include Centre name if applicable)		End Time:					
CRITERIA: (To be used in conjunction with current Qualification Guidance)		PERFORMANCE EVALUATION (Circle):					JUSTIFICATION:
1. Knowledge of H&S regulations. Safe Stop explained, Carry out SSRA		1	2	3	4	5	
2. Knowledge of operator protection and PPE standards		1	2	3	4	5	
3. Knowledge of legal and safety requirements when operating on a public highway		1	2	3	4	5	
4. Explain the all instruments, controls and decals as fitted to the tractor(s) being used		1	2	3	4	5	
5. Knowledge of maintaining efficiency		1	2	3	4	5	
6. Knowledge of different transmission systems		1	2	3	4	5	
7. Carry out pre-use checks as stated in operators manual		1	2	3	4	5	
8. Knowledge of hazards when maneuvering a tractor and how to minimise risk		1	2	3	4	5	
9. Prepare and operate tractor and trailed equipment, knowledge of trailed implement requirements		1	2	3	4	5	
10. Prepare and operate tractor and mounted equipment, knowledge of mounted implement requirements		1	2	3	4	5	
11. Prepare and operate tractor and PTO powered equipment, knowledge of PTO requirements		1	2	3	4	5	
12. Carry out pre-use checks to loader		1	2	3	4	5	
13. Operate tractor and loader		1	2	3	4	5	
14. Carry out post use checks and explain reasons for, and methods of cleaning tractor and loader		1	2	3	4	5	
15. Assessment techniques <i>(new assessors only)</i>		1	2	3	4	5	
PERFORMANCE EVALUATION COLUMN TOTALS:							= TOTAL SCORE:
Result of Technical Evaluation (tick):	MET	TOTAL SCORE REQUIRED TO ACHIEVE ASSESSOR STATUS: (NB. ACHIEVED IN PERFORMANCE EVALUATION COLUMNS 4 & 5 ONLY) <i>If an existing Assessor then please adjust total score required to 56</i>					60
	NOT MET						
ACTION PLAN FOR ASSESSOR:							

ASSESSOR COMMENTS:

Please continue on reverse if necessary

TECHNICAL VERIFIER SIGNATURE:

COST:

£200 Half Day

£300 Full Day

DATE:

ASSESSOR SIGNATURE:

TECHNICAL EVALUATION RECORD

0014-31 Level 2 Certificate of Competence in Tractor Driving and Related Operations

1. Knowledge of H&S regulations

Key principles and practical relevance.

- Health and Safety at Work etc. Act 1974 (HASAWA)
- Management of Health and Safety at Work Regulations 1999 (MHSWR)
- Provision and Use of Work Equipment Regulations 1998 (PUWER)
- Personal Protective Equipment at Work Regulations 1992 (PPE regs)
- Control Of Substances Hazardous to Health Regulations (COSHH)
- The Health and Safety (First Aid) Regulations 1992
- Reporting of Injuries Diseases Dangerous Occurrence Regulations (RIDDOR)
- Wildlife and Countryside Act 1981
- Countryside and Rights of Way Act 2000
- Manual Handling Operations Regulations 1994
- The Control of Noise Regulations 2005
- Lifting Operations and Lifting Equipment Regulations 1998

- Risk assessments
- Condition and guarding of equipment (statutory guarding to be explained)
- Operators manuals
- AIS 40. Power Take-offs and power take-off drive shafts
- INDG 185. Using tractors safely

Safe Stop explained

- HSE sequence explained

Carry out SSRA

- Assessor to complete a Site Specific Risk Assessment, using provided template.
- Header and footer.
- Hazards and controls relative to site, task and equipment.

2. Knowledge of operator protection and PPE standards

- CE and EN markings - relevance
- PPE types and reasons for use

3. Knowledge of legal and safety requirements when operating on a public highway

- Be road legal
- Vehicle tax/exemption
- Insurance
- Valid/suitable driving license
- Uses of orange flashing beacon
- Speed limits
- Independent brakes/four-wheel drive/diff lock

4. Explain the all instruments, controls and decals as fitted to the tractor(s) being used

- Internal
- External

5. Knowledge of maintaining efficiency

- Engine maintenance
- Engine and transmission management
- Tyre condition/pressure

6. Knowledge of different transmission systems

- Synchromesh
- CVT
- Power Shift

7. Carry out pre-use checks as stated in operators manual

- Suitable PPE used
- Engine/transmission/hydraulics
- Wheels and tyres
- Lights/horn
- Cab/windows/mirrors
- Operator seat/seat belt
- Brake operation and efficiency

8. Knowledge of hazards when maneuvering a tractor and how to minimise risk.

(Responses required for tractor, mounted implement, trailed implement and loader).

- Driving at speed
- Turning
- Up and down slopes
- Across slopes
- Turning on slopes
- Rough ground

9. Prepare and operate tractor and trailed equipment, knowledge of trailed implement requirements

- Suitable PPE used
- Use of hook/clevis hitch explained
- Checks made to tractor hitch and trailed implement
- Correct hitching sequence using auto pick up hitch (max 2 attempts) and coupling of services (must include lights, brakes and hydraulic services)
- Tractor and trailed implement to be driven around a course to include corners, gear changes and reversing around a right angle into a confined space.
- Safe tipping to be demonstrated
- Unhitch trailer and services in correct sequence.

10. Prepare and operate tractor and mounted equipment, knowledge of mounted implement requirements

- Suitable PPE used
- Linkage categories explained. CAT 1,2,3
- Use of stepped pins/sleeves/balls
- Checks made to mounted implement
- Correct hitching sequence using internal controls only (max 2 attempts) and coupling of any services
- Adjust implement to work specifications.
- Reposition and detach implement.

11. Prepare and operate tractor and PTO powered equipment, knowledge of PTO requirements

(To be carried out in conjunction with section 10)

- Suitable PPE used
- Statutory guarding requirements for PTO explained
- Use of 6/21 spline shafts
- Applications for differing PTO speeds (must include 540/540E/1000).
- Consequences of use of incorrect speed
- Ground speed
- Shaft and guard overlap requirements
- Attach PTO shaft and secure guard.
- Describe start up procedure for PTO implement.
- Detach PTO and replace guard.
- Park and secure tractor.

12. Carry out pre-use checks to loader

(Tractor pre use checks to be carried out if required)

- In cab controls explained.
- Correct PPE used
- Attachment to tractor
- Condition of hydraulic pipes
- Condition of loader components

13. Operate tractor and loader

- Loader attachment to be fitted.
- Attachment to be used for a specified operation.
- Safe operation at all times.
- Loader attachment to be removed.
- Park and secure tractor

14. Carry out post use checks and explain reasons for, and methods of cleaning tractor and loader

- Suitable PPE used
- Reasons for cleaning
- Methods of cleaning described
- Suitability of site/disposal of waste
- Inspect for wear and damage
- Reporting process explained

15. Assessment techniques

- Clear and concise questions/instructions
- Question/instruction relative to unit
(Please note: this section only needs to be completed by new assessors).

Total score required (on front sheet) can be adjusted to 56 if an existing assessor.