CITY & GUILDS NPTC LEVEL 2 AWARD IN FOREST MACHINE OPERATIONS – STATIC LOADER QAN 601/0430/2



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)

Qualification Group No	0 0 2 0	Forestry and Arboriculture Level 2
Qualification Programme No	0 0 2 0 - 3 7	Award in Forest Machine Operations - Static Loader
Unit(s)	2 1 8	Prepare and Operate a Loader
Guided Learning Hours (GLH)	2 1 8	GLH 35 (Credit Value 4)
Total Qualification time (TQT)		40 Hours
Recommended Assessment Duration		0.5 – 1.5 hours per Candidate

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

City and Guilds NPTC Level 2 Award in Forest Machine Operations – Static Loader 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

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 218 Prepare and Operate a Loader

Outcome

- 1. Be able to work safely (1)
- 2. Be able to operate a loader (2)
- 3. Know how to operate a loader (3)
- 4. Know relevant health and safety legislation and environmental good practice (4)

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:

- 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. 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 Trainer/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 theses 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 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

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 measured on unladen vehicle 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

Candidate A	Name:	Date:	Start Time:	Duration:
Candidate B	Name:	Date:	Start Time:	Duration:
Candidate C	Name:	Date:	Start Time:	Duration:
Candidate D	Name:	Date:	Start Time:	Duration:

Candidate	D Name:		Date:	Start Time:	Dura	iration:			
CRITERIA	ASSESSMENT	ASSESSOR		SSESSMENT		CANDIDA			=
NUMBER	CRITERIA	GUIDANCE		ACTIVITIES		Α	В	С	D
4.2	Outline the emergency planning relevant to the working area	The Candidate to state five factors in emergency planning		ng procedures for a site co	ould				
4	working area	planning	location name)					
-			grid reference	•					
			 designated m 	eeting place					
			site location n	ame					
			 nearest acces 	ss point					
			street name/d	istrict					
			type of access	S					
			suitable helice	opter landing area					
			phone number	r of nearest doctor					
			location and p	hone number of nearest					
			accident and	emergency hospital					
				er contact details					
			your own con	tact number					
						_			
				Met ✓ Not M		Ш	Ш	Ш	┞┕
1.1	Identify the hazards and risks associated with the working area			anything with the potential risks (who might be harme					
1	and the proposed work	The Candidate to state four hazards and four	The work area/wo	rk to be done					
		risks with the working area/work to be done	Hazards						
			power linesterrain						
			access route	ie.					
			chain shot	5					
			risk zones						
			struck by tim	her					
			-	bei					
			Risks						
			others on sit	е					
			operatorpublic						
			other maching	ne operators					
			• other						
		The Candidate to state four hazards and risks fo							
		the machine	Hazards						
			struck by ma	chine					
			access and control of the contr						
			moving parts						
			 hot surfaces 						
			working at he	eights					
			high pressur						

CRITERIA	ASSESSMENT	ASSESSOR	ASSESSMENT		AND		
NUMBER	CRITERIA	GUIDANCE	ACTIVITIES	Α	В	С	D
1.1 cont			Risks				
			• public				
			operator				
			environment				
			• other				
			Met√ Not Met X				
1.2	Use appropriate tools, equipment and personal protective equipment (PPE)	Assessor to observe appropriate tools, equipment and PPE are used in accordance to industry good practice	All tools, equipment and Personal Protective Equipment are used in line with industry good practice e.g. AFAG/HSE. During all on site operations PPE in accordance with industry good practice must be worn.				
		All applicable to the task at hand	Personal Protective Equipment identified could include:				
			safety helmet (if required)				
			hearing protection (where needed)				
			suitable protective gloves				
			protective boots				
			non snag outer clothinghigh visibility clothing where risk				
			assessment identifies it				
			hand cleaning materials				
			first aid kit				
			• other				
			Met ✓ Not Met X				
4.1	Outline the key health and safety legislation and industry good practice	The Candidate to state two relevant points of each of the following:	Outline key points from the legislation listed below:				
4	practice	Health and Safety at Work Act (HSWA) (1974)	Health and Safety at Work Act (HSWA) (1974) –				
			general duties for employers and employees				
			maintain safe places of work				
		Provision and Use of Work Equipment Regulations 1998	other Provision and Use of Work Equipment Regulations 1998 (PUWER 98) –				
		(PUWER 98)	record keeping				
			operators adequately trained				
			equipment fit for purpose				
			• other				
		Lifting Operations and Lifting Equipment	other Lifting Operations and Lifting Equipment Regulations (1998) (LOLER)				
			Lifting Operations and Lifting Equipment Regulations (1998) (LOLER) main requirements of the LOLER required by the machine				
		Lifting Equipment Regulations (1998)	Lifting Operations and Lifting Equipment Regulations (1998) (LOLER) • main requirements of the LOLER required by the machine • risk zones				
		Lifting Equipment Regulations (1998)	Lifting Operations and Lifting Equipment Regulations (1998) (LOLER) • main requirements of the LOLER required by the machine • risk zones • safe working load				
		Lifting Equipment Regulations (1998)	Lifting Operations and Lifting Equipment Regulations (1998) (LOLER) main requirements of the LOLER required by the machine risk zones safe working load				

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES		AND	IDAT C	
4.1 cont	CRITERIA	Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR)	Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) reporting of accidents reporting of dangerous occurrences other	A	B		D
		Working at Heights	Working at Heights				
			 adequate precautions taken for safe working procedures any height constitutes working at heights other				
		Control of Substances Hazardous to Health (COSHH) Regulations	Control of Substances Hazardous to Health (COSHH) Regulations (2002)				_
		(2002)	correct PPE to be identified correct storage and application disposal other				
		State two sources of industry good practice information	Industry Good Practice Arboriculture Forestry Advisory Group				
			 (AFAG) information Health and safety in forestry Forest and water guidelines Operators manual 				
		State two factors of lone working	Lone working				
			effective communication systemfail to safe systemreporting in times				
		State two procedures to be followed when machine contacts power line	where possible procedures: where possible, drive away to safe area if safe, stay in machine and contact power company/supervisor jump from machine, bunny hop as far as possible				
		State four factors regarding working near	Power lines				
		power lines	 designated crossing point (goal posts) liaison with power companies site maps AFAG electricity at work other				
			Met ✓ Not Met X				
4.3 4	Describe the types of records that may be required for management and legislative requirements	The Candidate to state two types of record keeping to meet PUWER	Records: logbook service logbook time sheet maintenance schedule other				
			Met ✓ Not Met X				

2.1 arry out pre and poets at checks of the machine consistent with eachine consistent with machine consistent with eachine consistent with each each each each each each each eac	CRITERIA	ASSESSMENT	ASSESSOR GUIDANCE	ASSESSMENT		AND		
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Assessor is to use their own discretion as to their own discretion as to whether a set betting trestraint is to be worn during assessment use their own during assessment use the properties of		manufacturers		ensure machine services in neutral and				
cover discretion as to lend whether a seat betting vestraint is to be worth during assessment whether a seat betting vestraint is to be worn during assessment whether a seat setting whether a seat setting whether a seat setting mechanism and mirror adjustment or operator seat restraint is functional (where applicable) check operator protection systems check relevant access and egress points check relevant access and egress points check rother where and security check for hydraulic leaks check for hydraulic leaks check for hydraulic leaks check for hydraulic leaks check asiety decals check for hydraulic leaks check asiety decals check for hydraulic leaks check asiety decals check for hydraulic leaks check for hydraulic leaks check asiety decals check for hydraulic leaks check asiety decals check for hydraulic leaks check asiety decals check for hydraulic leaks check for hydraulic leaks check for hydrauli		recommendations	macrimes serviceability					
whether a seat betuflapr restraint is to be worn during assessment							Ш	
during assessment - seat, steering mechanism and mirror adjustment - operator seat restraint is functional (where applicable) - check operator protection systems - check relevant access and egress points - check wheel nuts - check pin bush wear and security - check for hydraulic leaks - security of components - check for hydraulic leaks - security of components - check safety decals - LOLER certificate (if required) - radiators (coolant and hydraulic) - fuel filters and/or water trap - grease where and when appropriate Check security of loader attachment Check attachment Check attachment - security - condition - hydraulic leaks - bolts cracks - bist cracks - pin and bushes - pipe work - guarding - incorrect storage of fuel and oil - defective machinery - poor work practice - oil and fuel spillages - other - Three preventions - security - following principals of industry good practice - good housekeeping - appropriately trained operators - spill kits are available - other - operator seat restraint is functional (where applicable) - check or systams and egress points - check wheel nuts - check relevant access and egress points - check wheel nuts - check relevant access and egress points - check relevant access and egress points - check wheel nuts - check relevant access and egress points - check wheel nuts - check relevant access and egress points - check relevant access and egress points - check wheel nuts - check relevant access and egress points - check relevant access and egress points - check wheel nuts - check relevant access and egress points - check relevant access and egress points - check wheel nuts - check relevant access and egress points - check for rydraulic leaks - bother			whether a seat belt/lap	oil, coolant and fuel level, engine air filter				
- seat, steering mechanism and mirror adjustment - operator seat restraint is functional (where applicable) - check operator protection systems - check wheel nuts - check wheel nuts - check pin bush wear and security - check for cracks/fatigue - check for hydraulic leaks - security of components - check safety decals - check saf				importance of cleanliness				
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• defective machinery • poor work practice • oil and fuel spillages • other	4.4			incorrect storage of fuel and oil				
• poor work practice • oil and fuel spillages • other	4	minimised		defective machinery				
Three preventions Environmental damage may be prevented by: • following principals of industry good practice • good housekeeping • appropriately trained operators • spill kits are available • other				poor work practice				
Three preventions Environmental damage may be prevented by: • following principals of industry good practice • good housekeeping • appropriately trained operators • spill kits are available • other								
following principals of industry good practice good housekeeping appropriately trained operators spill kits are available other				• other				
practice			Three preventions	Environmental damage may be prevented by:				
appropriately trained operators spill kits are available other				practice				
spill kits are available other								
• other								
Met Not Met								
				Met ✓ Not Met X				

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES	A	AND B	IDAT C	E D
	Describe the correct	The Candidate to state	Disposal of waste from workplace activities may	A	В	C	ט
4.5 4	methods for disposing of waste	one method	 use of designated waste/recycle bins waste oils placed in approved containers for disposal other				
			Met ✓ Not Met X				
	State the safety	All required	Level ground				
3.1	requirements and routine checks required for the machine		all fluid levels can be accurately checked other				
			Machine Services				
			securityunauthorised third party operationother				
			Cleanliness				
			personal contaminationsystem contamination				
			• other				
			Adjustment				
			• ergonomics				
			visibilityother				
			Restraint systems				
			HSE requirement				
			• other				
			Operator protection systems				
			roll over protective structure (ROPS)falling object protective structure FOPS)				
			 operator protection structure (OPS) 				
			• other				
			Access and Egress				
			operator safety				
			PUWER				
			• other				
			Wheel nuts				
			visuallytorque wrench				
			operators handbook				
			Tension criteria				
			according to manufacturers				
			recommendations other				
			Met ✓ Not Met X				

Suplain the function of all controls and how to interpret instrument readings Septial interpret instrument readings	CRITERIA	ASSESSMENT	ASSESSOR	ASSESSMENT			IDAT	
all controls and how to interpret instrument readings the controls inside the cab and what are their functions the controls inside the cab and what are their functions the controls inside the cab and what are their functions the controls inside the cab and what are their functions State the instruments inside the cab, what are their shey and how should they be interpreted What action should be taken to maintain/check the fire flighting system is operational The procedure to follow for detection pressure hydraulic systems Explain the safe procedure to follow for detection should be safe procedure for detection explaints in high pressure hydraulic systems Explain the procedure to follow for detection a hydraulic hose Explain the procedure to follow for detection a hydraulic hose Explain the procedure to follow for detection a hydraulic hose Explain the procedure to follow for detection a hydraulic hose Candidate to identify all procedure for detection a hydraulic hose Explain the procedure to follow for detection be safe procedure for detection a hydraulic hose Candidate to identify all procedure for detection a hydraulic hose Candidate to identify all procedure for detection manual and to include: • hands not used for detection of leak • use a piece of card or paper • other Met * Not Met X Met * Not Met X According to the operators manual and to include: • hydraulic system lowered and pressure • importance of cleaniness • vacuum pump (if fitted) • shut off valve (if fitted) • pressure rating • length	NUMBER				Α	В	C	D
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### Action with a cuton with a				refer to operators manual				
access and egress points in the event of an emergency Met ✓ Not Met X			taken to maintain/check	fire extinguishers maintained, checked and				
3.3 Explain the safe procedure to follow for detecting leaks in high pressure hydraulic systems Safe procedure for detection may include:				access and egress points in the event of	_	_		
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systems Systems Syst	_	detecting leaks in high						
3.4 Explain the procedure to follow when replacing a hydraulic hose Candidate to identify all procedure for replacing a hydraulic hose According to the operators manual and to include: appropriate PPE identified use of spill kit hydraulic system lowered and pressure importance of cleanliness vacuum pump (if fitted) shut off valve (if fitted) correct amount of tools chosen Correct amount of tools chose	3							
3.4 to follow when replacing a hydraulic hose				Met ✓ Not Met X				
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hose • pressure rating • length • ord fittings								
• length	,		I .	pressure rating				
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• bore □ □ □ □	,							
bore referred to operators manual	,							

CRITERIA	ASSESSMENT	ASSESSOR	ASSESSMENT		CAND	_	
NUMBER	CRITERIA	GUIDANCE What factors need to be	ACTIVITIES new hose fitted ensuring inside of hose	Α	В	С	D
3.4 cont		taken into account when	and joints are clean				
		fitting the new hose	correctly routed not twisted				
			switch off vacuum pump (if fitted)				
			open valve (if fitted)				
			hydraulic oil topped up and checked as				
			required				
			start machine				
			operate function				
			check for leaks				
			clean up spill kit				
			re-check oil level				
		Environmental	bagged and labelled				
		considerations	licensed disposal				
			recycle				
			• other	. 🗆			
			Met ✓ Not Met)				
2.0	Describe the	Three of each	Loader position				
3.2	importance of loader position and machine		maintain the centre of gravity				
3	stability		over reaching				
			over loading				
			slope/steep ground				
			 loader parking position 				
			Machine stability				
			use of legs				
			oscillation lock				
			ballast of tyres/traction aids				
			ground condition				
			Met ✓ Not Met)				
2.2	Carry out the operation in accordance with the	Assessor to observe	All activities must be completed in a way which protects the operator and those around them.				
	job specification						
2			Operator to load/feed timber products: • safely and efficiently				
			 salely and efficiently grapple completely encloses product(s) 				
			grapple parked when moving				
			load to capacity				
			-				
			Met ✓ Not Met)				
	Work in a way which	Assessor to observe	All activities must be completed in a way				
1.3	maintains health and safety and is consistent		which protects the operator and those around them.				
1	with relevant legislation		around them.				
'	and industry		Met ✓ Not Met)				
	goodpractice						<u> </u>
1.4	Carry out work to minimise environmental	Assessor to observe	It is ensured that any possible environmental damage is minimised at all				
1.4	damage		times during on site operations				
1				.			
			Met ✓ Not Met 3			Ш_	ഥ

Summary of Assessment (The A	lssessor is	to come	lete the	e followina a	as appropriate)
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Candidate A	Candidate has met all of the assessment criteria	Tick ✓	The Candidate has not met all of the assessment criteria; (state reason(s))	Tick ✓
	Signed:	ate:		
Candidate B	Candidate has met all of the assessment criteria	Tick	The Candidate has not met all of the assessment criteria; (state reason(s))	Tick ✓
	Signed:	ate:		
Candidate C	Candidate has met all of the assessment criteria	Tick ✓	The Candidate has not met all of the assessment criteria; (state reason(s))	Tick
	Signed:	ate:		1
Candidate D	Candidate has met all of the assessment criteria	Tick ✓	The Candidate has not met all of the assessment criteria; (state reason(s))	Tick
	Signed:	Date:	L	1
Foi (Int	use by Internal Verifier ONLY if the assessment process was internal Verifier to complete ONE of the boxes below)	nternally	y verified	
	served an assessment process taking place and I am satisfied th I that the judgement of the Assessor was appropriate.	at the a	ssessment was conducted in line with the qualification requirements	Tick ✓
I ob	served an assessment process taking place. The following were	noted a	s areas of concern.	Tick
Sig	ned:	Date:		1