

**City & Guilds Level 2 CPD
Module in Chainsaw
Maintenance and Cross-cutting
(0041-01)**

Version 1.0 August 2025

Assessment Pack – Centres/Candidates

Version and date	Change detail	Section
1.0 August 2025	Initial version	All

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1 Introduction

This assessment is for **Unit 001 Chainsaw Maintenance and Cross-Cutting** in the Qualification Handbook, covering the following learning outcomes:

LO1 Carry out chainsaw maintenance

LO2 Carry out cross-cutting with a chainsaw

The assessment can be achieved at pass only.

Skills Evaluation

The assessor will complete a skills evaluation for each candidate. Each activity in the skills evaluation will be scored 1-5 based on the score descriptors in section 2. The list of activities in the skills evaluation is provided in section 3. The assessment criteria for each activity are shown in section 4.

Record of assessment (ROA)

Centres must pre-populate the first section of the ROA and provide this to the assessor. The assessor will record skills evaluation scores, results and feedback (assessor and candidate) using the ROA and submit it to the centre following the assessment.

Pre-requisites

Learners must have achieved the pre-requisite Certificates of Competence (CoCs) listed below before they can be registered for this qualification.

City & Guilds Level 2 Certificate of Competence in Chainsaw Maintenance and Cross-cutting (0039-20) * **

*Equivalent, regulated Certificates of Competence (CoCs) from other awarding organisations are acceptable.

**Equivalent legacy City and Guilds Certificates of Competence (CoCs) are acceptable.

Assessment Conditions

The following must be applied to the assessment of this qualification:

- Assessment methodology: **Non-Independent Assessment**
- Assessment duration: **1 – 1.5 hours**
- Expected maximum number of candidates per day: **4**
- Maximum recommended number of candidates to assessor is **1:1**
- The qualification handbook and assessment pack must **not** be available to candidates during the assessment
- Additional technical information can be sought from the relevant manufacturer's operator manuals or any other appropriate training or safety publication.

Site/workshop requirements:

- Sufficient workspace to accommodate the number of candidates
- Work bench with facility to hold a chainsaw securely (vice)
- Hand cleaning facilities
- Outside area for fuelling and starting the chainsaw
- Sufficient timber of suitable length and weight, to exert tension and compression (200mm to 380mm diameter)

Equipment/Machinery

- Petrol driven chainsaw (maximum guide bar 15 inch)
- Additional chainsaw components to aid assessment
- Suitable and sufficient range of chainsaw maintenance tools
- Relevant chainsaw operator's manual
- Waste disposal facilities
- First aid kit

Consumables

- Fuel and chainsaw oil
- Cleaning materials

Supporting information

All equipment and machinery used in the delivery of the unit must comply with manufacturer's guidelines and the relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER), 1998.

Learners should be familiar with all equipment and machinery that they are going to operate. Equipment and machines must be used/operated in such a way that the learner, assessor, other persons or equipment/machinery are not endangered.

Personal Protective Equipment (PPE) must be worn at all times.

A First Aid kit meeting current regulations, of the appropriate size for the number of persons on site, must be available. It is strongly recommended that candidates hold at least a recent, recognised 'Emergency First Aid' Training Certificate. Assessors must hold a current 'First Aid at Work' Certificate.

Assessors must ensure a risk assessment is carried out, and sufficient control measures are implemented.

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.

Provision must be made to comply with environmental and sustainability regulations and standards; segregation of resources for reuse, recycling and disposal should be implemented.

If these conditions are not observed this will result in the learner not completing the assessment.

2 Skills evaluation score descriptors

The descriptors in the table below must be used to assign a score for each activity in the skills evaluation.

Score	Descriptor
1	A poor level of skill/knowledge, potentially requiring intervention or termination of the assessment on the grounds of safety. It would be recommended that the candidate carries out no further work in the topic until further training has been completed.
2	A less than sufficient level of technical skills/knowledge demonstrated. It would be recommended that further training and consolidation in the topic should be sought.
3	Sufficient level of technical skills/knowledge. Candidate worked at the minimum standard for the topic, complying with industry good practice. Candidate should continue as demonstrated and consolidate their skills/knowledge.
4	A good level of technical skills/knowledge. Candidate worked above the minimum standard for the topic, complying with industry good practice while working efficiently. Candidate should continue as demonstrated and consolidate their skills/knowledge.
5	Excellent technical skills/knowledge. Candidate consistently worked above the minimum standard for the topic, complying with industry good practice while working highly efficiently. Candidate should continue as demonstrated.

To achieve an overall Pass result, candidates must score a minimum of 3 for **each** activity in the skills evaluation. A score of 2 or below for **any** activity will automatically result in a Fail overall.

3 Skills evaluation

Activity number and description		Score				
Chainsaw maintenance:		1	2	3	4	5
1	Carry out a risk assessment specific to the site the task and the machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
2	Inspect and ensure all the key safety features are in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3	Select appropriate maintenance tools for the power unit and cutting systems in accordance with operator's handbook	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
4	Maintain power unit in accordance with operator's handbook daily checks using appropriate tools	<input type="checkbox"/>				
5	Maintain the guide bar in accordance with operator's handbook using appropriate tools	<input type="checkbox"/>				
6	Maintain the chain in accordance with operator's handbook using appropriate tools	<input type="checkbox"/>				
7	Reassemble chainsaw and cutting system to functional and operational standard	<input type="checkbox"/>				
8	Clean and tidy working area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Cross-cutting:						
9	Select and wear appropriate compliant personal protective equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
10	Carry out pre-start checks and setting of the machine for use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
11	Carry out safe starting of the chainsaw	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
12	Cross-cut timber to length using a chainsaw in accordance with the job specification	<input type="checkbox"/>				
13	Use appropriate boring cuts to initiate either tension or compression cuts	<input type="checkbox"/>				
14	Stack produce for subsequent operations using appropriate aids and tools	<input type="checkbox"/>				
15	Check timber is in an appropriate and safe position	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
16	Dispose of waste/arising safely in line with legislation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
17	Used appropriate tools, equipment and personal protective equipment (PPE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
18	Carried out work to minimise environmental damage	<input type="checkbox"/>				
19	Worked in a way which maintains health and safety and is consistent with relevant legislation and industry good practice	<input type="checkbox"/>				
Result:						
To achieve an overall Pass result, candidates must score a minimum of 3 for each activity in the skills evaluation. A score of 2 or below for any activity will automatically result in a Fail.						

4 Skills evaluation descriptor table

Activity number and description from skills evaluation		Assessment criteria
1	Carry out a risk assessment specific to the site the task and the machine (Topic 1.1)	Identify hazards, risks and controls relevant to the site, task and machine
2	Inspect and ensure all the key safety features are in place (Topic 1.2)	Safety features: <ul style="list-style-type: none"> • Guide bar cover • Chain with low kick back characteristics • Exhaust • Combined chain brake and front hand guard • Chain catcher • Anti-vibration mounts • On/off switch • Safety decals-hand/eye/ear defender symbols • Throttle trigger lockout • Rear chain breakage guard
3	Select appropriate maintenance tools for the power unit and cutting systems in accordance with operator's handbook (Topic 1.3)	Appropriate tools for the maintenance of both the chainsaw power unit and guidebar/chain are selected

4	Maintain power unit in accordance with operator's handbook daily checks using appropriate tools (Topic 1.4)	<p>Spark plug:</p> <ul style="list-style-type: none"> • engine cover and spark plug removed • plug cleaned or replaced as necessary • wear/damage assessed • gap size checked and set if necessary <p>Air filter:</p> <ul style="list-style-type: none"> • excess debris removed from around filter prior to removal • filter removed, protecting carburettor • filter inspected maintained and cleaned appropriate to condition • filter refitted <p>Chain brake:</p> <ul style="list-style-type: none"> • clear debris from chain brake mechanism /clutch housing • chain brake band checked for wear <p>Cooling system:</p> <ul style="list-style-type: none"> • remove covers where appropriate and remove excess debris from fins and cylinder <p>Exhaust system:</p> <ul style="list-style-type: none"> • check all nuts and bolts for security • remove excess residue from the silencer • check condition and security of spark arrestor if applicable <p>Clutch/drive system:</p> <p>Inboard clutch:</p> <ul style="list-style-type: none"> • remove retaining clip • dismantle sprocket assembly • sprocket checked for wear and condition • clean crankshaft stub and grease needle cage where appropriate • re-assemble <p>Outboard clutch:</p> <ul style="list-style-type: none"> • if appropriate piston locked as per manufactures guidance • unscrew clutch weights according to manufacturer's guidance • clean crankshaft stub and grease needle cage where appropriate • re-assemble <p>Sprocket:</p> <ul style="list-style-type: none"> • sprocket checked for wear and condition • replaced if required. <p>Starter mechanism:</p> <ul style="list-style-type: none"> • starter cover removed and air ways cleared • cord and coil spring tension released
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Activity number and description from skills evaluation	Assessment criteria
	<ul style="list-style-type: none"> • cord inspected for wear • re-coil checked to ensure spring tension is correctly applied • pull toggle checked for security <p>Greasing/lubrication:</p> <ul style="list-style-type: none"> • greasing of component parts as appropriate <p>Battery power unit maintenance and checks (if applicable):</p> <ul style="list-style-type: none"> • battery guide tracks or inspected and cleaned • battery is not damaged, cracked or deformed • battery has sufficient charge • machine air intake and cooling system cleaned and inspected for damage • keypad is inspected for damage and cleaned (if applicable) • battery compartment is inspected and inspected for damage
5	<p>Maintain the guide bar in accordance with operator's handbook using appropriate tools (Topic 1.5)</p> <ul style="list-style-type: none"> • identification of uneven and damaged rails and maintain as appropriate • checking the straightness of bar • checking the bar groove depth • identification of any overheating, cracking and burring • removal of burrs • clearing the bar groove and oil holes • inspecting the sprocket nose for security and condition • greasing the bar nose sprocket if applicable • turning the bar following maintenance to reduce wear.
6	<p>Maintain the chain in accordance with operator's handbook using appropriate tools (Topic 1.6)</p> <ul style="list-style-type: none"> • checking cutters for damage and selecting the first cutter to sharpen • having the chain secured in a chain vice or on bar in a bench vice or timber vice • selecting and using a file of the correct size with a handle fitted to sharpen all the cutters • maintenance of top and side plate angles throughout sharpening of the whole chain • ensuring a consistent cutter length is maintained • removing burrs when applicable • maintaining the height and profile of depth gauges.
7	<p>Reassemble chainsaw and cutting system to functional and operational standard (Topic 1.7)</p> <p>Upon completion of maintenance activities, the chainsaw including the bar and chain is reassembled in line with the operator's handbook.</p>
8	<p>Clean and tidy working area (Topic 1.8)</p> <p>Maintenance area is left in a clean and tidy state with tools and equipment appropriately cleared away.</p>

Activity number and description from check list		Assessment criteria
9	Select and wear appropriate compliant personal protective equipment (Topic 2.1)	Appropriate and compliant PPE for chainsaw operations will include: <ul style="list-style-type: none"> • chainsaw safety leg protection • chainsaw safety footwear • safety helmet • eye and ear protection • gloves appropriate for the task • non-snag outer clothing • each person should carry a personal first aid kit • all PPE should conform to CE/EN standards.
10	Carry out pre-start checks and setting of the machine for use (Topic 2.2)	Pre-start checks and setting of the machine to include: <ul style="list-style-type: none"> • chain tension and condition checked for safe and effective use • safety features checked for condition and function • external nuts and bolts checked for security • chainsaw contains sufficient fuel and chain oil for operations • battery saw contains sufficient oil and charge
11	Carry out safe starting of the chainsaw (Topic 2.3)	Chainsaw is checked started and function tested ready for use in accordance with manufacturer's information
12	Cross-cut timber to length using a chainsaw in accordance with the job specification (Topic 2.4)	Crosscutting of timber to length should include: <ul style="list-style-type: none"> • safe stance adopted • legs and feet are clear of the chain • left thumb around the front handle • chainsaw is stable/secure/supported during crosscutting • minimal risk of muscular/skeletal injury • bar aligned to maintain accuracy • head out of alignment with the bar and chain • use of throttle to cut safely and efficiently • cutting techniques employed to complete severance of timber • appropriate boring technique used if applicable • sequence of cuts undertaken to prevent saw becoming trapped • appropriate aids used for lifting, rolling or levering if applicable • accuracy of measurement within site specification and reasonable tolerances • tension and compression cuts should meet • chain brake used appropriately • saw switched off and left in safe position, bar cover replaced if appropriate
13	Use appropriate boring cuts to initiate either tension or compression cuts (Topic 2.4)	Candidate to use appropriate boring cuts to sever timber

Activity number and description from check list		Assessment criteria
14	Stack produce for subsequent operations using appropriate aids and tools (Topic 2.5)	Stacking of timber should take into account: <ul style="list-style-type: none"> • use of appropriate aids to handle / move products • correct stance during lifting • avoiding excessive lifting by levering, sliding, rolling • quality of stacking must be to an agreed job specification • tidy stacking of timber • position of stack appropriate to method of extraction • manually constructed stacks are limited to one metre high
15	Check timber is in an appropriate and safe position (Topic 2.6)	Timber should be left in a safe, stable condition and appropriate position appropriate to the site specification
16	Dispose of waste/arising safely in line with legislation (Topic 2.7)	All waste produced is disposed of in line with legislation, good practice and site requirements
17	Used appropriate tools, equipment and personal protective equipment (PPE) (Topic 2.8)	All tools, equipment and PPE are used in line with industry good practice
18	Carried out work to minimise environmental damage (Topic 2.9)	Any possible environmental damage is minimised at all times
19	Worked in a way which maintains health and safety and is consistent with relevant legislation and industry good practice (Topic 2.10)	All activities must be completed in a way which protects the operator and those around them, consistent with relevant legislation and industry good practice.

Appendix 1 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to www.cityandguilds.com or click on the links below:

Centre handbook: quality assurance standards

This document is for all approved centres and provides guidance to support their delivery of our qualifications. It includes information on:

- centre quality assurance criteria and monitoring activities
- administration and assessment systems
- centre-facing support teams at City & Guilds/ILM
- centre quality assurance roles and responsibilities.

The centre handbook should be used to ensure compliance with the terms and conditions of the centre contract.

Centre assessment: quality assurance standards

This document sets out the minimum common quality assurance requirements for our regulated and non-regulated qualifications that feature centre-assessed components. Specific guidance will also be included in relevant qualification handbooks and/or assessment documentation.

It incorporates our expectations for centre internal quality assurance and the external quality assurance methods we use to ensure that assessment standards are met and upheld. It also details the range of sanctions that may be put in place when centres do not comply with our requirements or actions that will be taken to align centre marking/assessment to required standards. Additionally, it provides detailed guidance on the secure and valid administration of centre assessments.

Access arrangements: when and how applications need to be made to City & Guilds

This provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The **centre document library** also contains useful information on such things as:

- conducting examinations
- registering learners
- appeals and malpractice.

Useful contacts

Please visit the **contact us** section of the City & Guilds website.

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City & Guilds is the global skills partner, empowering people, organisations and economies to develop the skills they need for growth. With almost 150 years of trusted expertise, we support people into work, help them develop on the job and move into the next job.

We work with Governments, employers, training providers, colleges and industry stakeholders to design and deliver high-quality training, qualifications, assessments and credentials that lead to meaningful career progression. We understand the life changing link between skills development, social mobility and success. Our solutions span critical sectors including construction, engineering, transport, energy and electrical, serving over 1 million learners annually.

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