CITY & GUILDS NPTC LEVEL 3 AWARD IN ASSISTED FELL OPERATIONS (QCF)

QAN 600/6429/8

QUALIFICATION GUIDANCE

Independently Assessed

Essential Qualification Information

Not to be used by the Candidate during Assessment

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

Qualification Group No	0 0 2 1	Forestry & Arboriculture Level 3
Qualification Programme No	0 0 2 1 - 0 3	Award In Assisted Fell Operations
Unit(s)	3 0 3	Carry out assisted fell operations
Learning Time (LT)	3 0 3	LT 19 (3 Credits) ***(* see note on page 2)***
Recommended Assessment Duration		1.5 – 2.5 hours per Candidate
Pre-Requisite Units	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
	3 0 1	Fell and process trees over 380mm

City and Guilds NPTC Level 3 Award In Assisted Fell Operations (QCF)
Qualification guidance

Introduction

The scheme will be administered by City & Guilds

City & Guilds will:

Publish - Scheme regulations
- Qualification guidance
- Training material
- Trainers support material

Approve centres to co-ordinate and administer the scheme
Set standards for the training of verifiers and assessors
Recruit, train and deploy verifiers
Manage verification
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.

What is the Qualifications and Credits Framework?

OFQUAL have introduced the Qualifications and Credit Framework (QCF) to increase flexibility for learners and employers. Qualifications may be built up from individual units according to rules of combination. The units are derived from the National Occupational Standards, which are compiled by Lantra SSC, the Sector Skills Council for the Land-based industries.

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.

*** Learning Time (LT)**

Learning Time (LT) is a better indicator of the time requirement needed for a candidate to achieve competence in this qualification. It has replaced Guided Learning Hours (GLH) which are defined as ***"tutor or teacher led hours"***. LT is defined as **"a notional measure of the learning time a typical learner might be expected to take to complete and achieve all learning outcomes"**. It takes into account prior learning and encompasses: formal learning (including classes, tutorials, on line tuition), coaching and mentoring, practical work, relevant IT activity, information retrieval, expected private study and revision, work-based activity which leads to assessment, practice to achieve competence, formative assessment, programme planning and feedback.

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 303 Carry out assisted fell operations

Outcomes

1. Be able to promote health and safety and industry good practice (1) **(Criteria 1.1 – 1.5)**
2. Be able to carry out assisted fell operations (2) **(Criteria 2.1 – 2.12)**
3. Understand relevant health and safety legislation and industry good practice (3) **(Criteria 3.1 – 3.7)**
4. Understand how to carry out assisted fell operations (4) **(Criteria 4.1 – 4.11)**

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:

M = 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 ☑ is to be put in the box provided in the bottom right-hand column of each section.

NM = 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 ☒ is to be put in the box provided in the bottom right-hand column of each section.

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. Subject to H&S restrictions 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.

Validation of Equipment

A Manufacturer's instruction book or other operator's manual should be available for the Candidate to use during the assessment if required.

All equipment being used for this assessment must comply with the relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER) 1998.

Vehicles must comply with department of Transport and road Traffic acts where relevant.

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.

Safe Practice

Appropriate Personal Protective Equipment (PPE) must be worn at all times.

The Assessor must ensure that a site specific risk assessment is carried out.

All equipment must be operated in such a way that the Candidate, Assessor, other persons, or other equipment are not endangered.

All ancillary equipment, when detached, must be safely parked.

Failure to operate safely and comply with these requirements will result in the Candidate not meeting the required standard.

Warning signs stating that an assessment is in progress should be available.

The Assessor may stop the assessment on the grounds of safety at any time at his/her discretion.

Before any assessments take place, Assessor & Candidate should to be aware of any local or national issues to prevent breach of security, safety and any cross contamination or damage to the local environment.

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.

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.

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 theses 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 NPTC. (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

- Minimum of 2, maximum of 4 assisted fell operations need to be carried out
- 1 rope – tree up to 380mm
- 1 winch/machine– tree over 380mm
- Maximum recommended guide bar 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.
3. 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.
4. Candidates should be familiar with the machinery, equipment and tools that they are going to use.
5. During chainsaw based assessments a spare working chainsaw must be available.
6. 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.
7. 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.
8. The use of personal first aid kits must be line with current industry good practice.
9. 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.
10. Manual handling techniques must comply with current legislation and industry good practice.
11. Any necessary permission must have been granted, and notifications made as appropriate.
12. All equipment being used for this assessment must comply with relevant legislative requirements.
13. Information may be sought from the relevant operator manuals or any other appropriate training or safety publication.
14. The current regulations for transport, handling and storage of fuel and oils must be complied with.
15. Provision must be made to avoid the risk of environmental pollution.
16. 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.
17. 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.
18. If required, relevant records must be accurately kept.
19. Appropriate steps should be taken to maintain effective teamwork in respect of other persons on site during the assessment. .
20. 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.
21. All equipment being used for this assessment must comply with the relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER) 1998.
22. Safe working load of the winch is recommended to be 1.6 tonne
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.

Published by
City & Guilds
Building 500
Abbey Park
Stareton
Warwickshire
CV8 2LY

T +44 (0)24 7685 7300
F +44 (0)24 7669 6128
www.nptc.org.uk
e-mail: information@cityandguilds.com

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

Candidate A	Name:	Date:	Start Time:	Duration:
Candidate B	**Name:**	**Date:**	**Start Time:**	**Duration:**
Candidate C	**Name:**	**Date:**	**Start Time:**	**Duration:**
Candidate D	**Name:**	**Date:**	**Start Time:**	**Duration:**

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
3.1 **3**	Explain the risk assessment process	**Five** steps	The steps to completing a risk assessment may include: • identify the hazards • decide who might be harmed and how • evaluate the risks and decide on precautions • record your findings and implement them • review the assessment and update if necessary **Met✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
1.1 **1**	Identify the hazards and risks associated with the working area and the proposed work	**Three** hazards and risks with the working area **Three** hazards and risks with the proposed work	Identify hazards (anything with the potential to cause harm) and risks (who might be harmed and how), relevant to: • the work area • the work to be done **Met ✓ Not Met X**	☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐
3.2 **3**	Outline the emergency planning procedures relevant to the working area	State **five** emergency procedures	Emergency procedures relevant to a work site may include: • location name • grid reference • designated meeting place • site location name • nearest access point • street name/district • type of access (public road/light vehicles, four-wheel drive) • suitable helicopter landing area • phone number of nearest doctor • location of nearest accident and emergency hospital and phone number • works manager contact details • your own contact number/mobile number • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
3.3 **3**	Summarise current health and safety legislation and industry good practice	**Two** points from Health and Safety at Work Act 1974 Provision and Use of Work Equipment Regulations 1998 (PUWER 98) **One** reason for Arboriculture Forestry Advisory Group (AFAG)	Outline key points from the legislation and industry good practice listed below: Health and Safety at Work Act (HSWA): • general duties for employers and employees • maintain safe places of work • other _____ Provision and Use of Work Equipment Regulations (PUWER): • operators adequately trained • equipment fit for purpose • other _____ Arboriculture Forestry Advisory Group (AFAG) information • providers of industrial good practice • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
3.7 **3**	Explain the records required for management and legislative purposes and the importance of maintaining them	**Two** records and the importance	Records required may include: • site specific risk assessment • method statement • work equipment inspection records • other _____ The importance of maintaining records may include: • legal requirements • auditing/managing requirements • safe working operations • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
3.4 **3**	Explain the importance of maintaining tools, equipment and personal protective equipment	**Three** reasons	The importance of maintaining tools, equipment and PPE may include: • operator safety • ensuring equipment works when required • reduces downtime • reduces emissions and possible environmental damage • other _____ **Met ✓ Not Met X**	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐
1.2 **1**	Use appropriate tools, equipment and personal protective equipment (PPE)	Assessor to observe and risk assess	• all tools, equipment and Personal Protective Equipment is used in line with industry good practice e.g. AFAG/INDG **Met ✓ Not Met X**	 ☐ ☐	 ☐ ☐	 ☐ ☐	 ☐ ☐
2.1 **2**	Select appropriate equipment for the felling operation	All equipment used must be compatible and suitable for the task	Appropriate equipment selected which may include: • chainsaw • winches • ropes, cables, strops, connectors • machine • felling aids • pulleys • other _____ **Met ✓ Not Met X**	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
4.4 **4**	Describe how to inspect and recognise defects in any of the pull system components	**One** inspection method **Three** defects for each component	Inspection of components may include: • visual • tactile • other _____ Defects for components may include: • frays • cuts • abrasion • corrosion • deformed • non functioning components • other _____ **Met ✓ Not Met X**	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
2.4 **2**	Select a felling direction appropriate to tree form and site conditions	Candidate to clarify all points with the assessor	An appropriate felling direction is selected taking into account: • tree form • site conditions/considerations • hazards/obstacles • equipment used • other _____ **Met ✓ Not Met X**	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
4.2 **4**	Explain how to determine the appropriate pulling equipment for the assisted fell of a range of tree types/ weights	Explain **four** factors	Pulling equipment selection to include: • tree size, shape and form • operator competence • availability of equipment • terrain • site conditions • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐
4.1 **4**	Explain how to estimate the load	**Four** factors to consider	Loads may be estimated by: • tree species • branching habit • severity of lean against felling direction • wind conditions • tree size • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
4.11 **4**	Describe the consequences of not carrying out an assisted fell operation in an organised and appropriate manner	**Two** consequences	Consequences of not carrying out an assisted fell operation in an organised and appropriate manner may include: • injury to operators / third parties • damage to property / structures • damage to equipment • damage to the environment • financial loss • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
4.3 **4**	State the application and limitations of different types of pulling equipment	**One** application **Two** limitations **One** application **Two** limitations	Pulling systems may include: Rope based: Application: • assisted felling Limitations: • easy to exceed the safe working load • susceptible to damage • other _____ Winch based: Application: • winching Limitations: • manual handling • manoeuvrability • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
4.6 **4**	Explain how to set up an assisted fell pulling system which is adequate for the anticipated load of the tree	Set-up will be appropriate to the system being used	Set up of an assisted fell pull system may include: • anticipate load to be pulled • select direction • identify anchor points • select appropriate equipment • attach equipment to anchors • assemble pulling system • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

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4.7 **4**	Explain the necessity for offset pulling	**Two** reasons	Offset pulling may be used when: • working of sloping ground • moving an operator to a safer position • to divert pulling directions • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
1.3 **1**	Work in a way which maintains health and safety and is consistent with relevant legislation and industry good practice	Assessor to observe	• all activities must be completed in a way which protects the operator and those around him or her **Met ✓ Not Met X**	☐ ☐	☐ ☐	☐ ☐	☐ ☐
1.4 **1**	Carry out work to minimise environmental damage	Assessor to observe	• It is ensured that any possible environmental damage is minimised at all times during felling activities **Met ✓ Not Met X**	☐ ☐	☐ ☐	☐ ☐	☐ ☐
2.7 **2**	Install adequate attachment point(s) within the tree to be felled to give sufficient security and adequate leverage for the pulling system	Assessor to observe Assessor to consider the implications of the Work at Height Regulations 2005 Attachment point strength may not be measured but assessor must be satisfied with attachment point selection. Anchor points to be a minimum of 2.2m above felling height	Using an appropriate method, pulling systems may be installed: • throw-line • safe ladder system • safe tree climbing system and team • other _____ Attachment point security and position: • securely install attachment points within the tree to be felled using an appropriate method • attachment points installed in order to exert adequate leverage on the tree to be felled to a minimum of 2.2m above felling height **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
4.5 **4**	Explain the importance of clear communication during assisted felling operations	**Two** reasons	Importance of clear communication may include: • accident prevention • job efficiency • operators understand roles and responsibilities • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
2.8 **2**	Set up safe pull system	Assessor to observe	Set up of a pull system should include: • compatible components • correct configuration • no return system • suitability • retrievable • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐
2.5 **2**	Position pulling equipment in accordance with specific risk assessment	Assessor to observe	Position of pulling equipment appropriate to the task: • position of pull system • operators at a safe distance and in an appropriate location • re-direct pull system using compatible slings and pulleys where a safe distance of 2 tree lengths cannot be achieved in the direction of the fall • check compatibility of system **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
2.6 **2**	Use suitable anchor points for anticipated load as necessary	Assessor to observe Anchor strength may not be measured but assessor must be satisfied with anchor point selection	Appropriate anchor points should take into account: • stability • strength • condition • location • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐

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2.9 **2**	Pre-tension the pull system to ensure all components are correctly configured and functional	Assessor to observe	The pulling system is tensioned to ensure: • all parts are functional and correctly configured • is adequate for the anticipated load • communication systems are effective • pulling system is free of obstructions • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
2.2 **2**	Carry out pre-start checks and setting of the machine for use	Assessor to observe	Pre start checks and setting of the machine to include: • chain tension and condition checked for safe and effective use • safety features checked for condition and function • external nuts and bolts checked for security • chainsaw contains sufficient fuel and chain oil for operations **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
2.3 **2**	Demonstrate safe starting of the chainsaw	Assessor to observe If any of the post start checks identify the chainsaw as unfit for use, it must not be used for the assessment	The safe starting procedure of a chainsaw should include: • ensuring appropriate safe working distances from both fuel and other operators is maintained • correct PPE worn • remove guidebar cover • place saw on ground, where appropriate, ensuring no debris can catch the chain • secure rear handle • controls set as recommended by the manufacturer • ensure chain brake set according to manufacturer's recommendations • adopt safe stance • find compression pulling starter cord sharply and firmly • choke released when engine fires • half throttle released when engine runs Post starting checks of a chainsaw should include: • ensuring the saw chain stops when the engine revs return to idle • ensuring the chain brake functions according to the manufacturer's specification • ensuring the stop switch works correctly • ensuring lubrication to the guide bar and chain is working properly **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
4.8 **4**	Explain the need for accurate felling direction and the importance of employing appropriate felling techniques / cuts	**One** accuracy **One** importance	Need to accurate felling direction may include: • preventing accidents • preventing damage • other _____ Importance of employing appropriate felling techniques/cuts may include: • accuracy • efficiency • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
4.9 **4**	Explain the reason for incorporating a 'back hold' into the felling cut for assisted fell operations	**Three** factors to consider	The reason for incorporating a 'back-hold' technique may include: • reduces the risk of trapping the saw or early release • gives the operator more time to fell the tree • re -evaluate escape route if required • gives time for the pull rope to be tightened • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
4.10 **4**	Describe the use of felling aids as an alternative to assisted fell	Describe **two**	Alternative felling aids and their use may include: Hi-lift wedges: • placed in felling cut and driven in to aid tree movement Felling levers: • placed in the felling cut and lifted to aid tree movement • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
2.10 **2**	Make felling cuts	Minimum of: 1 x Rope assisted 1 x Winch assisted Up to a maximum of 4 in total Felling cutes used must be backed up using secondary felling aids	Assisted felling operations to include: • 1 x rope assisted fell tree up to 380mm diameter • 1 x winch assisted fell tree over 380mm diameter Felling cuts to assist the felling of a tree to include: • a sink of the appropriate dimensions - top sink cut should normally be at least 45º and 20 – 25% the diameter of the tree at felling height • felling cuts made and felling aid employed using a safe and effective felling method • a hinge being retained of adequate dimensions - hinge thickness should be about 10% of tree diameter at felling height • appropriate aid tools are used safely if required to fell tree • escape routes being used as soon as the tree begins to fall • stump height left appropriate to site specification **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
2.11 **2**	Retreat to a safe area and initiate the pull	Assessor to observe	Retreat to the escape route and initiate pull taking into account: • chainsaw operator retreats to a safe position • tree is pulled • communication maintained as appropriate • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
2.12 **2**	Clean and tidy working area		A clean and tidy working area should be left ensuring: • no branches are left on fences, paths, roads, timber stacks, young trees etc or in ditches, ponds, waterways etc • brash left as per site specification **Met ✓ Not Met X**	☐ ☐	☐ ☐	☐ ☐	☐ ☐

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	**One** cause	Potential environmental damage may include:				
			• damage to retained trees	☐	☐	☐	☐
			• contamination of watercourses	☐	☐	☐	☐
			• Wildlife disturbance	☐	☐	☐	☐
		One prevention	Appropriate prevention may include:				
			• containment and clearance of spills	☐	☐	☐	☐
			• good housekeeping, use of spill mats etc	☐	☐	☐	☐
			• work sequence chosen to minimise subsequent damage to retained trees	☐	☐	☐	☐
			• Wildlife assessments completed prior to work	☐	☐	☐	☐
			Met ✓ Not Met X	☐	☐	☐	☐
3.6 **3**	Explain appropriate methods for disposing of waste	**Two** methods	Disposal of waste from workplace activities may include:				
			• use of designated waste/recycle bins	☐	☐	☐	☐
			• empty containers removed from site e.g. oil	☐	☐	☐	☐
			• litter taken home with operators	☐	☐	☐	☐
			• other	☐	☐	☐	☐
			_____				
			Met ✓ Not Met X	☐	☐	☐	☐
1.5 **1**	Dispose of waste safely in line with legislation	Assessor to observe	• All waste produced from maintenance activities is disposed of in line with legislation, good practice and/or site requirements	☐	☐	☐	☐
			Met ✓ Not Met X	☐	☐	☐	☐

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

Candidate A	Candidate **has met** all of the assessment criteria	**Tick** ✓ ☐	The Candidate **has not** met all of the assessment criteria; **(*state reason(s)*)**	**Tick** ✓ ☐
	Signed:		**Date:**	

Candidate B	Candidate **has met** all of the assessment criteria	**Tick** ✓ ☐	The Candidate **has not** met all of the assessment criteria; **(*state reason(s)*)**	**Tick** ✓ ☐
	Signed:		**Date:**	

Candidate C	Candidate **has met** all of the assessment criteria	**Tick** ✓ ☐	The Candidate **has not** met all of the assessment criteria; **(*state reason(s)*)**	**Tick** ✓ ☐
	Signed:		**Date:**	

Candidate D	Candidate **has met** all of the assessment criteria	**Tick** ✓ ☐	The Candidate **has not** met all of the assessment criteria; **(*state reason(s)*)**	**Tick** ✓ ☐
	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** ✓ ☐
I observed an assessment process taking place. The following were noted as areas of concern.	**Tick** ✓ ☐
Signed: **Date:**	