

# CITY & GUILDS NPTC LEVEL 2 AWARD IN FOREST MACHINE OPERATIONS – CABLE CRANE QAN 600/9106/X



## 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   0	Forestry and Arboriculture Level 2
<b>Qualification Programme No</b>	0   0   2   0   -   1   9	Award in Forest Machine Operations - Cable Crane
<b>Unit</b>	2   1   2	Prepare and Operate a Cable Crane for Timber Extraction
<b>Endorsement(s)</b>	0   0   1 0   0   2	Skyline High lead
<b>Pre-Requisite Units</b>	2   0   8	Prepare and Operate a Base Machine
<b>Guided Learning Hours (GLH)</b>	2   1   2	GLH 70 (Credit Value 7)
<b>Total Qualification Time(TQT)</b>		70 Hours
<b>Recommended Assessment Duration</b>		4 – 6 hours per Candidate

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

# City and Guilds Level 2 Award in Forest Machine Operations - Cable Crane

## 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 consists of **one** compulsory unit:

Unit 212	Prepare and Operate a Cable Crane for Timber Extraction
	Outcomes
	1. Be able to work safely (1)
	2. Be able to select and prepare machinery and site (2)
	3. Be able to set up a cable crane (3)
	4. Know relevant health and safety legislation and industry good practice (4)
	5. Know how to set up a cable crane (5)

Candidates must successfully achieve **all** assessment activities in Mandatory unit 212.

**Endorsement:** The assessment may be taken on a machine with any type of:

001	Skyline
002	High lead

The certificate will be endorsed accordingly. Candidates are encouraged to take their assessment with different machines to broaden their certification. (If Skyline is the taken as the first endorsement, then the candidate will automatically get High lead, as long as they are registered for it. However, if the candidate is registered for High lead, they **WILL NOT** automatically get Skyline)

**Only two endorsements can be taken in any one registration.**

### 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 operator's manual should be available for the Candidate to use during the assessment if required.

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.

## Additional Information

May be sought from the relevant manufacturer's operator manuals or any other appropriate training or safety publication.

Questions should be related to the background or employment aspirations of the candidate and, where possible, product labels used should be representative of products typically used in that sector or industry.

Candidates who undertake this assessment and have met the requirements are reminded of their legal obligation to receive/undertake appropriate additional training in the use of any equipment that differs from that used during the assessment, but which they are nevertheless qualified to use.

## Assessment Guidance for the Assessor

This qualification can only be assessed by an Assessor who is suitably qualified and meets the requirements of the awarding body. The Assessor must be independent **and cannot have been involved with the training of the Candidate**. Please see City & Guilds Centre Manual for guidance.

The Candidate is to be notified of the place and time of assessment and when formal assessment commences and ceases.

Assessors are reminded that assessment is a formal process and that assessment must be carried out using this Qualification Guidance. All relevant assessment criteria must be assessed against the criterion as specified in the Qualification Guidance. Assessment will be carried out by direct observation and by oral questioning of the Candidate. **Where a specific number of responses are required 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

**Safe Practice:**

1. Assessors must hold a current 'First Aid at Work' Certificate.
2. It is strongly recommended that Candidates hold at least a recent, recognised 'Emergency First Aid' Training Certificate.
3. All forest machines used in the assessments must comply with relevant Arboriculture and Forestry Advisory Group (AFAG) Safety Guides
4. Candidates should be familiar with the machine that they are going to operate.
5. Appropriate Personal Protective Equipment (PPE) must be worn at all times.
6. A First Aid kit meeting current regulations, of the appropriate size for the number of persons on site, must be available.
7. The Assessor must ensure a Risk Assessment is carried out, and sufficient control measures implemented.
8. Any necessary permissions must have been granted, and notifications made as appropriate: (e.g. Forestry Commission, Forest Enterprise, Private owners etc).
9. All equipment being used for this assessment must comply with relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER) 1998 and Lifting Operations and Lifting Equipment Regulations (LOLER) 1998.
10. Information may be sought from the relevant operator manuals or any other appropriate training or safety publication.
11. Provision must be made to avoid the risk of environmental pollution and adequate control measures must be implemented. (a suitable response kit to be available on the machine)
12. 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.
13. Whenever the Candidate leaves the base machine, the parking brake must be applied.
14. When the Base Machine is parked and left unattended, or any attachments/detachments of equipment, must carry out the safe stop procedure.
15. The Base Machine must be operated in such a way that the Candidate, Assessor, other persons or equipment are not endangered.
16. All ancillary equipment, when detached must be left in a safe and stable condition.
17. Candidates must comply with current regulations when working at heights regulations 2005 amended
18. The assessment is carried out in accordance with the safety guidelines laid down in Arboriculture and Forestry Advisory Group (AFAG) Safety Guides, Health and Safety publications and current machinery directives.
19. 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
20. Initial tonnage is done on unladen weight

**Validation of Equipment:**

Any Base Machine complying with industry guidance and European directives is acceptable for the test, provided it is suitably equipped for all assessment activities to be carried out. Where a ROPs structure is fitted, an operator seat restraint is in place and functional.

**Any machine that can lift or suspend the load above the operator, who isn't protected by adequate/suitable FOPS and OPS, will be required to produce a current LOLER certificate to the Assessor**

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City & Guilds is a registered charity established to promote education and training

<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
4.2 4	Outline the emergency planning and lone working procedures relevant to the working area	The Candidate to state <b>five</b> factors in emergency planning  State <b>two</b> factors of lone working	<p>Emergency planning procedures for a site could include</p> <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</li> </ul> <p>Lone working</p> <ul style="list-style-type: none"> <li>effective communication system</li> <li>fail to safe system</li> <li>reporting in times</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"/>
1.1 1	Identify the hazards and risks associated with the working area and the proposed work	The Candidate to state <b>four</b> hazards and <b>four</b> risks with the working area/work to be done	<p>Identify hazards (anything with the potential to cause harm) and risks (who might be harmed), relevant to:</p> <p>The work area/work to be done</p> <p>Hazards</p> <ul style="list-style-type: none"> <li>power lines</li> <li>terrain</li> <li>access routes</li> <li>chain shot</li> <li>risk zones</li> <li>struck by timber</li> <li>other _____</li> </ul> <p>Risks</p> <ul style="list-style-type: none"> <li>others on site</li> <li>operator</li> <li>public</li> <li>other machine operators</li> <li>other _____</li> </ul>	<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
1.1 cont...		The Candidate to state <b>four</b> hazards and <b>three</b> risks for the machine	<p>The machine</p> <p>Hazards</p> <ul style="list-style-type: none"> <li>• struck by machine</li> <li>• access and egress</li> <li>• moving parts</li> <li>• hot surfaces</li> <li>• working at heights</li> <li>• high pressure fluids</li> <li>• other _____</li> </ul> <p>Risks</p> <ul style="list-style-type: none"> <li>• public</li> <li>• operator</li> <li>• environment</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"/>
1.2 1	Use appropriate tools, equipment and personal protective equipment (PPE)	<p>Assessor to observe appropriate tools, equipment and PPE are used in accordance to industry good practice</p> <p><b>All</b> applicable to the task at hand</p>	<ul style="list-style-type: none"> <li>• All tools, equipment and Personal Protective Equipment are used in line with industry good practice e.g. AFAG/HSE.</li> <li>• During all on site operations PPE in accordance with industry good practice must be worn.</li> </ul> <p>Personal Protective Equipment identified could include:</p> <ul style="list-style-type: none"> <li>• safety helmet (if required)</li> <li>• hearing protection (where needed)</li> <li>• suitable protective gloves</li> <li>• protective boots</li> <li>• non snag outer clothing</li> <li>• high visibility clothing where risk assessment identifies it</li> <li>• hand cleaning materials</li> <li>• first aid kit</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"/>
4.1 4	Outline current Health and Safety legislation, codes of practice and any additional requirements	<p>The Candidate to state <b>two</b> relevant points of <b>each</b> of the following:</p> <p>Health and Safety at Work Act (HSWA) (1974)</p> <p>Provision and Use of Work Equipment Regulations 1998 (PUWER 98)</p>	<p>Outline key points from the legislation listed below:</p> <p>Health and Safety at Work Act (HSWA) (1974) –</p> <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>Provision and Use of Work Equipment Regulations 1998 (PUWER 98) –</p> <ul style="list-style-type: none"> <li>• record keeping</li> <li>• operators adequately trained</li> <li>• equipment fit for purpose</li> <li>• other _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
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4.1 cont...		Lifting Operations and Lifting Equipment Regulations (1998) (LOLER)	Lifting Operations and Lifting Equipment Regulations (1998) (LOLER) <ul style="list-style-type: none"> <li>main requirements of the LOLER required by the machine</li> <li>risk zones</li> <li>safe working load</li> <li>inspection by a competent person</li> <li>operating controls labelled</li> <li>other _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR)	Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) <ul style="list-style-type: none"> <li>reporting of accidents</li> <li>reporting of dangerous occurrences</li> <li>other _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Working at Heights	Working at Heights <ul style="list-style-type: none"> <li>adequate precautions taken for safe working procedures</li> <li>any height constitutes working at heights</li> <li>other _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Control of Substances Hazardous to Health (COSHH) Regulations (2002)	Control of Substances Hazardous to Health (COSHH) Regulations (2002) <ul style="list-style-type: none"> <li>correct PPE to be identified</li> <li>correct storage and application</li> <li>disposal</li> <li>other _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		State <b>two</b> sources of industry good practice information	Industry Good Practice <ul style="list-style-type: none"> <li>Arboriculture Forestry Advisory Group (AFAG) information</li> <li>Health and safety in forestry</li> <li>Forest and water guidelines</li> <li>Operators manual</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		State <b>two</b> procedures to be followed when machine contacts power line	Line contact possible procedures: <ul style="list-style-type: none"> <li>where possible, drive away to safe area</li> <li>if safe, stay in machine and contact power company/supervisor</li> <li>jump from machine, bunny hop as far as possible</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		State <b>four</b> factors regarding working near power lines	Power lines <ul style="list-style-type: none"> <li>designated crossing point (goal posts)</li> <li>liaison with power companies</li> <li>site maps</li> <li>AFAG</li> <li>electricity at work</li> <li>other _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<b>Met ✓ Not Met X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.4  4	Describe the types of records that may be required for management and legislative requirements	The Candidate to state <b>two</b> types of record keeping to meet PUWER	Records: <ul style="list-style-type: none"> <li>logbook</li> <li>service logbook</li> <li>time sheet</li> <li>maintenance schedule</li> <li>other _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<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
4.5 cont...		Three preventions	Environmental damage may be prevented by <ul style="list-style-type: none"> <li>following principles of industry good practice</li> <li>good housekeeping</li> <li>appropriately trained operators</li> <li>spill kits are available</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"/>
4.6 4	Describe the correct methods for disposing of waste	The Candidate to state one method	Disposal of waste from workplace activities may include: <ul style="list-style-type: none"> <li>use of designated waste/recycle bins</li> <li>waste oils placed in approved containers for disposal</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"/>
5.1 5	Explain the purpose and comment on condition of all the rigging components used in the operation	All required	Components to include: <p>Strops</p> <ul style="list-style-type: none"> <li>appropriate weight rating</li> <li>correct length</li> <li>inspected</li> <li>type</li> </ul> <p>Shackles</p> <ul style="list-style-type: none"> <li>appropriate weight rating</li> <li>inspected</li> <li>type</li> <li>size</li> </ul> <p>Anchor ropes</p> <ul style="list-style-type: none"> <li>appropriate weight rating</li> <li>correct length</li> <li>inspected</li> </ul> <p>Kuplex ring (if appropriate)</p> <ul style="list-style-type: none"> <li>appropriate weight rating</li> <li>inspected</li> <li>type</li> <li>size</li> </ul> <p>Hand winches (where appropriate)</p> <ul style="list-style-type: none"> <li>appropriately rated</li> <li>inspected</li> <li>type</li> <li>size</li> <li>shear pin</li> <li>handle</li> <li>other _____</li> </ul> <p>Pulleys</p> <ul style="list-style-type: none"> <li>appropriate weight rating</li> <li>inspected</li> <li>type</li> <li>size</li> <li>certificated</li> </ul>	<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
5.1 cont...			Carriage <ul style="list-style-type: none"> <li>appropriate weight rating</li> <li>inspected</li> <li>type</li> <li>size</li> <li>locking/braking device (if fitted)</li> </ul> Correct end termination <ul style="list-style-type: none"> <li>clamps/clips</li> <li>snap link set</li> <li>other _____</li> </ul> Supports <ul style="list-style-type: none"> <li>appropriate weight rating</li> <li>inspected</li> <li>type</li> <li>size</li> <li>compatibility with carriage</li> <li>other _____</li> </ul> Tower <ul style="list-style-type: none"> <li>straightness</li> <li>inspected</li> <li>type</li> <li>security</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"/>
2.2 <b>2</b>	Carry out site survey on assessment site	The site can be clear fell or thinning	Site survey to include identifying <ul style="list-style-type: none"> <li>a straight rack</li> <li>suitable supports (if applicable)</li> <li>suitable anchors</li> <li>overhead hazards</li> <li>suitable position of base suitable to rack</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"/>
5.2 <b>5</b>	State the factors to be taken in to account when setting up a cable crane on different site types	<b>All</b> required	Factors may include: <ul style="list-style-type: none"> <li>uphill</li> <li>downhill</li> <li>convex</li> <li>concave</li> <li>thinning / clear fell</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"/>
5.3 <b>5</b>	State the reasons when it would be acceptable to use off set winching	<b>One</b> reason	Reasons may include: <ul style="list-style-type: none"> <li>steep downhill extraction</li> <li>topography</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"/>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	CANDIDATE			
				A	B	C	D
3.1 3	Erect the tower	Assessor to observe  Identify suitable anchor points	<ul style="list-style-type: none"> <li>erect, stabilise and true up the main tower</li> <li>suitable anchor points selected</li> <li>correct angle and distance of tower supports</li> <li>winch drum horizontal</li> <li>secure locking devices</li> <li>cable wear</li> <li>damage and fatigue</li> <li>correct locking procedure (if applicable)</li> </ul> Anchor points <ul style="list-style-type: none"> <li>select suitable anchor points</li> <li>install appropriate ground anchors (if appropriate)               <ul style="list-style-type: none"> <li>spikes</li> <li>plates</li> <li>screws</li> <li>deadman</li> <li>other machine</li> </ul> </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"/>
5.4 5	Explain the use of a straw line		<ul style="list-style-type: none"> <li>reduce manual handling</li> <li>pulling haul back rope around system</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"/>
3.2 3	Rig straw line	Assessor to observe	<ul style="list-style-type: none"> <li>identify route of haul back rope</li> <li>install strops and pulley blocks correctly using tie backs where necessary</li> <li>thread the straw line around system</li> <li>pull haul back line around the system</li> <li>stow straw line correctly</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"/>
5.5 5 3.3 3	Explain how to rig the tail spar tree  Rig tail spar tree	Range of equipment used for rigging is at the assessor discretion	Suitable tree selected <ul style="list-style-type: none"> <li>in line with the tower</li> <li>suitable height</li> <li>suitable girth</li> <li>adequate root system</li> <li>suitable back anchor points available</li> </ul> Equipment required <ul style="list-style-type: none"> <li>strops</li> <li>kuplex rings</li> <li>shackles</li> <li></li> <li>back anchor ropes</li> <li>anchoring system</li> </ul> Access equipment <ul style="list-style-type: none"> <li>ladder</li> <li>climbing spikes</li> <li>rope and harness</li> <li>other _____</li> </ul>	<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
5.5 cont...  3.3 cont...		In front or behind spar tree to be explained	Rigging layout  <b>Skyline</b> <ul style="list-style-type: none"> <li>in front of spar tree</li> <li>behind spar tree</li> </ul> <b>OR</b>  <b>High lead</b> <ul style="list-style-type: none"> <li>in front</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"/>
5.6  5	Describe how to rig an artificial spar system and artificial support	All required	Material selected <ul style="list-style-type: none"> <li>suitable legs of adequate length and diameter</li> <li>suitable connectors (cap or diagonal lashing)</li> <li>suitable length of back anchor rope</li> <li>suitable anchor(s) selected and attached</li> <li>adequate footings selected</li> <li>small pole selected to gain height of support legs</li> <li>support legs rigged for the system selected</li> <li>running ropes through pulleys</li> <li>fixed rope through hanger or snatch block</li> <li>correct angle of legs achieved</li> <li>legs raised to the appropriate angle using an acceptable method</li> <li>check security of installation</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"/>
5.7  5	Explain how to install intermediate supports using standing trees	Range of equipment described for rigging is at the assessors discretion  M support or single support to be described	<b>EITHER</b>  <b>Skyline</b>  Suitable tree selected <ul style="list-style-type: none"> <li>equal distance either side of the extraction route</li> <li>preferably in line with each other</li> <li>suitable height</li> <li>suitable girth</li> <li>adequate root system</li> <li>suitable back anchor points available</li> </ul> Select suitable equipment <ul style="list-style-type: none"> <li>strops</li> <li>kuplex rings</li> <li>shackles</li> <li>back anchor ropes</li> <li>anchoring system</li> <li>pulleys</li> </ul> Access equipment <ul style="list-style-type: none"> <li>ladder</li> <li>climbing spikes</li> <li>rope and harness</li> <li>other _____</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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				A	B	C	D
5.7 cont...			<p><b>OR</b></p> <p><b>High lead</b></p> <ul style="list-style-type: none"> <li>Not applicable</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"/>
4.3  4	Explain why it is important to maintain good communication and team work within the working environment	State <b>One</b>	<p>Importance of communication could include</p> <ul style="list-style-type: none"> <li>health and safety</li> <li>site planning/co-ordination</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"/>
3.4  3	Install haul-back line or cable	Assessor to observe	<ul style="list-style-type: none"> <li>connect haul back rope to straw line using approved method</li> <li>haul back rope winched around system</li> <li>straw line disconnected and stored</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"/>
3.5  3	Install skyline	Assessor to observe	<p><b>EITHER</b></p> <p><b>Skyline</b></p> <ul style="list-style-type: none"> <li>skyline is connected to haul-back line installed and anchored / terminated</li> </ul> <p><b>OR</b></p> <p><b>High lead</b></p> <ul style="list-style-type: none"> <li>Not applicable</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"/>
3.6  3	Install carriage	Assessor to observe	<p><b>EITHER</b></p> <p><b>Skyline</b></p> <ul style="list-style-type: none"> <li>carriage installed onto the skyline rope</li> <li>security checked</li> <li>haul in rope threaded through carriage</li> <li>suitable choker system attached</li> <li>haul back rope attached to carriage</li> <li>skyline tensioned</li> <li>suitable working height achieved</li> <li>release mechanism tested</li> <li>communication system(s) checked</li> <li>skyline de-tensioned/lowered</li> </ul> <p><b>OR</b></p> <p><b>High lead</b></p> <ul style="list-style-type: none"> <li>carriage installed</li> <li>security checked</li> <li>haul in rope threaded through carriage</li> <li>suitable choker system attached</li> <li>haul back rope attached to carriage</li> <li>suitable working height achieved</li> <li>de-tensioned and lowered</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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5.8 5	Explain the haul in process		<ul style="list-style-type: none"> <li>carriage/haul-back should be braked while cross-hauling takes place using the haul-in winch</li> <li>side or cross-hauling should only be carried out at minimum engine r.p.m.</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"/>
3.7 3	Haul back the timber	Ideally this part of the assessment should be carried out by two Candidates with the choker man in the lead role.	<ul style="list-style-type: none"> <li>correct commands given</li> <li>test run the system</li> <li>adjustments, if necessary, were made</li> </ul> <p>Send carriage back out</p> <ul style="list-style-type: none"> <li>appropriate use of clutch and brake</li> <li>haul back</li> <li>appropriate speed</li> <li>correct control</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"/>
3.8 3	Chokering operations	<p>Assessor to observe</p> <p>The Candidate will carry out a suitable method of chokering, according to site specifications, of one of the following</p> <ul style="list-style-type: none"> <li>Sawlogs</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>short wood</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>whole tree</li> </ul> <p>Candidate to extract sufficient timber to enable assessor to evaluate the candidate has met the criteria</p>	<ul style="list-style-type: none"> <li>the carriage should be halted at the correct position on the command of the choker person</li> <li>the load should be chokered</li> </ul> <p>The choker person must not operate</p> <ul style="list-style-type: none"> <li>in the bight of any ropes or cables</li> <li>stand under any supports</li> <li>underneath the carriage</li> </ul> <p>the choker person must</p> <ul style="list-style-type: none"> <li>move to a safe area before communicating haul in</li> <li>observe load moving to carriage</li> <li>communicate when at carriage</li> <li>communication when to release brake</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"/>
3.9 3	Release the load at the landing point	Assessor to observe	<ul style="list-style-type: none"> <li>the load should be lowered to the ground and positioned accurately for secondary handling</li> <li>normal safety precautions should be observed while moving around on stacked logs whilst unchokering</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"/>
5.9 5	State the reasons for keeping the landing area clear	<b>Four</b> reasons	<p>Reasons may include:</p> <ul style="list-style-type: none"> <li>prevent build up of produce</li> <li>prevent build up of arisings</li> <li>safe working zone</li> <li>communication with others within the working zone</li> <li>risk assessment and method statement identified and adhered to</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"/>

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3.10 3	Plant and equipment left in a safe and well maintained condition	Assessor to observe	<ul style="list-style-type: none"> <li>equipment lowered (where appropriate) and immobilised</li> <li>chokers returned to base in clean condition</li> <li>damaged equipment reported and taken out of service</li> <li>tower lowered for movement to next set up (if applicable)</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"/>
3.11 3	Carry out splicing	<b>One</b> to be carried out  Soft eye Modified	Candidate to carry out <ul style="list-style-type: none"> <li>soft eye splice</li> </ul> OR <ul style="list-style-type: none"> <li>modified splice</li> <li>splice cable</li> <li>appropriate hand and eye protection</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"/>
1.3 1	Work in a way which maintains health and safety and is consistent with relevant legislation and industry best 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"/>
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"/>

**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>	