# CITY & GUILDS NPTC LEVEL 2 AWARD IN CHAINSAW MAINTENANCE AND OPERATIONS – OCCASIONAL USER



## **QUALIFICATION GUIDANCE**

## **Integrated Assessment**

## **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	0 0 2 9	Accredited Non Specific
Qualification Programme No	0 0 2 9 - 0 5	Award In Chainsaw Maintenance and Operations – Occasional User
Unit(s)	0 0 1	Maintenance and felling operations for trees up to 150mm
Guided Learning Hours (GLH)	0 0 1	GLH 21 (Credit Value 2)
Total Qualification Time (TQT)		N/A
Recommended Assessment Duration		2 – 4 hours per Candidate

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

#### City & Guilds NPTC Level 2 Award in Chainsaw Maintenance and Operations – Occasional User 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

Unit 001

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 consists of one compulsory unit:

Maintenance	and Fellinc	operations	for trees u	p to 150mm

- Outcomes 1. Be able to work safely (1)
- 2. Carry out essential maintenance to the engine, chain, drive and guidebar (2)
- 3. Carry out pre-start and safety check (3)
- 4. Prepare for felling and fell trees (4)
- 5. Take down a small hung up tree (5)
- 6. Cross-cut and stack timber on the ground of varying diameters to a given specification (6)
- 7. Remove branches safely (7)
- 8. Know how to work safely whilst carrying out chainsaw activities (8)

Candidates must successfully achieve all assessment activities in (both) the above unit(s).

#### There are no endorsements for this Award.

#### **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).

As part of the quality assurance process, a minimum of **two** observations are required to be undertaken for each qualification that is assessed by a Trainer/Assessor. These will be carried out by an internal Verifier appointed by the Centre. One observation will be conducted in the presence of the Quality Systems Consultant. In respect of risk management, there is an expectation that additional observations up to a maximum of **four** will be carried out for the inexperienced or newly qualified Trainer/Assessor or Assessors.

#### **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  $\square$  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. 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 Trainer/Assessor

This qualification can be assessed by a Trainer who has trained the Candidate (a Trainer/Assessor) or by a third party (an Assessor) not directly involved with training of the Candidate providing they are suitably qualified and meet the requirements of the awarding body. Please see City & Guilds Centre Manual for guidance.

It is envisaged that assessment will be carried out after all of the training has been completed. However assessment may take place at intervals after each 'period' of training and may be effectively integrated into the training programme. The Candidate must be informed when assessment is taking place in terms of when formal assessment commences and when its ceases. It is not permissible to assess whilst training is being carried out. Assessment must be a separate activity.

Trainer/Assessors are reminded that assessment is a formal process. Assessment must be carried out using the Qualification Guidance. All relevant assessment criteria must be assessed against the criteria 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. Trainer/Assessors are reminded that feedback from the Candidate is required on the Record of Assessment that is sent to City & Guilds as part of the quality assurance process. After assessment has been completed the assessment schedule 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).

## The Candidate may only have a maximum of 3 attempts for assessment. Thereafter, re-assessment cannot take place until further training has been provided.

#### 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

#### **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.
- 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 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.

Guide bar size 15"

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Candidate	Α	Name:		Date	:	Start Time:	Dura	atior	า:		
Candidate	В	Name:		Date	:	Start Time:	Duration:				
Candidate	С	Name:		Date	:	Start Time:	Duration:				
Candidate	D	Name:		Date	):	Start Time:	Dura	atior	ו:		
CRITERIA NUMBER		ASSESSMENT CRITERIA	ASSESSOR GUIDANCE			SSESSMENT ACTIVITIES		C A	AND B	IDA C	TE D
1.2		assessment for kshop activities	Candidate to state <b>three</b> hazards	•	<ul> <li>identify three has area</li> </ul>	zards and the risks from the Met ✓ Not					
1	Cler	an around the engine	Assessor to observe			re removed		_			
2.1	CIE		Assessor to observe	•	1						
2						Met ✓ Not I	Met X				
2.2 2	intal	ilter maintenance or air ke maintenance on a ery powered chainsaw	The Candidate is <b>required</b> explain why the air filter needs to be cleaned regula		prevents debris	be cleaned regularly becau entering the carburettor and an to maintain air/fuel ratio a	use it I it				
			Candidate to demonstrate how to clean the filter or th air intake on a battery powered chainsaw as per manufacturer's instructions	e .	before removal protect the carbo filter removed	emoved from around the filte	٢				
				•	method, materia						
	Clea	an and inspect the	Candidate to demonstrate	(	Chain brake maintena	Met ✓ Not I ance:	Met X				
2.3 2	con brak	dition of the chain ke mechanism and e action to take if it is	how to clean and inspect t chain brake mechanism	he •	<ul><li>clear debris from</li><li>housing</li></ul>	n chain brake mechanism/cl cked for wear and condition					
			Candidate to state what action to take if the components are worn	4	Action to take if the cl replace band	hain brake components are ble label saw " not too be us brake" Met ✔ Not l	ed,				
2.4		an and inspect the drive	Candidate to demonstrate how to clean around sproc		Clean and inspect dri remove debris						
2.4	spic		and comment on its condit			ocket is commented upon					
						Met ✓ Not I	Met X				
8.5 8	maii	lain why correct ntenance to the guide is essential	Candidate to explain providing <b>four</b> explanation		<ul> <li>the guide bar</li> <li>to prevent dama</li> <li>to prevent overh</li> <li>to reduce chain</li> <li>so that the chair rails</li> <li>to ensure that the oiling</li> </ul>	include: ssibility of the chain coming ge to the chain from burrs eating of the bar and sprocket wear a runs evenly on the guide b ere is no blockage preventin e saw cuts straight	ar				
						Met ✔ Not I	Met X				

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	C. A	AND B	IDA C	TE
2.5	Maintain the guide bar in accordance with	Candidates are required to demonstrate how to carry out	The following should be carried out; • an inspection to identify uneven or damaged				
-	manufacturers instructions	remedial maintenance. (Gloves may need to be	<ul><li>guide bar rails</li><li>the straightness of the bar is checked</li></ul>				
2		worn if the risk assessment					
		indicates that this is a requirement)	<ul> <li>blueing and cracking are identified</li> <li>the bar is dressed are necessary (filed</li> </ul>				
		. ,	appropriately)				
			burrs are removed correctly				
			groove and oil-holes are cleaned				
			nose sprocket is greased (if applicable)				
			the bar (if refitted) is turned to reduce wear				
			Met ✔ Not Met X				
2.6	Refit all components and tension chain	Assessor to observe and check security of side case	bar mounted correctly				
2		nut	chain fitted correctly				
-			<ul> <li>chain tensioned correctly</li> <li>side case secure</li> </ul>				
			Side case secure				
			Met ✓ Not Met X				
3.1	Identify the chain length, pitch, gauge and cutter type	Candidate to identify : length, cutter type pitch and gauge	<ul> <li>candidate to state the length, pitch, gauge and cutter type for their chain</li> </ul>				
3	51-		Met ✓ Not Met X				
	Sharpen a chain in	Candidates are required to	The following are required:				
3.2	accordance with manufacturers instructions	sharpen <b>one</b> chain	<ul> <li>identify correct sharpening angles and file size</li> <li>check cutters for damage/wear</li> </ul>				
3		Before candidates carry out sharpening, they are to	<ul> <li>select appropriate cutter to start</li> </ul>				
Ŭ		discuss the choice of tools and how they propose to carry out the task with the					
			cutters sharpened using correct file				
		Assessor	• top and side plate angles maintained				
		The manufacturer's	cutters sharpened to consistent length				
		information must be available	burrs removed (if applicable)				
		(chain chart or box): Oregon Power-sharp systems	<ul> <li>depth gauges filed to appropriate height with the profile maintained</li> </ul>				
		may be used	<ul> <li>profile maintained</li> <li>all cutters sharpened correctly</li> </ul>				
	State the symptoms and	Candidates are required to	Met ✓ Not Met X The symptoms may include:				
3.3	effects of an incorrectly	state three symptoms which	<ul> <li>wood dust</li> </ul>				
•	maintained chain	indicate poor cutting	fine slithers of wood				
3			cuts may not be straight				
			vibration or kick back may occur		_		
		The condition is a mained to	Met ✓ Not Met X				
4.1	Identify and check the safety features of a	The candidate is required to confirm that the safety	Confirmation that: • PPE sticker present				
	chainsaw	features are present and working correctly	chain/bar cover is present				
4			clearly marked on/off switch				
		Note: safety features present will depend on the design of	front guard/chain brake lever is operational				
		the chainsaw	<ul> <li>throttle only operates when the interlock is depressed</li> </ul>				
			chain catcher is present and sufficiently				
			<ul> <li>undamaged to be effective</li> <li>rear hand guard is present and undamaged</li> </ul>				
			<ul> <li>anti-vibration mounts are undamaged</li> </ul>				
			exhaust baffle (silencer) is intact				
			<ul> <li>the chainsaw is fitted with a chain with low kickback characteristics</li> </ul>				
			Met ✓ Not Met X				

1.3       Select and wear PPE to include:       Image: character of the observe compliance of the observe complication of the observe compliance of the observe compliance of the	CRITERIA	ASSESSMENT	ASSESSOR	ASSESSMENT	-	1	IDA	
1.3 appropriate personal (PPE) for chainsaw additional densure compliance       - chainsaw forces       - chainsaw boots)	NUMBER	CRITERIA		ACTIVITIES	Α	В	С	D
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1       ICPPE) for chainsaw compliance       -       chainsaw dowes       -	1.5	protective equipment	assessment and ensure					
Candidate or candidate required to carry out pre-start checks Candidate required to carry out pre-start checks Candidate required to carry out pre-start checks Candidate to carry out pre-start checks Candidates to select an appropriate site alected for fueling: • a start checks for fueling: • a start check for fueling: • a start checks for fueling: • a start check for fueling: • a start checks for fueling: • a start check for fueling: • a start ch	1		compliance	, ,				
4.2 Carry out pre-start checks Cardidate to carry out pre-start checks Candidate to carry out pre-start checks to include: • caternal nuts and boths secure • caternal nuts and boths secure • caternal nuts and boths secure • sufficient fuel and oil • caternal nuts and boths secure • a safe distance from buildings • a safe distance from sources of ignition • a safe distance from sources of ignition • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from sources of ignition • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and other equipment • a safe distance from the work ras and o	•	activities		C C				
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4.2       Carry out pre-start checks       Candidate to carry out pre-start checks to include:       Pre-start checks to include:       -				personal first aid kit				
4.2       Carry out pre-start checks       Candidate to carry out pre-start checks to include:       Pre-start checks to include:       Image: charace spectra and condition         4       Start the chainsaw safely       Candidates to select an appropriate site selected for fuelling, and test starting (fi applicable)       Image: charace spectra and conditions       Image: charace spectra and conditions         4.3       Start the chainsaw safely       Candidates to select an applicable)       Image: charace spectra and charace spectra and the sp				whistle				
4.2       start checks       - chain tension and condition       □				Met ✓ Not Met X				
<ul> <li>safety features present and working         <ul> <li>safety features present and working</li> <li>safety features present and working</li> <li>external nuts and bolts secure</li> <li>sufficient fuel and oil</li> </ul> </li> <li>Met </li> <li>Appropriate site for tueling; and test starting (if applicable)</li> <li>Appropriate site for tueling; and test starting (if applicable)</li> <li>away from the work area and durange would occur from a fuel store</li> <li>aste distance from sources of ignition</li> <li>aste distance from sources of ignition</li> <li>aste distance from main fuel store</li> <li>aste distance from main fuel store</li> <li>aste distance from main fuel store</li> <li>aste distance from sources of ignition</li> <li>aste distance from maching</li> <li>aste distance from methy telling; aste distance from methy fuelling point</li> <li>aste distance from methy fuelling point</li> <li>aste distance from obstructions which could foul the chain</li> <li>aste distance from obstructions which could</li> <li>aster distance from obstructions which could</li></ul>		Carry out pre-start checks						+_
4       • external ruts and bolts secure       • or sufficient fuel and oil         4.3       Start the chainsaw safely       Candidates to select an appropriate site for fueling:	4.2		start checks					
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Candidates are to carry out starting of the chainsaw.       Starting procedure:       Image: Candidate set to carry out starting the chainsaw.         Starting of the chainsaw.       Starting procedure:       Image: Candidate set to carry out starting the chainsaw is secure rear handle         Candidate set to carry out starting of the chainsaw.       Starting procedure:       Image: Candidate set to carry out starting the chainsaw.         Candidates are to carry out starting of the chainsaw.       Starting procedure:       Image: Candidate set to carry out starting the chainsaw is secure rear handle         Image: Candidate required to carry out operational checks of the chainsaw       Starting of the chainsaw.       Starting procedure:         Image: Candidate required to carry out ot operational checks of the chainsaw       Starting procedure:       Image: Candidate required to carry out start/stop switch to on position       Image: Candidate required to carry out start/stop switch to on position         Image: Candidate required to carry out operational checks of the chainsaw is secure and the regine has fired       Image: Candidate required to carry out operational checks of the chainsaw is score?       Image: Candidate required to carry out operational checks of the chainsaw is correctly       Image: Candidate required to carry out operational checks of the chainsaw is correctly       Image: Candidate required to carry out operation checks include:       Image: Candidate required to carry out operation checks include:       Image: Candidate required to carry out operation checks include:       Image: Candidate required to carry out operation ch	4							
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Candidates are to carry out starting of the chainsaw.       Starting procedure: <ul> <li>remove chain/bar cover</li> <li>place saw on ground ensuring that no debris can become entangled in chain</li> <li>engage throttle lock</li> <li>engage throttle lock</li> <li>engage throttle lock</li> <li>ensure chain brake is set according to manufactures instructions</li> <li>apply decompression</li> <li>ensure chain brake is set according to manufactures instructions</li> <li>pult toggle to find compression</li> <li>pult starter cord sharply/firmly</li> <li>pult starter cord sharply/firmly</li> <li>pult starter cord sharply/firmly</li> <li>chain brake released for engine has fired</li> <li>pult starter cord sharply/firmly</li> <li>chain brake released for engine has fired</li> <li>pult starter cord sharply/firmly</li> <li>chain brake released for engine has fired</li> <li>chain brake released for engine has fired</li> <li>chain brake is operating correctly</li> <li>chain brake is operating correctly</li> <li>chain brake is operating correctly</li> <li>chain brake is operating correctly when applied</li> <li>chain brake is operating correctly when applied</li></ul>								
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Candidates are to carry out starting of the chainsaw.       Starting procedure: <ul> <li>remove chain/bar cover</li> <li>place saw on ground ensuing that no debris can become entangled in chain</li> <li>secure rear handle</li> <li>engage thottle lock</li> <li>engage choke</li> <li>apply decompressor (if fitted)</li> <li>start/stop switch to on position</li> <li>adopt a safe stance ensuring legs and feet are clear of any danger, the chainsaw is secure and that there is minimal risk of injury</li> <li>pull toggle to find compression</li> <li>pull toggle to find compression</li> <li>pull toggle to find compression</li> <li>chain that there is an imimal risk of injury</li> <li>pull toggle to find compression</li> <li>chain that there leased to rev saw for testing</li> <li>chain brake is operation is functioning correctly</li> <li>chain brake is operating correctly when applied</li> <li>chain brake is operating corectly when applied</li></ul>								
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• adopt a safe stance ensuring legs and feet are clear of any danger, the chainsaw is secure and that there is minimal risk of injury       • pull toggle to find compression       • pull toggle to find compression         • pull toggle to find compression       • pull starter cord sharply/firmly       • order to carry       • choke released after engine has fired       • order to carry         • chain brake released to rev saw for testing       • chain brake released to rev saw for testing       • order testing         • chain brake released to rev saw for testing       • order testing       • order testing         • chain brake released to rev saw for testing       • order testing       • order testing								
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Candidate required to <b>carry</b> out operational checks of the chainsaw Operation checks include:				chain brake released to rev saw for testing				
out operational checks of the chainsaw       • on/off switch functions correctly       □			Candidate required to carry	Operation checks include				
chainsaw       • chain lubrication is functioning correctly       □				•				
chain does not move at tick over (chain creep)			chainsaw					
chain does not move at tick over (chain creep)				chain brake is operating correctly when applied				
				chain does not move at tick over (chain creep)				
				Met ✓ Not Met X				

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	C.	AND B	IDA <sup>.</sup> C	TE D
	Explain tree felling safety	Candidate to explain <b>four</b>	Safety conditions may include:				
5.1	considerations	considerations	<ul><li>weather and ground conditions</li><li>no one within two tree lengths</li></ul>				
5			<ul> <li>warning signs posted</li> </ul>				
•			<ul> <li>no one below on steep slopes</li> </ul>				
			location of overhead cables				
			• other				
			Met ✓ Not Met X				
	Identify the hazards and	The candidate is required to	identify three hazards and the control measures				_
1.1	state control measures	identify <b>four</b> hazards on the site and state control measure	from the work area Met ✓ Not Met X				
1	State the planning	Candidate to state <b>four</b> of the	Stated emergency procedures may include:	_	_		<u> </u>
8.1	procedure for lone working	procedures relevant to the site they are working at	<ul> <li>tell someone where you will be during the day</li> <li>mark on the map where you are, also mark the</li> </ul>				
8		one and, are norming at	route, and give the map to your contact person				
•			always carry a mobile phone or communication radio				
			keep in regular contact with your contact person				
			<ul> <li>(a designated person), at least every three hours</li> <li>have a transport vehicle when in the forest (if</li> </ul>				
			applicable)				
			observe all other safety procedures carefully				
			Met ✓ Not Met X				
8.2	Describe possible causes of environmental damage	Candidates are required to describe <b>one</b> cause and <b>one</b>	<ul> <li>Possible causes of environmental damage:</li> <li>incorrect storage of fuel and oil</li> </ul>				
•		way of preventing damage to	defective machinery				
8	the environment		poor work practices				
			Possible ways of preventing environmental damage:			_	
			suitable site     non onill angute or funnel				
			<ul> <li>non-spill spouts or funnel</li> <li>remove all litter</li> </ul>				
			other				
			Met ✓ Not Met X				
5.2	Prepare 3 small trees for felling	The Candidate is to <b>prepare</b> <b>3 trees</b> (the Candidate is	<ul><li>Preparation includes:</li><li>dead trees or other vegetation in the felling</li></ul>				
		required to comment on the proposed activities before	direction are removed				
5		carrying them out)	<ul> <li>debris are removed from around the base of the trees to be felled to facilitate access</li> </ul>				
		Two trees up to 100mm (4")	low branches are removed by safe "brashing"			_	
		One trees up to 150mm (6")	Prior to felling includes:				
			determine a safe working zone				
			determine a safe felling method				
			determine safe felling direction				
			select and prepare escape route(s)				
			tree is inspected for signs of rot or decay,				
			buttresses removed where appropriate				
			Met ✔ Not Met X				
8.4	State situations when it would not be safe to carry	The candidate is required to state <b>two</b> situations where it	Situations may include: • during high winds				
ō.4	out felling activities	would not be safe to carry out	<ul> <li>when trees are in a dangerous condition</li> </ul>				
8		felling activities	in close proximity to live power lines				
-			<ul> <li>when the task is beyond the level of training the operator has received</li> </ul>				
			Met ✓ Not Met X				$\square$

5.3       Demonstrate how to safely fell trees       Candidate to describe how to work commences       Subset are made using: curry out he operation before work commences       Image: curry out he operation before work commences         5       Note: if the candidate is no able to explain how to carry out the operation of des not understand the risks, are minimum subset on other out the operation of des not understand the risks, are minimum subset on other out the operation of des not understand the risks, are minimum subset on other out the operation of des not understand the risks, are minimum subset on other out the operation of des not understand the risks, are minimum subset on other out the operation of des not outer state out to understand the risks, are minimum subset on the assessor to consume that two trees are up to 100mm and one tree is up to 100mm and up the ter on the asset one one details 100mm and up the ter on the asset one the tree 100mm and up the ter on the asset 100mm and one tree is up to 100mm and angle or the saw 100mm and the tree is a set zom 100mm and one tree is up to 100mm and angle or the saw 100mm and the optical or the saw 100mm and one t	CRITERIA	ASSESSMENT	ASSESSOR	ASSESSMENT		1	IDA	1
5.3       fell trees       carry out the operation before work commencements       -       cuts an appropriate height       -	NUMBER				Α	В	С	D
S       work commencies       • public fib compliant for a full and full the chain brake is applied       0       0       0         S       Note: If the compliant for a compliant fib chain brake is applied       0       0       0       0         S       Note: If the compliant fib chain brake is applied       0 <t< th=""><th>53</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></t<>	53							
5       Note: If the candidate is not.       • cut is completed the chain back is applied       0 <th>5.5</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th>	5.5							
8.6       Explain the potential risks, the original statistic of the convect dimensions to out the optimized in the test statistic of the test statis statis static of the test statistic of the test stat	5		Note: If the candidate is not	cut is completed the chain brake is applied				
8.6       Explain the potential risks, when removing branches       The candidate is required to its operation of the candidate is required to concert stance and support of the saw days to the candidate is required to concert stance and support of the saw days to the candidate is required to concert stance and support of the saw days to the candidate is required to concert stance and support of the saw days the measure of the transmit explaining transmit explai			able to explain how to carry	Felling carried out:				
8.6       Explain the potential risks when removing branches       The candidate is required to remove branches       Relation empropriate angle to bottom sink cut is ead and access the ground as is practicable       Image is relative of the cuts are of appropriate depth         8.6       Explain the potential risks when removing branches       The candidate is required to remove branches       Relation empropriate propriate depth       Image is relative of a data docume to remove branches         8.6       Explain the potential risks when removing branches       The candidate is required to remove branches       Relation empropriate depth       Image is relative of adequate dimensions         5.4       Safely remove branches       The candidate is required to removing branches       Relation the real-wind accessory when removing branches       The candidate is required to removing branches         6.1       Prepare the site appring the struct taked for a set of rusk of the saw when removing branches       The candidate is required to removing branches       Good practice will include: when removing branches       The candidate is required to rusk of the rusk of the saw when removing branches       The candidate is required to rusk of the rusk of the saw when removing branches       Good practice will include: when removing branches       The candidate is required to rusk of the rusk as rusk of the rusk when removing branches       The candidate is required to rusk of the rusk of the rusk when removing branches       The candidate is required to rusk of the rusk of the rusk when removing branches       The candidate is required to rusk of the rusk o								
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8.6       Explain the potential risks when removing branches       The assessor is to ensure the Two free are up to 1000m       Cost are of appropriate depth       IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII								
8.6       Explain the potential risks       The candidate is required to the site is a better and as close in ground								
<ul> <li>adds are of appropriate depth</li> <li>cuts meet accurately</li> <li>cuts meet accurately</li> <li>cuts meet accurately</li> <li>cuts meet accurately</li> <li>sink cuts face chosen direction of fall</li> <li>a hinge is retained of adequate dimensions</li> <li>b a hinge is retained accurately</li> <li>b a hinge is retained accurately</li> <li>b a constante is monthereas</li> <li>b a constante branch removing branches</li> <li>constante branch removing chain brake three negotating obstacles</li> <li>a difficient meeting and branches from or threading across bar applying chain brake three negotating of the saw and systematic is a sequence of the sam applying chain brake three negotation of the tree is a ade zone</li> <li>a dibranches removed flus</li></ul>								
<ul> <li>cuts meet accurately</li> <li>cuts meet accurately</li> <li>cuts meet accurately</li> <li>sink cuts face chosen direction of fall</li> <li>a hinge is retained of adequate dimensions</li> <li>a falling aid is employed in an effective and safe</li> <li>a falling aid is employed in an effective and safe</li> <li>a falling aid is employed in an effective and safe</li> <li>a falling aid is employed in an effective and safe</li> <li>be ground</li> <li>be spinis fail</li> <li>the prepared escape route is used as the tree</li> <li>be ground</li> <li>be ground</li> <li>be spinis fail</li> <li>the state is checked for safety once the tree is on the ground</li> <li>be ground</li> <li>be spinis fail</li> <li>the state is checked for safety once the tree is on the ground</li> <li>be ground</li> <li>be spinis fail</li> <li>the candidate is required to explain three of the risks when removing branches</li> <li>spinis three of the risks</li> <li>tree candidate is required to explain three of the risks when removing branches</li> <li>spinis three of the risks</li> <li>tree candidate is required to explain three of the risks when removing branches</li> <li>the candidate is required to consistent with good practice</li> <li>spinis taped when the tree fail</li> <li>failing debris from surrounding trees</li> <li>is acceptable</li> <li>the candidate is required to explain demond the front handle</li> <li>coract stance and support to the saw</li> <li>applying chain brake (fraching accound the fraching accound the frachacing accound the fraching</li></ul>			The assessor is to ensure	•				
sink Cuts is derived notes of network of vial			that <b>Two</b> trees are up to	cuts meet accurately				
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Safely remove branches       The candidate is required to construct the tree for the relative and support of the saw and systematic support and bystare the saw and systematic support of the saw and system				a hinge is retained of adequate dimensions				
8.6       Explain the potential risks when removing branches       The candidate is required to the risks when removing branches       Risks may include:       Image: special stress is the candidate is required to the risks when removing branches       Risks may include:       Image: special stress is to contacting obstructions with the candidate is trequired to the risks when removing branches       Risks may include:       Image: special stress is to contacting obstructions with the candidate is trequired to the risks when removing branches       Risks may include:       Image: special stress is to contacting obstructions with the candidate is required to the res falling obstructions with the candidate is required to demonstrate branch removal. Any special thranch removal. Any special thranch removal. Any special thranch removal. Any special stress is acceptable       Image: special special stress is acceptable.       Image: special specia				• a felling aid is employed in an effective and safe		_	_	_
Base       Explain the potential risks when removing branches       The candidate is required to explain three of the risks when removing branches       Risks may include: • tripping over or falling onto obstacles • spring back from aut branches or boen over • spring back from autor and export of the saw • thum around the front handle • correct stance and support of the saw • thum brack if reaching across bar • applying chain brack if reaching across bar • applying chain brack when negadiding obstacles • good position of the saw and systematic • good position of the saw and systematic • assessing the position of the tripe • tree. • all branches removed flush with the stem • tree. • assessing the position of the tripe • tree. • assessing the position of the tripe • selecting and putting in position appropriate felling • selecting and putting in position appropriate felling • ensuring that there is a safe zone • tree • correct position and angle of cuts for meroval of • appropriate part of the saw • correcresposition and angle of cuts for meroval of								
8.6       Explain the potential risks when removing branches       The candidate is required to explain three of the risks when removing branches       Risks may include: <ul> <li>tripping over or falling onto obstacles</li> <li>contacting obstacles when removing branches</li> <li>tripping over or falling onto obstacles</li> <li>contacting obstacles or ban over sapings trapped when the tree fell</li> <li>graphing trapped when the front handle</li> <li>graphing trapped when the front handle</li> <li>graphy and share the method consistent with good practice</li> <li>erroreus tance and support of the saw</li> <li>graphy and share the manufacte or tree or the save and systematic</li> <li>graphy and share the manufacte or tree or the save and systematic</li> <li>graphy and share the reserved halw with the stem</li> <li>graphy and share the reserved halw with the stem</li> <li>graphy and share the reserved full share the reserved halw with the stem</li> <li>graphy and share the reserved halw with the stem</li> <li>graphy and share the reserved halw with the stem</li> <li>graphy and share the reserved halw with the stem</li> <li>graphy and share the reserved halw with the stem</li> <li>graphy and share the reserved the save share the rese</li></ul>								
8.6       Explain the potential risks when removing branches       The candidate is required to explain three of the risks when removing branches       Risks may include: <ul> <li>tripping over of falling onto obstacles</li> <li>contacting obstructions with the chainsaw causing kick back or chain damage</li> <li>tree rolling, especially if operating on a slope</li> <li>gaining trapped when the tree fell</li> <li>falling debris from surrounding trees</li> <li>tree rolling, especially if operating on a slope</li> <li>endet via the tree reling of the saw</li> <li>in the candidate is required to</li> <li>correct stance and support of the saw</li> <li>good positioning of the saw and systematic sequence of cust as appropriate form around the free asees whith the chaning up tree</li></ul>								
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CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	C. A	AND B	IDA C	TE D
6.3	Take down the tree using hand tools	A tree that will not turn or fall can be walked down with a suitably prepared short pole	<ul><li>Taking down a hung up tree:</li><li>the aid tool is positioned and attached securely</li></ul>				
6		or tongs.	Aid tool operated using:				
-		The candidate is expected to	<ul> <li>straight back</li> <li>correct grip</li> </ul>				
		attempt to take down the tree using hand tools; if	<ul> <li>correct pushing technique</li> </ul>				
		unsuccessful the Assessor is	<ul> <li>correct lifting and dragging technique</li> </ul>				
		required to take over and if	<ul> <li>aid tool repositioned if necessary</li> </ul>				
		appropriate use a winch.	<ul> <li>operator did not work in danger area</li> </ul>				
		Note: The assessor must	aid tool released as tree falls				
		have a winch available in case a tree cannot be taken	<ul> <li>escape route(s) used</li> </ul>				
		down using hand tools.	the tree is left in a stable condition				
	O fo lifting and handling of	O an didata ta da a seih a thua a	Met ✓ Not Met X				$\vdash$
8.3	Safe lifting and handling of timber	Candidate to describe <b>three</b> ways to safely lift or handle timber	<ul> <li>Safe lifting:</li> <li>avoid lifting if there is a viable alternative</li> <li>use aid tools where appropriate</li> </ul>				
8			<ul> <li>pivot load rather than carry them</li> </ul>				
•			<ul> <li>drag, roll or move end over end</li> </ul>				
			<ul> <li>keep the back straight, bend knees whilst lifting,</li> </ul>				
			and avoid twisting				
			only lift within personal capabilities				
			Met ✔ Not Met X				
	Cross-cutting timber on the	There should be sufficient	During cross-cutting:				
7.1	ground	timer of suitable diameter to undertake a minimum of 10 cuts.	<ul><li>PPE used correctly during all activities</li><li>safe starting procedure carried out</li></ul>				
7			<ul> <li>safe stance adopted whilst carrying out all</li> </ul>				
		Candidate to <b>identify</b> tension and compression prior to	<ul> <li>activities</li> <li>bar aligned to maintain accuracy of cuts</li> </ul>				
		cutting	<ul> <li>head kept out of line of chain</li> </ul>				
		Tension/compression must	<ul> <li>throttle use effectively to cut safely and efficiently</li> </ul>				
		be present for <b>four cuts</b>	cuts completely severe timber				
			<ul> <li>appropriate boring technique used</li> </ul>				
			sequence of cuts prevent saw becoming trapped				
			<ul> <li>appropriate aids are used for lifting, levering or rolling timber</li> </ul>				
			chain brake used appropriately				
			saw switched off				
			bar covered				
			saw left in safe position				
			tension and compression correctly identified				
			Met ✓ Not Met X				
7.2	Describe the procedure for removing a trapped saw	The candidate is to <b>describe</b> how to remove a trapped saw	<ul> <li>To remove a trapped saw:</li> <li>switch off engine and/or apply the chain brake</li> <li>apply chain brake</li> </ul>				
7			<ul> <li>lever open timber to open up the cut</li> </ul>				
•			<ul> <li>drive in a wedge</li> </ul>				
			<ul> <li>withdraw the saw</li> </ul>				
			<ul> <li>or use another saw to free the trapped saw cutting</li> </ul>				
			at least 300 mm (12") from the trapped saw				
	Demonstrate how to stack	The assessor is to determine	Met ✓ Not Met X During stacking:			$\vdash$	$\vdash$
7.3	the product	the specification for stacking the timber	use of appropriate aids to handle and move product				
7			correct manual handling techniques are employed				
			stack positioned correctly and is appropriate				
			the stacking meets specification				
			manual stack left in a safe stable condition				
			Met ✓ Not Met X				

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CRITERIA	ASSESSMENT	ASSESSOR	ASSESSMENT	C	AND	IDA <sup>-</sup>	ΓЕ
NUMBER	CRITERIA	GUIDANCE	ACTIVITIES	Α	В	С	D
1.4	Leave the site safe and tidy	site in a safe and tidy	<ul> <li>roads and footpaths are left free of debris and waste material</li> </ul>				
			the site is left tidy				
1		A5565501	<ul> <li>Activities may include:</li> <li>ensuring no branches are left on fences, roads, paths, timber stacks, over young trees, or in waterways</li> <li>brash is tacked as required in readiness for</li> </ul>				
			processing (if applicable)				
			Met ✓ Not Met X				

Candidate A	Candidate <b>has met</b> all of the assessment criteria	Tick ✓	The Candidate <b>has not</b> met all of the assessment criteria; ( <i>state reason(s))</i>	Tick ✓
	Signed:	Date:		
Candidate B	Candidate <b>has met</b> all of the assessment criteria	Tick ✓	The Candidate <b>has not</b> met all of the assessment criteria; ( <i>state reason(s))</i>	Tick ✓
	Signed: E	Date:		
Candidate C	Candidate <b>has met</b> all of the assessment criteria	Tick ✓	The Candidate <b>has not</b> met all of the assessment criteria; ( <i>state reason(s))</i>	Tick ✓
	Signed: C	Date:		
	Condidate has met all of the accessment exiteria	Tiele	The Condidate has not met all of the accomment aritaria: (atota	Tiek

Candidate D	Candidate <b>has met</b> all of the assessment criteria	Tick ✓	The Candidate <b>has not</b> met all of the assessment criteria; ( <i>state reason(s))</i>	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)

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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:	