Level 2 End-Point Assessment for Gas Network Operative

EPA Specification Section 4 – The GNO Standard with Amplification and Guidance

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

The Gas Network Operative Standard in detail

The Gas Network Operative consists of:

- Core Knowledge (18 elements)
- Core Skills (28 elements)
- Core Behaviours (8 elements)

The following pages list each of the elements of the standard and additional amplification and guidance from EUIAS on the range and depth expected.

Core Knowledge
Assessed in the Multiple Choice Test
K1 Utility industry structure and regulatory requirements, including the Gas Act and regulatory surveys
K2.ii Health and Safety at Work Act, New Roads and Street Works Act, working at heights, Provision and Use of Work Equipment Regulations (PUWER), Control of Substances Hazardous to Health (COSHH), Lifting Operations Lifting Equipment Regulations (LOLER), first aid, fire safety, asbestos awareness
K3 Environmental regulatory requirements: Environment Protection Act, disposal of waste and recycling
K6 Principles of traffic management and control
K9 Procedures for gas network emergencies

K10 Electrical safety, including equipotential bonding

K11 Emergency services and statutory authorities – local authorities, highway authorities and Environment Agency; who they are, what they do; escalation procedures

K14 Equality & diversity considerations in the workplace

K15 Data – purpose and protection, for example asset records

Assessed in Multiple Choice Test: Amplification and Guidance

Guidance:

The multiple-choice test will cover the core knowledge that is needed to be a competent gas network operative. Teaching of the core knowledge is essential for gas network operatives to be well informed about principles underpinning good operational practice.

Questions will have four options given and one correct answer. Questions will test either direct knowledge or the application of knowledge.

Questions for the test paper will cover the criteria listed for the knowledge assessment. Other knowledge required by a gas network operative will be assessed through the practical skills assessment and interview.

K1 Utility industry structure and regulatory requirements, including the Gas Act and regulatory surveys

- The difference between gas transmission and gas distribution networks
- The role of Gas Distribution Networks (GDNs)

Assessed in Multiple Choice Test: Amplification and Guidance
• The role of Independent Gas Transporters (IGTs) • The role of gas transporters, shippers, suppliers • The role of primary organisations within the Gas Industry (including the Office of Gas and Electricity Markets (Ofgem), Gas Safe, the Institution of Gas Engineers and Managers (IGEM)) • The difference between legislation, regulations, codes of practice • Broad topic areas covered by the Gas Act • Broad topics areas covered by gas legislation and regulations (including the Gas Safety Management Regulations, Gas Safety (Installation & Use) Regulations, Pressure Systems Safety Regulations, Pipelines Safety Regulations) • Provision and installation of an emergency control valve (ECV) • Potential consequence of not complying with legislation or regulations
K2.ii Health and Safety at Work Act, New Roads and Street Works Act, working at heights, Provision and Use of Work Equipment Regulations (PUWER), Control of Substances Hazardous to Health (COSHH), Lifting Operations Lifting Equipment Regulations (LOLER), first aid, fire safety, asbestos awareness • Health and Safety at work Act • New Road and Street Works Act • Working at Height Regulations, risks and safe working practices • Provision and Use of Work Equipment Regulations (PUWER), risks and safe working practices • Control of Substances Hazardous to Health (COSHH) Regulations, risks and safe working practices • Lifting Operations and Lifting Equipment Regulations, risks and safe working practices

Assessed in Multiple Choice Test: Amplification and Guidance
• Noise at Work Regulations, risks and safe working practices • Risk of dust and safe working practices • Risks and safe working practices associated with Manual Handling • Basic emergency first aid principles and practice, including the use of first aid kits • Principles of fire safety, the fire triangle, fire extinguishers and their use, fires on the gas network, risks and safe working practices • Principles of the Control of Asbestos at Work Regulations, risks and safe working practices • Hazards and risks associated with working on the gas network, principles of risk assessment, control and mitigation measures • Correct use of personal protection equipment (PPE) • Safety warning signs and their meaning • Potential consequence of not complying with legislation or regulations
K3 Environmental regulatory requirements: Environment Protection Act, disposal of waste and recycling • Broad topic areas covered by the Environmental Protection Act • Types of pollution on land, water, air • Potential consequences of pollution • Operational practices required to protect the environment • Principles of waste disposal, minimising waste, types of waste, segregation of waste, recycling

Assessed in Multiple Choice Test: Amplification and Guidance
• Potential consequence of not complying with legislation or regulation
K6 Principles of traffic management and control • Safe practices for working on the highway • Requirements of the “Red Book” (Safety at Street Works and Road Works - A Code of Practice)
K9 Procedures for gas network emergencies • Priority of actions on gas escapes • Advice for customers on gas escapes • Controlled and Uncontrolled gas escapes • Requirements for Internal and External gas escapes • Standards to be met for public reported gas escapes • Explosive range for natural gas • Principles of dealing with liquid petroleum gas (LPG) • Principles of dealing with reports of poor pressure • Interpretation of gas readings, lower exposure limit (LEL), Gas in Air (GIA), relationship between LEL and GIA readings • Risks posed by escaping gas and safe working practices • Use of gas detection equipment, principles of use • Practices for undertaking site surveys on the highway, in private land, inside properties • Evacuation and reoccupation criteria • Fires on the gas network

Assessed in Multiple Choice Test: Amplification and Guidance
• Use of breathing apparatus, requirements for use • Use of personal atmosphere monitors, principles of use • Practices for dealing with gas in ducts
K10 Electrical safety, including equipotential bonding • Hazards and risks posed by electricity • Safe working practices for dealing with safe digging practices and cables exposed in the highway • Use of electrical safety equipment, including volt stick, cat and genny, continuity bonds, insulation joints • Safe working practices for cutting metallic and polyethylene (PE) pipework to minimise the risk of sparks • Principles and practices of equipotential bonding
K11 Emergency services and statutory authorities – local authorities, highway authorities and Environment Agency; who they are, what they do; escalation procedures • Highways authorities • Local authorities • Environment Agency, potential sanctions • Health & Safety Executive, potential sanctions • Emergency services (Fire, Ambulance, Police) and interactions on gas emergencies
K14 Equality & diversity considerations in the workplace

Assessed in Multiple Choice Test: Amplification and Guidance
• Meaning of equality, diversity
K15 Data – purpose and protection, for example asset records

Core Knowledge
Assessed in Practical Assessment with questioning
K2.i Health and safety standards, regulations, and practice, including risk assessments and safe systems of work, permits to work, working in confined spaces, personal protective equipment (PPE), manual handling
K4 Principles and processes that underpin the location of gas utility network assets, including health and safety guidance on avoiding damage to **underground** utility services
K5.i Checks and operation requirements for commonly used gas utility network operations equipment and tools, for example utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills
K8 Procedures for the construction, testing, purging, repair commissioning and decommissioning of gas network assets

K12 Communication techniques – written, verbal; customer service techniques

Assessed in Practical Assessment with Questioning: Amplification and Guidance

Guidance:

As well as giving the apprentice the opportunity to demonstrate practical operational skills, the practical assessment will cover the core knowledge that is needed to be a competent gas network operative. The teaching of the core knowledge is essential for the foundation of knowledge for all Gas Network Operatives.

The apprentice will be required to demonstrate underpinning knowledge and understanding through the practical skills assessment, during which operational procedures will be correctly applied to produce work of the required standard. Additional questioning is intended to supplement the practical skills assessment, either to address gaps in knowledge demonstrated or to provide supplementary evidence of knowledge.

Knowledge questions must be limited to the criteria listed for the practical skills assessment. Other knowledge required by a gas network operative will be assessed through the multiple choice test question paper and through the interview.

K2.i Health and safety standards, regulations, and practice, including risk assessments and safe systems of work, permits to work, working in confined spaces, personal protective equipment (PPE), manual handling.

- Identification of hazards and risks associated with a task, identification and implementation of control measures, purpose of a risk assessment
- The purpose of a Permit to Work, understanding of content, need for compliance
- Hazards and risks associated with a confined space, control measures, safe working practices
- Understanding of the purpose and correct use of various items of personal protective equipment, limitations, know not to modify

• Risks and safe working practices for associated with manual handling, ways of minimising risk
K4 Principles and processes that underpin the location of gas utility network assets, including health and safety guidance on avoiding damage to underground utility services • Hazards associated with underground utilities, including cables, pipes, drains, sewers, ducts • Need to avoid damage to underground utilities, potential consequences of damage • Correct operation of plant detection equipment, safe working practices, calibration, limitations • Use of plans, interpretation • Marking of tracings • Actions to take if damage occurs or is identified
K5.i Checks and operation requirements for commonly used gas utility network operations equipment and tools, for example utility location equipment and tools, pneumatic gun, hand, and power tools – power disc cutter, chain saw, drills • Hazards and risks associated with power tools and equipment • Selection and safe use and operation of power tools and equipment, limitations • Requirement for pre-use checks • Requirements for maintenance and calibration • Action to take if faulty equipment is identified

• Action to take if faulty equipment is identified **K8** Procedures for the construction, testing, purging, repair commissioning and decommissioning of gas network assets • Procedures for the construction, testing, purging, commissioning, and decommissioning of gas services (at low pressure and medium pressure), including transfers, mains connection, house entry, service termination, methods of construction (open cut, dead insertion, live insertion, moling), hazards and risks • Procedures for the construction, testing, purging, commissioning, and decommissioning of gas mains (at low pressure and medium pressure), including jointing methods, connections, methods of construction (open cut, dead insertion, live insertion), hazards and risks • Procedures for flow stopping mains at low pressure and medium pressure, including squeeze off, bag stop, hazards and risks
K12 Communication techniques – written, verbal; customer service techniques • Effective means of communications, written, verbal • Requirements for documented records • Effective customer service

Core Knowledge
Assessed in the Interview underpinned by portfolio of evidence
K5. ii Maintenance and storage requirements for commonly used gas utility network operations equipment and tools, for example utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills
K7 Excavation techniques, for example, open cut, moling, vacuum extraction. Trench support for example, proprietary systems, sheeting and mechanical
K13 Reporting channels; limits of authority
K16 Information technology, for example to support an accurate audit trail using electronic equipment including handheld and mobile devices
Assessed in the Interview underpinned by portfolio of evidence: Amplification and Guidance
Guidance: The interview provides the apprentice the opportunity to demonstrate knowledge and understanding which will complement that demonstrated during the multiple choice test and practical skills assessment. The interview will cover the core knowledge that is needed

to be a competent gas network operative, addressing topics that are not likely to have been adequately covered through other means due to practical assessment being undertaken in a simulated environment. The teaching of the core knowledge is essential for the foundation of knowledge for all gas network operatives. The apprentice will be required to demonstrate underpinning knowledge and understanding through the interview process. Interview questions must be limited to the criteria listed for the interview. Other knowledge required by a gas network operative will be assessed through the multiple choice test question paper and through the practical skills assessment.
K5.ii Maintenance and storage requirements for commonly used gas utility network operations equipment and tools, for example utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills • Requirements for equipment to be effectively maintained, importance of calibration • Ways to store tools and equipment safely, and promoting care • Hazards and risks associated with tools and equipment that is not properly maintained or calibrated • Requirement for effective records of tools and equipment
K7 Excavation techniques, for example, open cut, moling, vacuum extraction. Trench support for example, proprietary systems, sheeting and mechanical • Appropriate use of different excavation techniques (e.g. open cut, moiling, vacuum excavation), benefits and downsides • Operational application of different excavation techniques, hazards, and risks

• Risks of excavating different soil types and at increasing depths • Requirements and procedures for the installation and removal of trench support systems, hazards, and risks
K13 Reporting channels; limits of authority • Management and reporting structure, supervision • How to report accident, incidents, near misses • Limits of authority
K16 Information technology, for example to support an accurate audit trail using electronic equipment including handheld and mobile devices • How to receive job or work instructions for service laying, main laying or gas escapes using IT systems • How to provide or update job or work records for service laying, main laying or gas escapes using IT systems • Types of date to be received and reported and their importance • The importance of accurate site and job records • Protecting the security of information • Situations where the use of IT systems and communications methods may not be appropriate • Awareness of Business Continuity Management (BCM) processes to use if IT systems fail

Core Skills
Assessed in Practical Assessment with Questioning: Amplification and Guidance
S1 Identify hazards and implement controls to reduce risks
S2 Interpret work instructions, engineering instructions and determine actions
S3 Identify and organise resources to undertake activities
S4 Comply with workplace health, safety & environmental policy, and practice, including use of Personal Protective Equipment (PPE) and safety equipment
S5 Set out signing, lighting, and guarding
S6 Excavate holes for gas utility network services
S7 Monitor and maintain site conditions, including good housekeeping
S8 Identify, locate, and avoid utility supply apparatus and sub-structures
S9.i Check and operate equipment and tools; report faults if required

Core Skills
Assessed in Practical Assessment with Questioning: Amplification and Guidance
S10 Communicate with colleagues and or stakeholders, for example, statutory agencies and members of the public, customers
S11 Use breathing apparatus
S15 Construct new and replacement gas services to internal and external service termination positions using a range of techniques
S16 Carry out squeeze off activities on gas services (low and medium pressure)
S17 Construct new and replacement gas mains using a range of techniques
S18 Carry out flow stopping on gas mains by use of squeeze off and bag stop
S19 Disconnect gas meters
S20 Repair gas assets including valves and fittings using a range of techniques
S21 Join materials by electro-fusion

Core Skills
Assessed in Practical Assessment with Questioning: Amplification and Guidance
S22 Join materials by butt fusion processes
S23 Exchange emergency control valve
S24 Test gas network assets at low and medium pressure
S25 Purge, commission and decommission gas network assets
S26 Apply gas network emergency procedures, including the analysis of gas readings
S27 Apply water extraction techniques for gas mains and services
Core Skills
Assessed in the Interview Underpinned by Portfolio of Evidence
S9.ii Maintain and store equipment and tools

Core Skills
Assessed in Practical Assessment with Questioning: Amplification and Guidance
S12 Use gas detection equipment
S13 Carry out trench installation for example, sheeting, lightweight and proprietary systems
S14 Record information, for example job reports, time sheets

Core Skills
Assessed in Interview Underpinned by Portfolio of Evidence: Amplification and Guidance
Guidance: The practical assessment will cover the core skills that are needed to be a competent gas network operative. The teaching and application of the core skills is essential for the foundation of skills needed for all gas network operatives.

The practical assessment will require the application of knowledge and the demonstration of practical skills in a safe and logical manner and in accordance with relevant procedures. Assessments will cover each the topic areas of Service laying, Main laying and Emergency & Repair. Assessments will be undertaken in simulated environments (e.g. a workshop) rather than on site, with activities being as realistic as possible.
S1 Identify hazards and implement controls to reduce risks • Undertake a risk assessment of the task and implement control measures
S2 Interpret work instructions, engineering instructions and determine actions • Identify applicable work instructions and engineering instructions • Identify the applicable procedures to follow • Decide how to carry out the practical task
S3 Identify and organise resources to undertake activities • Identify and obtain the tools and equipment required for the task • Identify and obtain the materials required for the task • Prepare tools, equipment and materials for use

S4 Comply with workplace health, safety & environmental policy, and practice, including use of Personal Protective Equipment (PPE) and safety equipment • Wear PPE appropriate for the task • Demonstrate the correct use of PPE • Apply safe working practices, including the safety of self and others • Demonstrate care for the environment • Demonstrate the correct use of safety equipment, including volt stick, breathing apparatus, personal atmosphere monitor
S5 Set out signing, lighting, and guarding • Set out signing, lighting, and guarding appropriate for the task in accordance with the Red Book
S6 Excavate holes for gas utility network services • Select appropriate tooling • Use safe excavating practices • Appropriately segregate excavated material • Appropriately store and protect excavated material

S7 Monitor and maintain site conditions, including good housekeeping • Organise and maintain the site in a safe and tidy manner • Put away tools and equipment when not in use • Collect and safely dispose of any waste produced
S8 Identify, locate, and avoid utility supply apparatus and sub-structures • Demonstrate the use and understanding of utility plans • Undertake a comprehensive site survey with plant location equipment • Mark any indications traced
S9.i Check and operate equipment and tools; report faults if required • Undertake appropriate pre-use checks on tools and equipment to ensure fitness for purpose • Identify any faulty equipment • Apply appropriate procedures for the reporting of faulty equipment • Correctly use items of tools and equipment, demonstrating safe working practices
S10 Communicate with colleagues and or stakeholders, for example, statutory agencies and members of the public, customers

• Communicate effectively with others, as required by the task • Demonstrate polite and courteous interaction with others whilst being clear and concise about the message given. • Confirm the understanding of others about any message given. • Demonstrate good customer service
S11 Use breathing apparatus • Correctly prepare breathing apparatus prior ready for use • Correctly apply and test breathing apparatus • Demonstrate the use of breathing apparatus whilst undertaking a task • Remove breathing apparatus after use, clean and store
S15 Construct new and replacement gas services to internal and external service termination positions using a range of techniques • Check PE pipe for damage prior to use • Demonstrate the correct installation of new and replacement service pipework through a range of techniques (eg open cut, dead insertion, live insertion, moling) • Demonstrate the drilling and tapping of a metallic main

• Demonstrate the connection of a service to a metallic main • Demonstrate the fusion of a top tee to a PE main through the correct use of equipment • Demonstrate the connection of a service to a PE main through the correct use of equipment • Ensure that electrofusion joints have been successful • Demonstrate the connection of service pipework to internal and external meter positions • Demonstrate the correct termination of a service through the installation and labelling of the ECV
S16 Carry out squeeze off activities on gas services (low and medium pressure) • Demonstrate the squeeze-off of a low pressure service • Demonstrate the squeeze-off of a medium pressure service
S17 Construct new and replacement gas mains using a range of techniques • Check PE pipe for damage prior to use • Demonstrate the correct installation of new and replacement mains pipework through a range of techniques (eg open cut, dead insertion, live insertion) • Undertake a branch connection of a PE main to another PE main

• Undertake a branch connection of a PE main to a metallic main • Connect a PE main to a metallic flange
S18 Carry out flow stopping on gas mains by use of squeeze off and bag stop • Correctly apply squeeze-off equipment on a low pressure PE main, with bypass and pressure points • Undertake a flowstopping operation using squeeze-off, applying correct sequences and in accordance with procedures • Correctly remove squeeze-off equipment • Undertake appropriate checks of bagstop equipment • Correctly install bagstop equipment on a low pressure metallic main, with bypass and pressure points • Undertake a flowstopping operation using bagstop, applying correct sequences and in accordance with procedures • Correctly remove bagstop equipment and plug holes in main
S19 Disconnect gas meters • Correctly apply procedures for the disconnection of a meter, applying safe working practices • Demonstrate care for the removed meter
S20 Repair gas assets including valves and fittings using a range of techniques

• Apply safe working practices when working with escaping gas • Apply a temporary repair to a leaking gas service • Replace a section of damaged PE service pipe • Undertake the repair of a leaking lead yarn joint on allow pressure main • Undertake the repair of a bolted or flanged joint on a metallic main • Apply a repair clamp to a metallic main • Apply a temporary repair to a fitting on a metallic main • Remove and replace a leaking metallic fitting on a main • Demonstrate understanding of how a leaking valve may be repaired
S21 Join materials by electro-fusion • Prepare pipes for jointing by electrofusion • Demonstrate mains jointing by electrofusion using appropriate equipment • Ensure that electrofusion joints have been successful
S22 Join materials by butt fusion processes

• Prepare pipes for jointing by butt fusion • Demonstrate mains jointing by butt fusion using appropriate equipment • Carry out checks to ensure the quality of butt fused joints
S23 Exchange emergency control valve • Correctly apply procedures for the exchange of an emergency control valve, applying safe working practices
S24 Test gas network assets at low and medium pressure • Demonstrate safe working practices when applying pressure tests • Correctly apply a pressure test to a new low pressure service and make appropriate records • Correctly apply a pressure test to a new medium pressure service and make appropriate records • Correctly apply a pressure test to a new low pressure main and make appropriate records • Correctly apply a pressure test to a new medium pressure main and make appropriate records
S25 Purge, commission and decommission gas network assets • Demonstrate procedures to purge a service to gas • Demonstrate procedures to directly purge a main to gas

• Demonstrate procedures to decommission a service, purging from air to gas • Demonstrate procedures to decommission a main, directly purging from air to gas
S26 Apply gas network emergency procedures, including the analysis of gas readings • Apply procedures following a public reported gas escape • Prioritise actions on site • Undertake a site survey in accordance with procedures to identify the source of an escape. • Undertake checks inside and outside of properties • Apply evacuation criteria as appropriate • Make appropriate records of the site search inside and outside of properties
S27 Apply water extraction techniques for gas mains and services • Demonstrate correct use of equipment to extract water from a service • Demonstrate correct use of equipment to extract water from a main • Check gas supplies to adjacent properties • Demonstrate correct disposal of water extracted

Core Behaviours
Assessed in Practical Assessment with Questioning
B1 Prioritises health, safety and environment when undertaking work to safeguard life and property
B4 Professional, for example punctual, trustworthy, polite, courteous, presentable, maintains security of business specific and personal data, takes account of equality and diversity in interactions
B5 Self-motivated, for example manages own time effectively, takes responsibility to complete the job
B6 Pride in work, for example works to agreed quality targets and standards

Assessed in Interview Underpinned by Portfolio of Evidence
B2 Adaptable, for example willing to accept changing priorities and working requirements

Assessed in Interview Underpinned by Portfolio of Evidence
B3 Team player, for example keeps others informed, recognises personal and professional limitations, and seeks advice when necessary
B7 Customer focus, for example keeps customers informed
B8 Committed to continued professional development

Core Behaviours
Assessed in Practical Assessment with Questioning: Amplification and Guidance
B1 Prioritises health, safety and environment when undertaking work to safeguard life and property • Demonstrates the application of knowledge to promote safety, health and care for the environment • Demonstrates the need to safeguard life and property when undertaking operations, particularly when attending gas escapes
B4 Professional, for example punctual, trustworthy, polite, courteous, presentable, maintains security of business specific and personal data, takes account of equality and diversity in interactions

• Demonstrate professionalism when undertaking operations and when representing the Company • Demonstrate understanding of the need to be punctual, trustworthy, polite, courteous, presentable • Demonstrate understanding of the need to maintain the security of business specific and personal data • Demonstrate understanding of equality and diversity in interactions with others
B5 Self-motivated, for example manages own time effectively, takes responsibility to complete the job • Demonstrate self-motivation when undertaking work • Demonstrate the effective use of own time • Take responsibility for work undertaken on site
B6 Pride in work, for example works to agreed quality targets and standards • Demonstrate pride in own work • Demonstrate understanding of the need to work to quality standards • Demonstrate understanding of the need to work to agreed targets

Core Behaviours
Assessed in Interview Underpinned by the Portfolio: Amplification and Guidance
B2 Adaptable, for example willing to accept changing priorities and working requirements • Recognise when changing conditions can impact on site operations
B3 Team player, for example keeps others informed, recognises personal and professional limitations, and seeks advice when necessary • Recognise the benefits of teamwork • Recognise and acknowledge personal limitations and limits of authority • Recognise the need to seek advice from others when necessary
B7 Customer focus, for example keeps customers informed • Demonstrate effective interaction with customers, recognising customers' needs • Agree with customers the work to be undertaken and then carry out work as agreed

• Recognise the need to keep customers informed of progress
B8 Committed to continued professional development • Demonstrate the need for continued professional development to remain competent in the job role • Recognise ways in which continued professional development can be achieved

Level 2 End-Point Assessment for Gas Network Operative

EPA Specification Section 5 – Assessment

- Assessment summary
- Retake and resit information
- Overall grading
    - 5.1 Multiple Choice Test
    - 5.2 Practical Assessment with questioning
    - 5.3 The Interview underpinned by portfolio of evidence

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Help Desk telephone: 0121 713 8310

Assessment Summary

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

Multiple Choice Test

- The test ensures that the apprentice has acquired the underpinning knowledge to enable them to perform their role. The test consists of 40 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. The multiple choice test must be taken in the presence of an invigilator, under examination conditions

- The multiple choice test must be taken in the presence of an invigilator, under examination conditions. The invigilator may be the independent assessor, or another external person approved by the EUIAS. The invigilator must have no direct connection or conflict of interest with the apprentice, their employer or training provider, in all instances

Practical Assessment with questioning

- This is a skills-based practical exercise which will take 11 – 12 hours. The exact duration will be similar to the time expected for a competent Gas Network Operative to complete a similar task. The task will be a set task or a series of set tasks. The practical task will take place in either the workplace or a simulated environment that reflects the real working environment appropriate to the task(s). The practical task will be set and agreed by EUIAS, taking account of workplace considerations via discussions and meetings with the apprentice's employer. During the test the independent assessor can question the apprentice to ascertain the depth and breadth of their underpinning knowledge

Interview underpinned by portfolio of evidence

- This is a face-to-face professional interview underpinned by portfolio of evidence which the EUIAS recommend takes place after successful completion of the multiple choice test and practical assessment with questioning. The interview will be recorded using the relevant technology such as Microsoft Teams or a recording audio and must be submitted to the EUIAS via the Service Delivery team
- The apprentice can refer to and illustrate their answers with evidence from their portfolio, however the portfolio evidence will not be directly assessed
- The apprentices will be expected to understand and use relevant occupational language that would be typical of a competent gas network operative
- The portfolio must be submitted within three-weeks of the practical assessment completion
- The independent assessor will ask a minimum of nine open questions and follow up with additional questions to seek clarification
- The interview must last 45 minutes. The independent assessor has the discretion to increase the

time of the interview by up to 10%, to allow the apprentice to complete their last answer

- The independent assessor will holistically assess the interview underpinned by the portfolio using the grading criteria for this assessment. A report will be completed which will include all grading decisions made by the independent assessor. The report must be submitted to EUIAS within 3 days of the interview

Roles and responsibilities

EUIAS will provide independent assessors.

The multiple choice test must be taken in the presence of an invigilator, under examination conditions. The invigilator may be the independent assessor, or another external person approved by the EUIAS. The invigilator must have no direct connection or conflict of interest with the apprentice, their employer or training provider, in all instances. 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 assessment with questioning which must be suitably equipped to allow the apprentice to attempt all aspects of the practical assessment with questioning. 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 and will ensure the practical assessment evidence for each apprentice is submitted to EUIAS prior to end-point assessment at an agreed date.

Retake and resit information

Apprentices who fail one or more assessment method will be offered the opportunity to take a re-sit or a re-take. A re-sit does not require further learning, whereas a re-take does.

Apprentices should have a supportive action plan to prepare for the re-sit or a re-take. The apprentice's employer will need to agree that either a re-sit or re-take is an appropriate course of action.

An apprentice who fails an assessment method, and therefore the EPA in the first instance, will be required to re-sit any failed assessment methods only.

Re-sits and or re-takes must be taken and passed within three-months of the fail notification, otherwise the entire EPA must be re-taken, unless in the opinion of the EUIAS exceptional circumstances apply outside the control of the apprentice or their employer.

There are no restrictions on overall EPA grading where apprentices need to re-sit and/or re-take the multiple-choice test or interview underpinned by portfolio but do not need to re-sit and/or retake the practical assessment with questioning. That means, apprentices can still get an overall distinction if they achieved a distinction in their practical assessment with questioning on first attempt even if they need to re-sit or re-take one of the other assessment methods. Apprentices who need to re-sit and/or re-take the practical assessment with questioning will only be able to achieve a pass for this assessment method and thus will only be able to achieve an overall EPA pass, subject to gaining a pass in the other two assessment methods.

Re-sits and re-takes are **not** offered to apprentices wishing to move from a pass to a distinction grade.

If the apprentice fails an element the EUIAS will provide feedback to the employer and or training provider and agree an action plan for the apprentice.

Overall Grading

Each assessment method is marked separately and awarded either a fail, pass or distinction.

The multiple choice test grade is based on the percentage score achieved. The grade and mark for both the practical assessment and the interview is based on the number and level of criteria achieved.

Assessment method 1 – Practical assessment with questioning	Assessment method 2 – Interview underpinned by portfolio of evidence	Assessment method 3 – Multiple-choice test	Overall grading
Fail	Any grade	Any grade	Fail
Any grade	Fail	Any grade	Fail
Any grade	Any grade	Fail	Fail
Pass	Pass	Pass	Pass
Distinction	Pass	Pass	Distinction

Any grade = fail, pass or distinction