

# Technical Evaluation Record v3 Apr22



<b>QUALIFICATION:</b>	Tractor Mounted Hedge / Verge Cutter	<b>Qualification Code:</b>	0014-36				
		<b>Units:</b> (Please circle)	<input type="checkbox"/> 219 – Mandatory Unit <input type="checkbox"/> 220 – Hedge Cutter (Optional) <input type="checkbox"/> 221 – Verge Cutter (Optional)				
<b>Assessor Name:</b>		<b>Technical Verifier Name:</b>					
<b>Assessor No:</b> <b>NEW? DOB:</b>		<b>Technical Verifier No:</b>					
<b>Assessor Email:</b>		<b>Start Time:</b>					
<b>Invoice To:</b> (Include Centre name if applicable)		<b>End Time:</b>					
<b>CRITERIA: (To be used in conjunction with current Qualification Guidance)</b>		<b>PERFORMANCE EVALUATION (Circle):</b>					<b>JUSTIFICATION:</b>
1. Knowledge of H&S regulations. Safe Stop explained. Carry out SSRA		1	2	3	4	5	
2. Knowledge of operator protection and PPE standards		1	2	3	4	5	
3. Knowledge of legal and safety requirements when operating on a public highway		1	2	3	4	5	
4. Explain the all instruments/controls and decals as fitted to the tractor being used		1	2	3	4	5	
5. Carry out pre-use checks as stated in operator's manual		1	2	3	4	5	
6. Knowledge of maintaining efficiency		1	2	3	4	5	
7. Demonstrate safe starting and stopping procedures including safety checks		1	2	3	4	5	
8. State the requirements for the correct use of PTO shafts		1	2	3	4	5	
9. Carry out routine inspection of the cutting mechanism		1	2	3	4	5	
10. Constraints affecting hedgerow maintenance		1	2	3	4	5	
11. Safe and correct set up of tractor and machine		1	2	3	4	5	
12. Explain the all instruments/controls and decals as fitted to the hedge/verge cutter being used		1	2	3	4	5	
13. Check hedge/verge to be cut		1	2	3	4	5	
14. Safe operation of the hedge/verge cutter (approx. 50m)		1	2	3	4	5	
15. Park and secure machine		1	2	3	4	5	
16. Carry out post use checks and explain reasons for, and methods of cleaning the hedge/verge cutter		1	2	3	4	5	
17. Assessment techniques <i>(new assessors only)</i>		1	2	3	4	5	
<b>PERFORMANCE EVALUATION COLUMN TOTALS:</b>							<b>= TOTAL SCORE:</b>
<b>Result of Technical Evaluation (tick):</b>	<b>MET</b>	<b>TOTAL SCORE REQUIRED TO ACHIEVE ASSESSOR STATUS:</b>					<b>68</b>
	<b>NOT MET</b>	<b>(NB. ACHIEVED IN PERFORMANCE EVALUATION COLUMNS 4 &amp; 5 ONLY)</b> <i>If an existing Assessor then please adjust total score required to 64</i>					

**ACTION PLAN FOR ASSESSOR:**

*Please continue on reverse if necessary*

**ASSESSOR COMMENTS:**

*Please continue on reverse if necessary*

**TECHNICAL VERIFIER SIGNATURE:**

**COST:**  
£200 Half Day  
£300 Full Day

**DATE:**

**ASSESSOR SIGNATURE:**

## **TECHNICAL EVALUATION RECORD**

**0014-36** Level 2 Certificate of Competence in the Safe Use of Tractor Mounted Hedge and Verge Cutters

### **1. Knowledge of H&S regulations**

Key principles and practical relevance.

- Health and Safety at Work etc. Act 1974 (HASAWA)
- Management of Health and Safety at Work Regulations 1999 (MHSWR)
- Provision and Use of Work Equipment Regulations 1998 (PUWER)
- Personal Protective Equipment at Work Regulations 1992 (PPE regs)
- Control Of Substances Hazardous to Health Regulations (COSHH)
- The Health and Safety (First Aid) Regulations 1992
- Reporting of Injuries Diseases Dangerous Occurrence Regulations (RIDDOR)
- Wildlife and Countryside Act 1981
- Countryside and Rights of Way Act 2000
- Manual Handling Operations Regulations 1994
- The Control of Noise Regulations 2005
- The Control of Vibration at Work Regulations 2005
  
- Risk assessments
- Condition and guarding of equipment (statutory guarding to be explained)
- Operators manuals

#### **Safe Stop explained**

- HSE sequence explained

#### **Carry out SSRA**

- Assessor to complete a Site-Specific Risk Assessment, using provided template.
- Header and footer.
- Hazards and controls relative to site, task and equipment.

### **2. Knowledge of operator protection and PPE standards**

- CE and EN markings-relevance
- PPE types and reasons for use

### **3. Knowledge of legal and safety requirements when operating on a public highway**

- Be road legal
- Vehicle tax/exemption
- Insurance
- Valid/suitable driving licence
- Uses of orange flashing beacon
- Speed limits
- Independent brakes/four-wheel drive/diff lock
- Cutting units secured in transport position
- Appropriate precautions when cutting against highways (**four required**)

### **4. Explain all instruments/controls and decals as fitted to the tractor being used**

- Instruments
- Controls
- Decals

### **5. Carry out pre-use checks as stated in operator's manual**

- Suitable PPE used
- Seat/roll bar/seat belt checked
- Cab/windows/mirrors
- Guarding requirements checked
- Engine/transmission
- Wheels, tyres
- Lights and horn
- Brake operation and efficiency
- OPC checked (if applicable)

### **6. Knowledge of maintaining efficiency**

- Engine maintenance
- Engine and transmission management
- Tyre condition/pressure

### **7. Demonstrate safe starting and stopping procedures including safety checks**

- Correct mounting procedure
- All round observation
- Controls neutral
- Correct starting technique demonstrated
- Steering checked
- Brakes checked
- Correct dismounting procedure

### **8. State the requirements for the correct use of PTO shafts**

- Guarding and securing requirements
- Compatibility/shaft overlap
- Use of economy mode
- Issues associated with using an incorrect PTO speed

### **9. Carry out routine inspection of the cutting mechanism**

- Pre-use checks/inspection completed as specified in operator's manual
- Reasons for maintaining balance of the cutting head **four required**

### **10. Constraints affecting hedgerow maintenance**

- Wildlife Countryside Act
  - Birds nesting
  - Timing
- Highways Act
  - Visibility splays maintained

### **11. Safe and correct set up of tractor and machine**

- Compatibility of tractor and machine
- Suitable operational adjustments (height/level)
- Controls checked and used
- Suitable tractor speed engaged
- Correct PTO speed

**12. Explain all instruments/controls and decals as fitted to the hedge/verge cutter being used**

- Instruments
- Controls
- Decals

**13. Check hedge/verge to be cut**

- Check for hazards
- Ground conditions
- Vegetation
- Bystanders

**14. Safe operation of the hedge/verge cutter (approx. 50m)**

- Appropriate starting point
- Machine set for cutting mode
- Safe startup of machine
- Quality of work checked
- Trim both top and sides of hedge
- Deal with obstacles

**15. Park and secure machine**

- Revert to transport mode
- Leave at appropriate site
- SAFE STOP
- Secure machine

**16. Carry out post use checks and explain reasons for, and methods of cleaning the hedge/verge cutter**

- Suitable PPE used
- Reasons for cleaning
- Methods of cleaning described
- Suitability of site/disposal of waste
- Inspect for wear and damage
- Reporting process explained

**17. Assessment techniques**

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

*Total score required (on front sheet) can be adjusted to 64 if an existing assessor.*