



# **City & Guilds NPTC Level 2 Principles of Safe Handling and Application of Pesticides (PA1) (A/506/8297)**

**Version 1.0 (February 2024)**

**Assessment Pack – Centre and Candidate Version**

Version and date	Change detail	Section
1.0 February 2024	First version	All

---

## Contents

<b>Introduction</b>	<b>3</b>
101 Principles of safe handling and application of pesticides	
<b>Appendix 1 Practical table</b>	<b>8</b>
101 Principles of safe handling and application of pesticides	
<b>Appendix 2 Sources of general information</b>	<b>9</b>

# Introduction

This assessment relates to the unit in the Qualification handbook. The assessment can be achieved at pass only. If any task is not yet met the candidate is unsuccessful.

This assessment is for the following units and learning outcomes:

101 Principles of safe handling and application of pesticides covering the following learning outcomes:

1. Know the legislative requirements and codes of practice relating to the use of pesticides
2. Understand the relevance of product information
3. Know how to minimise the risk of human contamination and implement emergency procedures
4. Know how to store and transport pesticides safely
5. Know how to manage and dispose of surplus pesticide and waste materials
6. Know the record keeping requirements
7. Know how to minimise the risk of environmental contamination and implement emergency procedures

General guidance on the requirements for assessment can be found in the Assessor Guidance General guidance on the requirements for assessment can be found in the Assessor Guidance document available on the City & Guilds web site [www.nptc.org.uk](http://www.nptc.org.uk)

The assessor must complete the Practical Table mark sheet for each candidate which should be kept by the assessor for a minimum period of twelve months.

## Record of assessment (ROA)

A prepopulated record of assessment must be completed by the assessor following an assessment. The number of outcomes is listed above, these must be ticked into the relevant met or not met sections of the ROA.

## ARAS Forms

An Assessment Result Advice Slip (ARAS form) must be completed by the assessor following an assessment. The ARAS is not a certificate but, based on the evidence of the candidate's performance, is a recommendation to City & Guilds that the candidate is either met or not met the assessment criteria. All feedback is to be recorded by the assessor on the feedback section of the ARAS form.

## Assessment Time

The expected assessment time for this qualification is 1.5 – 3 hours.

## Site/workshop requirements:

A suitable site is made available for the assessment to take place

## Equipment/Machinery:

Machinery, equipment and materials are available to enable assessment of all the activities to take place

Ensuring that the machinery, equipment and materials provided satisfy the assessment requirements

## Consumables:

To bring appropriate Personal Protective Equipment (PPE) to the assessment

To ensure that the product label is appropriate for the assessment (or provide a suitable alternative)

This is not an open book assessment, however additional technical information may be sought from the relevant manufacturer's operator manuals or any other appropriate training or safety publication.

## Practical observation descriptor table

### 101 Principles of safe handling and application of pesticides

Activity number and description from check list		Assessment criteria
1.1	Identify an operators responsibilities under current legislation	<p>May include:</p> <ul style="list-style-type: none"><li>• comply with a COSHH Assessment that has been carried out</li><li>• keep up to date with pesticide related legislation</li><li>• receive adequate training for the task</li><li>• follow the Pesticide Code of Practice for using Plant Protection Products</li><li>• Certificate of Competence is required for anyone who is going to apply professional products unless under direct supervision from a certificate holder</li><li>• reasonable precautions must be taken to protect human health and that of the environment</li><li>• application must be confined to the intended target</li><li>• preference should be given to products not classified to be harmful to the environment</li><li>• the amount of pesticide used and frequency of use is as low as reasonably practicable on: roads, railways, very permeable surfaces and sealed surfaces where there is a greater risk of run off or contamination of surface and groundwater</li><li>• equipment must be inspected/tested in line with current legislative requirements</li></ul>
1.2	Identify an operators responsibilities under current codes of practice	<p>May include:</p> <ul style="list-style-type: none"><li>• use pesticides in a safe manner following product information</li></ul>

		<ul style="list-style-type: none"> <li>• carry out and comply with an Environmental Assessment on the application site</li> <li>• ensure that equipment is in good condition and correctly calibrated</li> </ul>
<b>2.1</b>	Explain the relevance of product information	<p>May include:</p> <ul style="list-style-type: none"> <li>• current approval number – evidence of approval</li> <li>• product group symbol i.e. H, I , F, P</li> <li>• important information – must be strictly complied with</li> <li>• active substance(s) (ingredient(s)) – relevant to the operator in the event of an emergency</li> <li>• approved field of use – the industry sector for which the product is approved</li> <li>• maximum dose rate – must not be exceeded</li> <li>• timing of application(s) – manufacturer's recommendations must be followed</li> <li>• approved adjuvants – only approved adjuvants can be used as recommended</li> <li>• Extension of Authorisation for Minor Use (EAMU) – use additional to label approval</li> </ul>
<b>3.1</b>	Identify possible routes of contamination	<p>May include:</p> <ul style="list-style-type: none"> <li>• absorption</li> <li>• inhalation</li> <li>• ingestion</li> <li>• injection</li> </ul>
<b>3.2</b>	Identify appropriate Personal Protective Equipment (PPE)	<p>Quality standard marks e.g. CE Mark. Type, condition and features of:</p> <ul style="list-style-type: none"> <li>• gloves</li> <li>• coverall</li> <li>• face shield</li> <li>• footwear</li> <li>• respirator</li> </ul>
<b>3.3</b>	Identify the symptoms of contamination	<p>May include:</p> <ul style="list-style-type: none"> <li>• headache</li> <li>• nausea</li> <li>• stomach pains</li> <li>• rashes/blistering of skin</li> </ul>
<b>3.4</b>	Explain appropriate procedures for dealing with contamination	<p>Appropriate procedures for dealing with pesticide contamination include:</p> <ul style="list-style-type: none"> <li>• self – identify contamination, decontaminate, remove contaminated</li> </ul>

		<p>PPE and clothing, seek medical advice if needed</p> <ul style="list-style-type: none"> <li>• third parties – protect yourself, relocate to safe area, decontaminate if possible, remove contaminated PPE and clothing, contact Emergency Services</li> <li>• third party information access – product information and the Material Safety Data Sheet (MSDS) made available</li> </ul>
<b>4.1</b>	State how pesticides should be stored	<p>May include:</p> <ul style="list-style-type: none"> <li>• maintain stock security to avoid theft and misuse</li> <li>• adequate containment facilities</li> <li>• careful handling to reduce risk of spillage</li> <li>• product segregation to avoid dangerous occurrences</li> </ul>
<b>4.2</b>	State how pesticides should be transported	<ul style="list-style-type: none"> <li>• maintain stock security to avoid theft and misuse</li> <li>• careful handling to reduce risk of spillage</li> <li>• adequate containment facilities</li> <li>• return unused concentrated pesticide to the store</li> <li>• mobile storage is secure and meets current Codes of Practice</li> </ul>
<b>5.1</b>	Identify appropriate methods of reducing waste	<p>May include:</p> <ul style="list-style-type: none"> <li>• accuracy of all calculations</li> <li>• correct calibration of sprayer/applicator</li> <li>• correct measuring and mixing of pesticides</li> <li>• accurate application</li> </ul>
<b>5.2</b>	State how to manage and dispose of surplus pesticides	<p>May include:</p> <ul style="list-style-type: none"> <li>• back on to the site/target as long as it is below the maximum dose rate</li> <li>• treated by a specialist treatment facility on site (e.g. a lined biobed)</li> <li>• collected by a licensed waste disposal contractor</li> <li>• returned to supplier if currently approved</li> </ul>
<b>5.3</b>	State how to manage and dispose of waste materials	<p>May include:</p> <ul style="list-style-type: none"> <li>• dealing appropriately with empty packaging and containers</li> <li>• packaging - licensed waste disposal contractor</li> <li>• triple rinse containers</li> <li>• secure storage until disposal</li> </ul>

		<ul style="list-style-type: none"> <li>• container disposal - licensed waste disposal contractor</li> <li>• return to the supplier</li> <li>• collected by a licensed waste disposal contractor for disposal if out of approval or suspect in any other way (e.g. counterfeit)</li> </ul>
<b>6.1</b>	Identify the records required to comply with legislation and best practice	May include: <ul style="list-style-type: none"> <li>• training records</li> <li>• environmental assessment records</li> <li>• COSHH Assessment records</li> <li>• control measure records (RPE)</li> <li>• stock records</li> <li>• pesticide treatment records</li> <li>• waste transfer notes</li> </ul>
<b>7.1</b>	Identify the risks to the environment from pesticides	Risks may include: <ul style="list-style-type: none"> <li>• pollution of water and the aquatic environment</li> <li>• pollution of specially designated areas</li> <li>• pollution and destruction of wildlife habitats</li> <li>• effect on wildlife</li> <li>• from off target application/contamination</li> </ul>
<b>7.2</b>	Describe how to carry out pesticide application to minimise the risk to the environment	May include: <ul style="list-style-type: none"> <li>• reasonable precautions must be taken to protect the environment</li> <li>• application must be confined to the intended target</li> <li>• preferred time of day</li> <li>• protection of human health and the environment</li> <li>• apply only in suitable weather conditions</li> <li>• informing neighbours/other interested parties</li> </ul>
<b>7.3</b>	Explain appropriate procedures for dealing with environmental contamination	May include: <ul style="list-style-type: none"> <li>• dealing with minor spillages – containment , collection and disposal</li> <li>• dealing with major spillages – contain if possible, Inform appropriate Environmental Agency and the emergency services</li> <li>• dealing with suspected animal/fish poisoning – phone Wildlife Incident Investigation Scheme/appropriate Environment Agency</li> </ul>

## Appendix 1      Practical table

### 101 Principles of safe handling and application of pesticides

All criteria must be achieved.

Activity number and description	Achieved
1.1 Identify an operators responsibilities under current legislation	
1.2 Identify an operators responsibilities under current codes of practice	
2.1 Explain the relevance of product information	
3.1 Identify possible routes of contamination	
3.2 Identify appropriate Personal Protective Equipment (PPE)	
3.3 Identify the symptoms of contamination	
3.4 Explain appropriate procedures for dealing with contamination	
4.1 State how pesticides should be stored	
4.2 State how pesticides should be transported	
5.1 Identify appropriate methods of reducing waste	
5.2 State how to manage and dispose of surplus pesticides	
5.3 State how to manage and dispose of waste materials	
6.1 Identify the records required to comply with legislation and best practice	
7.1 Identify the risks to the environment from pesticides	
7.2 Describe how to carry out pesticide application to minimise the risk to the environment	
7.3 Explain appropriate procedures for dealing with environmental contamination	



## Appendix 2 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. To download the documents and to find other useful documents, go to the **Centre Document Library** on [www.cityandguilds.com](http://www.cityandguilds.com) or click on the links below:

### **Quality Assurance Standards: Centre Handbook**

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.

### **Quality Assurance Standards: Centre Assessment**

Approved centres must have effective quality assurance systems to ensure optimum delivery and assessment of qualifications. Quality assurance includes initial centre approval, qualification approval and the centre's own internal procedures for monitoring quality. Centres are responsible for internal quality assurance and City & Guilds is responsible for external quality assurance. All external quality assurance processes reflect the minimum requirements for verified and moderated assessments, as detailed in the Centre Assessment Standards Scrutiny (CASS), section H2 of Ofqual's General Conditions. For more information on both CASS and City & Guilds Quality Assurance processes visit: the [What is CASS?](#) and [Quality Assurance Standards](#) documents on the City & Guilds website.

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**

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, **Contact us**

### **About City & Guilds**

As the UK's leading vocational education organisation, City & Guilds is leading the talent revolution by inspiring people to unlock their potential and develop their skills. We offer over 500 qualifications across 28 industries through 8500 centres worldwide and award around two million certificates every year. City & Guilds is recognised and respected by employers across the world as a sign of quality and exceptional training.

### **City & Guilds Group**

The City & Guilds Group is a leader in global skills development. Our purpose is to help people, organisations and economies develop their skills for growth. We work with education providers, employers and governments in over 100 countries across the world to help people, businesses and economies grow by shaping skills systems and supporting skills development.

The Group is made up of City & Guilds, ILM, Kineo, The Oxford Group, Gen2, and Intertrain. Together we set the standard for professional and technical education and corporate learning and development around the world.

### **Copyright**

The content of this document is, unless otherwise indicated, © The City & Guilds of London Institute and may not be copied, reproduced or distributed without prior written consent. However, approved City & Guilds centres and learners studying for City & Guilds qualifications may photocopy this document free of charge and/or include a PDF version of it on centre intranets on the following conditions:

- centre staff may copy the material only for the purpose of teaching learners working towards a City & Guilds qualification, or for internal administration purposes
- learners may copy the material only for their own use when working towards a City & Guilds qualification

The Standard Copying Conditions (see the City & Guilds website) also apply.

Published by City & Guilds, a registered charity established to promote education and training

City & Guilds of London Institute  
Giltspur House  
5-6 Giltspur Street  
London  
EC1A 9DE

**cityandguildsgroup.com**

