



City & Guilds Level 3 Certificate of Competence in Dealing with Interwoven Stems and Part Blown Trees (0039-35)

September 2025 Version 1.3

Assessment Pack – Candidate Version

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Version and date	Change detail	Section
1.0 October 2021	First version	
1.1 August 2022	Site/workshop requirements updated Logo updated Formatting changes Sources of general information updated	Introduction Front cover Throughout Appendix 2
1.2 February 2025	Formatting	Throughout
1.3 September 2025	ROA paragraph updated, reference to ARAS form removed.	Introduction

Introduction

This assessment relates to the unit in the Qualification handbook. The assessment can be achieved at pass only. If any task is not yet met the candidate is unsuccessful.

This assessment is for unit 306 Dealing with Interwoven Stems and Part Blown Trees covering the following learning outcomes:

1. Carry out operations to deal with interwoven stems and part blown trees.

General guidance on the requirements for assessment can be found in the Assessor Guidance document available on the City & Guilds web site www.nptc.org.uk

The assessor must complete the Practical Table mark sheet for each candidate which should be kept by the assessor for a minimum period of twelve months.

Record of assessment (ROA)

A prepopulated record of assessment must be completed by the assessor following an assessment and returned to the centre within two working days.

Assessment Time

The expected assessment time for this qualification is 2 – 4 hours.

Site/workshop requirements:

Site with sufficient space and available windblown trees to meet the assessment criteria

Interwoven stems and part blown trees, tree diameter from 200mm - 760mm

Tree stems under significant side tension, tree diameter from 200mm - 760mm

Equipment/Machinery:

Chainsaw (15 inch bar length) with maintenance tools

Relevant chainsaw operator's manual

Felling and lifting aids eg felling lever, felling wedge, timber tongs/hook, turning strap

Measuring aid

Winching equipment minimum 1.6 ton capacity

First aid kit

Consumables:

Fuel and chainsaw oil

This is not an open book assessment, however additional technical information may be sought from the relevant manufactures operator manuals or any other appropriate training or safety publication.

Practical observation descriptor table

306 - Dealing with interwoven stems and part blown trees

Activity number and description from check list		Assessment criteria
1.	Identify the hazards, risks and controls associated with the site, task and machine	Identify hazards, risks and controls relevant to the site task and machine
2.	State the emergency procedures relevant to the site	Emergency procedures relevant to the work site
3.	State industry guides and information relevant to multiple windblown trees	Industry guides relevant to windblown trees: <ul style="list-style-type: none"> • Forest Industry Safety Accord (FISA) • Forestry commission winching operations in forestry.
4.	State safety considerations when dealing with multiple windblown trees	Safety considerations when dealing with windblown trees may be: <ul style="list-style-type: none"> • risk assessment must be carried out • emergency procedure must be agreed • all works adjacent to public highways must comply with road traffic and signage regulations • operators have responsibility for safety of themselves, fellow workers and general public • terrain, ground conditions, season, weather and tree condition will have safety implications on severing of root plates • machinery risk zones.
5.	Describe the situations where a banks person/lookout would be used and the means of communication with the operator	Situations where a banks person may be used: <ul style="list-style-type: none"> • near a road or public access • machinery moving on site • poor communication • other. Means of communication: <ul style="list-style-type: none"> • hand signals • two-way radio • reversing cameras

		<ul style="list-style-type: none"> • other.
6.	Describe site classification of windblown trees	<p>Classification of windblown trees may be:</p> <p>Individual windblown trees:</p> <ul style="list-style-type: none"> • singular windblown trees. <p>Multiple windblown trees:</p> <ul style="list-style-type: none"> • two or more trees that maybe interwoven but can be accessed to allow cutting operations. <p>Catastrophic windblown trees:</p> <ul style="list-style-type: none"> • whole timber crop that cannot be accessed so must be managed by machine operations.
7.	State sequence of trees to be removed first	<p>The sequence of dealing with types of windblown trees may be:</p> <ul style="list-style-type: none"> • part blown or leaning trees • broken trees with hanging tops • fully uprooted trees • standing stems.
8.	Explain the advantages of removing a broken top prior to felling	<p>Advantages of removing a broken top prior to felling:</p> <ul style="list-style-type: none"> • less risk to the operator • won't interfere with the felling direction • other.
9.	Describe how to fell broken trees with hanging tops and broken trees with tops that are in contact with the ground	<p>Felling broken trees with hanging tops:</p> <ul style="list-style-type: none"> • thoroughly risk assess the tree to be removed and the point of breakage • attach winch cable to broken section and pull-out section if possible • fell the remaining stem. <p>If the broken top remains intact:</p> <ul style="list-style-type: none"> • sever broken top at point where it reaches the ground • set up winch assisted felling system if required • cut the tree in the direction of the winch applied compression • other.

10.	State how to sever partially uprooted or windblown trees	Severing partially uprooted or windblown trees: <ul style="list-style-type: none"> • holding cut • double v • assisted • other.
11.	Describe risks associated when standing on a partially uprooted root-plate	Risks associated when standing on a partially uprooted root-plate: <ul style="list-style-type: none"> • unstable footing • risk of entrapment • other.
12.	Plan and agree a system of work	Safe system of working: <ul style="list-style-type: none"> • method and sequence of operation • equipment required • agreed communication system.
13.	Fell partially windblown trees using appropriate methods and aid tools	Felling partially windblown trees: <ul style="list-style-type: none"> • selection and preparation of escape routes • appropriate aid tools used safely if required to fell tree • safe and effective felling method should be selected • felling cuts completed to the required standard • escape routes used as soon as the tree begins to fall • site checked for safety once tree has fallen • if tree becomes hung-up it is removed safely using appropriate techniques • stump height left appropriate to site specification.
14.	Select winch and anchor points and set up winching system	Set up of winching system: <ul style="list-style-type: none"> • winch and anchor point bearing capacity adequate for weight of tree and root-plate • capacity and configuration of strop compatible with load to be applied • allowance made for any shock loading that may be applied to the system, especially on slopes • escape route available for chainsaw and winch operator if applicable.

15.	Pre-tension winch to restrain a root plate	<p>Pre-tension winching system:</p> <ul style="list-style-type: none"> • position stops in relation to where cuts are to be made • pre-tension cable fully prior to severing root-plate • identify risk zones • root plate restrained adequately.
16.	Sever interwoven stems from root-plate	<p>Tree is severed from root-plate:</p> <ul style="list-style-type: none"> • ensure there is no risk to the operator from the root-plate rolling or falling or the stem springing (including sideways) • identify tension and compression in stems and select severing methods which is appropriate to tree size and condition • aid tools used if applicable • ensure tree and root-plate are in a safe condition to enable subsequent operations • clearly marked as a hazard if root-plate cannot be made safe.
17.	Sever stems under significant side tension and compression	<p>Severing stems under tension/compression:</p> <ul style="list-style-type: none"> • ensure there is no risk to the operator from the root plate rolling or falling or the stem springing (including sideways) • identify tension and compression in stems and select severing methods which is appropriate to tree size and condition • appropriate use of aid tools as required • ensure tree and root plate are in a safe condition to enable subsequent operations. <p>Dealing with side tension:</p> <ul style="list-style-type: none"> • winch restraint used if appropriate • a reducing cut is made into the timber on the opposite side to the final severing • final severing cuts are placed into the timber taking into account escape routes.
18.	De-tension and dismantle the winch system and make tree and root-plate safe	<p>De-tension and dismantle winching system:</p> <ul style="list-style-type: none"> • tension in the system released • make sure root-plate and tree stem are in a safe and appropriate position • dismantle, inspect, clean and stow winch system components.
19.	Check timber is in an appropriate and safe position	Timber should be left in a safe, stable condition and appropriate position as per the site specification

20.	Dispose of waste safely in line with legislation	All waste produced is disposed of in line with legislation, good practice and site requirements
21.	Used appropriate tools, equipment and personal protective equipment (PPE)	All tools, equipment and personal protective equipment is used in line with industry good practice
22.	Carried out work to minimise environmental damage	It is ensured that any possible environmental damage is minimised at all times.
23.	Worked in a way which maintains health and safety and is consistent with relevant legislation and industry good practice	All activities must be completed in a way which protects the operator and those around them

Appendix 1 Practical Table

306- Dealing with interwoven stems and part blown trees

All criteria must be achieved.

Activity number and description	Achieved
1. Identify the hazards, risks and controls associated with the site, task and machine	
2. State the emergency procedures relevant to the site	
3. State industry guides and information relevant to multiple windblown trees	
4. State safety considerations when dealing with multiple windblown trees	
5. Describe the situations where a banks person/lookout would be used and the means of communication with the operator	
6. Describe site classification of windblown trees	
7. State sequence of trees to be removed first	
8. Explain the advantages of removing a broken top prior to felling	
9. Describe how to fell broken trees with hanging tops and broken trees with tops that are in contact with the ground	
10. State how to sever partially uprooted or windblown trees	
11. Describe risks associated when standing on a partially uprooted root-plate	
12. Plan and agree a system of work	
13. Fell partially windblown trees using appropriate methods and aid tools	
14. Select winch and anchor points and set up winching system	
15. Pre-tension winch to restrain a root plate	
16. Sever interwoven stems from root-plate	
17. Sever stems under significant side tension and compression	
18. De-tension and dismantle the winch system and make tree and root-plate safe	
19. Check timber is in an appropriate and safe position	
20. Dispose of waste safely in line with legislation	
21. Used appropriate tools, equipment and personal protective equipment (PPE)	
22. Carried out work to minimise environmental damage	
23. Worked in a way which maintains health and safety and is consistent with relevant legislation and industry good practice	

Appendix 2 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. To download the documents and to find other useful documents, go to **www.cityandguilds.com** or click on the links below:

Centre handbook: quality assurance standards

This document is for all approved centres and provides guidance to support their delivery of our qualifications. It includes information on

- Centre quality assurance criteria and monitoring activities
- Administration and assessment systems
- Centre-facing support teams at City & Guilds / ILM
- Centre quality assurance roles and responsibilities.

The Centre Handbook should be used to ensure compliance with the terms and conditions of the Centre Contract.

Centre assessment: quality assurance standards

This document sets out the minimum common quality assurance requirements for our regulated and non-regulated qualifications that feature centre assessed components. Specific guidance will also be included in relevant qualification handbooks and/or assessment documentation.

It incorporates our expectations for centre internal quality assurance and the external quality assurance methods we use to ensure that assessment standards are met and upheld. It also details the range of sanctions that may be put in place when centres do not comply with our requirements, or actions that will be taken to align centre marking/assessment to required standards. Additionally, it provides detailed guidance on the secure and valid administration of centre-assessments.

Access arrangements: when and how applications need to be made to City & Guilds

This provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The **centre document library** also contains useful information on such things as:

- Conducting examinations
- Registering learners
- Appeals and malpractice

Useful contacts

Please visit the **contact us** section of the City & Guilds website.

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We work with Governments, employers, training providers, colleges and industry stakeholders to design and deliver high-quality training, qualifications, assessments and credentials that lead to meaningful career progression. We understand the life changing link between skills development, social mobility and success. Our solutions span critical sectors including construction, engineering, transport, energy and electrical, serving over 1 million learners annually.

Through our comprehensive portfolio of brands and trusted global network, we set industry-wide standards for technical, behavioural and commercial skills to improve performance and productivity. We believe you can achieve your potential - and we're here to help make it happen.

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