

City & Guilds Level 3 CPD Module in Dealing with Interwoven Stems and Part Blown Trees (0041-16)

Version 1.0 August 2025

Assessment Pack – Centres/Candidates

Version and date	Change detail	Section
1.0 August 2025	Initial version	All

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1 Introduction

This assessment is for **Unit 016 Dealing with interwoven stems and part blown trees** in the Qualification Handbook, covering the following learning outcomes:

LO1 Carry out operations to deal with interwoven stems and part blown trees

The assessment can be achieved at pass only.

Skills Evaluation

The assessor will complete a skills evaluation for each candidate. Each activity in the skills evaluation will be scored 1-5 based on the score descriptors in section 2. The list of activities in the skills evaluation is provided in section 3. The assessment criteria for each activity are shown in section 4.

Record of assessment (ROA)

Centres must pre-populate the first section of the ROA and provide this to the assessor. The assessor will record skills evaluation scores, results and feedback (assessor and candidate) using the ROA and submit it to the centre following the assessment.

Pre-requisites

Learners must have achieved the pre-requisite Certificates of Competence (CoCs) listed below before they can be registered for this qualification.

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

*Equivalent, regulated Certificates of Competence (CoCs) from other awarding organisations are acceptable.

**Equivalent legacy City and Guilds Certificates of Competence (CoCs) are acceptable.

Assessment Conditions

The following must be applied to the assessment of this qualification:

- Assessment methodology: **Non-Independent Assessment**
- Assessment duration: **2 - 4 hours**
- Expected maximum number of candidates per day: **2**
- Maximum recommended number of candidates to assessor is **1:1**
- The qualification handbook and assessment pack must **not** be available to candidates during the assessment
- Additional technical information can be sought from the relevant manufacturer's operator manuals or any other appropriate training or safety publication.

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 (minimum 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

Supporting information

All equipment and machinery used in the delivery of the unit must comply with manufacturer's guidelines and the relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER) 1998.

Learners should be familiar with all equipment and machinery that they are going to operate. Equipment and machines must be used/operated in such a way that the learner, assessor, other persons or equipment/machinery are not endangered.

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

A First Aid kit meeting current regulations, of the appropriate size for the number of persons on site, must be available. It is strongly recommended that candidates hold at least a recent, recognised 'Emergency First Aid' Training Certificate. Assessors must hold a current 'First Aid at Work' Certificate.

Assessors must ensure a risk assessment is carried out, and sufficient control measures are implemented.

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.

Provision must be made to comply with environmental and sustainability regulations and standards; segregation of resources for reuse, recycling and disposal should be implemented.

If these conditions are not observed this will result in the learner not completing the assessment.

2 Skills evaluation score descriptors

The descriptors in the table below will be used to assign a score for each activity in the skills evaluation.

Score	Descriptor
1	A poor level of skill/knowledge, potentially requiring intervention or termination of the assessment on the grounds of safety. It would be recommended that the candidate carries out no further work in the topic until further training has been completed.
2	A less than sufficient level of technical skills/knowledge demonstrated. It would be recommended that further training and consolidation in the topic should be sought.
3	Sufficient level of technical skills/knowledge. Candidate worked at the minimum standard for the topic, complying with industry good practice. Candidate should continue as demonstrated and consolidate their skills/knowledge.
4	A good level of technical skills/knowledge. Candidate worked above the minimum standard for the topic, complying with industry good practice while working efficiently. Candidate should continue as demonstrated and consolidate their skills/knowledge.
5	Excellent technical skills/knowledge. Candidate consistently worked above the minimum standard for the topic, complying with industry good practice while working highly efficiently. Candidate should continue as demonstrated.

To achieve an overall Pass result, candidates must score a minimum of 3 for **each** activity in the skills evaluation. A score of 2 or below for **any** activity will automatically result in a Fail overall.

3 Skills evaluation

Activity number and description		Score				
		1	2	3	4	5
1	Carry out a risk assessment specific to the site the task and the machine	☐	☐	☐		
2	State the emergency procedures relevant to the site	☐	☐	☐		
3	State safety considerations when dealing with multiple windblown trees	☐	☐	☐		
4	State sequence of trees to be removed first and plan and agree a system of work	☐	☐	☐	☐	☐
5	Fell partially windblown trees using appropriate methods and aid tools	☐	☐	☐	☐	☐
6	Select winch and anchor points and set up winching system	☐	☐	☐	☐	☐
7	Pre-tension winch to restrain a root plate	☐	☐	☐	☐	☐
8	Sever interwoven stems from root-plate	☐	☐	☐	☐	☐
9	Sever stems under significant side tension and compression	☐	☐	☐	☐	☐
10	De-tension and dismantle the winch system and make tree and root-plate safe	☐	☐	☐	☐	☐
11	Check timber is in an appropriate and safe position	☐	☐	☐		
12	Dispose of waste safely in line with legislation	☐	☐	☐		
13	Used appropriate tools, equipment and personal protective equipment (PPE)	☐	☐	☐		
14	Carried out work to minimise environmental damage	☐	☐	☐	☐	☐
15	Worked in a way which maintains health and safety and is consistent with relevant legislation and industry good practice	☐	☐	☐	☐	☐
Result:						
To achieve an overall Pass result, candidates must score a minimum of 3 for each activity in the skills evaluation. A score of 2 or below for any activity will automatically result in a Fail.						

4 Skills evaluation descriptor table

Activity number and description from skills evaluation		Assessment criteria
1	Carry out a risk assessment specific to the site the task and the machine (Topic 1.1)	Identify hazards, risks and controls relevant to the site task and machine
2	State the emergency procedures relevant to the site (Topic 1.2)	Emergency procedures relevant to the work site
3	State safety considerations when dealing with multiple windblown trees (Topic 1.3)	Safety considerations when dealing with windblown trees: • 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.
4	State sequence of trees to be removed first and plan and agree a system of work (Topic 1.4)	The sequence of dealing with types of windblown trees: • part blown or leaning trees • broken trees with hanging tops • fully uprooted trees • standing stems. Safe system of working: • method and sequence of operation • equipment required • agreed communication system.
5	Fell partially windblown trees using appropriate methods and aid tools (Topic 1.5)	Felling partially windblown trees should include: • 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.

Activity number and description from skills evaluation		Assessment criteria
6	Select winch and anchor points and set up winching system (Topic 1.6)	Set up of winching system: • 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.
7	Pre-tension winch to restrain a root plate (Topic 1.7)	Pre-tension winching system: • 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.
8	Sever interwoven stems from root-plate (Topic 1.8)	Tree is severed from root-plate: • 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.
9	Sever stems under significant side tension and compression (Topic 1.9)	Severing stems under tension/compression: • 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. Dealing with side tension: • 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.
10	De-tension and dismantle the winch system and make tree and root-plate safe (Topic 1.10)	De-tension and dismantle winching system: • 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.

Activity number and description from skills evaluation		Assessment criteria
11	Check timber is in an appropriate and safe position (Topic 1.11)	Timber should be left in a safe, stable condition and appropriate position
12	Dispose of waste safely in line with legislation (Topic 1.12)	All waste produced is disposed of in line with legislation, good practice and site requirements
13	Used appropriate tools, equipment and personal protective equipment (PPE) (Topic 1.13)	All tools, equipment and personal protective equipment is used in line with industry good practice
14	Carried out work to minimise environmental damage (Topic 1.14)	Any possible environmental damage is minimised at all times
15	Worked in a way which maintains health and safety and is consistent with relevant legislation and industry good practice (Topic 1.15)	All activities must be completed in a way which protects the operator and those around them, consistent with relevant legislation and industry good practice

Appendix 1 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. 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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City & Guilds is the global skills partner, empowering people, organisations and economies to develop the skills they need for growth. With almost 150 years of trusted expertise, we support people into work, help them develop on the job and move into the next job.

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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