CITY & GUILDS NPTC LEVEL 3 AWARD IN SEVERING UPROOTED OR WINDBLOWN TREES USING A CHAINSAW QAN 600/6430/4

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	0021	Forestry & Arboriculture Level 3
Qualification Programme No	0021-02	Award In Sever Uprooted Or Windblown Trees Using A Chainsaw
Unit(s)	302	Sever uprooted or windblown trees using a chainsaw
Guided Learning Hours (GLH)	302	GLH 26 (Credit Value 4)
Total Qualification Time (TQT)		40 Hours
Recommended Assessment Duration		2 – 2.5 hours per Candidate
Pre-Requisite Units	201	Carry out maintenance of chainsaw and cutting system
	202	Cross-cut timber using a chainsaw
	203	Fell and process trees up to 380mm
	301	Fell and process trees over 380mm

Version and date	Change detail	Section
1.3 November 2017	Added TQT details Deleted QCF / Learning Time	**Qualification at a glance, Structure** **Throughout**

City and Guilds NPTC Level 3 Award in Sever Uprooted or Windblown Trees Using a Chainsaw 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 202 Sever uprooted or windblown trees using a chainsaw

Outcomes

1. Be able to promote health and safety and industry good practice (1) **(Criteria 1.1 – 1.5)**
2. Be able to sever uprooted and windblown trees using a chainsaw (2) **(Criteria 2.1 – 2.16)**
3. Understand relevant health and safety legislation and industry good practice (3) **(Criteria 3.1 – 3.6)**
4. Understand how to sever uprooted or windblown trees using a chainsaw (4) **(Criteria 4.1 – 4.14)**

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 left-hand column.

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 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 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 Land Based Services. 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 and Site Requirements

- Minimum of 6 interwoven windblown trees with a diameter between 300mm-560mm one of which must be at least 380mm
- Minimum 4 broken trees plus 4 partially windblown trees with a diameter between 380mm-560mm
- The trees must have been windblown within the last 12 months (if not available simulation is acceptable)
  - Leaning forward - root plate
  - Leaning backward - root plate

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. **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

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 process risk assessment	Explain the **five** steps to risk assessment	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	☐	☐	☐	☐
		Explain **three** control measures identified	Examples of control measures may include: • PPE • signs • banksman • other _____	☐	☐	☐	☐
			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	☐	☐	☐	☐
4.2 **4**	Explain the risks involved and precautions to be taken by the chainsaw operator when cutting timber under high tension	**Two** risks	Potential risks: • uncontrollable movement of timber • trapping of the saw • strike injuries • other _____	☐	☐	☐	☐
		Two precautions	Precautions: • correct sequence of cuts • correct operator position • mechanical restraint • other _____	☐	☐	☐	☐
			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	☐	☐	☐	☐

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3.3 **3**	Summarise current health and safety legislation and industry good practice	**Two** points from each: Health and Safety at Work Act 1974	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 1998 (PUWER 98)	Provision and Use of Work Equipment Regulations (PUWER): • operators adequately trained • equipment fit for purpose • other _____	☐	☐	☐	☐
		Manual Handling Operations Regulations 1992	Manual Handling: • risk assessment of the operation • operator is adequately trained • information and guidance provided • other _____	☐	☐	☐	☐
		Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)	The main requirements of the LOLER regulations include: • lifting operations are managed • equipment is fit for purpose • systems are correctly designed • other _____	☐	☐	☐	☐
		One purpose of Arboriculture Forestry Advisory Group (AFAG)	Arboriculture Forestry Advisory Group (AFAG) information: • providers of industrial good practice • other _____	☐	☐	☐	☐
		Use of warning signs to be included	Warning signs should be used to: • make public aware • identify the work area • other _____	☐	☐	☐	☐
		State the safe working distances between operators during felling, cross-cutting and using machinery	State the appropriate safe working distances from other operators during felling: • two times tree length • 5m or twice the length of the product • machinery risk zone • other _____	☐	☐	☐	☐
			Met ✓ Not Met X	☐	☐	☐	☐
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	☐	☐	☐	☐
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 chainsaw activities **Met ✓ Not Met X**	☐ ☐	☐ ☐	☐ ☐	☐ ☐

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
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**	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	☐	☐	☐	☐
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 them	☐	☐	☐	☐
			Met ✓ Not Met X	☐	☐	☐	☐
2.4 **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	☐	☐	☐	☐
2.2 **2**	Plan and agree a system of work	Plan to be agreed with assessor	Safe system of working may include:				
			• method and sequence of operation	☐	☐	☐	☐
			• equipment required	☐	☐	☐	☐
			• communication	☐	☐	☐	☐
			Met ✓ Not Met X	☐	☐	☐	☐

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4.10 **4**	Describe the situations where a banksman/lookout would be used and the means of communication with the operator	**Two** situations **Two** means of communication	Situations where a banksman may be used: • near a road or public access • machinery moving on site • poor communication • other _____ Means of communication to include: • hand signals • two way radio • reversing cameras • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
4.9 **4**	Describe how to maintain safety on site when machinery is present	State **three**	Maintaining safety on site when machinery is present to include: • identify risk zone(s) • work method statement/risk assessment • clear communication with machine operator • roles and responsibilities understood • other _____ **Met ✓ Not Met X**	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐
2.3 **2**	Prepare site and establish escape route	Assessor to observe	Prepare site and escape routes by: • ensuring the control measures identified in site specific risk assessment are applied • inspecting the work area and adjacent trees for dead wood and insecure branches • prepare, agree and communicate safe system of work • removing material from around the trees to be processed if required • establish clear escape route(s) **Met ✓ Not Met X**	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐
2.5 **2**	Prepare stems	Assessor to observe	Preparing of stems may include: • remove debris • remove branches • remove climbing vegetation • remove scrub • remove other obstructions from around the stem • remove compact vegetation to facilitate access • other _____ **Met ✓ Not Met X**	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
4.8 **4**	Explain the factors to consider and additional safety precautions when using winches	State **three**	Safety factors to consider when operating a winch are: • capacity of the winch • security of anchor points consideration of multiplication of forces on anchor points with e.g. double rigging or offset (diverted) pulling • compatibility of components • awareness of danger zones • clear communication established • roles and responsibilities understood **Met ✓ Not Met X**	 ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐	 ☐ ☐ ☐ ☐ ☐ ☐ ☐

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
4.4 **4**	Describe how to set up a winch for restraint of side tension or to prevent uncontrolled movement of timber	Describe **all**	Set up of a winch to prevent uncontrolled timber movement may include: • anticipate timber movement • select direction and identify escape routes • identify anchor points • select appropriate equipment • attach equipment to anchors • assemble winching system • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
4.3 **4**	State when winch restraint of a root plate or stem is necessary	State **two**	Winch restraint may be necessary: • for restraint of trees with side tension • where the stem is likely to roll • with a forward leaning root plate • for restraining unstable root plates • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
4.1 **4**	Explain top, bottom and side tension and compression in timber		Tension and compression in timber: • Tension - found on the outside edge of strained timber and when cut, the kerf opens • Compression - found on the inside edge of strained timber and when cut, the kerf closes • Important in crosscutting because the sequence of cuts should always result in the final cut being made from the tension side so that the saw does not become trapped in the kerf **Met ✓ Not Met X**	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
2.6 **2**	Sever stems under significant tension and compression	Minimum **two,** maximum **four** under tension/compression Minimum **one,** maximum **two**, under side tension/compression (where not available, simulation is acceptable)	Severing stems under tension/compression may include: • 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 Side tension may include: • 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 **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐
4.6 **4**	Describe the alternative methods that can be used to sever timber under very severe tension and compression	State **Two** methods	Alternative methods for severing timber may include: • under restraint • multiple tension or compression cuts • 'v' cuts • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
4.5 **4**	Explain why severing cuts may be made a distance 'a long log' from the root plate and the associated hazards	Explain **two** benefits	Benefits for severing "a long log" may include: • the chainsaw operator is positioned away from the root plate • reduces the need for further reducing cuts near the root plate • maximises the most valuable part of the tree • other _____	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
5.5		Explain **two** hazards	Hazards for severing "a long log" may include: • sudden upward movement of the stem being cut • secondary felling of a leaning stem • movement of log and root plate • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
4.7 **4**	Describe how to make root plates safe after severing	**One** required	Root plate may be made safe by: • returning to its original position • removal • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
2.7 **2**	Secure the root plate with a winch	Candidate to demonstrate restraint of a root plate with a winch	Root plate secured with a winch should include: • winch to be appropriate to the task and must have a minimum safe working load/working load limit of a 1.6 tonnes in a straight line pull • anchor point bearing capacity adequate for weight of tree and root plate • allowance made for any movement that may be applied to the system, especially on slopes • capacity and configuration of strop compatible with load to be applied • selection of strop / choker and method of attachment on stem correct • method to prevent cable cutting through root plate used if appropriate • placing of off-set/ redirect pulley if required • escape route available for winch operator • if a tree used as anchor point, chainsaw operator in a safe position in case of anchor point failure **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
2.8 **2**	Sever the root plates using a recognised severing method appropriate to the tree size and condition	**One** root plate must be secured with a winch **One** tree must include reduction cuts on a stem above guide bar length	Severing techniques should include: • 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 method 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 Reducing cuts should include: • a reducing cut made into the timber on the opposite side to the final severing • final severing cuts placed into the timber taking into account escape routes **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐
4.14 **4**	Explain the advantages and methods of removing a broken top prior to felling	**Two** advantages **Two** methods	Advantages of removing a broken top prior to felling to include: • less risk to the operator • won't interfere with the felling direction • other _____ Methods of removing a broken top prior to felling to include: • attach winch cable to broken section and pull out if possible • sever broken top at point where it reaches the ground • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
4.13 **4**	Describe how to fell broken trees with: • Hanging tops • Partially broken tops which are in contact with the ground	Techniques safe and appropriate to the tree/site	Description to include: Hanging tops: • remove the top • assisted fell • fell at 90 deg • other _____ Partially broken tops which are in contact with the ground: • remove the top • severing the top • fell at 90 deg • assisted felling • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
2.9 **2**	Prepare broken and partially windblown trees using appropriate methods and aid tools for felling	If no broken trees on site it can be simulated. The Assessor is to set up Swedish or Huntley hinges	Preparing broken and partially windblown trees may include: • establish and clear escape routes • remove debris • remove branches • remove climbing vegetation • remove scrub • remove other obstructions from around the stem • remove compact vegetation to facilitate access • identify appropriate work position when felling partially windblown trees • if appropriate remove broken top • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
2.10 **2**	Fell broken trees using appropriate methods and aid tools	Minimum **two** maximum **four** Tree diameter 380mm – 560mm	Felling broken trees should include: • selection and preparation of escape route(s) • use aid tools to remove hung up tops if safe to do so • attach winch cable to broken section and pull out if possible • sever broken top at point where it reaches the ground • set up assisted felling system if required • fell to side ensuring that hung section is on opposite side from operator (choose felling direction to minimise risk) • safe and effective felling method should be selected • felling cuts completed to the required standard • appropriate aid tools used safely if required to fell tree • escape routes used as soon as the tree begins to fall • site checked for safety once tree has fallen • stump height left appropriate to site specification **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
4.12 **4** **Continued**	Describe how to sever partially uprooted or windblown trees	Describe **one**	Severing partially uprooted or windblown trees should include: • holding cut • double v • assisted • other _____	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
Cont… **4.12** **4**		Candidate to state **two** risks associated with standing on a partially uprooted plate	Risks associated with standing on a partially uprooted plate to include: • risk of trapping feet • unstable footing • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
2.11 **2**	Fell partially windblown trees using appropriate methods and aid tools	Minimum **two** partially blown maximum **four**	Felling partially windblown trees should include: • selection and preparation of escape route(s) • 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 • stump height left appropriate to site specification **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
4.11 **4**	Describe the methods of severing uprooted trees, under and over guide bar length in diameter	**One** method for under guide bar length **One** method for over guide bar length	Severing uprooted trees under guide bar length to include: • compression and tension cuts • stepped cuts • other _____ Severing uprooted trees over guide bar length to include: • reducing cut • boring cut • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐
2.12 **2**	Turn tree and remove under branches using an appropriate method and aid tools		Tree turned and under branches removed taking account of: • the stem turned using appropriate aid tools/ techniques • using the stem for protection when removing remaining branches as appropriate • using a safe and effective method to sever remaining branches • all branches being removed flush with the stem **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐

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Continued
	Cross-cut timber to length, using a chainsaw in accordance with the job specification	A reduction cut must be demonstrated	Crosscutting of timber to length should include:
			• ensuring appropriate safe working distances from both fuel and other operators is maintained
			• correct use of PPE
			• timber is in a safe and appropriate position
			• safe starting procedure adopted
			• safe stance adopted including:
			  • legs and feet are clear of the chain
			  • chainsaw is stable/secure/supported during crosscutting
			  • minimal risk of muscular/skeletal injury
			• bar aligned to maintain accuracy
			• head out of line of chain
			• use of throttle to cut safely and efficiently
			• cutting techniques employed to complete severance of timber
			• appropriate boring technique used if applicable
			• sequence of cuts undertaken to prevent saw becoming trapped
			• appropriate aids used for lifting, rolling or levering if applicable
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CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE A	B	C	D
Cont **2.13** **2**			• accuracy of measurement within site specification and reasonable tolerances • tension and compression cuts should meet • chain brake used appropriately • saw switched off and left in safe position, bar cover replaced if appropriate **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
2.14 **2**	Stack produce for subsequent operations using appropriate aids and tools		Stacking of timber should take into account: • site specification/requirements • use of appropriate aids to handle / move products • correct stance during lifting • avoiding excessive lifting by levering, sliding, rolling • quality of stacking must be to an agreed job specification • tidy stacking of timber • position of stack appropriate to method of extraction • manually constructed stacks are limited to 1 metre high **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
2.15 **2**	Check that trees, timber and root plates are in a safe, appropriate position and condition	Candidate and Assessor are to make sure the site and all trees worked on are left in a safe condition	• timber should be left in a safe, stable condition and appropriate position **Met ✓ Not Met X**	☐ ☐	☐ ☐	☐ ☐	☐ ☐
2.16 **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**	☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐
3.6 **3**	Explain methods for disposing of waste	**Two** methods	Disposal of waste from workplace activities may include: • stack • chip • recycle • other _____ **Met ✓ Not Met X**	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
1.5 **1**	Dispose of waste safely in line with legislation	Assessor to observe	• all waste produced 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:**	