

Technical Evaluation Record v3 Apr22



QUALIFICATION:	Award in Off Road Driving	Qualification Code:	AORD09			
		Units:	01, 02, 03			
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: (To be used in conjunction with current Qualification Guidance)		PERFORMANCE EVALUATION (Circle):				JUSTIFICATION:
1. Knowledge of H&S regulations relating to the use of an Off-Road vehicle. Carry out SSRA amending where necessary.		1	2	3	4	5
2. Demonstrate daily pre-use checks and knowledge of vehicle maintenance		1	2	3	4	5
3. Demonstrate a full understanding of Off-Road vehicles controls and functions, including transfer boxes, differentials, traction aids and controls.		1	2	3	4	5
4. Drive the vehicle around a designated course must demonstrate failed hill climb, descending slopes, traversing slopes.		1	2	3	4	5
5. Demonstrate or describe knowledge of all other driving conditions contained in Assessor Guidance		1	2	3	4	5
6. Outline additional H&S requirements for trailer use off road including loading and attachment of trailer.		1	2	3	4	5
7. Drive trailer around designated course, to include reversing into parking bay.		1	2	3	4	5
8. Describe fully the functions of the different vehicle winches including all additional components. Must include knowledge of WLL, MBS, mechanical advantage, fibre and wire winch lines and equipment compatibility.		1	2	3	4	5
9. Demonstrate the use of the winch for self-recovery and recovery of another vehicle/object. One of these must utilise a pulley in the system		1	2	3	4	5
10. Prepare the vehicle for return to on road driving		1	2	3	4	5
11. Assessment technique <i>(new assessors only)</i>		1	2	3	4	5
PERFORMANCE EVALUATION COLUMN TOTALS:						= TOTAL SCORE:
Result of Technical Evaluation (tick):	MET	TOTAL SCORE REQUIRED TO ACHIEVE ASSESSOR STATUS:				44
	NOT MET	(NB. ACHIEVED IN PERFORMANCE EVALUATION COLUMNS 4 & 5 ONLY) <i>If an existing Assessor then please adjust total score required to 40</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:	DATE:
ASSESSOR SIGNATURE:					£200 Half Day £300 Full Day	

TECHNICAL EVALUATION RECORD

AORD09 Level 2 Award in Off Road Driving

1. Knowledge of H&S regulations

- Key principles and practical relevance.
- Health and Safety at Work etc. Act 1974 (HASAWA)
- Management of Health and Safety at Work Regulations 1999 (MHSWR)
- Provision and Use of Work Equipment Regulations 1998 (PUWER)
- Personal Protective Equipment at Work Regulations 1992 (PPE regs)
- Control Of Substances Hazardous to Health Regulations (COSHH)
- The Health and Safety (First Aid) Regulations 1992
- Reporting of Injuries Diseases Dangerous Occurrence Regulations (RIDDOR)
- Wildlife and Countryside Act 1981
- Countryside and Rights of Way Act 2000
- Manual Handling Operations Regulations 1994
- The Control of Noise Regulations 2005
- Lifting Operations and Lifting Equipment Regulations 1998
- Risk assessments
- Operators manuals

Carry out SSRA

- Assessor to complete a Site Specific Risk Assessment, using provided template
- Hazards and controls relative to site, task and equipment. Identify and comment on additional hazards encountered whilst driving.

2. Daily pre-use checks carried out

- Check, identify and comment all fluid levels
- Demonstrate full understanding of daily pre-use checks.

3. Function of all instruments, controls and traction aids explained

- Must include full understanding of transfer boxes, differentials, traction aids and controls

4. Drive vehicle around a designated course that must include; failed hill climb, descents and traversing.

- Driving carried out to agreed standard

5. Demonstrate full understanding of any additional driving conditions that haven't been encountered on site and explain correct procedures

- Additional driving conditions explained

6. Outline additional H&S requirements for trailer use off road.

- Must include load capability of towing vehicle including nose weight and knowledge of differing gross train weight when operating off road

7. Drive trailer around suitable off road course

- To include attaching and removing trailer safely and reversing into suitable parking bay.

8. Describe fully the functions of vehicle mounted winches

- This must include understanding of the different types of winch, WLL, MBS, fibre and wire winch lines, mechanical advantage and its appropriate use.
- All additional winch equipment's functions should be fully described and its compatibility in a recovery operation
- Inspection protocols for all equipment should be fully detailed

9. Demonstrate the use of a winch for vehicle self-recovery and to move either another vehicle or a heavy object.

- The driver must be in the vehicle for self-recovery and control the winch and vehicle safely
- The moving of the other vehicle or object should utilise a pulley either for an off-set or for mechanical advantage. The use of off-set and mechanical advantage should be fully explained.

10. Prepare the vehicle for return to on road driving

- Must include all elements outlined in the assessor guidance with particular reference to traction aids, differential locks and tyre condition

11. Assessment techniques

- Clear and concise questions/instructions
- Question/instruction relative to unit

(Please note: this section only needs to be completed by new assessors).

Total score required (on front sheet) can be adjusted to 40 if an existing assessor.