

NPTC
by City & Guilds

QUALIFICATION:	Safe Use of All-terrain Vehicles (ATVs) Side by Side	Qualification Code:					0014-32	
		Units:					224 & 225	
Assessor Name:		Technical Verifier Name:						
Assessor BP No: NEW? DOB:		Technical Verifier BP No:						
Assessor Email:		Start Time:						
Invoice To: (Include Centre name if applicable)		End Time:						
CRITERIA: (To be used in conjunction with current Qualification Guidance)		PERFORMANCE EVALUATION (Circle):					JUSTIFICATION:	
Health and Safety requirements explained and Risk Assessment completed		1	2	3	4	5		
Function of ATV controls explained		1	2	3	4	5		
Daily pre-use checks carried out		1	2	3	4	5		
Legal and safety requirements stated (Highway use)		1	2	3	4	5		
Legal and safety requirements stated (ATV at work)		1	2	3	4	5		
Explain safe operation of ATV on various terrain		1	2	3	4	5		
Explain safe operation of laden ATV on various terrain		1	2	3	4	5		
Operate ATV safely on various terrain		1	2	3	4	5		
Explain safe operation of ATV plus trailer		1	2	3	4	5		
Operate ATV plus trailer safely on various terrain		1	2	3	4	5		
Clean and inspect ATV after use		1	2	3	4	5		
Assessment techniques <i>(new assessors only)</i>		1	2	3	4	5		
PERFORMANCE EVALUATION COLUMN TOTALS:							= TOTAL SCORE:	
Result of Technical Evaluation (tick):	MET	TOTAL SCORE REQUIRED TO ACHIEVE ASSESSOR STATUS:					48	
	NOT MET	(NB. ACHIEVED IN PERFORMANCE EVALUATION COLUMNS 4 & 5 ONLY) <i>If an existing Assessor then please adjust total score required to 44</i>						
ACTION PLAN FOR ASSESSOR:								
<i>Please continue on reverse if necessary</i>								
ASSESSOR COMMENTS:								
<i>Please continue on reverse if necessary</i>								
TECHNICAL VERIFIER SIGNATURE:						COST: £200 Half Day £300 Full Day	DATE:	
ASSESSOR SIGNATURE:								

TECHNICAL EVALUATION RECORD

0014-32 Level 2 Award in All Terrain Vehicle Handling
(Side By Side) including trailers

Legal requirements explained to cover:

- ☐ Health and Safety At Work Act (Employees duties)
- ☐ Management of Health & Safety At Work Regs
- ☐ Provision and Use of Work Equipment Regs
- ☐ Control of Substances Hazardous to Health regs (COSHH)
- ☐ Personal Protective Equipment regs (PPE)
- ☐ Manual Handling Operation Regs
- ☐ Noise at Work Regulations
- ☐ Reporting of Injuries, Diseases and Dangerous Occurrences regs (RIDDOR)
- ☐ Wildlife and Countryside Act (WCA)
- ☐ Health and Safety First Aid reg

Other guidance

- ☐ HSE guidance AIS33
- ☐ Operators Manual

Risk assessment completed (City and Guilds template or assessors own form to be available)

- ☐ Assessor to complete a Site-Specific Risk Assessment for the machines and site to be used.
- ☐ Assessor to **check** the site for hazards
- ☐ Assessor to identify **five** items of PPE for use with a side by side ATV
- ☐ Assessor to explain **three** precautions regarding manual handling associated with the ATV
- ☐ Assessor to explain **one** cause of a runaway situation on an ATV

Function of ATV controls explained

- ☐ Assessor to explain the controls/warning lights and instruments for the machine
- ☐ Assessor to explain machine variants e.g. Petrol/Diesel/Electric, gear/auto

Carry out daily pre-use checks

- ☐ Assessor to complete all checks for the machine as required by the operators handbook/manual and confirm that the machine is safe and ready to use
- ☐ Assessor to complete a safety brake test
- ☐ Assessor to confirm that the machine is correctly guarded
- ☐ Assessor to demonstrate how to park the machine safely on a steep slope

Legal and safety requirements stated (Highway use)

- ☐ Assessor to state **six** legal requirements for taking an ATV on the road

Legal and safety requirements stated (ATV at work)

- ☐ Assessor to state **six** legal requirements for using an ATV at work

Explain the safe operation of an ATV on various terrain

- ☐ Assessor to state the risks associated when
 - driving an ATV at high speed
 - turning
 - driving up and down a slope
 - driving over rough ground
 - driving across a slope
 - turning on a slope
- ☐ Assessor to state suitable control measures for the risks indicated

Explain safe operation of laden ATV on various terrain

- ☐ Assessor to explain **four** factors which will help to maintain stability when operating a laden ATV
 - Correct loading of cargo bed
 - Weights within capacity of machine
 - Security of loads
 - Live loads

Operate ATV safely on various terrain

Assessor to operate the ATV machine around a course set up by the Technical Verifier.

- ☐ Correct operation to be demonstrated throughout the demonstration (seat belts to be worn)
The course must include the following hazards/tasks:
 - ☐ Rough terrain and slopes
 - ☐ Tight turns
 - ☐ Reversing into a restricted area
 - ☐ Figure of eight and slalom to be demonstrated

Explain the safe operation of ATV and trailer on various terrain

- ☐ Assessor to state **five** factors to consider when using the ATV plus a trailer on various terrain
- ☐ Weight ratio between ATV and trailer to be correct
- ☐ Manufacturers handbook followed
- ☐ Correct hitch secured
- ☐ Loads to be correctly secured
- ☐ Awareness that loads could raise the centre of gravity leading to greater instability

Operate ATV with trailer on various terrain

- ☐ Assessor to operate machine with trailer attached around a suitable course
- ☐ Safe and correct hitching procedure
- ☐ Correctly loaded and secured
- ☐ Awareness of trailer positioning at all times
- ☐ Reverse trailer around **both** left and right handed right angled bends
- ☐ Avoiding jack-knifing

Clean and inspect ATV and trailer after use

- ☐ While completing the process, assessor to explain the reasons for cleaning the ATV and trailer
- ☐ Suitable site used with correct use of PPE
- ☐ Correct methods of cleaning used
- ☐ Correct disposal of debris
- ☐ Inspection to include checking for any wear, damage and/or missing components
- ☐ Systems in place to ensure that any defects will be repaired prior to next use.

Assessment techniques

- ☐ Clear and concise questions/instructions
- ☐ Question/instruction relative to unit.
(Please note: this section only needs to be completed by new assessors).