

**LEVEL 2 AWARD  
IN  
CHAINSAW AND RELATED OPERATIONS (QCF)**

**CS 45 - ARBORICULTURAL GROUND-WORKER**

(Pre requisite: CS30)

This unit covers the working operation typically expected of the person working on the ground assisting the climber. Skills include setting out the site, sending the saw and other equipment up to the climber, operating lowering equipment, breaking down crown sections, handling and stacking arisings.

**ASSESSMENT SCHEDULE**

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## NPTC LEVEL 2 AWARD IN CHAINSAW AND RELATED OPERATIONS (QCF)

### CS 45 - ARBORICULTURAL GROUND-WORKER

#### Introduction

The scheme is administered by NPTC.

NPTC will:

- Publish
  - scheme regulations
  - assessment schedule
  - assessment material
- Approve centres to co-ordinate and administer the scheme
- Set standards for the training of Verifiers and Assessors
- Recruit, train and deploy Verifiers
- Manage verification
- Issue certificates to successful Candidates

The Certificate of Competence/ID Card

Certificates of Competence/ID Cards will be awarded to Candidates who achieve the required level of competence in the Units to which their Certificate relates.

#### Instruction

Attendance at a course of instruction is not a pre-requisite to an application for an assessment but potential Candidates are strongly advised to ensure that they are up to the standard that will be expected of them when they are assessed.

NPTC does **not** hold a register of instructors; however instruction will normally be available from recognised training providers and/or centres of further or higher education active in the areas covered by this certificate. Further information on training may be obtained from the local Assessment Centre.

#### Access to Assessment

Assessment Centres will be responsible for arranging assessment on behalf of a Candidate. Assessment may only be carried out by an Assessor approved by NPTC for that scheme. Under no circumstances can either instructors involved in the preparation of candidates, or the candidates work place supervisors, or anyone else who might have a vested interest in the outcome, carry out the assessment.

The minimum age limit for Candidates taking certificates of competence is 16 years. There is no upper age limit.

#### Assessment

Assessment is a process by which it is confirmed that the Candidate is competent in the Units within the award to which the assessment relates. It is a process of collecting evidence about his/her capabilities and judging whether that evidence is sufficient to attribute competence.

The candidate must be registered through an NPTC approved Assessment Centre for this qualification prior to assessment.

The schedule of assessment contains the criteria relating to:

- Observation of practical performance
- Assessment of knowledge and understanding

When all the criteria within the Units for which assessment has been sought have been completed the result(s) will be recorded on the Candidate Assessment Report Form(s).

#### Performance Evaluation

The result of each assessment activity is evaluated against the following criteria:

- 4 = Meets or exceeds the assessment criteria by displaying a level of practical performance and/or underpinning knowledge, with no 'minor' or 'critical' faults. (Competent).
- 3 = Meets the requirements of the assessment criteria for both the practical performance and the underpinning knowledge, with some 'minor' faults but no 'critical' faults. (Competent).
- 2 = Does not fully satisfy the requirements of the assessment criteria, being unable to perform the practical task satisfactorily or being deficient in underpinning knowledge leading to the recording of minor faults. (Not yet competent).
- 1 = Does not satisfy the requirements of the assessment criteria, being unable to perform the practical task satisfactorily or safely or being deficient in underpinning knowledge leading to the recording of a critical fault. (Not yet competent).

A list of registered Assessment Centres is available from NPTC. ([www.nptc.org.uk](http://www.nptc.org.uk))

#### Verification

Verification is a process of monitoring assessment; it is an essential check to confirm that the assessment procedures are being carried out in the way that NPTC has laid down. The overall aim of verification is to establish a system of quality assurance that is acceptable in terms of both credibility and cost effectiveness.

Approved Assessors will be subject to a visit by the Verifier at a time when assessments are being undertaken.

A selection of assessment reports completed by the assessor will be evaluated by NPTC.

Compliance with the verification requirements is a pre-requisite for Assessors remaining on NPTC's list of approved assessors.

### Safe Practice

**At all times during the assessment, the chainsaw and other equipment must be operated in a safe manner in accordance with industry best practice, whatever the task being carried out.**

1. Assessors must hold a current 'First Aid at Work' Certificate.
2. It is strongly recommended that Candidates hold at least a recent, recognised 'Emergency First Aid' Training Certificate.
3. All chain saws used in the assessments must comply with Arboriculture and Forestry Advisory Group (AFAG) Safety Guide 301 in terms of safety features, and be a model and size suited to the task(s) required.
4. Recommended guide bar lengths should be observed, although variations may be accepted at the discretion of the Assessor where this is appropriate to the task.
5. Candidates should be familiar with the saw that they are going to use.
6. A spare working chainsaw must be available.
7. Appropriate Personal Protective Equipment (PPE) must be worn at all times. All PPE used must comply with AFAG Safety Guides 301, 401, 801, Health and Safety Executive publications and current legal requirements in terms of specification and use.
8. A First Aid kit meeting current regulations, of the appropriate size for the number of persons on site, must be available.
9. The candidate must be equipped with a personal first aid kit.
10. The Assessor must ensure a Risk Assessment has been carried out, and sufficient control measures implemented. In particular, the location of the site and weather conditions should be assessed, details of access, etc, which may be required by emergency services must be noted, as well as the nearest Accident and Emergency Hospital Unit. The means of contacting the emergency services must be established. Manual handling techniques must comply with current legislation.
11. Any necessary permission must have been granted, and notifications made as appropriate: (e.g. Local Planning Authority, Forestry Commission, Forest Enterprise, Highways Authority, Private owners, Statutory undertakers, Police, etc).
12. All equipment being used for this assessment must comply with relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER) 1998.
13. Information may be sought from the relevant operator manuals or any other appropriate training or safety publication.
14. The current Regulations for transport, handling and storage of fuel and oils must be complied with.
15. Provision must be made to avoid the risk of environmental pollution.
16. It is the responsibility of the Assessor and the Candidate to ensure that any additional requirements and provisions are met as relevant to this qualification.
17. At all times during the operation, candidates must act in a way so as not to endanger themselves, the assessor or any other person or equipment. Work must be carried out to achieve the requirements of the assessment criteria in accordance with all relevant and current legislation and good practice guidance (e.g. INDG317, Chainsaws at Work, AFAG Guides 301 and 304).

### Complaints and Appeals

NPTC and its Assessment Centres have a formal Complaints and Appeals procedure. In the event of any dissatisfaction with the arrangements and conditions of assessment, the candidate should first contact the Assessment Centre through whom the assessment was arranged and submit the complaint in writing.

For further information on NPTC's Equal Opportunities Policy and Complaints and Appeals Procedures, please refer to [www.nptc.org.uk](http://www.nptc.org.uk)

### Learning Outcomes

The candidate will be able to:

1. Identify, inspect and comment upon key parts of the equipment to be used.
2. Prepare the equipment for use ensuring the safety of themselves, other people and the environment.
3. Break down crowns sections
4. Operate hand tools.
5. Positioning of warning signs.

The assessment contains 1 compulsory unit as follows:  
Unit CS45 - Undertake the role of an Arborist Ground-Worker

**The candidate will be the arborist ground worker and will be referred to as either the candidate or the arborist ground worker in the following guidance.**

Candidates must successfully achieve all Assessment Activities unless otherwise specified.

### Qualifications and Credit Framework (QCF) – credit value

The Award for an Arboriculture Ground Worker has a credit value of 2 credits on the QCF.

### Assessment and site requirements:

- The assessment should be undertaken whilst the candidate is assisting a climber during Arboricultural operations.
- The Assessor must be able and equipped to carry out an aerial tree rescue.
- The candidate should be equipped with a range of hand tools appropriate to the intended operation.
- The candidate should be equipped with sufficient fuel and oil, appropriate to the make and model of the chainsaws to be used by the climber.
- A range of crown material detached from the main stem as a result of Arboricultural climbing operations.
- The candidate should ensure that the worksite remains signed as appropriate.
- A vehicle and trailer for storing equipment.
- In addition to the relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER) 1998, any ancillary equipment used for this assessment must also comply with relevant requirements of the Lifting Operations and Lifting Equipment Regulations (LOLER) 1998 where applicable.

<b>Undertake the role of ground worker</b>	
<b>ASSESSMENT ACTIVITIES</b>	<b>ASSESSMENT CRITERIA</b>
1. Set out correct location and positioning of warning signs	<p>Appropriate warning set up taking into account</p> <ul style="list-style-type: none"> <li>- Highway</li> <li>- Traffic</li> <li>- General public</li> <li>- Site workers</li> <li>- Property owners and domestic staff</li> </ul>
2. Ensure that all equipment to be used is prepared for safe use	<p>The equipment to be prepared for safe use includes:</p> <ul style="list-style-type: none"> <li>- Ladders</li> <li>- Working ropes</li> <li>- Chainsaws</li> <li>- Handsaws</li> <li>- Chipper</li> <li>- Leaf blower</li> </ul>
3. Establish effective communication systems with the climber and other persons on site	<ul style="list-style-type: none"> <li>- Information is transferred between the climber and the ground-person</li> <li>- The ground-person controls third parties on site</li> </ul>
4. Pass equipment to the climber in the tree	<ul style="list-style-type: none"> <li>- Equipment is passed to the climber:</li> <li>- Tools are clipped into an appropriate knot on the climbing line/ tool line</li> <li>- The ground person communicates to the climber that the equipment is ready to ascend the tree</li> </ul>
5. Assist in the lowering of branch material	<ul style="list-style-type: none"> <li>- Branch material is lowered to the ground using friction to control the speed of descent</li> <li>- The candidate will operate the chosen friction control method</li> </ul> <p>Awareness of:</p> <ul style="list-style-type: none"> <li>- Ground conditions</li> <li>- Targets and obstacles underneath the tree</li> <li>- Hazards concealed within brash or ground level epicormic growth.</li> <li>- Tree species characteristics and basic tree biology.</li> <li>- Debris removed from drop zone when safe.</li> </ul>
6. Break down crown sections in preparation for chipping or stacking	<p>Arising crown sections are broken down:</p> <ul style="list-style-type: none"> <li>- Ensuring that the crown sections are stable prior to cutting</li> <li>- Observing tension in the branches</li> <li>- Small branch wood removed before cutting the main branch</li> <li>- Branch wood and cord wood are stacked as work progresses appropriate to the method of disposal</li> </ul>
7. Stack arisings waste material as appropriate for disposal ready for the next operation  Demonstrate knowledge of the procedure for securing waste material for transport	<p>Arising waste material should be stacked:</p> <ul style="list-style-type: none"> <li>- All branch butts should be pointing in the same direction and facing the likely route of travel</li> <li>- Log sections and branch material should be stacked separately</li> <li>- Any foreign objects must be sorted from the waste material (rope, wire etc) and placed in a separate area</li> <li>- Diameter capacity of chipper should be taken into account</li> </ul> <ul style="list-style-type: none"> <li>- The arising waste material is secured</li> <li>- Ensure no part of the load can be 'shed' onto the road during transport</li> <li>- Legislation regarding disposal sites</li> <li>- Transport and storage of woodchip</li> </ul>
8. Clean the work area following the completion of the operation	<p>The area is cleaned/ restored to its original tidy condition using a:</p> <ul style="list-style-type: none"> <li>- rake</li> <li>- brush</li> <li>- shovel</li> <li>- petrol driven blower</li> </ul> <ul style="list-style-type: none"> <li>- appropriate PPE used</li> <li>- tools operated in safe manner with correct manual handling techniques</li> </ul>
9. Store equipment securely	<ul style="list-style-type: none"> <li>- All equipment gathered, counted and returned to vehicle</li> <li>- Climbing equipment stored in appropriate place for transport</li> <li>- All fuels and oils stored securely so as not to cause contamination of other equipment</li> <li>- All sharp tools have appropriate guards in place</li> </ul>