

# CITY & GUILDS NPTC LEVEL 3 AWARD IN AERIAL CUTTING OF TREES WITH A CHAINSAW USING FREE-FALL TECHNIQUE QAN 600/6621/0



## ASSESSOR GUIDANCE

### Independently Assessed

#### Essential Qualification Information

You will require some of this information to accurately complete the Record of Assessment (ROA)

<b>Qualification Group No</b>	0 0 2 1	Forestry & Arboriculture Level 3
<b>Qualification Programme No</b>	0 0 2 1 - 0 8	Award In Aerial Cutting Of Trees With A Chainsaw Using Free-Fall Techniques
<b>Unit(s)</b>	3 0 8	Carry out aerial cutting of trees with a chainsaw using free-fall techniques
<b>Guided Learning Hours (GLH)</b>	3 0 8	GLH 21 (Credit Value 2)
<b>Total Qualification Time (TQT)</b>		20 Hours
<b>Recommended Assessment Duration</b>		1.0 – 2.0 hours per Candidate
<b>Pre-Requisite Units</b>	2 0 1	Carry out maintenance of chainsaw and cutting system
	2 0 2	Cross-cut timber using a chainsaw
	2 0 3	Fell and process trees up to 380mm
	2 0 6	Access a tree using a rope and harness
	3 0 6	Carry out aerial rescue operations

	Change detail	Section
1.2 November 2017	Added TQT details Deleted QCF / Learning Time	<b>Qualification at a glance, Structure</b>  <b>Throughout</b>

# City and Guilds NPTC Level 3 Award in Aerial Cutting of Trees with a Chainsaw Using Free-Fall Techniques Qualification Guidance

## Introduction

The scheme will be administered by City & Guilds

City & Guilds will:

- Publish
  - Scheme regulations
  - Qualification guidance
  - Training materials
  - Trainers support materials
- Approve centres to co-ordinate and administer the scheme
- Set standards for the training of Verifiers and Assessors
- Recruit, train and deploy Verifiers
- Issue certificates to successful Candidates

## The Qualification

The qualification will be awarded to Candidates who achieve the required level of competence in the units to which their certificate relates.

## Instruction

Attendance at a course of instruction is not a pre-requisite for an application for an assessment but potential Candidates are strongly advised to ensure that they are up to the standards that will be expected of them when they are assessed.

## Total Qualification Time

Total Qualification Time (TQT) is the total amount of time, in hours, expected to be spent by a Learner to achieve a qualification. It includes both guided learning hours (which are listed separately) and hours spent in preparation, study and assessment.

## Access to Assessment

Assessment centres will be responsible for arranging assessment on behalf of the Candidate.

The minimum age limit for Candidates taking Certificates of Competence is 16 years. There is no upper age limit.

The assessment is **one** Mandatory unit:

Unit 308	Carry out aerial cutting of trees with a chainsaw using free-fall techniques
	Outcomes
	1. Be able to promote health and safety and industry good practice (1) <b>(Criteria 1.1 – 1.5)</b>
	2. Be able to carry out aerial cutting of trees with a chainsaw using free-fall techniques (2) <b>(Criteria 2.1 – 2.8)</b>
	3. Understand relevant health and safety legislation and industry good practice (3) <b>(Criteria 3.1 – 3.6)</b>
	4. Understand how to carry out aerial cutting of trees with a chainsaw using free-fall techniques (4) <b>(Criteria 4.1 – 4.7)</b>

Candidates must successfully achieve **all** assessment activities in the above unit.

## Quality Assurance

Verification is a process of monitoring assessment; it is an essential check to confirm that the assessment procedures are being carried out in the way City & Guilds has laid down. The overall aim of verification is to establish a system of quality assurance that is acceptable in terms of both credibility and cost effectiveness.

Approved Assessors will be subject to a regular visit by the verifier at a time when assessments are being undertaken.

A selection of assessment reports completed by the Assessor will be evaluated by a City & Guilds approved verifier.

Compliance with the verification requirements is a pre-requisite for Assessors remaining on the list of approved Assessors.

After assessment has been completed the Qualification Guidance is to be forwarded to the centre and retained by the centre until after the annual centre visit has taken place by a Quality Systems Consultant (QSC).

## Performance Evaluation

The result of each assessment activity is evaluated against the following criteria:

<b>M =</b>	Met	Meets or exceeds the assessment criteria by displaying a level of practical performance and/or underpinning knowledge. If the Criterion has been MET, a tick <input type="checkbox"/> is to be put in the box provided in the left-hand column.
<b>NM =</b>	Not Met	Does not satisfy the requirements of the assessment criteria, being unable to perform the practical task satisfactorily or safely or being deficient in underpinning knowledge. If the Criterion is NOT MET, a cross <input type="checkbox"/> is to be put in the box provided in the left-hand column.

## Appeals and Equal Opportunities

Centres must have their own auditable, appeals procedures. If a Candidate is not satisfied with the examination conditions or a Candidate feels the opportunity for examination is being denied, the Centre Manager should, in the first instance, address the problem. If, however the problem cannot be resolved, City & Guilds will arbitrate and an external verifier may be approached to offer independent advice. All appeals must be clearly documented by the Centre Manager and made available to the external verifier or City & Guilds if advice is required.

Should occasions arise when centres are not satisfied with any aspect of the external verification process, they should contact Verification Services at City & Guilds.

Access to the qualification is open to all, irrespective of gender, race, creed, age or special needs. The Centre Manager should ensure that no learner is subjected to unfair discrimination on any grounds in relation to access to assessment and to the fairness of the assessment. QCA requires City & Guilds to monitor centres to check whether equal opportunities policies are being adhered to.

## Additional Information

May be sought from the relevant manufacturer's operator manuals or any other appropriate training or safety publication.

Questions should be related to the background or employment aspirations of the candidate and, where possible, product labels used should be representative of products typically used in that sector or industry.

Candidates who undertake this assessment and have met the requirements are reminded of their legal obligation to receive/undertake appropriate additional training in the use of any equipment that differs from that used during the assessment, but which they are nevertheless qualified to use.

## Assessment Guidance for the Assessor

This qualification can only be assessed by an Assessor who is suitably qualified and meets the requirements of the awarding body. The Assessor must be independent **and cannot have been involved with the training of the Candidate**. Please see City & Guilds Centre Manual for guidance.

The Candidate is to be notified of the place and time of assessment and when formal assessment commences and ceases.

Assessors are reminded that assessment is a formal process and that assessment must be carried out using this Qualification Guidance. All relevant assessment criteria must be assessed against the criterion as specified in the Qualification Guidance. Assessment will be carried out by direct observation and by oral questioning of the Candidate. **Where a specific number of responses are required these may include other suitable answers not specified if they are deemed to be correct by the Assessor**. The performance of the Candidate is to be recorded on the Qualification Guidance as directed by completing the tick boxes. Space has been provided on the Qualification Guidance for the person assessing to record relevant information which can be utilised to provide feedback to the Candidate. After assessment has been completed the Qualification Guidance document is to be retained by the assessor and provided if required by a Quality Systems consultant (QSC).

## Assessment Guidance for Candidate

A list of registered assessment centres is available from City & Guilds Land Based Services. ([www.nptc.org.uk](http://www.nptc.org.uk))

Assessment is a process by which it is confirmed that the candidate is competent in the unit(s) within the award to which the assessment relates. It is the process of collecting evidence about his/her capabilities and judging whether that evidence is sufficient to attribute competence.

The Candidate must be registered through the City & Guilds approved assessment centre for this qualification prior to the assessment.

The results of the assessment will be recorded on the Record of Assessment form (ROA).

The qualification guidance contains criteria relating to:

- Observation of practical performance
- Assessment of underpinning knowledge

## Assessment Requirements

The climber must demonstrate removal of limbs or limb sections of around **100mm (4") diameter**.

Each of the following cuts to be demonstrated (min **2**, max **6**)

- Step cut free fall
- Step cut hand held
- Sink cut free fall
- Sink cut hand held
- Pruning cut

Recommended guidebar length 15"

## Chainsaw Safe Practice

**At all times during the assessment, equipment must be used in accordance with industry good practice, whatever the task being carried out.**

1. Assessors must hold a current 'First Aid at Work' Certificate.
2. All chainsaws used in assessments must comply with relevant Arboriculture and Forestry Advisory Group (AFAG) guidance and HSE Chainsaws at Work INDG317(rev1), in terms of safety features, and be a model and size suited to the task(s) required.
4. Recommended guide bar lengths should be observed, although variations may be accepted at the discretion of the assessor where this is appropriate to the task.
5. Candidates should be familiar with the machinery, equipment and tools that they are going to use.
6. During chainsaw based assessments a spare working chainsaw must be available.
7. Appropriate Personal Protective Equipment (PPE) must be worn at all times by both the candidate and the assessor. All PPE used must comply with relevant AFAG guidance, industry good practice, Health and Safety Executive publications and current legal requirements in terms of specification and use.
8. A First Aid kit meeting current regulations, of the appropriate size for the number of persons on site, must be available, along with appropriate fire fighting and suitable welfare facilities e.g. hand cleansing wipes.
9. The use of personal first aid kits must be in line with current industry good practice.
10. The assessor must ensure a site specific risk assessment has been carried out, sufficient control measures implemented and appropriate emergency procedures recorded. All recorded risk assessment information should be clearly legible and accessible to candidates and completed for all locations where assessment activities are scheduled to take place.
11. Manual handling techniques must comply with current legislation and industry good practice.
12. Any necessary permission must have been granted, and notifications made as appropriate.
13. All equipment being used for this assessment must comply with relevant legislative requirements.
14. Information may be sought from the relevant operator manuals or any other appropriate training or safety publication.
15. The current regulations for transport, handling and storage of fuel and oils must be complied with.
16. Provision must be made to avoid the risk of environmental pollution.
17. It is the responsibility of the assessor and the candidate to ensure that any additional requirements and provisions are met as relevant to this qualification.
18. At all times during the assessment, candidates must act in a way so as not to endanger themselves, the assessor or any other person or equipment. Work must be carried out to achieve the requirements of the assessment criteria in accordance with all relevant and current legislation and good practice guidance.
19. If required, relevant records must be accurately kept.
20. Appropriate steps should be taken to maintain effective teamwork in respect of other persons on site during the assessment.
21. Any appropriate item of machinery complying with current legal requirements is acceptable for the assessment, provided it is suitably equipped for all assessment activities to be carried out.
22. All equipment being used for this assessment must comply with the relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER) 1998.
23. **A breach of Health and Safety that puts any person at risk during the assessment process will result in the assessment being terminated and the Candidate not meeting the required standard.**

This may include taking steps to ensure effective communication and safety precautions.

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City & Guilds is a registered charity established to promote education and training

<b>Candidate A</b>	<b>Name:</b>	<b>Date:</b>	<b>Start Time:</b>	<b>Duration:</b>
<b>Candidate B</b>	<b>Name:</b>	<b>Date:</b>	<b>Start Time:</b>	<b>Duration:</b>
<b>Candidate C</b>	<b>Name:</b>	<b>Date:</b>	<b>Start Time:</b>	<b>Duration:</b>
<b>Candidate D</b>	<b>Name:</b>	<b>Date:</b>	<b>Start Time:</b>	<b>Duration:</b>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
<b>3.1</b> <b>3</b>	Explain the importance of risk assessment  <b>(RISK ASSESSMENT)</b>	State <b>two</b>	The importance of risk assessment may include: <ul style="list-style-type: none"> <li>creation of a safe working environment</li> <li>helps to identify hazards, risks and control measures</li> <li>helps meet legal requirements</li> <li>helps meet company policies or procedures</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>1.1</b> <b>1</b>	Identify the hazards and risks associated with the working area and the proposed work  <b>(RISK ASSESSMENT)</b>	<b>Three</b> hazards and the associated risks with the working area.  <b>Three</b> hazards and the associated risks with the proposed work	Identify hazards (anything with the potential to cause harm) and risks (who might be harmed and how), relevant to: <ul style="list-style-type: none"> <li>the work area</li> <li>the work to be done</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3.2</b> <b>3</b>	Outline the emergency planning procedures relevant to the work area  <b>(EMERGENCY PLANNING)</b>	Candidate to state <b>five</b> emergency procedures	Emergency planning and procedures for the work area could include: <ul style="list-style-type: none"> <li>location name</li> <li>grid reference</li> <li>designated meeting place</li> <li>site location name</li> <li>nearest access point</li> <li>street name/district</li> <li>type of access</li> <li>suitable helicopter landing area</li> <li>phone number of nearest doctor</li> <li>location and phone number of nearest accident and emergency hospital</li> <li>works manager contact details</li> <li>your own contact number/mobile number</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3.3</b> <b>3</b>	Summarise current health and safety legislation and industry good practice  <b>(LEGISLATION)</b>	<b>Two</b> key points from each:  Health and Safety at Work Act 1974 (HSWA)  Provision and Use of Work Equipment Regulations 1998 (PUWER), Regulation 9	Outline key points from the legislation and industry good practice listed below:  Health and Safety at Work Act (HSWA): <ul style="list-style-type: none"> <li>general duties for employers and employees</li> <li>maintain safe places of work</li> <li>other</li> </ul> <hr/> Provision and Use of Work Equipment Regulations (PUWER): <ul style="list-style-type: none"> <li>operators adequately trained</li> <li>equipment fit for purpose</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Continued</b>							

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
Cont... 3.3 3		<p><b>Three</b> key points from: Work at Height Regulations 2005</p> <p><b>One</b> purpose of each: Arboriculture and Forestry Advisory Group (AFAG) Guides</p> <p>BS3998: 2010 Recommendation for treework</p>	<p>The main requirements of the Work at Height Regulations relating to arboricultural operations include:</p> <ul style="list-style-type: none"> <li>all work at height is properly planned and organised</li> <li>those involved with work at height are competent</li> <li>the risks from work at height are assessed and appropriate work equipment is selected and used</li> <li>equipment for work at height is properly inspected</li> </ul> <p>Arboriculture Forestry Advisory Group (AFAG) information:</p> <ul style="list-style-type: none"> <li>providers of industrial good practice</li> <li>other</li> </ul> <p>BS3998 2010 Recommendation for tree work:</p> <ul style="list-style-type: none"> <li>provides guidance to all parties whose activities may affect trees</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1 4	<p>Explain how to evaluate the tree for hazards and the implications of the hazards when identified</p> <p>(HAZARD EVALUATION)</p>	<p>State <b>two</b></p> <p>State <b>two</b></p>	<p>Tree evaluation may be carried out via:</p> <ul style="list-style-type: none"> <li>visual observation</li> <li>hazard evaluation report</li> <li>other</li> </ul> <p>Implications of the hazards when identified may include:</p> <ul style="list-style-type: none"> <li>physical injury</li> <li>damage to equipment</li> <li>damage to retained part of the tree</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.1 2	<p>Perform a hazard evaluation of the tree and Work At Height assessment prior to commencing the work</p> <p>(HAZARD EVALUATION)</p>	<p>Candidate to state <b>six</b> hazards that may be present</p> <p>State <b>three</b></p>	<p>Hazards that may be encountered may include:</p> <ul style="list-style-type: none"> <li>evidence of cavities, decay or decay fungi</li> <li>deadwood and broken branches</li> <li>dead or flaking bark</li> <li>v shaped unions</li> <li>cracks</li> <li>nesting insects</li> <li>the presence of power lines or telephone wires</li> <li>targets and obstacles underneath the tree</li> <li>other</li> </ul> <p>Factors to be considered as part of the Working at Heights Assessment may include:</p> <ul style="list-style-type: none"> <li>tree hazard evaluation is complete</li> <li>equipment selection and inspection</li> <li>adequately trained operator</li> <li>planned operation</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6 4 Continued	<p>Explain how species, condition of trees and the time of year can affect the work</p> <p>(TREE SPECIES)</p>	<p>State <b>one</b> of each</p>	<p>Species, condition of tree and time of year may affect the work owing to:</p> <p>Species:</p> <ul style="list-style-type: none"> <li>brittle timber characteristics</li> <li>likely responses to pruning</li> <li>other</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
Cont... 4.6 4			Condition: <ul style="list-style-type: none"> <li>vigour of the tree</li> <li>dead, diseased or dying trees may prevent work</li> <li>other</li> </ul> <hr/> Time of year: <ul style="list-style-type: none"> <li>some species 'bleed' heavily if pruned at certain times of year</li> <li>promotion of subsequent disease or infection</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3 1	Use and maintain tools, equipment and personal protective equipment (PPE)  <b>(TOOLS, EQUIPMENT &amp; PPE)</b>	Assessor to observe	Candidate to select PPE and safety clothing for tree climbing as per AFAG and include: <ul style="list-style-type: none"> <li>helmet with chinstrap, ear and eye protection</li> <li>personal first aid kit</li> <li>knife with retractable blade or handsaw</li> <li>chainsaw foot protection with good grip and ankle support</li> <li>non-snag clothing</li> <li>chainsaw leg protection</li> </ul> Chainsaw: <ul style="list-style-type: none"> <li>appropriate size</li> <li>suitable for the task</li> <li>appropriate safety features</li> <li>appropriate chainsaw lanyard used</li> </ul> Candidate to select appropriate climbing equipment for tree climbing to include: <ul style="list-style-type: none"> <li>harness as per AFAG guide</li> <li>rope systems of suitable diameter, length and strength for the climbing line and for the friction hitches</li> <li>triple action auto-locking karabiners for main attachments</li> <li>adjustable strap or a system using both ends of the rope</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3 2	Inspect all access equipment to ensure it is safe and fit for use under manufacturers instructions and relevant legislation  <b>(EQUIPMENT INSPECTION)</b>	Three checks per item	Candidate to inspect all equipment to be used and comment on the condition/checks made: <ul style="list-style-type: none"> <li>ropes and cord for friction hitches should be checked for cuts, frays, correct end terminations, burns and glazing, contamination and excessive wear along with the candidate having the ability to tie, dress and set knots used</li> <li>karabiners should be checked for visible damage, corrosion and to ensure that the locking mechanism works correctly</li> <li>harnesses should be checked for damage to stitching, security of the anchor point(s), cuts and frays and general wear</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4 3	Explain the importance of maintaining tools, equipment and Personal Protective Equipment  <b>(MAINTAINING TOOLS)</b>	Three reasons	The importance of maintaining tools, equipment and PPE may include: <ul style="list-style-type: none"> <li>operator safety</li> <li>ensuring equipment works when required</li> <li>reduces downtime</li> <li>reduces emissions and possible environmental damage</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
3.5  3	Describe the potential environmental damage that could occur and how to respond appropriately  (ENVIRONMENTAL AWARENESS)	One damage  One response	Potential environmental damage may include: <ul style="list-style-type: none"> <li>damage to retained trees</li> <li>contamination of watercourses</li> <li>wildlife disturbance</li> </ul> Appropriate responses may include: <ul style="list-style-type: none"> <li>containment and clearance of spills</li> <li>good housekeeping, use of spill mats etc</li> <li>work sequence chosen to minimise subsequent damage to retained trees</li> <li>wildlife assessments completed prior to work</li> </ul> Met ✓ Not Met X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3  4	Explain different cuts and when they may be used: <ul style="list-style-type: none"> <li>Step cut</li> <li>Sink cut</li> <li>Inboard</li> <li>Out board</li> <li>Vertical</li> <li>Horizontal</li> <li>V cut</li> <li>Holding cut</li> </ul> (CUT TYPES)	State all	Step cut: <ul style="list-style-type: none"> <li>two over lapping cuts used on free fall and hand held sections</li> </ul> Sink cut: <ul style="list-style-type: none"> <li>directional sink with back cut retaining hinge which aides direction used on free fall and hand held sections</li> </ul> Inboard: <ul style="list-style-type: none"> <li>finishing cut towards main stem, reducing risk of saw being taken</li> </ul> Out board: <ul style="list-style-type: none"> <li>finishing cut away from main stem, timber falls flat and reduces the risk of tearing</li> </ul> Vertical: <ul style="list-style-type: none"> <li>on upright or semi-upright timber. Can be one of the above cuts</li> </ul> Horizontal: <ul style="list-style-type: none"> <li>on lateral stems. Can be one of the above cuts</li> </ul> v cut: <ul style="list-style-type: none"> <li>two joining directional sinks with back cut, used on smaller diameter stems under tension</li> </ul> Holding cut: <ul style="list-style-type: none"> <li>sink cut with retained hinge and hold at the rear, used on larger diameter stems under tension</li> </ul> Met ✓ Not Met X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7  4	Describe the use of associated equipment to aid removal of sections  (ADDITIONAL EQUIPMENT)	State three types	<ul style="list-style-type: none"> <li>tape sling used on end of limb to act as lever/hand hold for step cut hand held sections</li> <li>pull line used to help the removal of cut sections</li> <li>handsaw light weight cutting aid</li> <li>other</li> </ul> Met ✓ Not Met X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5  4	State the potential effects of tree section removal on the retained parts of the tree  (PRUNING EFFECTS)	State four problems	Tree section removal may have the effect of: <ul style="list-style-type: none"> <li>allowing cavities to form</li> <li>allowing pathogen infection into wounds</li> <li>removing of trees protection boundaries</li> <li>allowing potential development of rot</li> <li>reduction of potential energy reserves</li> <li>increased potential for insect infestation, development of cracks and dead spots</li> <li>development of excessive sprouting</li> <li>promotion of re-growth</li> <li>promotion of habitat</li> <li>stability of retained structure</li> </ul> Met ✓ Not Met X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
4.4 4	Explain the importance of accurate and appropriate cuts when removing tree sections and their effect on the section being removed  (PRUNING CUTS)	State five reasons          Candidate to explain the safe removal of a trapped saw          State the circumstances when it may be necessary to use a top handled chainsaw in the tree one-handed	Importance of accurate cuts may include: <ul style="list-style-type: none"> <li>accuracy</li> <li>direction</li> <li>control</li> <li>efficiency</li> <li>damage the cutting systems</li> </ul> Effects on sections being removed may include: <ul style="list-style-type: none"> <li>splitting</li> <li>tearing</li> <li>other</li> </ul> <hr/> The procedure for releasing a trapped saw when working in the crown should be: <ul style="list-style-type: none"> <li>switch of the engine</li> <li>release the saw from the climbing harness where the risk exists of the saw being taken with the cut section</li> <li>attach the saw to the tree inboard of the cut or to a separate branch or tool line</li> <li>pull the saw from the kerf, lifting the branch as necessary</li> <li>if necessary, use a second saw to release the trapped saw, cutting a minimum of 300mm (12") away from the trapped saw</li> </ul> It may be necessary to use a top handled chainsaw in the tree one-handed: <ul style="list-style-type: none"> <li>when working at the extremity of limbs and cutting is required while the other hand is needed to maintain the work position</li> <li>when normal working position cannot be achieved</li> </ul> Met ✓ Not Met X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2 1	Work in a way which maintains health and safety and is consistent with relevant legislation and industry good practice  (SAFE WORK)	Assessor to observe	<ul style="list-style-type: none"> <li>all activities must be completed in a way which protects the operator and those around him or her</li> </ul> Met ✓ Not Met X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4 1	Carry out work to minimise environmental damage  (ENVIRONMENTAL AWARENESS)	Assessor to observe	<ul style="list-style-type: none"> <li>It is ensured that any possible environmental damage is minimised at all times during on site operations</li> </ul> Met ✓ Not Met X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2 4	Explain how to select appropriate anchor points/position of access equipment so the anchor point will not be compromised by the work being carried out  (ANCHOR POINTS)	State two	Selection of an appropriate anchor point may include: <ul style="list-style-type: none"> <li>size</li> <li>strength</li> <li>position</li> <li>other</li> </ul> <hr/> Met ✓ Not Met X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
2.2 2	Use access and positioning methods appropriate to the assessed risks and the method statement  (CLIMB A TREE)	Assessor to observe	<p>Candidate establishes their initial anchor point taking into account:</p> <ul style="list-style-type: none"> <li>suitability of the technique used</li> <li>accuracy of the throw</li> <li>rope organisation</li> <li>safety and position of the anchor point</li> <li>testing of the anchor point by thorough loading prior to ascent</li> </ul> <p>Candidate accesses and climbs tree taking into account:</p> <ul style="list-style-type: none"> <li>efficient use of access technique chosen</li> <li>candidate is attached to the tree at all times</li> <li>appropriate selection of anchor points</li> <li>appropriate route taken up the tree</li> <li>correct use of adjustable strop or alternative system when changing anchor points</li> <li>loading new anchor points before previous anchor point is removed</li> <li>slack within system less than 500mm</li> <li>candidate does not climb more than 250mm above anchor point</li> <li>correct use of equipment</li> </ul> <p>Final anchor point selected taking into consideration:</p> <ul style="list-style-type: none"> <li>size, strength and structure</li> <li>position in relation to the parts of the tree to be accessed</li> <li>use of equipment to minimise damage to the tree if appropriate</li> </ul> <p>Descent takes into account:</p> <ul style="list-style-type: none"> <li>the speed of descent</li> <li>rope organisation</li> <li>appropriate descent route</li> <li>controlled landing</li> <li>controlled removal of equipment</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6 2	Identify desired drop zone  (DROP ZONE)		<ul style="list-style-type: none"> <li>candidate to identify a clear drop zone to be used during the removal of timber using free-fall techniques</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4 2	Select an appropriate main anchor point according to the work situation  (MAIN ANCHOR)	Assessor to observe	<p>Final anchor point selected taking into consideration:</p> <ul style="list-style-type: none"> <li>size, strength and structure</li> <li>position in relation to the parts of the tree to be accessed</li> <li>use of equipment to minimise damage to the tree if appropriate</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5 2	Assess the timber diameter length and weight to be removed  (TIMBER WEIGHT)	Two methods	<p>Candidate to estimate the length, diameter and weight of the timber to be removed. Methods to obtain this may include:</p> <ul style="list-style-type: none"> <li>visual estimation</li> <li>measuring aids</li> <li>log chart tables</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
2.7  2	Use appropriate cuts based on assessment  (PRUNING CUTS)		<p>Climber achieves position to receive the chainsaw:</p> <ul style="list-style-type: none"> <li>• anchor point established</li> <li>• supplementary anchor point established</li> <li>• proximity to work position achieved</li> <li>• the climber directs the ground staff to warm up the chainsaw and passed to the climber in an appropriate method</li> </ul> <ul style="list-style-type: none"> <li>• rear or top handled chainsaw started warm or cooled in the tree in accordance with industry good practice</li> </ul> <p>Work position for cutting attained:</p> <ul style="list-style-type: none"> <li>• chain brake applied or saw switched off whilst position attained</li> <li>• appropriate working position attained with the climber in a balanced and stable position to use the saw</li> <li>• the use of secondary load bearing supplementary anchor points as appropriate</li> </ul> <p>Step cut and sink cut sections should be removed, both free fall and hand held, taking the following points into account:</p> <ul style="list-style-type: none"> <li>• characteristics and properties of the wood allowed for</li> <li>• manageable sections selected</li> <li>• saw released from strop if applicable and attached to a supplementary anchor point</li> <li>• climber holding the saw using both the front and top/rear handles of the saw</li> <li>• side or reducing cuts used where appropriate</li> <li>• appropriate hinge left on sink cut sections</li> <li>• position of cuts on step cut sections and a complete overlap of cuts achieved</li> <li>• chain brake applied or saw switched off whilst breaking and casting sections</li> <li>• climber maintains awareness of activity below</li> <li>• hand held sections are cast into a predetermined area</li> <li>• the branch collar and/or branch bark ridge is identified when pruning</li> <li>• the pruning cut is left as smooth as possible</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8  2	Use associated equipment to aid removal of sections into desired drop zone to protect infrastructure and targets  (ADDITIONAL EQUIPMENT)	Demonstrate <b>one</b> technique	<p>Candidate to use associated equipment such as:</p> <ul style="list-style-type: none"> <li>• tape sling</li> <li>• pull/tag line</li> <li>• other</li> </ul> <p>_____</p> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.6  3	Explain the correct and appropriate methods for disposing of waste  (WASTE DISPOSAL)	<b>Two</b> methods	<p>Disposal of waste from workplace activities may include:</p> <ul style="list-style-type: none"> <li>• stack</li> <li>• chip</li> <li>• recycle</li> <li>• other</li> </ul> <p>_____</p> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.5  1	Dispose of waste in line with work specification  (WASTE DISPOSAL)	Assessor to observe	<ul style="list-style-type: none"> <li>• all waste produced from activities is disposed of in line with legislation, good practice and/or site requirements</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Summary of Assessment** (*The Assessor is to complete the following as appropriate*)

Candidate A	Candidate <b>has met</b> all of the assessment criteria	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>	The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> )	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>
	Signed: _____		Date: _____	

Candidate B	Candidate <b>has met</b> all of the assessment criteria	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>	The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> )	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>
	Signed: _____		Date: _____	

Candidate C	Candidate <b>has met</b> all of the assessment criteria	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>	The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> )	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>
	Signed: _____		Date: _____	

Candidate D	Candidate <b>has met</b> all of the assessment criteria	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>	The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> )	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>
	Signed: _____		Date: _____	

**For use by Internal Verifier ONLY** if the assessment process was internally verified  
 (Internal Verifier to complete **ONE** of the boxes below)

I observed an assessment process taking place and I am satisfied that the assessment was conducted in line with the qualification requirements and that the judgement of the Assessor was appropriate.	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>
I observed an assessment process taking place. The following were noted as areas of concern.	Tick <input checked="" type="checkbox"/> <input type="checkbox"/>
Signed: _____ Date: _____	