

City & Guilds NPTC LEVEL 2 AWARD IN THE SAFE APPLICATION OF PESTICIDES USING PEDESTRIAN HAND HELD EQUIPMENT(PA6) (601/5145/6)

Version 1.1 (July 2024)

Assessment Pack – Centre and Candidate Version

Version and date	Change detail	Section
1.0 February 2024	First version	All
1.1 July 2024	Correction to Introduction of Unit 152 and 153	Introduction Page 3

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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:

151 Operating pedestrian hand held applicator fitted with hydraulic nozzles or rotary atomisers to apply pesticides to land covering the following learning outcomes:

- 1. Know the legislative and safety regulations relating to applicator use
- 2. Be able to assess the environmental factors relating to mixing and application
- 3. Be able to read and interpret product information
- 4. Be able to prepare and calibrate a hand held pedestrian applicator
- 5. Be able to operate the application equipment
- 6. Know how to carry out post-operational procedures

152 Operating pedestrian hand held applicators fitted with hydraulic nozzles or rotary atomisers to apply pesticides to or near water covering the following learning outcomes:

- 1. Know the legislative and safety regulations relating to applicator use
- 2. Be able to assess the environmental factors relating to mixing and application
- 3. Be able to read and interpret product information
- 4. Be able to prepare and calibrate a hand held pedestrian applicator
- 5. Be able to operate the application equipment
- 6. Know how to carry out post-operational procedures

153 Operating pedestrian hand held applicators to apply pesticide pellets or granules to land covering the following learning outcomes:

Know the legislative and safety regulations relating to applicator use

- 1. Be able to assess the environmental factors relating to the application site
- 2. Be able to read and interpret product information
- 3. Be able to prepare and calibrate a hand held pedestrian applicator
- 4. Be able to operate the applicator
- 5. Know how to carry out post-operational procedures

154 Operating pedestrian hand held applicators to apply pesticide pellets or granules to or near water covering the following learning outcomes:

- 1. Know the legislative and safety regulations relating to applicator use
- 2. Be able to assess the environmental factors relating to the application site
- 3. Be able to read and interpret product information
- 4. Be able to prepare and calibrate a hand held pedestrian applicator
- 5. Be able to operate the applicator
- 6. Know how to carry out post-operational procedures

155 Installing pesticide plugs in tree stumps covering the following learning outcomes:

- 1. Know the legislative and safety regulations relating to pesticide plug installation
- 2. Be able to assess the environmental factors relating to the installation site
- 3. Be able to read and interpret product information
- 4. Be able to prepare pesticide plug application equipment and calculate numbers of plugs required
- 5. Be able to install pesticide plugs
- 6. Know how to carry out post-operational procedures

156 Operating hand held pesticide injection equipment covering the following learning outcomes:

- 1. Know the legislative and safety regulations relating to pesticide injection equipment
- 2. Be able to assess the environmental factors relating to the site
- 3. Be able to read and interpret product information
- 4. Be able to prepare and calibrate the pesticide injection equipment
- 5. Be able to inject pesticide
- 6. Know how to carry out post-operational procedures

157 Operating hand held applicators requiring minimal calibration covering the following learning outcomes:

- 1. Know the legislative and safety regulations relating to applicator use
- 2. Be able to assess the environmental factors relating to the site
- 3. Be able to read and interpret product information
- 4. Be able to prepare and calibrate a hand held applicator
- 5. Be able to operate the application equipment
- 6. Know how to carry out post-operational 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

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 has 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

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

Summary of responsibilities in the assessment process		
Centre responsibilities	Candidate responsibilities	Assessor responsibilities
A suitable site is made available for the assessment to take place		Ensuring that the site provided is suitable for the assessment to take place
Machinery, equipment and materials are available to enable assessment of all the activities to take place	To be familiar with the machinery/equipment being used for the assessment	Ensuring that the machinery, equipment and materials provided satisfy the assessment requirements
	To bring appropriate Personal Protective Equipment (PPE) to the assessment	Ensuring that candidate's PPE complies with the requirements of the assessment
	To bring relevant training materials (including calibration sheet if applicable)	
	To bring a product label appropriate for 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

151 Operating pedestrian hand held applicators fitted with hydraulic nozzles or rotary atomisers to apply pesticides to land

Activity check I	number and description from ist	Assessment criteria
1.1	Describe the legal requirements relating to applying pesticides using hand held pedestrian equipment	 May include: all required guards are in place and equipment complies with legal requirements comply with The Plant Protection Products (Sustainable Use) Regulations 2012 the operator must hold the appropriate certification for the equipment they are using
1.2	Describe how to apply pesticides safely using hand held pedestrian equipment following industry best practice	May include:

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		 regular pumping to maintain constant pressure consistent nozzle height accurate on/off points matching of bouts avoidance of off target application Spot treatment includes: use of a suitable nozzle maintaining a suitable height timed treatment avoidance of under/over dosing avoidance of off target application
2.1	Identify risks to the environment	May include the following: ground conditions water courses drains boreholes environmental margins/strips/areas wildlife non-target plants sensitive crops/areas hedgerows housing public access other risks particular to the site
2.2	Explain how to minimize risks to the environment	Explanation may include the following points: check and maintain application rate avoid spray drift avoid off target application observe buffer zones inform neighbours erect warning signs use an appropriate pesticide (minimal environmental impact) appropriate timing of application Reasons for minimising spray drift: avoidance of contamination to people and the environment Check and comment on wind speed: use of an anemometer at suitable height or visual signs wind direction Factors that affect spray drift: weather conditions direction of spraying nozzle type and size pressure walking speed nozzle height rotary atomiser speed defective equipment

	Read product information	To include the following:
	'	product name
	Interpret product information	active substance(s) (ingredient(s))
		Important information: • field of use
		14 4
		crop/target maximum individual dose
		maximum total dose
		maximum total dose maximum number of treatments
		May include the following:
		specific product
		precautions/warnings
		operator protection
3.1		 environmental protection
_		 restrictions on use
3.2		Crop specific information:
		crop/target
		dose rate
		water volume
		timingMixing and spraying:
		filling
		reduced volume applications (if
		applicable)
		recommended nozzles
		recommended pressure
		spray quality
		 additional label information
		compatibility
	Carry out pre use checks to the	To include:
	sprayer/applicator	 sprayer/applicator de-pressurised Sprayer/applicator components to be
		inspected for serviceability and
		contamination that may include:
		• tank
		• lid
		• filters
		hoses
		 connections
		• seals
4.1		on/off control
		• lance
		straps nump visual assessment only
		pump, visual assessment onlybatteries (if applicable)
		engine (if applicable)
		Part fill applicator and check for satisfactory
		operation:
		sprayer/applicator checked for leaks
		under pressure
		any problems identified to be rectified
		if within operators level of
		responsibility and ability

		condition confirmed as suitable for
		operation
4.2	Identify suitable operating pressure and select nozzles according to application requirements	Identify and explain the use of nozzles: • deflector - medium/coarse spray quality. Generally used to apply herbicides • air inclusion - medium/coarse spray quality. Good drift reduction properties • full cone - medium/coarse spray quality. Suitable for spot treatment and spraying around obstacles • fan nozzle - fine, medium or coarse spray quality. General purpose Fit required nozzle and select pressure: • suitable nozzle selected • nozzle fitted correctly • correct pressure selected Check nozzle condition and spray pattern: • nozzle undamaged
4.3	Calibrate the sprayer/applicator and record relevant data	 correct spray pattern for nozzle Calibration to include: calculation of water volume rate check water volume rate against product information recommendations Calibration data may include: applicator used walking speed nozzle(s) fitted (swath width if appropriate) pressure setting flow rate
4.4	Measure the area to be treated	To include: • accurate measurement of dimensions
4.5	Calculate the area to be treated	To include: • accurate calculation of area
4.6	Calculate the quantities of pesticide and water required, if applicable	To include:
5.1	Measure the required quantities and add to the applicator, or attach pesticide container	To include:

	Demonstrate safe and accurate application procedures	accurate measurement of water accurate measurement of pesticide avoidance of spillage or attach a pesticide container return to secure storage To include: treatment area clearly identified
5.2		 walking speed maintained accurate switching on/off points accurate matching of bouts obstacles dealt with correctly (if applicable) area treated minimising overlaps and misses awareness of changing weather conditions and appropriate action taken (if applicable) avoidance of off target application/contamination
5.3	Carry out all activities protecting human health and the environment	To include: prevention of personal injury and contamination through correct selection and use of PPE (as required by the product information, COSHH and Risk Assessment) prevention of public/bystander contamination safe filling procedure avoidance of spray drift avoidance of off target application/contamination avoidance of over dosing/under dosing crop/target/plant material
5.4	Complete a treatment record	Completion of the treatment record must be:
6.1	Explain how to manage surplus pesticide and dispose of waste material	Surplus concentrate pesticide:

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		 collected by a licensed waste disposal contractor Surplus dilute pesticide: back on to site as long as it is below the maximum dose rate use on another approved crop/target treated by specialist treatment facility
		 on site (e.g. a lined bio bed) collected by a licensed waste disposal contractor
6.2	Explain how to clean and decontaminate the sprayer/applicator	 May include: select and use appropriate PPE appropriate site thorough washing with water and suitable cleaning agent (if recommended/required) internal and external surfaces care to ensure contamination 'hotspots' are clean thorough flushing of system safe disposal of contaminated washings when cleaning should take place safe procedures followed
6.3	Describe the storage requirements for the sprayer/applicator	May include: ensure the applicator is clean and dry inspect for wear and damage replace any worn or damaged parts frost protection measures implemented lubricate as required store undercover and out of direct sunlight store in a secure area

152 Operating pedestrian hand held applicators fitted with hydraulic nozzles or rotary atomisers to apply pesticides to or near water

Activity check li	number and description from st	Assessment criteria
1.1	Describe the legal requirements relating to applying pesticides to or near water using hand held pedestrian equipment	 May include: all required guards are in place and equipment complies with legal requirements comply with The Plant Protection Products (Sustainable Use) Regulations 2012

	Т	
		 the operator must hold the appropriate certification for the equipment they are using
		Both required:
		 ensure the pesticide has aquatic approval
		 seek environmental agency approval
	Describe how to apply pesticides	May include:
	safely to or near water using hand held pedestrian equipment	 comply with Pesticide Codes of Practice
	following industry best practice	 adopt industry best practice
		 be aware of any safety implications imposed by Risk/COSHH Assessment and comply with the requirements
		Overall treatment includes:
		consistent walking speed
		 regular pumping to maintain constant pressure
		consistent nozzle height
		accurate on/off points
		 matching of bouts
		 avoidance of off target application
		Spot treatment includes:
		 use of a suitable nozzle
		 maintaining a suitable height
1.2		 timed treatment
		 avoidance of under/over dosing
		 avoidance of off target application
		The term on or near water may include the following:
		 wet or dry ditches
		 drainage channels
		streams
		• rivers
		• canals
		• ponds
		• lakes/lochs
		reservoirs
		and areas immediately adjacent Operator agfety considerations:
	Operator safety considerations:	
		check bank stability before applying availability of a second person on
		 availability of a second person on site
		 availability of life ring/rescue devices

2.1	Identify risks to the aquatic environment	May include the following: ground conditions wildlife non-target plants environmental margins/strips/areas hedgerows housing public access sensitive crops/areas water courses boreholes livestock drinking points recreational use of water body/course water extraction points de-oxygenation of water removal of fish cover removal of bankside wildlife habitat removal of bankside vegetation leading to bank erosion other risks specific to the site
2.2	Explain how to minimize risks to the environment	Explanation may include the following points: • work in an upstream direction • check weather suitability before treatment • check downstream uses before treatment • seek environmental agency approval • use of an appropriate pesticide (minimal environmental impact) • appropriate timing of treatment Reasons for minimizing spray drift: • check and maintain application rate • avoid spray drift • avoid off target application • exclude livestock • erect warning signs • inform neighbours Check and comment on wind speed • use of anemometer at suitable height or visual signs • wind direction Reasons for minimising spray drift:

3.1	Read product information Interpret product information	avoidance of contamination to people and the environment, including the aquatic environment. Factors that affect spray drift weather conditions direction of spraying nozzle type and size pressure walking speed nozzle height rotary atomiser speed defective equipment To include the following: product name active substance(s) (ingredient(s)) Important information: field of use crop/target maximum individual dose maximum total dose maximum number of treatments May include the following: specific product precautions/warnings operator protection environmental protection environmental protection restrictions on use Crop specific information: crop/target dose rate water volume timing Mixing and spraying: filling reduced volume applications (if applicable) recommended nozzles recommended pressure spray quality additional label information compatibility
4.1	Carry out pre use checks to the sprayer/applicator	To include:

		P. I
		 lid filters hoses connections seals on/off control lance straps pump, visual assessment only batteries (if applicable) engine (if applicable) Part fill applicator and check for satisfactory operation: sprayer/applicator checked for leaks under pressure any problems identified to be rectified if within operators level of responsibility and ability condition confirmed as suitable for operation
4.2	Identify suitable operating pressure and select nozzles according to application requirements	 Identify and explain the use of nozzles: deflector - medium/coarse spray quality. Generally used to apply herbicides air inclusion - medium/coarse spray quality. Good drift reduction properties full cone - medium/coarse spray quality. Suitable for spot treatment and spraying around obstacles fan nozzle - fine, medium or coarse spray quality. General purpose Fit the required nozzle and select pressure suitable nozzle selected nozzle fitted correctly correct pressure selected Check nozzle condition and spray pattern: nozzle undamaged correct spray pattern for nozzle
4.3	Calibrate the sprayer/applicator and record relevant data	Calibration to include:

		 nozzle(s) fitted (swath width if appropriate)
		pressure setting
	Measure the area to be treated	To include:
4.4		 accurate measurement of dimensions
4.5	Calculate the area to be treated	To include:
7.5		accurate calculation of area
	Calculate the quantities of pesticide	To include:
	and water required, if applicable	 amount of water required for specified area
4.6		 amount of pesticide required for specified area
		 amount of pesticide required for full tank
	Measure the required quantities	To include:
	and add to the applicator, or attach pesticide container	 correct selection and use of PPE (as required by the product label and/or COSHH Assessment)
5.1		 observance of pesticide manufacturers instructions for mixing sequence and agitation (or other recommended method)
		suitable site selected
		clean water supply
		 accurate measurement of water
		 accurate measurement of pesticide
		 avoidance of spillage
		or
		attach a pesticide container
	Demonstrate safe and accurate	To include:
	application procedures	bankside safety implemented
		treatment area clearly identified welling aread maintained
		walking speed maintainedaccurate switching on/off points
		accurate switching on/off pointsaccurate matching of bouts
		obstacles dealt with correctly (if
5.2		applicable)
3.2		area treated minimising overlaps and
		misses
		awareness of changing weather
		conditions and appropriate action
		taken (if applicable) • avoidance of off target
		application/contamination
	Opening and all professions	To include:
	Carry out all activities protecting human health and the environment	prevention of personal injury and
5.3	numan neam and the environment	contamination through correct selection and use of PPE (as required by the

		product information, COSHH and Risk Assessment) • prevention of public/bystander contamination • safe filling procedure • avoidance of spray drift • avoidance of off target application/contamination • avoidance of over dosing/under dosing crop/target/plant material • minimising the impact on the aquatic environment
5.4	Complete a treatment record	Completion of the treatment record must be:
6.1	Explain how to manage surplus pesticide and dispose of waste material	Surplus concentrate pesticide:
6.2	Explain how to clean and decontaminate the sprayer/applicator	May include: select and use appropriate PPE appropriate site thorough washing with water and suitable cleaning agent (if recommended/required) internal and external surfaces care to ensure contamination 'hotspots' are clean thorough flushing of system safe disposal of contaminated washings when cleaning should take place safe procedures followed
6.3	Describe the storage requirements for the sprayer/applicator	May include:

 ensure the applicator is clean and dry inspect for wear and damage
replace any worn or damaged parts
frost protection measures
implemented
 lubricate as required
 store undercover and out of direct
sunlight
 store in a secure area

153 Operating pedestrian hand held applicators to apply pesticide pellets or granules to land

Activity check li	number and description from ist	Assessment criteria
1.1	Outline the legal requirements relating to applying pesticide pellets/granules using pedestrian hand held applicators	 May include: all required guards are in place and equipment complies with legal requirements comply with The Plant Protection Products (Sustainable Use) Regulations 2012 the operator must hold the appropriate certification for the equipment they are using
1.2	Describe how to apply pesticide pellets/granules using pedestrian hand held applicators following industry best practice	May include: comply with Pesticide Codes of Practice adopt industry best practice be aware of any safety implications imposed by Risk/COSHH Assessment and comply with the requirements Overall treatment includes: consistent walking speed accurate switching on/off points matching of bouts avoidance of off target application Spot treatment includes: maintaining a suitable applicator height avoidance of under/over dosing avoidance of off target application
2.1	Identify risks to the environment	May include the following:

	Explain how to minimize risks to the environment	 environmental margins/strips/areas wildlife non-target plants sensitive crops/areas hedgerows housing public access other risks particular to the site Explanation may include the following points: check and maintain application rate avoid off target application observe buffer zones inform neighbours erect warning signs use an appropriate pesticide (minimal environmental impact)
2.2		 appropriate timing of application Reasons for minimising off target application: avoidance of contamination to people and the environment Check and comment on wind speed: use of an anemometer at suitable height or visual signs wind direction Factors that affect uniformity of spread:
		 weather conditions direction of spreading pellet/granule density and size applicator height applicator set level defective equipment
3.1 - 3.2	Read product information Interpret product information	To include the following: Product name active substance(s) (ingredient(s)) Important information: field of use crop/target maximum individual dose maximum total dose maximum number of treatments May include the following: specific product precautions/warnings

		1
		environmental protection
		restrictions on use
		Crop specific information:
		crop/target
		dose rate
		• timing
		additional label information
	Carry out pre-use checks to the	Applicator components to be inspected for
	applicator	serviceability and contamination that may
		include:
		hopper
		• lid
4.1		agitator
7.1		metering device
		spinning disc condition
		on/off control
		straps or harness (if applicable)
		wheels and tyres (if applicable)
	Identify settings and adjustments	May include:
		height adjustment
4.2		spread width adjustment
		 disc speed adjustment
		metering device
	Calibrate the applicator and record	Calibration may include:
	relevant data	 calculation of walking speed
		 measure spread width
		 calculate application rate
		check rate against product
		information recommendations
4.3		Calibration data may include:
		 walking speed
		applicator used
		height setting
		spread width
		metering device setting
		pellet/granule used
	Measure the area to be treated	To include:
4.4	miliant and to be fielded	accurate measurement of
		dimensions
	Calculate the area to be treated	To include:
4.5		accurate calculation of area
	Calculate the quantities of pesticide	To include:
4.6	required	amount of pesticide required for
7.0	- 1	specified area
	Measure/weigh the required	To include all of the following:
5.1	quantities and add to the applicator	10 morado an or trio following.

		 correct selection and use of PPE/RPE (as required by the product label, COSHH and Risk Assessment) suitable site selected add product following product recommendations and approved procedures accurate measurement of pesticide product avoidance of spillage
5.2	Demonstrate safe and accurate application procedures	To include: treatment area clearly identified walking speed maintained accurate switching on/off points accurate matching of bouts obstacles dealt with correctly (if applicable) area treated minimising overlaps and misses awareness of changing weather conditions and appropriate action taken (if applicable) avoidance of off target application/contamination
5.3	Carry out all activities protecting human health and the environment	prevention of personal injury and contamination through correct selection and use of PPE/RPE (as required by the product information, COSHH/Risk Assessment) prevention of public/bystander contamination safe filling procedure avoidance of off target application avoidance of over dosing/under dosing crop/target/plant material
5.4	Complete a treatment record	Completion of the treatment record must be: • accurate • legible (if handwritten
6.1	State how to recover and store surplus pellets/granules and how to dispose of waste material	Surplus pesticide pellets/granules

		 placed in secure storage until disposal collected by licensed waste disposal contractor
6.2	Explain how to clean and decontaminate the applicator	 May include: select and use correct PPE selection of an appropriate site for cleaning the applicator clean the applicator following product information and manufacturer's recommendations safe disposal of contaminated waste in an appropriate manner following good practice safe procedures followed
6.3	Describe the storage requirements for the applicator	May include:

154 Operating pedestrian hand held applicators to apply pesticide pellets or granules to or near water

Activity check I	number and description from ist	Assessment criteria
1.1	Describe the legal requirements relating to applying pesticide pellets/granules to or near water using pedestrian hand held applicators	 May include: all required guards are in place and equipment complies with legal requirements comply with The Plant Protection Products (Sustainable Use) Regulations 2012 the operator must hold the appropriate certification for the equipment they are using Both required: ensure the pesticide has aquatic approval seek Environmental Agency approval
1.2	Describe how to apply pesticide pellets/granules to or near water using pedestrian hand held applicators following industry best practice	 May include: comply with Pesticide Codes of Practice adopt industry best practice be aware of any safety implications imposed by Risk/COSHH

	<u> </u>	A 4 1 1 1/4 41
		Assessment and comply with the requirements
		Overall treatment includes:
		consistent walking speed
		accurate switching on/off points
		matching of bouts
		avoidance of off target application
		Spot treatment includes:
		maintaining a suitable applicator height
		avoidance of under/over dosing
		avoidance of off target application
		The term on or near water may include the following:
		wet or dry ditches
		drainage channels
		streams
		• rivers
		• canals
		• ponds
		lakes/lochs
		reservoirs
		and areas immediately adjacent
		Operator safety considerations
		 check bank stability before applying
		 availability of a second person on site
		availability of life ring/rescue devices
	Identify risks to the aquatic	May include the following:
	environment	 ground conditions
		wildlife
		 non-target plants
		environmental margins/strips/areas
		hedgerows
		housing
		• public access
2.1		sensitive crops/areas
		water courses
		boreholes livestock drinking points
		livestock drinking pointsrecreational use of water
		body/course
		water extraction points
		de-oxygenation of water
		removal of fish cover
		removal of bankside wildlife habitat
	l	

		removal of bankside vegetation leading to bank erosion
		other risks specific to the site
	Explain how to minimise risks to the environment	Explanation may include the following points:
		 work in an upstream direction
		 check weather suitability before treatment
		 check downstream uses before treatment
		 seek Environmental Agency approval
		 use of an appropriate pesticide (minimal environmental impact)
		 appropriate timing of treatment
		check and maintain application rate
		 avoid off-target application
		exclude livestock
2.2		erect warning signs
		inform neighbours Page 1 of the main including the second of the main including the second of
		Reasons for minimising off target application:
		 avoidance of contamination to people and the environment
		Check and comment on wind speed:
		 use of an anemometer at suitable height or visual signs
		wind direction
		Factors that affect uniformity of spread:
		 weather conditions
		direction of spreading
		pellet/granule density and size
		applicator height
		applicator set level
	Dood product information	defective equipment Important information:
	Read product information Interpret product information	Important information: • field of use (aquatic approval)
	Interpret product information	target
		maximum individual dose
		maximum total dose
3.1		maximum number of treatments
3.2		May include the following:
3.2		specific product
		precautions/warnings
		operator protection
		environmental protection
		restrictions on use

		Crop specific information:
		• target
		dose rate
		• timing
		additional label information
	Carry out pre use checks to the applicator	Applicator components to be inspected for service ability and contamination that may include:
		hopper
		• lid
4.1		agitator
		 metering device
		 spinning disc condition
		 on/off control
		 straps or harness (if applicable)
		 wheels and tyres (if applicable)
	Identify settings and adjustments	May include:
		height adjustment
4.2		spread width adjustment
		disc speed adjustment
		metering device
	Calibrate the applicator and record	Calibration may include:
	relevant data	 measure spread width
		 calculate application rate
		 check rate against product
		information recommendations
4.3		Calibration data may include:
4.3		 walking speed
		 applicator used
		height setting
		 spread width
		 metering device setting
		pellet/granule used
	Measure the area to be treated	To include:
4.4		accurate measurement of
		dimensions
4.5	Calculate the area to be treated	To include:
7.0		accurate calculation of area
	Calculate the quantities of pesticide	To include:
4.6	required	 amount of pesticide required for specified area
	Measure/weigh the required	To include all of the following:
5.1	quantities and add to the applicator	 correct selection and use of PPE/RPE (as required by the product label, COSHH and Risk Assessment)
L		

		suitable site selected
		suitable site selectedadd product following product
		recommendations and approved procedures
		 accurate measurement of pesticide product
		avoidance of spillage
5.2	Demonstrate safe and accurate application procedures	To include:
	Carry out all activities protecting human health and the environment	To include: • prevention of personal injury and contamination through correct selection and use of PPE/RPE (as required by the product information, COSHH/Risk Assessment)
5.3		 prevention of public/bystander contamination safe filling procedure
		 avoidance of off target application avoidance of over dosing/under dosing crop/target/plant material minimising the impact on the aquatic environment
5.4	Complete a treatment record	Completion of the treatment record must be: accurate legible (if handwritten)
	State how to recover and store	Surplus pesticide pellets/granules:
6.1	surplus pellets/granules and how to dispose of waste material	 careful return to packaging return to temporary mobile store return to fixed store Packaging: thoroughly emptied placed in secure storage until disposal collected by a licensed waste disposal contractor

	Explain how to clean and decontaminate the applicator	May include:
		 select and use correct PPE/RPE
		 selection of an appropriate site for cleaning the applicator
6.2		 clean the applicator following product information and manufacturer recommendations
		 safe disposal of contaminated waste in an appropriate manner following good practice
		 safe procedures followed
6.3	Describe the storage requirements for the applicator	 ensure the applicator is clean inspect for wear or damage
		 repair or notify supervisor if not within operators level of responsibility and ability lubricate if required store in a secure area
		 store under cover and out of direct sunlight

155 Installing pesticide plugs in tree stumps

Activity check I	number and description from ist	Assessment criteria
1.1	Describe the legislative and safety regulations relating to pesticide plug installation	 May include: all required guards are in place and equipment complies with legal requirements comply with The Plant Protection Products (Sustainable Use) Regulations 2012 the operator must hold the appropriate certification for the equipment they are using Both required: ensure the pesticide has aquatic approval
		 seek environmental agency approval
1.2	Describe how to install pesticide plugs safely following industry best practice	May include;

		wet or dry ditches
		 drainage channels
		streams
		rivers
		• canals
		• ponds
		lakes/lochs
		 reservoirs
		and areas immediately adjacent
		On or near water safety considerations
		 check bank stability before applying
		availability of a second person on
		site
		availability of life ring/rescue devices
	Identify risks to the environment	May include:
	from installing pesticide plugs	water courses
		 Tree Preservation Orders
		 conservation areas
		 wildlife
		 non-target species
		 leaving hazardous standing dead wood
		housing
		public access
2.1		Risks to aquatic environment:
		livestock drinking points
		 recreational use of water body/course
		water extraction points
		de-oxygenation of water
		removal of fish cover
		removal of hankside wildlife habitat
		removal of bankside vegetation
		leading to bank erosion
		other risks specific to the site
	Explain how to minimize risks to the	May include:
	environment	permission sought from appropriate
		regulatory body (if required)
		use an appropriate pesticide
		careful timing of application
2.2		check and maintain application rate
		 work in an upstream direction
		 check weather suitability before treatment
		check downstream uses before treatment

		seek environmental agency
		approvalexclude livestock
	Read product information	The following to be tested:
	Interpret product information	product name
		active substance(s) (ingredient(s))
		Important information:
		field of use
		crop/situation
		 maximum individual dose
		 maximum total dose
3.1		May include the following:
-		specific product productions/vioraines
3.2		precautions/warnings • operator protection
		environmental protection
		restrictions on use
		Crop specific information:
		target
		dose rate
		• timing
		 additional label information
	Carry out pre use checks to the	May include:
	application equipment	 all required guards are in place and in good condition as stated in the operators manual (if applicable)
		battery sufficiently charged (if applicable)
		 adequate fuel (if applicable)
4.1		 air filter clean and in good condition (if applicable)
		 cooling fins clean/vents clean and clear (if applicable)
		drill bit securely fitted in chuck
		 depth gauge secure and set correctly
		 hammer head securely fitted to shaft (if applicable)
		 any other checks specific to the equipment used
	Measure the diameter of the tree or	To include:
4.2	stump to be treated	accurate measurement
		accurate calculation (if required)
4.3	Calculate the number of plugs	To include: • accurate calculations
5.1	Demonstrate safe and accurate installation procedures	To include:

		 correct selection and use of PPE (as required by the product label, COSHH/Risk Assessment) plugs installed at correct spacing plugs installed in to the correct part of the stump/tree plugs installed to the correct depth
5.2	Carry out all activities protecting human health and the environment	 To include: prevention of personal injury and contamination through correct selection and use of PPE (as required by the product information, COSHH/Risk Assessment) prevention of public/bystander contamination safe installation procedure avoidance of non-target species application avoidance of over dosing/under dosing
5.3	Complete a treatment record	Completion of the treatment record must be:
6.1	State how to deal with unused pesticide plugs and packaging	 e careful return to packaging e return to temporary mobile store e return to fixed store e packaging thoroughly emptied e placed in secure storage until disposal e collected by licence waste disposal contractor
6.2	State how to clean application equipment	May include: select and use correct PPE selection of an appropriate site for cleaning the applicator clean the applicator following product information and manufacturer's recommendations safe disposal of contaminated waste in an appropriate manner following good practice safe procedures followed
6.3	State how to store application equipment	May include:

lubricate if required
 store in a secure area

156 Operating hand held pesticide injection equipment

	56 Operating hand held pesticide injection equipment		
Activity check I	number and description from ist	Assessment criteria	
1.1	Describe the legal requirements relating to applying pesticides using injection equipment	 May include: comply with The Plant Protection Products (Sustainable Use) Regulations 2012 the operator must hold the appropriate certification for the equipment they are using Both required: ensure the pesticide has aquatic approval seek environmental agency approval 	
1.2	Describe how to inject pesticides safely following industry best practice	May include:	
2.1	Identify risks to the environment	 availability of life ring/rescue devices May include the following: water courses drains boreholes 	

	T	
		environmental margins/strips/areas
		wildlife
		non-target plants
		conservation areas
		leaving hazardous standing dead
		wood
		sensitive crops/areas bedgarage
		hedgerows
		housing nublic seeses
		public access Risks to aquatic environment
		livestock drinking points
		recreational use of water
		body/course
		water extraction points
		de-oxygenation of water
		removal of fish cover
		removal of hankside wildlife habitat
		removal of bankside vegetation
		leading to bank erosion
		other risks particular to the site
	Explain how to minimise risks to the	May include:
	environment	suitable mixing/filling site chosen
		permission sought from appropriate
		regulatory body (if required)
		use an appropriate pesticide(minimal
		environmental impact)
		careful timing of application
		check and maintain application rate
2.2		erect warning signs
		 notify neighbours before application
		work in an upstream direction
		check weather suitability before
		treatment
		check downstream uses before
		treatment
		seek environmental agency
		approval
	Dood product information	exclude livestock The following to be tested:
	Read product information	product name
	Interpret product information	active substance(s) (ingredient(s))
		Important information:
		field of use
		• target
3.1		maximum individual dose
-		maximum total dose
3.2		May include the following:
		specific product
		precautions/warnings
		operator protection
		environmental protection
		restrictions on use
		restrictions on use

		Crop specific information:
		target dose rate
		dilution rate if applicable
		• timing
		Mixing and spraying:
		• filling
		additional label information
	Identify and select equipment	May include:
	according to application	 long needle for initial treatment or
4.1	requirements	thicker stems
		 short needle for repeat treatment or
		thinner stems
	Carry out pre use checks to the	Applicator components to be inspected
	applicator	for serviceability and contamination that
	applicator	may include:
		tank/bottle/container
		• lid
		• filters
		• hoses
		• connections
		• seals
		on/off control
4.2		• straps
		To include
		 applicator checked for leaks
		any problems identified to be
		rectified if within operators level of
		responsibility and ability
		condition confirmed as suitable for
		operation
		Fit the required needle for use:
		 suitable needle selected
		needle fitted correctly
		needle undamaged
	Calibrate the applicator	Calibration to include:
		 delivery rate checked against
		applicator setting and required
		volume
4.3		Calibration data may include:
		applicator used
		needle fitted
		applicator setting
		pesticide used
	Calculate quantities required	May include:
		 amount of water required for
		specified targets
4.4		 amount of pesticide required for
		specified targets
		amount of pesticide required for full
		tank/bottle/container

		T
5.1	Measure the pesticide, mix with water and fill the applicator and/or attach pesticide container	 To include all of the following; correct selection and use of PPE (as required by the product information and/or COSHH Assessment) suitable site selected observance of pesticide manufacturers instructions for mixing correct use of water supply accurate measurement of water accurate measurement of pesticide avoidance of spillage and/or attach pesticide container
	Demonstrate safe and accurate	To include:
5.2	injection procedures	 targets clearly identified targets treated avoiding misses and overdosing awareness of changing weather conditions and appropriate action taken (if applicable)
5.3	Carry out all activities protecting human health and the environment	To include: • prevention of personal injury and contamination through correct selection and use of PPE (as required by the product information, COSHH/ Risk Assessment) • prevention of public/bystander contamination • safe filling procedure • avoidance of off target application/contamination • avoidance of over dosing/under dosing target/plant material
	Complete a treatment record	Completion of the treatment record must
5.4	25ргого и поили гороги	be: accurate legible (if handwritten)
6.1	Explain how to manage surplus pesticide and dispose of waste material	Surplus concentrate pesticide:

		 by specialist treatment facility on site (e.g. a lined bio bed) collected by a licensed waste disposal contractor
6.2	Explain how to clean the injection equipment	May include:
6.3	Explain how to store the injection equipment	May include: ensure the injection equipment is clean and dry inspect for wear or damage repair or notify supervisor if not within operators level of responsibility and ability lubricate if required needle covered/removed to protect operator store in a secure area store under cover and out of direct sunlight

157 Operating other Hand Held Applicators Requiring Minimal Calibration

Activity number and description from check list		Assessment criteria
1.1	Describe the legal requirements relating to applying pesticides using hand held equipment	 May include: comply with The Plant Protection Products (Sustainable Use) Regulations 2012 the operator must hold the appropriate certification for the equipment they are using Both required: ensure the pesticide has aquatic approval seek environmental agency approval
1.2	Describe how to apply pesticides safely using hand held equipment following industry best practice	 May include; comply with Pesticide Codes of Practice adopt industry best practice be aware of any safety implications imposed by Risk/COSHH

		Assessment and comply with the requirements Overall treatment includes:
		siteavailability of life ring/rescue devices
2.1	Identify risks to the environment	May include the following: ground conditions water courses drains boreholes environmental margins/strips/areas wildlife non-targets sensitive crops/areas hedgerows housing public access Risks to the aquatic environment livestock drinking points recreational use of water body/course water extraction points de-oxygenation of water removal of fish cover

		removal of bankside wildlife habitat
		removal of bankside vegetation
		leading to bank erosion
		other risks specific to the site
	Explain how to minimize risks to the	Explanation to include the following points:
	environment	 use of an appropriate
		pesticide(minimal environmental
		impact)
		 careful timing of application
		check and maintain application rate
		avoid spray drift
		avoid off target application
		observe buffer zones
		erect warning signs
		 notify neighbours before application
		 work in an upstream direction
		 check weather suitability before
		treatment
		 check downstream uses before
		treatment
		seek environmental agency
		approval
		exclude livestock
2.2		Check and comment on wind speed:
		use of anemometer at suitable
		height or visible signs
		wind direction
		Reasons for minimising spray drift:
		avoidance of contamination to
		people and the environment
		Factors that affect spray drift:
		weather conditions
		direction of spraying
		nozzle type and size (if applicable)
		 pressure (if applicable)
		disc type
		disc speed
		nozzle/disc height
		forward speed
		defective equipment
		Factors affecting off target application
		wick too low
		wick too low wick over saturated and dripping
	Dood myodust information	To include the following:
	Read product information	•
	Interpret product information	product name pative substance(a) (in gradient(a))
		active substance(s) (ingredient(s)) Learner to active substance(s) (ingredient(s))
3.1		Important information:
_		field of use
2.2		crop/target
3.2		 maximum individual dose
		maximum total dose
		maximum number of treatments
		May include the following:
L		may molado mo following.

Calibrate the applicator and record relevant data Calibrate the applicator and record relevant data Calibration may include: calculation of water volume rate against product information recommendations flow rate adjusted to distribution system Calibration data may include: applicator used walking speed nozzle(s) fitted (swath width if appropriate) disc(s) fitted (swath width if appropriate) area/target to be treated Calculate the quantities of pesticide and water required, if applicable and water required quantities and add to the applicator, or attach pesticide container Measure the required quantities and add to the applicator, or attach pesticide container Measure the required for specified area amount of pesticide required for specified area amount of pesticide required for full tank/container To include all of the following: correct selection and use of PPE (as required by the product label, CCSHH/Risk Assessment) suitable site selected add product following product recommendations and approved procedures correct use of water supply accurate measurement of water accurate measurement of water accurate measurement of pesticide walking speed maintained walking speed maintained walking speed maintained accurate switch on/off points accurate area/target clearly identified walking speed maintained accurate switch on/off points accurate matching of bouts obstacles dealt with correctly (if applicable) walking speed maintained accurate matching of bouts obstacles dealt with correctly (if applicable) walking speed maintained accurate matching of bouts		Г	
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4.3 Calibration data may include: applicator used			
* applicator used * walking speed * nozzde(s) fitted (swath width if appropriate) * disc(s) fitted (swath width if appropriate) * pressure setting * wick priming time * accurate calculation of area/target * accurate calculation of area/target * accurate calculation of area/target * amount of water required for specified area * amount of pesticide required for specified area * accurate measurement) * suitable site selected * add product following product recommendations and approved procedures * correct use of water supply * accurate measurement of water * accurate me			
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 obstacles dealt with correctly (if applicable) walking direction area treated minimising overlaps 			•
applicable)walking directionarea treated minimising overlaps	5.2		 accurate matching of bouts
walking directionarea treated minimising overlaps			obstacles dealt with correctly (if
walking directionarea treated minimising overlaps			
area treated minimising overlaps			
			and misses

		awaranaa of ahanaina waathar
		awareness of changing weather applications and appropriate action
		conditions and appropriate action
	<u> </u>	taken (if applicable)
	Carry out all activities protecting	To include:
	human health and the environment	prevention of personal injury and
		contamination through correct
		selection and use of PPE (as
		required by the product information,
5.3		COSHH/Risk Assessment)
		prevention of public/bystander
		contamination
		safe filling procedure
		 avoidance of off target application
		 avoidance of over dosing/under
		dosing crop/target/plant material
	Complete a treatment record	Completion of the treatment record must
5.4		be:
0.4		accurate
		legible (if handwritten)
	Explain how to manage surplus	Surplus concentrate pesticide:
	pesticide and dispose of waste	 return to temporary mobile store
	material	 return to fixed store
		Containers:
		triple rinsed
		 placed in secure storage until
		disposal
		 returned to supplier
		 collected by licensed waste
		contractor
		Packaging:
		 thoroughly emptied
6.1		 placed in secure storage until
		disposal
		 collected by licensed waste disposal
		contractor
		Surplus dilute pesticide:
		 back on to area/target as long as it is
		below the maximum dose rate
		 use on another approved
		area/target
		 treated by specialist treatment
		facility on site (e.g. a lined bio bed)
		 collected by a licensed waste
		disposal contractor
	Explain how to clean and	May include:
	decontaminate the applicator	 select and use correct PPE
		 selection of an appropriate site for
6.0		cleaning the applicator
6.2		triple rinse the applicator following
		product information
		recommendations
		through flushing of system
		an eagir nacining or cycloin

		 safe disposal of contaminated washings in an appropriate manner following good practice safe procedures followed
6.3	Describe the storage requirements for the applicator	May include: de-pressurisation ensure the sprayer/applicator is clean and dry inspect for wear or damage replace any worn or damaged parts lubricate if required frost protection measures implemented store securely store under cover and out of direct sunlight

Appendix 1 Practical table

151 Operating pedestrian hand held applicators fitted with hydraulic nozzles or rotary atomisers to apply pesticides to land

All criteria must be achieved.

Activity number and description	Achieved
1.1 Describe the legal requirements relating to applying pesticides using hand held pedestrian equipment	
1.2 Describe how to apply pesticides safely using hand held pedestrian equipment following industry best practice	
2.1 Identify risks to the environment	
2.2 Explain how to minimize risks to the environment	
3.1 Read product information	
3.2 Interpret product information	
4.1 Carry out pre use checks to the sprayer/applicator	
4.2 Identify suitable operating pressure and select nozzles according to application requirements	
4.3 Calibrate the sprayer/applicator and record relevant data	
4.4 Measure the area to be treated	
4.5 Calculate the area to be treated	
4.6 Calculate the quantities of pesticide and water required if applicable	
5.1 Measure the required quantities and add to the sprayer/applicator, or attach pesticide container	
5.2 Demonstrate safe and accurate application procedures	
5.3 Carry out all activities protecting human health and the environment	
5.4 Complete a treatment record	
6.1 Explain how to manage surplus pesticide and dispose of waste material	
6.2 Explain how to clean and decontaminate the sprayer/applicator	
6.3 Describe the storage requirements for the sprayer/applicator	

152 Operating Pedestrian Hand Held Applicators Fitted with Hydraulic Nozzles or Rotary Atomisers to apply Pesticides to or Near Water

Activity number and description	Achieved
1.1 Describe the legal requirements relating to applying pesticides to or near water using hand held pedestrian equipment	
1.2 Describe how to apply pesticides safely to or near water using hand held pedestrian equipment following industry best practice	

2.1 Identify risks to the environment	
2.2 Explain how to minimize risks to the environment	
3.1 Read product information	
3.2 Interpret product information	
4.1 Carry out pre use checks to the sprayer/applicator	
4.2 Identify suitable operating pressure and select nozzles according to application requirements	
4.3 Calibrate the sprayer/applicator and record relevant data	
4.4 Measure the area to be treated	
4.5 Calculate the area to be treated	
4.6 Calculate the quantities of pesticide and water required, if applicable	
5.1 Measure the required quantities and add to the applicator, or attach pesticide container	
5.2 Demonstrate safe and accurate application procedures	
5.3 Carry out all activities protecting human health and the environment	
5.4 Complete a treatment record	
6.1 Explain how to manage surplus pesticide and dispose of waste material	
6.2 Explain how to clean and decontaminate the sprayer/applicator	
6.3 Describe the storage requirements for the sprayer/applicator	

153 Operating pedestrian hand held applicators to apply pesticide pellets or granules to land

Activity number and description	Achieved
1.1 Outline the legal requirements relating to applying pesticide pellets/granules using pedestrian hand held applicators	
1.2 Describe how to apply pesticide pellets/granules using pedestrian hand held applicators following industry best practice	
2.1 Identify risks to the environment	
2.2 Explain how to minimize risks to the environment	
3.1 Read product information	
3.2 Interpret product information	
4.1 Carry out pre-use checks to the applicator	
4.2 Identify settings and adjustments	
4.3 Calibrate the applicator and record relevant data	
4.4 Measure the area to be treated	
4.5 Calculate the area to be treated	
4.6 Calculate the quantities of pesticide required	
5.1 Measure/weigh the required quantities and add to the applicator	
5.2 Demonstrate safe and accurate application procedures	

5.3 Carry out all activities protecting human health and the environment	
5.4 Complete a treatment record	
6.1 State how to recover and store surplus pellets/granules and how to dispose of waste material	
6.2 Explain how to clean and decontaminate the applicator	
6.3 Describe the storage requirements for the applicator	

154 Operating pedestrian hand held applicators to apply pesticide pellets or granules to or near water

Activity number and description	Achieved
1.1 Describe the legal requirements relating to applying pesticide pellets/granules to or near water using pedestrian hand held applicators	
1.2 Describe how to apply pesticide pellets/granules to or near water using pedestrian hand held applicators following industry best practice	
2.1 Identify risks to the aquatic environment	
2.2 Explain how to minimise risks to the environment	
3.1 Read product information	
3.2 Interpret product information	
4.1 Carry out pre use checks to the applicator	
4.2 Identify settings and adjustments	
4.3 Calibrate the applicator and record relevant data	
4.4 Measure the area to be treated	
4.5 Calculate the area to be treated	
4.6 Calculate the quantities of pesticide required	
5.1 Measure/weigh the required quantities and add to the applicator	
5.2 Demonstrate safe and accurate application procedures	
5.3 Carry out all activities protecting human health and the environment	
5.4 Complete a treatment record	
6.1 State how to recover and store surplus pellets/granules and how to dispose of waste material	
6.2 Explain how to clean and decontaminate the applicator	
6.3 Describe the storage requirements for the applicator	

155 Installing pesticide plugs in tree stumps

All criteria must be achieved.

Activity number and description	Achieved
1.1 Describe the legal requirements relating to installing pesticide plugs	
1.2 Describe how to install pesticide plugs safely following industry best practice	
2.1 Identify risks to the environment from installing pesticide plugs	
2.2 Explain how to minimize risks to the environment	
3.1 Read product information	
3.2 Interpret product information	
4.1 Carry out pre use checks to the application equipment	
4.2 Measure the diameter of the tree or stump to be treated	
4.3 Calculate the number of plugs require	
5.1 Demonstrate safe and accurate installation procedures	
5.2 Carry out all activities protecting human health and the environment	
5.3 Complete a treatment record	
6.1 State how to deal with unused pesticide plugs and packaging	
6.2 State how to clean application equipment	
6.3 State how to store application equipment	

156 Operating hand held pesticide injection equipment

Activity number and description	Achieved
1.1 Describe the legal requirements relating to applying pesticides using injection equipment	
1.2 Describe how to inject pesticides safely following industry best practice	
2.1 Identify risks to the environment	
2.2 Explain how to minimise risks to the environment	
3.1 Read product information	
3.2 Interpret product information	
4.1 Identify and select equipment according to application requirements	
4.2 Carry out pre use checks to the applicator	
4.3 Calibrate the applicator	
4.4 Calculate quantities required	
5.1 Measure the pesticide, mix with water and fill the applicator and/or attach pesticide container	
5.2 Demonstrate safe and accurate injection procedures	
5.3 Carry out all activities protecting human health and the environment	

5.4 Complete a treatment record	
6.1 Explain how to manage surplus pesticide and dispose of waste material	
6.2 Explain how to clean the injection equipment	
6.3 Explain how to store the injection equipment	

157 Operating hand held applicators requiring minimal calibration

Activity number and description	Achieved
1.1 Describe the legal requirements relating to applying pesticides using hand held equipment	
1.2 Describe how to apply pesticides safely using hand held equipment following industry best practice	
2.1 Identify risks to the environment	
2.2 Explain how to minimize risks to the environment	
3.1 Read product information	
3.2 Interpret product information	
4.1 Carry out pre use checks to the applicator	
4.2 Identify any controls or components applicable to the applicator	
4.3 Calibrate the applicator and record relevant data	
4.4 Measure and calculate the area/target to be treated	
4.5 Calculate the quantities of pesticide and water required, if applicable	
5.1 Measure the required quantities and add to the applicator, or attach pesticide container	
5.2 Demonstrate safe and accurate application procedures	
5.3 Carry out all activities protecting human health and the environment	
5.4 Complete a treatment record	
6.1 Explain how to manage surplus pesticide and dispose of waste material	
6.2 Explain how to clean and decontaminate the applicator	
6.3 Describe the storage requirements for the applicator	

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** 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

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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.

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