

Electrical Power Networks Engineer –Planning Engineer

Practical Assessment Review Form

Introduction

The purpose of the 'Practical Assessment Review Form', is to provide support in ensuring that the practical task proposed for the apprentice is sufficiently complex to allow the apprentice to demonstrate the widest range of knowledge, skills and behaviours against the mandatory elements of the Electrical Power Networks Engineer (EPNE) Assessment Plan.

Details of the mandatory elements are included in Section 4 of the EPNE EPA Specification.

Each Apprenticeship Standard and Assessment Plan details the content, form, and nature of the components of end-point assessment (EPA). The practical task will be set by EUIAS with the employer, taking account of workplace considerations in discussions 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.

The employer must ensure that the practical task is developed to allow the independent industry technical expert to observe the Planning Engineer being observed preparing and communicating work plans that take into account all resource requirements and their associated skills, other network considerations and demonstrating how they achieve outcome targets.

The employer technical expert **must** complete and submit the 'Practical Assessment Review Form', to the EUIAS Service Delivery Team for approval 3 months before the start of the end-point assessment. The form should be accompanied by photographs and or video of the plant/equipment/network areas, including practical task and brief(s) which the apprentice will be working on.

The EUIAS approval process will be conducted by an independent examiner who will review the 'Practical Assessment Review Form', which will include information in relation to the workplace and or simulated environment appropriate to the practical task including the practical task, brief(s), plant/equipment including the network areas and site to ensure the assessment is fit for purpose. The outcomes will be recorded in this form and used to communicate with the employer to advise of all approval outcomes. The EUIAS will ensure this form is available for Internal Quality Assurance. The outcomes will be shared with the employer technical expert no later than 5 working days following the review. Where remedial action is required by the employer and or training provider the form will be accompanied by a notice to improve which will include those aspects that were of concern and a deadline for receipt of an appropriate remedial action plan. The employer or training provider **must not** conduct the practical task or use the

brief(s), plant/equipment/network areas, site for the practical task until a final approval confirmation has been received from the EUIAS.

Please be aware:

- Practical task review does not guarantee that the apprentice will pass the practical task
- No health and safety risk assessment has been carried out by EUIAS
- EUIAS review does not remove any of the provider's obligations to ensure full coverage of the standard, and full compliance with relevant legislation
- EUIAS review is based only on information supplied and is not a guarantee that the task and plant/equipment on the day of the practical will be sufficient for an EPA practical task
- The information provided in this Practical Assessment Review Form must not be shared with the apprentice

[Please turn to the next page for the Practical Assessment Review Form]

Level 4 EPNE Practical Assessment Review Form

Return completed form to enquiries@euias.co.uk

Employer name and site address	
Training provider (if applicable) name and site address	
Standard	Electrical Power Networks Engineer
Pathway	Planning Engineer
Level	4
Practical Task Brief(s) Titles	
Name of site to be approved	
Contact Details: Employer technical expert full name, email address and contact number overseeing the setup of the practical task (documents and site)	
Date of review	

Practical Task Assessment Criteria	Evidence Sampled
<p>Please complete one form per apprentice:</p> <ul style="list-style-type: none"> Covering the aspects of network reinforcement plans that include making plant and equipment proposals as well as including the plan information in regulatory terms to cover the depth and breadth of the criteria Explain in detail how you plan to meet the knowledge, skills, behaviours and specific skills required in the task(s) for the practical observation. <p>Please answer all questions concisely and thoroughly, and provide accurate details to the questions listed below:</p>	
Description of the practical task including the purpose for which this task is to be used for (i.e., List the specific tasks to be undertaken).	
Are the operations to be conducted in a real working live environment?	
Will the practical allow the assessor to observe the apprentice developing aspects of network reinforcement plans that include making plant and equipment proposals as well as including the plan information in regulatory returns?	
Is the practical task to be conducted in the workplace appropriate to the task(s) and are there any risks involved?	
Provide a description of the proposed practical task(s) for preparing and communicating work plans that take into account all resource requirements and their associated skills, other network considerations and demonstrating how they achieve their outcome targets. Or Attach the proposed planned practical task(s) document.	
Does the practical task(s) have a number of elements, if yes how many?	
Do the practical task elements meet the requirements of the Assessment Plan Annex A the Specification Section 5?	
Do the practical task(s) include separate briefs? If yes, please attach and send them to the EUIAS with this form.	

Does the practical task(s) meet the core selected technical knowledge (CTK6; CTK9) as specified in Section 2 of the Specification?	
Does the practical task(s) meet the core selected core skills (CS1; CS2; CS4; CS8; CS11) as specified in Section 2 of the Specification?	
Does the practical task(s) meet ALL the behaviours (B1; B3; B4; B5) as specified in Section 2 of the Specification?	
Does the practical task(s) meet the Specific Skills for the Planning Engineer (SS2; SS5) as specified in Section 2 of the Specification?	
Provide details of the plant, equipment and networks that is to be used	
Provide site-specific details including access and or induction arrangements	
Will the technical experts require PPE?	
Will the apprentice require PPE?	

Remember: the specific detail of the tasks to be undertaken should be kept confidential from the apprentices, and you will require differing tasks where you have more than one apprentice to be assessed so that each apprentice cannot predict which task they will be given.

Practical Task, Photographic and or Video Evidence

Practical Task Scenario

Details of the practical task scenario including the purpose for which this scenario task is to be used for or state if the task is included for submission.

Practical Task per scenario

Details – List the specific tasks to be undertaken in the above scenario or state if the brief(s) are included for submission.

Photographs and or Videos

Photograph and or Video 1: Insert Title –

Insert photograph

Photograph and or Video 2: Insert Title –

Insert photograph

Photograph and or Video 3: Insert Title -

Insert photograph

Photograph and or Video 4: Insert Title -

Insert photograph

Photograph and or Video 5: Insert Title -

Insert photograph



Photograph and or Video 6: Insert Title -

Insert photograph

Please add more rows as required

EUIAS Office use only

Notice to improve including remedial action(s)	
Practical task scenario(s) approved	
Practical brief(s) approved	
Workplace approved	
Realistic work situation on a live electrical network environment approved	