

Level 3 End-Point Assessment for Gas Network Craftsperson – Electrical and Instrumentation



EPA Specification Section 5 – Assessment

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Contacts

This specification has been designed to provide all the advice and guidance you need to prepare yourself and your apprentices for end-point assessment. However, if you have any further questions please contact the EUIAS Help Desk using one of the following:

Help Desk email: enquiries@euias.co.uk

Help Desk telephone: 0121 713 8310

Assessment summary

The end-point assessment for Gas Network Craftsperson (GNC) consists of three components:

Method 1 – Knowledge and Skills Assessment

- The test ensures that the apprentice has acquired the underpinning knowledge to enable them to perform their role. The test consists of 50 multiple choice questions to be answered in a 75-minute assessment under controlled conditions. Each question will present the apprentice with 4 options from which they must select the correct one. Each question answered correctly will be assigned 1 mark, any incorrect or missing answers will be assigned 0 marks

Practical Task

- The practical task will be set by EUIAS, taking account of workplace considerations as discussed with the apprentice's employer. Practical task may have a number of elements, but all tasks must be of equal size and complexity for each option
- EUIAS will ensure that practical task is conducted in either the workplace or a simulated environment that reflects the real working environment appropriate to the task(s) and risk involved, with the exception of not necessarily being connected to a live gas network
- The practical task is **not graded**. The technical expert will write a factual account of the practical task verifying whether the task was completed appropriately. The practical task will be indirectly assessed during technical interview part 1
- The practical task will enable an apprentice to demonstrate knowledge, skills, and behaviours which would be demonstrated by a competent network maintenance electrical and instrumentation craftsperson. The apprentice would complete a similar task in a cohesive way and can be carried out over a maximum work time 9 hours +/-10%, these could be delivered over a maximum of three days due to the safety critical nature of the activities. The technical expert must write a factual account of the practical task using EUIAS documentation as per EUIAS guidelines, therefore verifying whether the task was completed appropriately. The practical task:
 - will be administered by the employer who must be trained by the EUIAS and for the purposes of end-point assessment are accountable to the EUIAS
 - employer technical expert must not have been involved in the learning or training of the apprentice and cannot guide the apprentice in any way
 - will take place in either the workplace or a simulated environment that reflects the real working environment appropriate to the task(s) and risk involved, with the

exception of not necessarily being connected to a live gas network

- will be set and agreed by EUIAS, taking account of workplace considerations via discussions and meetings with the apprentice's employer
- may have a number of elements, but all tasks will be of equal size and complexity for each option
- must be conducted under the supervision of a technical expert from the apprentice's employer on a one-to-one basis to maintain quality and rigour
- may include breaks to allow the apprentice to move from one location to another and breaks in line with working time regulations which must at all times be supervised by an invigilator
- written Instructions must be given to the apprentice by the employer technical expert who must also brief the apprentice at the beginning of the task as per EUIAS guidelines and is not allowed to discuss the task with the apprentice before, during or after the practical task

Method 2 - Technical Interview, underpinned by the logbook

- The technical interview is underpinned by the logbook. Apprentice must draw their responses from evidence in their logbook to provide supporting evidence, although the logbook evidence will not be directly assessed
- The logbook must be submitted within one-week of the practical task completion and contain the employer technical expert's factual account as a witness testimony of the practical task that was completed by the apprentice during the EPA period
- The technical interview must last 2-hours +/-10% and must be conducted in two sessions, each lasting one-hour +/-10%, with a 15-20-minute break between each session
 - Part 1 is based on the practical task (post gateway evidence)
 - Part 2 is based on the logbook (on-programme evidence)
- An independent assessor will conduct the interview with an apprentice, in the presence of a technical expert from the apprentice's employer. The technical expert must be approved by the EUIAS. The technical expert's role is to provide context for the independent assessor with clarifications around specific company policies and

procedures only and may be the same person that observed the practical task. The technical expert **must not** provide information on behalf of the apprentice, ask the apprentice questions, or influence the apprentice in any way. The technical expert must not amplify or clarify points made by the apprentice. The interview must be conducted in the following manner:

- **Session 1** of the interview will only focus on the practical task (post gateway evidence) and the independent assessor will refer to the factual account written up by the technical expert and this will be assessed indirectly. The independent assessor **must ask 10 open questions** relating to the practical task to confirm authenticity of the work and assess underpinning knowledge, skills and behaviours relating to the task
- **Session 2** will only focus on the on-programme (pre-gateway) evidence in the logbook and the independent assessor must ask 10 questions relating to this evidence
- Within both sessions, further follow-up questions are allowed to probe further into the detail in order to satisfy the independent assessor of the depth of competence the apprentice has achieved. A greater depth of understanding will lead to higher grading of the apprentice
- The technical interview must be recorded and documented by the independent assessor
- The EPA judgements lies solely with the independent assessor who grades the technical interview

Roles and responsibilities

EUIAS will provide the independent assessor(s) for the technical Interview. The practical task are to be supervised by the employer technical expert(s) who must be approved by the EUIAS and may be recruited from the employer. They must not be or have been involved in the training or line-management of the apprentice.

EUIAS will provide the invigilator (at a cost) or the employer can provide the invigilator in accordance with EUIAS Invigilation guidelines. This will be agreed at the Registration stage (see Section 3).

The employer or training provider will provide the venues for all assessments, including settings for the practical task which must be suitably equipped to allow the apprentice to attempt all aspects of the practical task. The employer or training provider will provide all necessary tools and equipment for the apprentice.

The employer or training provider will adequately prepare apprentices for the end-point assessments.

Retake and resit information

Elements 1 and 2 below can be delivered in any order, however EUIAS recommend beginning with the Knowledge and Skills Assessment. Element 3 **must** always be delivered last:

Element 1: Knowledge and Skills Assessment

Element 2: Practical Task

Element 3: Technical Interview (parts 1 and 2), underpinned by the logbook

The apprentice **must** pass element 1 and undertake the practical task before they can progress onto the next. If the apprentice fails element 1 or 3 the apprentice must, with immediate effect, be withdrawn from the EPA process. The EUIAS will provide feedback to the employer and or training provider and agree an action plan for the apprentice.

The apprentice will only be expected to retake the GNC EPA element that they have failed. The retake **must only** be carried out after one month has elapsed since the first scheduled date of the EPA element. The apprentice **cannot achieve higher than a pass** for the EPA element that they have had to retake.

Overall Grading

The knowledge and skills assessment, and technical interview underpinned by the logbook is marked separately and awarded either a distinction, pass or fail.

The knowledge and skills assessment is based on the percentage score achieved. The grade and mark for the technical interview underpinned by the logbook is based on the number and level of criteria achieved.

The overall grade for the Gas Network Craftsperson Standard is based on the grades in individual components as follows:

Knowledge and Skills Assessment:

Grade	Distinction	Pass	Fail
Grade boundaries	45 – 50 marks	35 – 44 marks	≤ 34 marks

Table 1: Knowledge and skills assessment grading boundaries

Technical Interview, underpinned by the logbook grading combinations:

The independent assessor who conducts the technical interviews, **must** combine the results of both part 1 and part 2 of the interview to determine the overall technical interview grade. A fail in either of the two parts will result in a fail being awarded for the technical interview.

Technical interview part 1 grade	Technical interview part 2 grade	Overall Technical interview grade
Pass	Pass	Pass
Distinction	Pass	Pass
Pass	Distinction	Pass
Distinction	Distinction	Distinction

Table 2: Technical interview grading combinations

EUIAS will combine the grade of the two assessment methods to determine the EPA and final apprenticeship grade. To achieve an EPA and an apprenticeship pass apprentices **must** achieve a pass or distinction in both assessment methods. A fail in any of the assessment methods will result in an overall EPA and apprenticeship fail. **Overall grading for all elements** are shown in table 3 below:

Knowledge and Skills Assessment Grade	Overall Technical Interview Grade	Final EPA grade
Pass	Pass	Pass
Distinction	Pass	Pass
Pass	Distinction	Pass
Distinction	Distinction	Distinction

Table 3: Overall EPA grading combinations