

Technical Evaluation Record V.2 Jan 2020



QUALIFICATION:	Handheld Hedge Cutter	Qualification Code:	0014-34				
		Units:	209 & 210				
Assessor Name:		Technical Verifier Name:					
Assessor No: NEW? DOB:		Technical Verifier No:					
Assessor Email:		Start Time:					
Invoice To: (Include Centre name if applicable)		End Time:					
CRITERIA: (Please refer to the following pages and current Qualification Guidance)		PERFORMANCE EVALUATION (Circle):			JUSTIFICATION:		
1. Knowledge of relevant health and safety legislation and environmental considerations		1	2	3	4	5	
2. Sources of reference information and industry good practice guides		1	2	3	4	5	
3. Personal Protective Equipment		1	2	3	4	5	
4. Knowledge and experience of a range of machine types and features		1	2	3	4	5	
5. Guards, decals, controls and safety features		1	2	3	4	5	
6. Power unit maintenance		1	2	3	4	5	
7. Knowledge of cutting mechanism maintenance		1	2	3	4	5	
8. Fuelling sites and biosecurity		1	2	3	4	5	
9. Identify pruning groups, hedge types and growth habits		1	2	3	4	5	
10. Knowledge and experience of worksites and associated hazards		1	2	3	4	5	
11. Risk Assessment		1	2	3	4	5	
12. Operation of a hedgetrimmer		1	2	3	4	5	
13. Equipment cleaning and storage, disposal of waste		1	2	3	4	5	
14. Assessment techniques (if applicable i.e. for new assessor)		1	2	3	4	5	
PERFORMANCE EVALUATION COLUMN TOTALS:							= TOTAL SCORE:
Result of Technical Evaluation (tick):	MET	TOTAL SCORE REQUIRED TO ACHIEVE ASSESSOR STATUS:					56
	NOT MET	(NB. ACHIEVED IN PERFORMANCE EVALUATION COLUMNS 4 & 5 ONLY) <i>If an existing Assessor then please adjust total score required to 52</i>					
ACTION PLAN FOR ASSESSOR:							
<i>Please continue on reverse if necessary</i>							
ASSESSOR COMMENTS:							
<i>Please continue on reverse if necessary</i>							

TECHNICAL VERIFIER SIGNATURE:		COST: £200 Half Day £300 Full Day	DATE:
ASSESSOR SIGNATURE:			

Guidance

The following information provides indicative content of the technical evaluation. Applicants will be expected to demonstrate practical skills and knowledge greater than that of a candidate, including exemplary performances upon demand. These guidance notes should also be read in conjunction with the relevant Qualification Guidance.

Practical demonstration of assessment

(Not applicable for existing approved Assessors)

Applicants will need to be able to conduct an assessment, with the verifier acting as a candidate using a selected page from the relevant qualification guidance. E.g. page 9 or 10.

1. Health and safety legislation and environmental considerations

The person being evaluated should have knowledge of the key principles and practical relevance of the following legislation:

- Health and Safety at Work etc. Act 1974 (HASAWA)
- Management of Health and Safety at Work Regulations 1999 (MHSWR)
- Work at Heights Regulations 2005
- HSE Safe use of ladders and stepladders guide
- Provision and Use of Work Equipment Regulations 1998 (PUWER)
- Personal Protective Equipment at Work Regulations 1992 (PPE regs)
- Manual Handling Operations Regulations 1992
- Control Of Substances Hazardous to Health Regulations (COSHH)
- The Health and Safety (First-Aid) Regulations 1981
- Reporting of Injuries, Diseases, Dangerous Occurrence Regulation (RIDDOR)
- Control of Noise at Work Regulations
- Control of Vibration at Work Regulations
- Wildlife and Countryside Act 1981
- Countryside and Rights of Way Act 2000
- European Protected Species Directive 2007

Applicants will be asked to demonstrate further knowledge of how they would make arrangements to comply with above Regulations.

2. Sources of reference information and industry good practice guides

Applicants will require knowledge of the basic content and relevance of the following:

- Industry safety guides
- Operators manuals
- Royal Horticultural Society publications

3. Personal Protective Equipment

Applicants will be required to demonstrate knowledge of PPE requirements, suitability, CE marking, EN standards, inspection, maintenance,

cleaning and storage. They should also have knowledge of impact protection ratings/requirements for eye and face protection.

Applicants should be familiar with different types of support harnesses and their applications.

4. Knowledge and experience of a range of machine types and features

The applicant will need to be able to have knowledge and experience of a range of machine types, their features and common variations e.g.

- 2 stroke
- 4 stroke
- Battery
- Combi-tool
- Electric
- Long-reach/pole
- Single/double sided
- Handle configurations
- Backpack

They will also need to demonstrate knowledge of the following features:

- Starter features e.g. Elasto-start, Ergo/assisted-start
- Air filters - pre-filters, main filters constructed of different materials and the recommended method/frequency of cleaning
- Rubber/metal spring A/V mountings
- Specific product developments within the hedge cutter ranges e.g. an awareness of M-tronic, Auto-tune
- Spark arrester
- Cutter guard/knife

5. Guards, decals, controls and safety features

The Applicant will be expected to identify and explain the function of a range of guards, controls and safety features of a hedgetrimmer. They will also need to understand the information given by the manufacturer on the safety decals, in particular relating to vibration and decibel ratings.

6. Power unit maintenance

Applicants will need to be able to demonstrate knowledge of, carry out maintenance of and diagnose faults on the following:

- Air filter/pre-filters
- Spark plug (maintenance and carbon colour recognition)
- Cooling system
- Exhaust/spark arrester
- Recoil starter (remove, detension, inspect wear points, retension, and refit)
- Fuel filter
- AV system
- Clutch and drive system

- Gearbox
- Guards
- Maintenance specific to battery-powered machines, batteries and chargers

7. Knowledge of cutting mechanism maintenance

Applicants to demonstrate a knowledge of how to maintain the cutting mechanism including:

- Correct PPE
- Remove cutter guard
- Loosen and remove retaining nuts
- Remove blade assembly
- Check the blade for damage
- Secure the blade for filing/grinding (using mini-grinder is acceptable)
- Blade sharpened correctly
- Blade re-checked for cracks/damage
- Blades re-assembled, washers and lock nuts replaced and correctly tensioned.

8. Fuelling sites and Bio-security

Knowledge of suitable fuelling sites and spill prevention. Basic understanding of Bio-security relating to worksites.

9. Identify pruning groups, hedge types and growth habits

Applicant to be able to describe the different hedge types (formal/informal/native), growth habits and pruning groups as listed below:

- Upright plants
- Bushy plants
- Conifers and evergreens

Applicant also needs to be able to select and describe one plant from each pruning group listed.

10. Knowledge and experience of worksites and associated hazards

Applicants will need to be able to demonstrate knowledge of a wide range of sites on which you might use a hedgetrimmer and their associated hazards e.g.

- Roads/vehicles/general public
- Wildlife/livestock/domestic animals
- Hazardous plants/materials
- Unseen hazards/objects
- Terrain
- Overhead lines
- Working off ladders, stepladders, platforms or trestles

11. Risk assessment

Applicants will be required to be familiar with the generic activity risk assessment, carry out a site specific risk assessment and demonstrate knowledge of the controls to be implemented. Information to be contained within an Emergency Action Plan is also to be included.

12. Operation of a hedgetrimmer

Applicant will be required to demonstrate competency in the following:

- Fuelling
- Pre-start checks
- Starting and pre-use running checks
- Setting up a harness if applicable
- Operation of the hedgetrimmer on different hedge types, trimming sides and top.

13. Equipment cleaning and storage, disposal of waste

Applicant will be expected to demonstrate knowledge of post-use cleaning, setting the machine for transportation, storage and appropriate disposal of any relevant waste.

14. Assessment techniques

- Clear and concise questions/instructions
- Question/instruction relative to unit (New Assessors only)