

Technical Evaluation Record

V4 Sept25

QUALIFICATION:	Tractor Driving and Related Operations	Qualification Code:	0014-31				
		Units:	221 & 222				
Assessor Name:		Technical Verifier Name:					
Assessor BP No: NEW? DOB:		Technical Verifier BP 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.