

# CITY & GUILDS NPTC LEVEL 3 AWARD IN INSTALLATION AND MAINTENANCE OF STRUCTURAL TREE SUPPORTS QAN 600/6436/5



## 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)

<b>Qualification Group No</b>	0 0 2 1	Forestry & Arboriculture Level 3
<b>Qualification Programme No</b>	0 0 2 1 - 1 4	Award In Installation And Maintenance Of Structural Tree Supports
<b>Unit(s)</b>	3 1 0	Install and maintain structural supports for trees
<b>Guided Learning Hours (GLH)</b>	3 1 0	GLH 26 (Credit Value 4)
<b>Total Qualification Time (TQT)</b>		40 Hours
<b>Recommended Assessment Duration</b>		2.0 – 2.5 hours per Candidate
<b>Pre-Requisite Units</b>	2 0 6 3 0 6	Access a tree using a rope and harness Carry out aerial rescue operations

Version and date	Change detail	Section
1.2 November 2017	Added TQT details Deleted QCF / Learning Time	<b>Qualification at a glance, Structure</b>  Throughout

# City and Guilds NPTC Level 3 Award In Installation and Maintenance of Structural Tree Supports 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.

## 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 301	Install and maintain structural supports for trees
	Outcomes
	1. Be able to promote health and safety and industry good practice (1) <b>(Criteria 1.1 – 1.4)</b>
	2. Be able to install and maintain structural supports for trees (2) <b>(Criteria 2.1 – 2.8)</b>
	3. Understand relevant health and safety legislation and industry good practice (3) <b>(Criteria 3.1 – 3.5)</b>
	4. Understand how to install and maintain structural supports for trees (4) <b>(Criteria 4.1 – 4.8)</b>

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 these 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](http://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

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

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<b>Candidate A</b>	<b>Name:</b>	<b>Date:</b>	<b>Start Time:</b>	<b>Duration:</b>
<b>Candidate B</b>	<b>Name:</b>	<b>Date:</b>	<b>Start Time:</b>	<b>Duration:</b>
<b>Candidate C</b>	<b>Name:</b>	<b>Date:</b>	<b>Start Time:</b>	<b>Duration:</b>
<b>Candidate D</b>	<b>Name:</b>	<b>Date:</b>	<b>Start Time:</b>	<b>Duration:</b>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
<b>3.1</b> <b>3</b>	Explain the importance of risk assessment	<b>Two</b> reasons	Risk assessment is important due to: <ul style="list-style-type: none"> <li>legislative requirements</li> <li>helps provide and maintain safe places of work</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>1.1</b> <b>1</b>	Identify the hazards and risks associated with the working area and the proposed work	<b>Three</b> hazards and the associated risks with the working area.  <b>Three</b> hazards and the associated risks with the proposed work.	Identify hazards (anything with the potential to cause harm) and risks (who might be harmed and how), relevant to: <ul style="list-style-type: none"> <li>the work area</li> <li>the work to be done</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>1.2</b> <b>1</b>	Work in a way which promotes health and safety, is consistent with relevant legislation and industry good practice	Assessor to observe	<ul style="list-style-type: none"> <li>all activities must be completed in a way which protects the operator and those around them</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3.2</b> <b>3</b>	Outline the emergency planning procedures relevant to the working area	State <b>Five</b> emergency procedures	Emergency planning and procedures for the work area could include: <ul style="list-style-type: none"> <li>location name</li> <li>grid reference</li> <li>designated meeting place</li> <li>site location name</li> <li>nearest access point</li> <li>street name/district</li> <li>type of access</li> <li>suitable helicopter landing area</li> <li>phone number of nearest doctor</li> <li>location and phone number of nearest accident and emergency hospital</li> <li>works manager contact details</li> <li>your own contact number/mobile number</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3.3</b> <b>3</b>	Summarise current health and safety legislation and industry good practice	<b>Two</b> points from each:  Health and Safety at Work etc Act 1974 (HSWA)  Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)	Outline key points from the legislation and industry good practice listed below:  Health and Safety at Work Act (HSWA): <ul style="list-style-type: none"> <li>general duties for employers and employees</li> <li>maintain safe places of work</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p> The main requirements of the LOLER regulations relating to the inspection of climbing equipment include: <ul style="list-style-type: none"> <li>equipment should be subject to a pre use check by the climber</li> <li>a written recorded interim inspection should be kept for equipment subject to high levels of wear such as friction cord or possibly ropes</li> <li>a thorough examination should be carried out at least every 6 months</li> <li>equipment should be marked for unique identification</li> <li>other</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Continued</b>							

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
Cont... 3.3 3		Provision and Use of Work Equipment Regulations 1998 (PUWER), Regulation 9  Work at Height Regulations 2005  <b>One</b> reason for using Arboriculture and Forestry Advisory Group (AFAG) Guides	Provision and Use of Work Equipment Regulations (PUWER): <ul style="list-style-type: none"> <li>operators adequately trained</li> <li>equipment fit for purpose</li> <li>other</li> </ul> <hr/> The main requirements of the Work at Height Regulations relating to arboricultural operations include: <ul style="list-style-type: none"> <li>all work at height is properly planned and organised</li> <li>those involved with work at height are competent</li> <li>the risks from work at height are assessed and appropriate work equipment is selected and used</li> <li>equipment for work at height is properly inspected</li> </ul> Arboriculture Forestry Advisory Group (AFAG) information: <ul style="list-style-type: none"> <li>providers of industrial good practice</li> <li>other</li> </ul> <hr/> <b>Met ✓ Not Met X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4 3	Explain the importance of maintaining tools, equipment and personal protective equipment	State <b>three</b> reasons	The importance of maintaining tools, equipment and PPE may include: <ul style="list-style-type: none"> <li>operator safety</li> <li>ensuring equipment works when required</li> <li>reduces downtime</li> <li>reduces emissions and possible environmental damage</li> <li>other</li> </ul> <hr/> <b>Met ✓ Not Met X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3 1	Use and maintain tools, equipment and personal protective equipment (PPE)	Assessor to observe	Learner to select PPE and safety clothing for tree climbing as per AFAG and include: <ul style="list-style-type: none"> <li>helmet with chinstrap, ear and eye protection</li> <li>personal first aid kit</li> <li>knife with retractable blade or handsaw</li> <li>chainsaw foot protection with good grip and ankle support (if appropriate)</li> <li>non- snag clothing</li> <li>chainsaw leg protection (if appropriate)</li> </ul> Chainsaw (if appropriate): <ul style="list-style-type: none"> <li>appropriate size</li> <li>suitable for the task</li> <li>appropriate safety features</li> <li>appropriate chainsaw lanyard used</li> </ul> Learner to select appropriate climbing equipment for tree climbing to include: <ul style="list-style-type: none"> <li>harness as per AFAG guide</li> <li>rope systems of suitable diameter, length and strength for the climbing line and for the friction hitches</li> <li>triple action auto-locking karabiners for main attachments</li> <li>adjustable strop or a system using both ends of the rope</li> </ul> Hand tools: <ul style="list-style-type: none"> <li>appropriate size</li> <li>suitable for the task</li> <li>guarded as appropriate</li> <li>sharp</li> </ul> <hr/> <b>Met ✓ Not Met X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
Cont... 2.2 2			Propping may include: <ul style="list-style-type: none"> <li>man-made</li> <li>artificial</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3 2	Select components for installation	Assessor to observe	Components selected for chosen installation which may include: <ul style="list-style-type: none"> <li>cables/rods/props</li> <li>bulldog and/or other grips</li> <li>thimbles</li> <li>eye bolts, washers, spacers</li> <li>screw eyes</li> <li>rope/strops/slings</li> <li>energy absorber</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.4 4	Evaluate the materials to be used to meet anticipated loads	Three materials	Evaluation of materials to include consideration of: <ul style="list-style-type: none"> <li>minimum breaking strength of product</li> <li>strength loss where applicable for shock absorber use</li> <li>safety factors required</li> <li>resulting safe working load within anticipated load</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4 2	Determine the appropriate position of installation for the situation		Appropriate position of the installation may be determined by: <ul style="list-style-type: none"> <li>tree height</li> <li>stem diameter</li> <li>limb weight</li> <li>tree condition</li> <li>recommendations of BS3998</li> <li>species</li> <li>client specifications</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3 4	Explain how to identify the correct position for installation of a structural support system	Three instances	Correct position of structural supports may be influenced by: <ul style="list-style-type: none"> <li>tree height</li> <li>crown form</li> <li>stem diameter</li> <li>British standards recommendations</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5 4	Describe any pruning requirements that can supplement the structural support system	Two pruning requirements	Pruning requirements may include: <ul style="list-style-type: none"> <li>reduction of branch end weight</li> <li>crown reduction</li> <li>crown thinning</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6 2	Communicate work plan to ground crew	Work plan agreed with assessor	A work plan is agreed with ground crew which may include: <ul style="list-style-type: none"> <li>sequence of operation</li> <li>equipment and resources required</li> <li>roles and responsibilities</li> <li>other</li> </ul> <hr/> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
1.4 1	Carry out work to minimise environmental damage	Assessor to observe	<ul style="list-style-type: none"> <li>It is ensured that any possible environmental damage is minimised at all times during on site operations</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5 2	Use access and positioning methods appropriate to the assessed risks and the method statement	Assessor to observe	<p>Candidate establishes the initial anchor point taking into account:</p> <ul style="list-style-type: none"> <li>suitability of the technique used</li> <li>accuracy of the throw</li> <li>rope organisation</li> <li>safety and position of the anchor point</li> <li>testing of the anchor point by thorough loading prior to ascent</li> </ul> <p>Candidate accesses and climbs tree taking into account:</p> <ul style="list-style-type: none"> <li>efficient use of access technique chosen</li> <li>candidate is attached to the tree at all times</li> <li>appropriate selection of anchor points</li> <li>appropriate route taken up the tree</li> <li>correct use of adjustable strop or alternative system when changing anchor points</li> <li>loading new anchor points before previous anchor point is removed</li> <li>slack within system less than 500mm</li> <li>candidate does not climb more than 250mm above anchor point</li> <li>correct use of equipment</li> </ul> <p>Final anchor point selected taking into consideration:</p> <ul style="list-style-type: none"> <li>size, strength and structure</li> <li>position in relation to the parts of the tree to be accessed</li> <li>use of equipment to minimise damage to the tree if appropriate</li> </ul> <p>Descent takes into account:</p> <ul style="list-style-type: none"> <li>the speed of descent</li> <li>rope organisation</li> <li>appropriate descent route</li> <li>controlled landing</li> <li>controlled removal of equipment</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7 2	Install selected structural support system into the tree	<p><b>Two</b> of the following:</p> <ul style="list-style-type: none"> <li>Invasive</li> <li>Non-invasive</li> <li>Propping</li> </ul>	<p>Structural supports installed in accordance with current British Standards which may include:</p> <ul style="list-style-type: none"> <li>attachment point(s) appropriate for brace/prop in relation to the weight distribution of the tree sections</li> <li>attachment point(s) selected in relation to natural features</li> <li>appropriate angle of the brace/prop in relation to the supported sections</li> <li>position of brace/prop in respect of its visual appearance and appropriate height</li> <li>true line of brace/prop maintained</li> <li>Rigid, flexible brace or prop correctly installed</li> <li>correct crown support and flexibility achieved</li> <li>ground conditions assessed when propping</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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3.5 3	Describe the potential environmental damage that could occur and how to respond appropriately	Two damages  Two occurrences	<p>Potential environmental damage may include:</p> <ul style="list-style-type: none"> <li>• damage to retained trees</li> <li>• contamination of watercourses</li> <li>• wildlife disturbance</li> </ul> <p>Appropriate responses may include:</p> <ul style="list-style-type: none"> <li>• containment and clearance of spills</li> <li>• good housekeeping, use of spill mats etc</li> <li>• work sequence chosen to minimise subsequent damage to retained trees</li> <li>• wildlife assessments completed prior to work</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6 4	Explain how species, condition of trees and the time of year can affect the work	State <b>one</b> of each	<p>Species, condition of tree and time of year may affect the work owing to:</p> <p>Species:</p> <ul style="list-style-type: none"> <li>• brittle timber characteristics</li> <li>• likely responses to pruning</li> <li>• other</li> </ul> <p>_____</p> <p>Condition:</p> <ul style="list-style-type: none"> <li>• vigour of the tree</li> <li>• dead, diseased or dying trees may prevent work</li> <li>• other</li> </ul> <p>_____</p> <p>Time of year:</p> <ul style="list-style-type: none"> <li>• some species 'bleed' heavily if pruned at certain times of year</li> <li>• promotion of subsequent disease or infection</li> <li>• other</li> </ul> <p>_____</p> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7 4	State the implications and liabilities of installing a support system into a dynamic structure	Three implications  Three liabilities	<p>Implications to include:</p> <ul style="list-style-type: none"> <li>• increase longevity of tree</li> <li>• reduce risk of tree failure</li> <li>• change of aesthetics</li> <li>• other</li> </ul> <p>_____</p> <p>Liabilities to include:</p> <ul style="list-style-type: none"> <li>• admission of structural defect</li> <li>• responsible for maintenance</li> <li>• subsequent tree health problems</li> <li>• other</li> </ul> <p>_____</p> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8 2	Report on structural support system used and implement an inspection regime		<p>Report on structural support may include:</p> <ul style="list-style-type: none"> <li>• type of system installed</li> <li>• type of material</li> <li>• purpose</li> <li>• inspection regime in accordance with current British standards</li> </ul> <p style="text-align: right;"><b>Met ✓ Not Met X</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

<b>Candidate A</b>	Candidate <b>has met</b> all of the assessment criteria	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>	The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> )	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>
	<b>Signed:</b>		<b>Date:</b>	

<b>Candidate B</b>	Candidate <b>has met</b> all of the assessment criteria	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>	The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> )	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>
	<b>Signed:</b>		<b>Date:</b>	

<b>Candidate C</b>	Candidate <b>has met</b> all of the assessment criteria	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>	The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> )	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>
	<b>Signed:</b>		<b>Date:</b>	

<b>Candidate D</b>	Candidate <b>has met</b> all of the assessment criteria	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>	The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> )	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>
	<b>Signed:</b>		<b>Date:</b>	

**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.	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>
I observed an assessment process taking place. The following were noted as areas of concern.	<b>Tick</b> <input checked="" type="checkbox"/> <input type="checkbox"/>
<b>Signed:</b>	
<b>Date:</b>	