



ENERGY &  
UTILITY SKILLS

Skills for a greener world

EUIAS Level 2 End-point Assessment for Water Network  
Operative  
(Clean Water Network Operative; Waste Water Network  
Operative)

## Supporting Documents

QAN 610/0213/6

# Supporting Documents for

## EUIAS Level 2 End-point Assessment for Water Network Operative

(Clean water network operative; Waste water network operative)

**QAN 610/0213/6**

Appendix A: Glossary .....	4
Appendix B: Gateway Eligibility Form .....	5
Appendix C: Practice Multiple-choice Tests .....	8
Appendix D - Portfolio Mapping Document .....	36
Appendix E: Observation with Questions Planning Form .....	44
Appendix F: Practice Observation with Questions Template .....	51
Appendix G: Practice Interview Template .....	83

## Updates to the supporting documents

Since the first publication of the EUIAS Water Network Operative Supporting Documents – Clean water network operative; Waste water network operative, the following updates have been made.

Version	Date first published	Section updated	Page(s)
V1.0	September 2023	First published	All

## Appendix A: Glossary

**Amplification** – provides more detail on how individual knowledge, skills or behaviours statements should be interpreted. Where the KSB statements, themselves are deemed self-explanatory, no amplification is provided. Assessment may include questions on anything identified in the amplification

**Behaviours (as part of KSBs)** – specific mindsets, attitudes or approaches identified as part of the apprenticeship standard that must be evidenced during end-point assessment

**Elements** – are the knowledge, skills and behaviours and what is needed to competently undertake the duties required for an occupational standard

**Gateway** - the stage of the apprenticeship where the apprentice, employer and training provider determine whether the apprentice is ready to undertake end-point assessment

**Guidance** – is only provided where it is required to support interpretation of the KSB statements

**Knowledge (as part of KSBs)** – specific information, technical detail, and ‘know-how’ identified as part of the apprenticeship standard that must be evidenced during end-point assessment

**Pathways** – a specialist route within an apprenticeship standard that builds on the occupational competence for a new entrant to the occupation

**Skills (as part of KSBs)** – the practical application of knowledge identified as part of the apprenticeship standard that must be evidenced during end-point assessment

**Standard** – An occupational standard is a description of an occupation. It contains occupational profile, and describes KSBs needed for someone to be competent in the occupation’s duties. Occupational standards are developed by employers for occupations that meet the Institute for Apprenticeships and Technical Education current occupation criteria

**Topic** - is a collection of elements grouped into a theme e.g. Health and Safety

## Appendix B: Gateway Eligibility Form

(Standard Version: ST0878 version 1.1)

Apprentice's name:	Apprentice's job title:
Name of Employer:	Name of Training provider:
Employer representatives present:	Training provider representatives present:
Apprenticeship start date:	Apprenticeship on-programme end date:
Gateway meeting date:	
Has the apprentice taken any part of the end-point assessment for this apprenticeship standard with any other End Point Assessment Organisation?	Y / N
If "Yes" please give details:	

### Apprentice's details

Eligibility requirements:

The apprentice must confirm their achievement of the following:

Eligibility requirement	Achieved by the apprentice? Y/N	Evidence (Scans of certificates MUST be included)
Achieved Level 1 English or higher		
Achieved Level 1 Maths or higher		
Satisfactory completion of the formal training plan agreed with apprentice by the employer		
Compiled and submitted a competent portfolio of evidence on which the interview will be based		

## Gateway Eligibility Declaration

The apprentice, the employer and the training provider must sign this form to confirm that they understand and agree to the following:

1. The apprentice has completed the required on-programme elements of the apprenticeship and is ready for end-point assessment with EUIAS.
2. EUIAS has been informed about any reasonable adjustment and/or special considerations requests.
3. The apprentice will only submit their own work as part of end-point assessment.
4. All parties agree that end-point assessment evidence may be recorded and stored by EUIAS for quality assurance purposes.
5. The apprentice has been on-programme for a minimum duration of 365 days.
6. The apprentice has achieved English and maths Level 1 or higher as detailed in this document.
7. The apprentice satisfactorily completed a formal training plan agreed by the employer.
8. The apprentice has compiled and submitted a competent work log of evidence, on which the interview will be based.
9. The apprentice, if successful, gives permission for EUIAS to request the apprenticeship certificate from the ESFA who issue the certificate on behalf of the Secretary of State.
10. The apprentice has been directed to the EUIAS Appeals Policy and Complaints Policy.
11. The employer/training provider has given the EUIAS at least three months' notice of requesting this EPA for this apprentice.
12. If the Gateway Eligibility Report is not completed in full, meeting all requirements, and submitted to EUIAS, the end-point assessment cannot take place.



Signed on behalf of the employer (print name):	Signature:	Date:
Signed on behalf of the training provider (print name):	Signature:	Date:
Apprentice's name (print):	Signature:	Date:
EUIAS use only:		
EUIAS Sign off:		
Comments/actions:		

## Appendix C: Practice Multiple-choice Tests



## Level: 3

### Water Network Operative

### Pathway: Clean Water

### Paper Code: SAMPLE PRACTICE PAPER

This sample test consists of 30 questions. The live test has 40 questions.

The Pass grade is 70%.

The duration of this examination is 45 minutes. The live test has a duration of 60 minutes.

You must use a pencil to complete the answer sheet - pens must NOT be used.

When completed, please leave the examination answer sheet and question paper on the desk.

For this paper the use of a scientific calculator (non-programmable) is permitted.

For each question, fill in ONE answer ONLY.

If you make a mistake, ensure you erase it thoroughly.

You must mark your choice of answer by shading in ONE answer circle only. Please mark each choice like this:

1 ☐ A ☐ B ☐ C ☒ D **ANSWER COMPLETED CORRECTLY**

**Examples of how NOT to mark your examination answer sheet. These will not be recorded.**

1 ☐ A ☐ B ☐ C ☐ D **DO NOT** partially shade the answer circle  
**ANSWER COMPLETED INCORRECTLY**

1 ☐ A ☐ B ☒ C ☒ D **DO NOT** use ticks or crosses  
**ANSWER COMPLETED INCORRECTLY**

1 ☐ A ☐ B ☐ C ☐ D **DO NOT** use circles  
**ANSWER COMPLETED INCORRECTLY**

1 ☐ A ☐ B ☐ C ☐ D **DO NOT** shade over more than one answer circle  
**ANSWER COMPLETED INCORRECTLY**

You may use this page for rough work This page must not be removed.

### Question 1

An operative is working on a new housing development laying a clean water main. The site receives a visit from the Health and Safety Executive who instructs that the entire site has been issued with a **prohibition notice**.

This means the operative:

#### Possible answers

a)	can carry on working because it is nothing to do with them
b)	is not allowed to use any power tools
c)	must contact the supervisor for permission to continue work
d)	must stop work because the site is unsafe

### Question 2

The Health and Safety Executive publication HSG47 (Third edition) published 2014 gives guidance on:

#### Possible answers

a)	avoiding danger from underground services
b)	avoiding working excessive hours
c)	avoiding working in public highways
d)	avoiding working at weekends

### Question 3

When working at height, the safest way to transfer waste materials to ground level is:

#### Possible answers

a)	through a waste chute directly into a skip
b)	to erect barriers around the area where the waste will land
c)	bag up the waste before dropping it into a safety net
d)	ensure the area below is clear of people before lowering the waste

**Question 4**

Whilst digging an open cutting for a new main lay an operative finds a run of coloured marker tape. The coloured tape means:

**Possible answers**

a)	the soil is contaminated, and the operative must wear respiratory protective equipment (RPE)
b)	there is a buried service and further excavation must be carried out with care
c)	there are buried human remains and the operative must tell their supervisor
d)	the excavation is unstable and now requires side supports

**Question 5**

In the workplace a hazard is defined as something that:

**Possible answers**

a)	has a high chance of causing harm to a person
b)	is a danger that cannot be eliminated
c)	is clearly marked as dangerous by the employer
d)	has the potential to cause harm to a person

**Question 6**

An operative is in a deep trench. A lorry backs up to the trench and the engine is left running. What should the operative do?

**Possible answers**

a)	Test the air with a toxic gas meter
b)	Put on a full-face visor
c)	Get out of the trench immediately
d)	Sit down in the trench

### Question 7

Working at height is any activity in which:

#### Possible answers

a)	work takes place at more than 2.5 metres above ground level
b)	a person could fall greater than 2.5 metres
c)	work takes place in a position above the ground
d)	a person could fall a distance liable to cause personal injury

### Question 8

Which legislation requires water companies to supply 'wholesome' water to customers?

#### Possible answers

a)	Environmental Protection Act 1990
b)	The Water Supply (Water Quality) Regulations 2018
c)	Water Act 2014
d)	Health and Safety at Work Act 1974

### Question 9

The Environmental Protection Act 1990 places a 'duty of care' relating to waste which requires organisations to take responsibility for waste:

#### Possible answers

a)	stored on site, being transported from the site and final disposal
b)	while it is being transported to and from site only
c)	stored on site and being transported away from site
d)	until it leaves their site

**Question 10**

After carrying out a repair to a water main an operative flushes the main several times with chlorinated water using sodium hypochlorite solution. The water must be dechlorinated before it is discharged into a water course.

Which chemical would be used to dechlorinate the water?

**Possible answers**

a)	Sodium hypochlorite
b)	Potassium permanganate
c)	Caustic soda
d)	Sodium thiosulphate

**Question 11**

What is the minimum flowrate that is expected by OFWAT at the customers tap?

**Possible answers**

a)	9 litres/minute
b)	9 Megalitres/minute
c)	90 litres/minute
d)	9 gallons/minute

**Question 12**

At what point does the responsibility for a water supply change from the provider to the customer?

**Possible answers**

a)	At the boundary of the property
b)	At the stop tap in the property
c)	In the kitchen of the property
d)	In the bathroom of the property

**Question 13**

An operative needs to dispose of diesel that has leaked into a bund underneath a portable generator.

What should the operative do?

**Possible answers**

a)	Pour it into a sealed container and put it in a general waste skip
b)	Ask their supervisor or environmental advisor how to get rid of it
c)	Pour it slowly onto the ground and let it soak away
d)	Get permission to pour it down a drain in the welfare facilities

**Question 14**

The main purpose of traffic management and control is to:

**Possible answers**

a)	keep the traffic flowing by minimising any delays
b)	ensure drivers are not inconvenienced
c)	ensure all workers and highway users are kept safe
d)	ensure that lighting, signage and guarding meets the standards

**Question 15**

What are Chapter 8 Regulations?

**Possible answers**

a)	Regulations that are intended to help operatives safely carry out confined space entry
b)	Part of the NRSWA regulations relating to the visibility of vehicles
c)	Codes of practice relating to the safe clean-up of sewer flooding
d)	A code of practice intended to help operatives safely carry out netting operations on the public sewer

**Question 16**

When setting out cones on the public highway an operative should always:

**Possible answers**

a)	face towards the oncoming traffic
b)	face away from oncoming traffic
c)	wear their full-face visor
d)	activate their lone worker device

**Question 17**

The Environment Agency (EA) has a number of important roles to undertake. Which ONE of the roles identified below is **NOT** the responsibility of the EA?

**Possible answers**

a)	Investigate taste and odour complaints and discoloured water incidents
b)	Manage the licenses for water abstraction and compensation discharges
c)	Regulate discharges to the environment
d)	Investigate environmental incidents and prosecute water companies for non-compliance

**Question 18**

In England, who is responsible for road drains?

**Possible answers**

a)	The water company
b)	The highway authorities
c)	The local council
d)	The Environment Agency



**Question 19**

Which ONE of the following roles is **NOT** part of the Consumer Council for Water's (CCWater) responsibility?

**Possible answers**

a)	Management of the customer measure of experience (C-MeX) programme
b)	Investigating customer's complaints if they have tried and failed to resolve issues with their water companies
c)	Making sure that the consumers' collective voice is heard in national water debate
d)	Providing a national voice for consumers of water and wastewater service consumers in England and Wales

**Question 20**

Which ONE of the following organisations is **NOT** considered a regulator for English and Welsh water companies?

**Possible answers**

a)	Environment Agency (EA)
b)	The Water Services Regulation Authority (OFWAT)
c)	Consumer Council for Water's (CCWater)
d)	Drinking Water Inspectorate (DWI)

**Question 21**

Who is responsible for enforcing the Water Fittings Regulations and Byelaws?

**Possible answers**

a)	The Water Regulations Advisory Scheme (WRAS)
b)	The police
c)	The water company responsible for the network
d)	The Drinking Water Inspectorate (DWI)

### Question 22

In the workplace individuals must NOT be treated unfairly because of reasons protected by discrimination law, these are known as 'protected characteristics'.

Which ONE of the following is **NOT** a protected characteristic?

#### Possible answers

a)	A person's age
b)	A person's race
c)	A person's sex
d)	A person's dress code

### Question 23

Which of the following is **NOT** an ethical consideration for an operator?

#### Possible answers

a)	Whether to or not to volunteer for additional overtime to pay for an upcoming holiday
b)	Whether or not to call in sick when they feel unwell but physically capable of working
c)	Whether or not to report their own mistake that no one would know about otherwise
d)	Whether or not to report a colleague who was seen stealing from a customer's property while carrying out an investigation

### Question 24

The Priority Services Register is for those customers who have:

#### Possible answers

a)	an increased risk of suffering internal flooding
b)	made a history of complaints in the past
c)	more than two breaks in their water supply in the previous year
d)	a critical dependency on water because of their medical condition

### Question 25

A mains burst has caused significant damage to the surrounding area and runoff to a local watercourse.

What is the next course of action?

#### Possible answers

a)	Safely channel the water to a safe place and inform management
b)	Remove debris covering drains and inform the Environment Agency
c)	Keep away from the hole caused by the burst and report the incident to the Local Authority
d)	Safely isolate the burst, place signs and cones around the damaged area and report the incident to management

### Question 26

Which of the following is **NOT** a likely consequence of flooding caused by a burst on a large trunk main?

#### Possible answers

a)	Loss of pressure in the upstream network
b)	Traffic congestion
c)	Loss of pressure in the downstream network
d)	Contamination of the downstream network

### Question 27

Sample bottles containing sodium thiosulphate to neutralise any chlorine should be used when taking:

#### Possible answers

a)	samples for bacteriological analysis
b)	samples for chemical analysis
c)	samples from a service reservoir
d)	samples from a customer's tap

### Question 28

Why is it important to correctly sterilise customer taps prior to taking a sample?

#### Possible answers

a)	To prevent false negative bacterial results
b)	To prevent the customer from drinking contaminated water
c)	To help make laboratory chemical analysis more accurate
d)	To prevent false positive bacterial failures

### Question 29

Which ONE of the following tests might confirm that a run of water is coming from a drinking water main?

#### Possible answers

a)	Ammonia test
b)	Total chlorine test
c)	Turbidity test
d)	pH test

### Question 30

What does turbidity measure?

#### Possible answers

a)	The colour of water
b)	The salinity of water
c)	The dry solid content of water
d)	The clarity of water

### Sample Practice Test Answer Scheme

Question	Answer	Question	Answer	Question	Answer
1	D	11	A	21	C
2	A	12	A	22	D
3	A	13	B	23	A
4	B	14	C	24	D
5	D	15	B	25	D
6	C	16	A	26	A
7	D	17	A	27	A
8	B	18	B	28	D
9	A	19	A	29	B
10	D	20	C	30	D

## Level: 3

### Water Network Operative

### Pathway: Waste Water

### Paper Code: SAMPLE PRACTICE PAPER

This sample test consists of 30 questions. The live test has 40 questions.

The Pass grade is 70%.

The duration of this examination is 45 minutes. The live test has a duration of 60 minutes.

You must use a pencil to complete the answer sheet - pens must NOT be used.

When completed, please leave the examination answer sheet and question paper on the desk.

For this paper the use of a scientific calculator (non-programmable) is permitted.

For each question, fill in ONE answer ONLY.

If you make a mistake, ensure you erase it thoroughly.

You must mark your choice of answer by shading in ONE answer circle only. Please mark each choice like this:

1 ☐ A ☐ B ☐ C ☒ D **ANSWER COMPLETED CORRECTLY**

**Examples of how NOT to mark your examination answer sheet.**

**These will not be recorded.**

1 ☐ A ☐ B ☐ C ☒ D **DO NOT** partially shade the answer circle  
**ANSWER COMPLETED INCORRECTLY**

1 ☐ A ☐ B ☒ C ☒ D **DO NOT** use ticks or crosses  
**ANSWER COMPLETED INCORRECTLY**

1 ☐ A ☐ B ☐ C ☒ D **DO NOT** use circles  
**ANSWER COMPLETED INCORRECTLY**

1 ☐ A ☐ B ☒ C ☒ D **DO NOT** shade over more than one answer circle  
**ANSWER COMPLETED INCORRECTLY**



You may use this page for rough work This page must not be removed.

### Question 1

An operative is working on a new housing development laying a clean water main. The site receives a visit from the Health and Safety Executive who instructs that the entire site has been issued with a **prohibition notice**.

This means the operative:

#### Possible answers

a)	can carry on working because it is nothing to do with them
b)	is not allowed to use any power tools
c)	must contact the supervisor for permission to continue work
d)	must stop work because the site is unsafe

### Question 2

The Health and Safety Executive publication HSG47 (Third edition) published 2014 gives guidance on:

#### Possible answers

a)	avoiding danger from underground services
b)	avoiding working excessive hours
c)	avoiding working in public highways
d)	avoiding working at weekends

### Question 3

When working at height, the safest way to transfer waste materials to ground level is:

#### Possible answers

a)	through a waste chute directly into a skip
b)	to erect barriers around the area where the waste will land
c)	bag up the waste before dropping it into a safety net
d)	ensure the area below is clear of people before lowering the waste



**Question 4**

Whilst digging an open cutting for a new main lay an operative finds a run of coloured marker tape. The coloured tape means:

**Possible answers**

a)	the soil is contaminated, and the operative must wear respiratory protective equipment (RPE)
b)	there is a buried service and further excavation must be carried out with care
c)	there are buried human remains and the operative must tell their supervisor
d)	the excavation is unstable and now requires side supports

**Question 5**

In the workplace a hazard is defined as something that:

**Possible answers**

a)	has a high chance of causing harm to a person
b)	is a danger that cannot be eliminated
c)	is clearly marked as dangerous by the employer
d)	has the potential to cause harm to a person

**Question 6**

An operative is in a deep trench. A lorry backs up to the trench and the engine is left running. What should the operative do?

**Possible answers**

a)	Test the air with a toxic gas meter
b)	Put on a full-face visor
c)	Get out of the trench immediately
d)	Sit down in the trench

**Question 7**

Working at height is any activity in which:

**Possible answers**

a)	work takes place at more than 2.5 metres above ground level
b)	a person could fall greater than 2.5 metres
c)	work takes place in a position above the ground
d)	a person could fall a distance liable to cause personal injury

**Question 8**

Which ONE of the following is a responsibility of an operative under the Health and Safety at Work Act 1974 legislation?

**Possible answers**

a)	To buy the correct PPE so they can work safely
b)	To use the PPE provided as and when instructed
c)	To complete risk assessments that address all risks that might cause harm in the workplace
d)	To research all the potential risks in the workplace and decide how they should best be controlled

**Question 9**

The Environmental Protection Act 1990 places a 'duty of care' relating to waste which requires organisations to take responsibility for waste:

**Possible answers**

a)	stored on site, being transported from the site and final disposal
b)	while it is being transported to and from site only
c)	stored on site and being transported away from site
d)	until it leaves their site

**Question 10**

Who can be prosecuted for breaching environmental legislation?

**Possible answers**

a)	Only companies
b)	Only directors
c)	Only employees
d)	Both companies and employees

**Question 11**

Which ONE of the following regulatory authorities monitors the performance of the water and sewerage companies?

**Possible answers**

a)	OFWAT
b)	OFGEM
c)	OFTTEL
d)	OFCOM

**Question 12**

Which ONE of the following statements is a business owner's responsibility regarding the disposal of commercial waste?

**Possible answers**

a)	To reuse, recycle or recover as much waste as possible before disposal
b)	To find a suitable waste disposal site
c)	Register as a waste carrier to dispose of the waste
d)	Complete a monthly 'waste transfer note' for each month-load of waste

**Question 13**

An operative needs to dispose of diesel that has leaked into a bund underneath a portable generator.

What should the operative do?

**Possible answers**

a)	Pour it into a sealed container and put it in a general waste skip
b)	Ask their supervisor or environmental advisor how to get rid of it
c)	Pour it slowly onto the ground and let it soak away
d)	Get permission to pour it down a drain in the welfare facilities

**Question 14**

The main purpose of traffic management and control is to:

**Possible answers**

a)	keep the traffic flowing by minimising any delays
b)	ensure drivers are not inconvenienced
c)	ensure all workers and highway users are kept safe
d)	ensure that lighting, signage and guarding meets the standards

**Question 15**

What are Chapter 8 Regulations?

**Possible answers**

a)	Regulations that are intended to help operatives safely carry out confined space entry
b)	Part of the NRSWA regulations relating to the visibility of vehicles
c)	Codes of practice relating to the safe clean-up of sewer flooding
d)	A code of practice intended to help operatives safely carry out netting operations on the public sewer

### Question 16

When setting out cones on the public highway an operative should always:

#### Possible answers

a)	face towards the oncoming traffic
b)	face away from oncoming traffic
c)	wear their full-face visor
d)	activate their lone worker device

### Question 17

The Environment Agency (EA) has a number of important roles to undertake. Which ONE of the roles identified below is **NOT** the responsibility of the EA?

#### Possible answers

a)	Investigate taste and odour complaints and discoloured water incidents
b)	Manage the licenses for water abstraction and compensation discharges
c)	Regulate discharges to the environment
d)	Investigate environmental incidents and prosecute water companies for non-compliance

### Question 18

In England, who is responsible for road drains?

#### Possible answers

a)	The water company
b)	The highway authorities
c)	The local council
d)	The Environment Agency

**Question 19**

Which ONE of the following roles is **NOT** part of the Consumer Council for Water's (CCWater) responsibility?

**Possible answers**

a)	Management of the customer measure of experience (C-MeX) programme
b)	Investigating customer's complaints if they have tried and failed to resolve issues with their water companies
c)	Making sure that the consumers' collective voice is heard in national water debate
d)	Providing a national voice for consumers of water and wastewater service consumers in England and Wales

**Question 20**

Which ONE of the following organisations is **NOT** considered a regulator for English and Welsh water companies?

**Possible answers**

a)	Environment Agency (EA)
b)	The Water Services Regulation Authority (OFWAT)
c)	Consumer Council for Water's (CCWater)
d)	Drinking Water Inspectorate (DWI)

**Question 21**

Which organisation is responsible for providing permission for a factory to discharge trade effluent into the public sewer?

**Possible answers**

a)	The Environment Agency (EA)
b)	The local council
c)	The water company who owns the sewer
d)	The Health and Safety Executive (H&SE)

### Question 22

In the workplace individuals must NOT be treated unfairly because of reasons protected by discrimination law, these are known as 'protected characteristics'.

Which ONE of the following is **NOT** a protected characteristic?

#### Possible answers

a)	A person's age
b)	A person's race
c)	A person's sex
d)	A person's dress code

### Question 23

Which of the following is **NOT** an ethical consideration for an operator?

#### Possible answers

a)	Whether to or not to volunteer for additional overtime to pay for an upcoming holiday
b)	Whether or not to call in sick when they feel unwell but physically capable of working
c)	Whether or not to report their own mistake that no one would know about otherwise
d)	Whether or not to report a colleague who was seen stealing from a customer's property while carrying out an investigation

### Question 24

The Priority Services Register is for those customers who have:

#### Possible answers

a)	an increased risk of suffering internal flooding
b)	made a history of complaints in the past
c)	more than two breaks in their water supply in the previous year
d)	a critical dependency on water because of their medical condition

### Question 25

Which ONE of the following is NOT a potential consequence of out-of-sewer flooding?

#### Possible answers

a)	Customer complaints
b)	Environmental pollution
c)	Loss of reputation
d)	Cost savings

### Question 26

Which ONE of the following is the most serious classification of pollution incident?

#### Possible answers

a)	Category 1
b)	Category A
c)	Category Major
d)	Category 4

### Question 27

What is the name of a sewer which takes wastewater from inside customer properties and road drainage?

#### Possible answers

a)	Storm sewer
b)	Combined sewer
c)	Foul sewer
d)	Water sewer



### Question 28

Which ONE of the following should NOT discharge into a storm sewer?

#### Possible answers

a)	Roof gullies
b)	Garden drainage
c)	Road gullies
d)	A Combined Storm Overflow (CSO) during heavy rain

### Question 29

Which ONE of the following is a sensible precaution to take **AFTER** working with sewage?

#### Possible answers

a)	Wash hands with soap and warm water
b)	Wash contaminated clothing at home
c)	Cover exposed wounds with a sterile waterproof dressing
d)	Change out of work boots before going into your house

### Question 30

Which test would an operative carry out to check if a suspect run of water was coming from a sewer?

#### Possible answers

a)	Free chlorine test
b)	Total chlorine test
c)	Ammonia test
d)	pH test

## Sample Practice Test Answer Scheme

Question	Answer	Question	Answer	Question	Answer
1	D	11	A	21	C
2	A	12	A	22	D
3	A	13	B	23	A
4	B	14	C	24	D
5	D	15	B	25	D
6	C	16	A	26	A
7	D	17	A	27	B
8	B	18	B	28	D
9	A	19	A	29	B
10	D	20	C	30	C

## EUIAS MCQ Example answer Sheet

### SAMPLE ANSWER SHEET

Candidate ID .....	Attempt .....
Last Name .....	
First Name .....	
Exam Date .....	Paper .....
Centre Name .....	
Centre Number .....	

### MARKING INSTRUCTIONS

Answers should be completed using a HB pencil.

☐ A ☐ B ☐ C ☒ D ANSWER COMPLETED CORRECTLY

Examples of how NOT to mark your examination sheet. **These will not be recorded**

☐ A ☐ B ☐ C ☐ D **DO NOT** partially shade the answer circle.

☐ A ☐ B ☒ C ☒ D **DO NOT** use ticks or crosses.

☐ A ☐ B ☐ C ☐ D **DO NOT** use circles.

☐ A ☐ B ☒ C ☒ D **DO NOT** shade over more than one circle.

1 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	21 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	41 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
2 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	22 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	42 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
3 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	23 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	43 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
4 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	24 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	44 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
5 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	25 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	45 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
6 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	26 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	46 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
7 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	27 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	47 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
8 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	28 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	48 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
9 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	29 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	49 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
10 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	30 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	50 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D
11 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	31 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
12 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	32 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
13 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	33 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
14 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	34 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
15 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	35 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
16 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	36 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
17 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	37 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
18 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	38 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
19 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	39 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	
20 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	40 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D	

## Appendix D - Portfolio Mapping Document

### Introduction

Throughout the on-programme part of the apprenticeship, the apprentice will need to keep compile a portfolio of evidence to support the requirements of the interview 'which is based on the portfolio. The evidence within the portfolio will need to be mapped to the KSB requirements using the mapping document overleaf.

The independent assessor will use the mapping document to review the evidence in their portfolio in preparation for the interview. The independent assessor will not assess the portfolio.

The portfolio mapping document below consists of:

- 3 pages covering mapping for core requirements
- 2 pages covering mapping for the clean water network operative
- 2 pages covering mapping for the waste water network operative

Apprentices should use the mapping for the core and the option they are following.

### Apprentice's next steps

1. Complete all the details on the first page and include employer details of where relevant competencies from their experience at work was gained
2. Ensure each piece of evidence signed off by their tutor/supervisor/mentor and training provider. The apprentice can use a number of different types of evidence to demonstrate their competence as described in Section 6 of the Specification – 'What to include in the portfolio'. For further guidance, the apprentice must seek advice from their tutor/supervisor/mentor and training provider
3. Map evidence to the criteria in the following pages using a referencing system indicating where the evidence for the criteria is located in the portfolio e.g., work based evidence Job 1 (J1) page 5 paragraph 2. This will allow the independent assessor to locate the section or specific piece of evidence being discussed and referred to during the interview
4. Place the portfolio mapping document at the front of the portfolio of evidence.

The apprentice's training provider must make arrangements for EUIAS to have access to the apprentice's portfolio including the portfolio mapping document at Gateway. For those using e-portfolios such as ONEFILE or SMARTASSESSOR, the reference used must simply be the file or folder name you used when uploading the evidence to such systems.

## Portfolio Mapping Document

### Mapping Sign off on Portfolio Completion:

Apprentice Name (Print)	Apprentice Signature	Training Provider (Company)	Training Provider Signatory	Date of Sign Off

### GROUP 1: (Core) Tools and equipment – maintenance and storage

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>K6</b>	Before/after use checks, maintenance and storage requirements for commonly used utility network operations equipment and tools: utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills.			
<b>S10</b>	Maintain and store equipment and tools, for example charge batteries, clean equipment, grease machines, re-fuel.			

### GROUP 2: (Core) Reporting Channels

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>K11</b>	Reporting channels; limits of authority			

### GROUP 3: (Core) Breathing apparatus

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>S12</b>	Use breathing apparatus.			

### GROUP 4: (Core) Gas detection

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>S13</b>	Use gas detection equipment			

### GROUP 5: (Core) Trench installation

Ref.	Apprenticeship Standard Criteria	WORK-LOG EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>S14</b>	Carry out trench installation for example, sheeting, lightweight and proprietary systems.			

### GROUP 6: (Core) Adaptable

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>B2</b>	Adaptable, for example willing to accept changing priorities and working requirements.			

#### GROUP 7: (Core) Team player

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>B3</b>	Team player, for example keeps others informed, recognises personal and professional limitations and seeks advice when necessary, takes account of equality and diversity in interactions.			

#### GROUP 8: (Core) Continued Professional Development (CPD)

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>B7</b>	Committed to continued professional development.			

#### GROUP 9: (Clean water network operative) Repairs

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>K15</b>	Procedures for the repair of mains clean water network assets.			
<b>S24</b>	Conduct repairs to clean water asbestos mains.			
<b>S27</b>	Repair water network equipment, for example hydrants, valves, boundary boxes.			

#### GROUP 10: (Clean water network operative) Specialist techniques

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>S17</b>	Carry out squeeze off activities to clean water services (Clean water).			
<b>S18</b>	Join materials by electro-fusion.			
<b>S19</b>	Join materials by butt fusion processes.			
<b>S25</b>	Conduct pressure and soundness (integrity of pipework) testing to clean water services.			
<b>S26</b>	Use flow and line stopping procedures.			



GROUP 11: (Clean water network operative) Emergencies

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>K16</b>	Procedures for clean water network emergencies.			
<b>S29</b>	Apply clean water network emergency procedures.			

#### GROUP 9: (Waste water network operative) Repairs

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>K20</b>	Procedures for repairs in waste water: mechanical and patches (hot, cold and ultraviolet).			
<b>S34</b>	Conduct repairs on waste water asbestos pipes.			
<b>S35</b>	Repair and maintain pressurised pipes on rising mains.			
<b>S39</b>	Apply cure in place patches.			

#### GROUP 10: (Waste water network operative) Specialist techniques

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>S32</b>	Prepare pipework for lining.			
<b>S33</b>	Prepare for rodding activities for example, break out concrete or manhole point.			
<b>S36</b>	Use mitigation methods to maintain flow on waste water networks flow, for example stopping or diverting.			

GROUP 11: (Waste water network operative) Emergencies

Ref.	Apprenticeship Standard Criteria	PORTFOLIO EVIDENCE REFERENCE (Apprentice Input)		
		1	2	3
<b>K21</b>	Procedures for dealing with emergencies, internal contamination flooding (DG5), pollution (Category 1-4).			
<b>S38</b>	Apply waste water network emergency procedures.			

## Appendix E: Observation with Questions Planning Form

### Instructions

This form has two purposes:

1. To help you plan a practice Observation with Questions for your apprentices
2. To inform EUIAS of the proposed task(s) for the live assessment

The apprentice is assessed:

- in their normal place of work. The apprentice completes their day-to-day duties under normal working conditions. This allows the apprentice to demonstrate the KSBs through naturally occurring evidence. Simulation is not permitted during the observation
- A total of 5 hours. The observation may not be split other than to allow comfort breaks as necessary or to allow the apprentice to move from one location to another as required
- Equipment and resources needed for the assessment must be in good and safe working condition

The activities should be designed to assess a broad range of the skills, knowledge and behaviours developed over the period of the apprenticeship. However as a minimum the practical assessment will need to cover the activities and KSBs listed in the planning form below.

EUIAS offers a service to review the employer/training provider's Observation with Questions task brief.

Task variations: If you have more than one apprentice being assessed, use the "Practical Task variations" section of the form to indicate what the task variations that will be put in place so that apprentices are not asked to complete identical tasks.

Complete the 'Observation with Questions Planning Form' and submit it to the Service Delivery team via [enquiries@euias.co.uk](mailto:enquiries@euias.co.uk), for **review at least 1 month before the start** of the end-point assessment

## Observation with Questions Planning Form

Employer name and site address	
Training provider (if applicable)	
Standard	Water Network Operative
Pathway	Clean water network <input type="checkbox"/> Waste water network <input type="checkbox"/>
Level	2
Location of practical	
Contact Details: Employer/training provider representative, email address and contact number overseeing the setup of the practical (documents and site).	

Use the boxes below to describe the task(s). Details for the individual KSBs can be found in the reference table on pages:49-50

<b>Core requirements</b>
<b>Health and safety/Housekeeping</b>          <b>KSBs covered:</b> K1 <input type="checkbox"/> S1 <input type="checkbox"/> S4 <input type="checkbox"/> S5 <input type="checkbox"/> S7 <input type="checkbox"/> B1 <input type="checkbox"/>
<b>Determine action/organise</b>          <b>KSBs covered:</b> S2 <input type="checkbox"/> S3 <input type="checkbox"/>

### Tool and equipment

KSBs covered: K5 ☐ S9 ☐

### Locate utility network assets

KSBs covered: K4 ☐ S8 ☐

### Excavate

KSBs covered: K8 ☐ S6 ☐

### Communication Documentation

KSBs covered: K12 ☐ S11 ☐ S15 ☐

### Professional

KSBs covered B4 ☐

**Self-motivated**

**KSBs covered:** B5 ☐

**Pride in work**

**KSBs covered:** B6 ☐

**Clean water network operative option**

**Construct and connect clean water network assets**

**KSBs covered:** K14 ☐ S20 ☐ S21 ☐ S22 ☐ S23 ☐ S28 ☐

**Waste water network operative option**

**Construct and connect waste water network assets**

**KSBs covered:** K19 ☐ S30 ☐ S31 ☐ S37 ☐ S40 ☐

**Practical Task Variations** - Describe how you can vary this task to ensure that the task does not become predictable.

**Variation 1:**

**Variation 2:**

**Variation 3:**

**Special requirements** (for example: access arrangements/PPE):

**Resources** (for example: equipment/tools required):

**Estimated total duration of practical task(s) must be 5 hours**

**Please state time for the practical task(s):** \_\_\_\_\_

**Remember:**

- The specific detail of the tasks to be undertaken should be **kept confidential from the apprentices**

**Practical Task:** Include relevant photographs to illustrate task(s)

--

**EUIAS Office use only**

Date received	
Date signed off	



## Observation with Questions KSB Reference

This reference table will assist the employer and/or training provider to identify the KSB.

Core Knowledge
<b>K1:</b> Core. Health and safety practice: risk assessments and safe systems of work, permits to work, working in confined spaces, personal protective equipment (PPE), manual handling.
<b>K4:</b> Core. Principles and processes that underpin the location of utility network assets; health and safety guidance on avoiding damage to underground utility services.
<b>K5:</b> Core. Checks and operation requirements for commonly used utility network operations equipment and tools: utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills.
<b>K8:</b> Core. Excavation techniques: open cut, moling, vacuum extraction; and trench support techniques: proprietary systems, sheeting and mechanical.
<b>K12:</b> Core. Communication techniques – written, verbal; customer service techniques.
Knowledge: Clean water network option
<b>K14:</b> Option 1: Clean water network operative. Procedures for the construction and connection of clean water network assets (mains and services).
Knowledge: Waste water network option
<b>K19:</b> Option 2: Waste water network operative. Procedures for the construction and connection of waste water network assets (mains and services).
Core Skills
<b>S1:</b> Core. Identify hazards and implement controls to reduce risks; comply with method statements.
<b>S2:</b> Core. Interpret work instructions/engineering instructions and determine actions.
<b>S3:</b> Core. Identify and organise resources to undertake activities.
<b>S4:</b> Core. Comply with workplace health, safety & environmental policy and practice; use of Personal Protective Equipment (PPE) and safety equipment.
<b>S5:</b> Core. Check signing, lighting and guarding; address issues if required.
<b>S6:</b> Core. Excavate holes for utility network services.
<b>S7:</b> Core. Monitor and maintain site conditions; good housekeeping.
<b>S8:</b> Core. Identify, locate and avoid utility supply apparatus and sub-structures.
<b>S9:</b> Core. Select, check and operate equipment and tools; report faults if required.

<b>S11:</b> Core. Communicate with colleagues and/or stakeholders, for example, statutory agencies and members of the public, customers.
<b>S15:</b> Core. Record information, for example job reports, time sheets.
<b>Skills: Clean water network option</b>
<b>S20:</b> Option 1: Clean water network operative. Join materials by mechanical means on clean water services, for example encapsulation, straight, ferrule, flange connections.
<b>S21:</b> Option 1: Clean water network operative. Drill and tap clean water services.
<b>S22:</b> Option 1: Clean water network operative. Install water supply services.
<b>S23:</b> Option 1: Clean water network operative. Conduct disinfection procedures for clean water mains and services.
<b>S28:</b> Option 1: Clean water network operative. Use pumps and dewatering equipment.
<b>Skills: Waste water network option</b>
<b>S30:</b> Option 2: Waste water network operative. Join materials by flexible seals on waste water services.
<b>S31:</b> Option 2: Waste water network operative. Install waste water supply services.
<b>S37:</b> Option 2: Waste water network operative. Use pumps and dewatering equipment to mitigate and maintain flow in the network.
<b>S40:</b> Option 2: Waste water network operative. Decontaminate equipment, tooling and PPE.
<b>Core Behaviours</b>
<b>B1:</b> Core. Prioritises health, safety and environment when undertaking work.
<b>B4:</b> Core. Professional, for example wears work attire according to company requirements, polite and courteous, maintains security of business specific and personal data.
<b>B5:</b> Core. Self-motivated, for example manages own time effectively, takes responsibility to complete the job.
<b>B6:</b> Core. Pride in work, for example works to agreed quality targets and standards.

## Appendix F: Practice Observation with Questions Template

### Water Network Operative

### Clean Water Observation with Questions

Name of Apprentice	
Location(s) of Practice Observation	
Name of Assessor	
Date of Practice Observation	
Start Time	
End Time	
Assessor additional comments	

Please indicate the apprentice's practice observation grade (F/P/D):	<b>Grade</b>

#### **Please Note:**

To achieve a Pass, the Apprentice must achieve all the pass descriptors.

To achieve a Distinction, the Apprentice must demonstrate all the pass descriptors plus all the distinction descriptors.

Fail: the apprentice does not demonstrate all the pass descriptors.

### Important points

Assessment: The following activities must be observed:

- ☐ Work preparation: complete risk assessment, select tools and equipment, check signing, lighting and guarding
- ☐ Excavation – in full or part
- ☐ Construct and connect a service; use tools and equipment
- ☐ Construct and connect a mains; use tools and equipment

### Introduction

At the start of the practical observation the Assessor will:

- Introduce themselves
- Confirm their role
- Provide apprentice with information on the format of the observation with questions, including the timescales they will be working to.

(The assessor can share the grading guidance with the apprentice as this appears in the assessment plan)

The apprentice will:

- Give their full name
- Their date of birth
- Their employer name
- Confirm they are prepared for the practical observation; and confirm they can continue with the practical observation.

The apprentice will be asked to show their identification to the Assessor prior to beginning the assessment

### Important points to inform the apprentice

- If at any point during the observation you perform an unsafe act/task which contravenes Health and Safety, I will immediately stop the observation.
- Please do not judge anything by me taking notes and you should not infer anything positive or negative from how long the observation lasts.
- In the live observation the assessor is not allowed to give you feedback at any point.
- Ensure that your mobile is turned off or somewhere where you will not be interrupted during the observation.

Name of person delivering the introduction:		Date	
I confirm that I have received the Trade Test introduction	(Apprentice signature):		

## Assessor Guidance

### Delivery

- The observation with questions must take five hours. The time for questioning is included in the overall assessment time.
- The independent assessor has the discretion to increase the time of the observation with questions by up to 10% to allow the apprentice to complete a task or respond to a question. When questioning during the practical observation please consider the issue of background noise when recording apprentice responses.
- You must manage invigilation of the apprentice during breaks to maintain security of the assessment.
- You must ask a minimum of five questions, across the tasks.
- Ensure to ask questions during natural stops between tasks and/or after completion of work.
- Follow-up questions can be asked where clarification is required
- The time for questioning is included in the overall assessment time.
- Answers to questions, must be recorded and time lined.

## Health and safety/housekeeping

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors	D (Y/N)
Conducts risk assessment; identifies hazards and implements control measures	<input type="checkbox"/>	Explains how compliance with H&S procedures impacts both negatively and positively on individuals, business and the environment	<input type="checkbox"/>
Conducts work in line with health, safety & environmental procedures, policy and practice	<input type="checkbox"/>		
Uses Personal Protective Equipment PPE and safety equipment as specified by employer	<input type="checkbox"/>		
Conducts work in line with method statement	<input type="checkbox"/>		
Ensures health, safety and the environment are prioritised	<input type="checkbox"/>		
Checks signing, lighting and guarding; identifies any non-compliance where it occurs and takes action to rectify	<input type="checkbox"/>		
Monitors and maintains site conditions, keeps work environment tidy and organised, for example storage of tools when not in use, no litter, no hazards	<input type="checkbox"/>		

<b>Pass Questions</b> Develop some open-ended questions	<b>Distinction Questions</b> Develop some open-ended questions
<b>Comments: (what was observed)</b>	<b>Summary of response to question(s):</b>

**K1:** Health and safety practice: risk assessments and safe systems of work, permits to work, working in confined spaces, personal protective equipment (PPE), manual handling.

**S1:** Identify hazards and implement controls to reduce risks; comply with method statements.

**S4:** Comply with workplace health, safety & environmental policy and practice; use of Personal Protective Equipment (PPE) and safety equipment.

**S5:** Check signing, lighting and guarding; address issues if required.

**S7:** Monitor and maintain site conditions; good housekeeping.

**B1:** Prioritises health, safety and environment when undertaking work..



### Determine action/organise

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Identifies the task requirements using information provided and determines actions; seeks clarification where required	<input type="checkbox"/>	
Identifies and organises required resources	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		
		<b>Summary of response to question(s):</b>

**S2:** Interpret work instructions/engineering instructions and determine actions.

**S3:** Identify and organise resources to undertake activities..

## Tools and equipment

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors	D (Y/N)
Conducts equipment/tool checks; raises any issues if appropriate	<input type="checkbox"/>	Gives reasons for undertaking equipment/tool checks in compliance with manufacturers guidance and company procedures/policies	<input type="checkbox"/>
Uses equipment and tools safely and in line with manufacturers' instructions/method statement	<input type="checkbox"/>		
<b>Pass Questions</b> Develop some open-ended questions		<b>Distinction Questions</b> Develop some open-ended questions	
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>	

**K5:** Checks and operational requirements for commonly used utility network operations equipment and tools: utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills.

**S9:** Select, check and operate equipment and tools; report faults if required.

### Locate utility network assets

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Identifies, locates and avoids utility supply apparatus and sub-structures, following health and safety guidance on avoiding damage to underground utility services; causes no damage	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**K4:** Principles and processes that underpin the location of utility network assets; health and safety guidance on avoiding damage to underground utility services.

**S8:** Identify, locate and avoid utility supply apparatus and sub-structures.

## Excavate

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Excavates holes for utility network services in line with work instructions	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**K8:** Excavation techniques: open cut, moling, vacuum extraction; and trench support techniques: proprietary systems, sheeting and mechanical.

**S6:** Dig holes for utility network services.

## Communication Documentation

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors	D (Y/N)
Provides verbal information and records accurate and full information required for the task;  Information is suitable for the audience, uses technical terminology accurately and appropriately	<input type="checkbox"/>  <input type="checkbox"/>	Explains how and why they would adapt communication to different audiences	<input type="checkbox"/>
<b>Pass Questions</b> Develop some open-ended questions		<b>Distinction Questions</b> Develop some open-ended questions	
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>	

**K12:** Communication techniques – written, verbal; customer service techniques.

**S11:** Communicate with colleagues and/or stakeholders, for example, statutory agencies and members of the public, customers.

**S15:** Record information, for example job reports, time sheets.

## Professional

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Acts professionally, for example, wears work attire according to company requirements, polite and courteous, maintains security of business specific and personal data	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**B4:** Professional, for example wears work attire according to company requirements, polite and courteous, maintains security of business specific and personal data

## Self-motivated

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Assumes the responsibility to complete tasks within the limits of their authority without direction, managing own time	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**B5:** Self-motivated, for example manages own time effectively, takes responsibility to complete the job.

### Pride in work

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Completes the tasks to set quality targets and standards, demonstrating pride in work	<input type="checkbox"/>	
<b>Pass Questions</b> No questions required – observation only		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**B6:** Pride in work, for example works to agreed quality targets and standards



### Construct and connect clean water network assets

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors	D (Y/N)
Constructs and connects clean water network assets – clean water service and main, in line with specification/work instructions	<input type="checkbox"/>	Identifies the potential issues that could arise during the work	<input type="checkbox"/>
Carries out required techniques correctly in line with task requirement: <ul style="list-style-type: none"> <li>• Join materials by mechanical means</li> <li>• Drill and tap</li> <li>• Install water supply</li> <li>• Conduct disinfection</li> <li>• Use pump and dewatering equipment</li> </ul>	<input type="checkbox"/>	Explains how they would mitigate against the potential issues	<input type="checkbox"/>
<b>Pass Questions</b> Develop some open-ended questions		<b>Distinction Questions</b> Develop some open-ended questions	
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>	

**K14:** Procedures for the construction and connection of clean water network assets (mains and services).

**S20:** Join materials by mechanical means on clean water services, for example encapsulation, straight, ferrule, flange connections.

**S21:** Clean water. Drill and tap clean water services.

**S22:** Install water supply services.

**S23:** Conduct disinfection procedures for clean water mains and services.

**S28:** Clean water network operative. Use pumps and dewatering equipment.

### Additional Questions

As only naturally occurring work is observed, those criteria that the apprentice did not have the opportunity to demonstrate can be assessed using the relevant following questions.

	Question	Task/ KSB covered by question	Apprentice response
1			
2			
3			

## Water Network Operative Waste Water Observation with Questions

Name of Apprentice	
Location(s) of Practice Observation	
Name of Assessor	
Date of Practice Observation	
Start Time	
End Time	
Assessor additional comments	

Please indicate the apprentice's practice observation grade (F/P/D):	<b>Grade</b>

### **Please Note:**

To achieve a Pass, the Apprentice must achieve all the pass descriptors.

To achieve a Distinction, the Apprentice must demonstrate all the pass descriptors plus all the distinction descriptors.

Fail: the apprentice does not demonstrate all the pass descriptors.

### Important points

Assessment: The following activities must be observed:

- ☐ Work preparation: complete risk assessment, select tools and equipment, check signing, lighting and guarding
- ☐ Excavation – in full or part
- ☐ Construct and connect a service; use tools and equipment
- ☐ Construct and connect a mains; use tools and equipment

### Introduction

At the start of the practical observation the Assessor will:

- Introduce themselves
- Confirm their role
- Provide apprentice with information on the format of the observation with questions, including the timescales they will be working to.

(The assessor can share the grading guidance with the apprentice as this appears in the assessment plan)

The apprentice will:

- Give their full name
- Their date of birth
- Their employer name
- Confirm they are prepared for the practical observation; and confirm they can continue with the practical observation.

The apprentice will be asked to show their identification to the Assessor prior to beginning the assessment

### Important points to inform the apprentice

- If at any point during the observation you perform an unsafe act/task which contravenes Health and Safety, I will immediately stop the observation.
- Please do not judge anything by me taking notes and you should not infer anything positive or negative from how long the observation lasts.
- In the live observation the assessor is not allowed to give you feedback at any point.
- Ensure that your mobile is turned off or somewhere where you will not be interrupted during the observation.

Name of person delivering the introduction:		Date	
I confirm that I have received the Trade Test introduction	(Apprentice signature):		

## Assessor Guidance

### Delivery

- The observation with questions must take five hours. The time for questioning is included in the overall assessment time.
- The independent assessor has the discretion to increase the time of the observation with questions by up to 10% to allow the apprentice to complete a task or respond to a question. When questioning during the practical observation please consider the issue of background noise when recording apprentice responses.
- You must manage invigilation of the apprentice during breaks to maintain security of the assessment.
- You must ask a minimum of five questions, across the tasks.
- Ensure to ask questions during natural stops between tasks and/or after completion of work.
- Follow-up questions can be asked where clarification is required
- The time for questioning is included in the overall assessment time.
- Answers to questions, must be recorded and time lined.

## Health and safety/housekeeping

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors	D (Y/N)
Conducts risk assessment; identifies hazards and implements control measures	<input type="checkbox"/>	Explains how compliance with H&S procedures impacts both negatively and positively on individuals, business and the environment	<input type="checkbox"/>
Conducts work in line with health, safety & environmental procedures, policy and practice	<input type="checkbox"/>		
Uses Personal Protective Equipment PPE and safety equipment as specified by employer	<input type="checkbox"/>		
Conducts work in line with method statement	<input type="checkbox"/>		
Ensures health, safety and the environment are prioritised	<input type="checkbox"/>		
Checks signing, lighting and guarding; identifies any non-compliance where it occurs and takes action to rectify	<input type="checkbox"/>		
Monitors and maintains site conditions, keeps work environment tidy and organised, for example storage of tools when not in use, no litter, no hazards	<input type="checkbox"/>		

<b>Pass Questions</b> Develop some open-ended questions	<b>Distinction Questions</b> Develop some open-ended questions
<b>Comments: (what was observed)</b>	<b>Summary of response to question(s):</b>

**K1:** Health and safety practice: risk assessments and safe systems of work, permits to work, working in confined spaces, personal protective equipment (PPE), manual handling.

**S1:** Identify hazards and implement controls to reduce risks; comply with method statements.

**S4:** Comply with workplace health, safety & environmental policy and practice; use of Personal Protective Equipment (PPE) and safety equipment.

**S5:** Check signing, lighting and guarding; address issues if required.

**S7:** Monitor and maintain site conditions; good housekeeping.

**B1:** Prioritises health, safety and environment when undertaking work.



### Determine action/organise

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Identifies the task requirements using information provided and determines actions; seeks clarification where required	<input type="checkbox"/>	
Identifies and organises required resources	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**S2:** Interpret work instructions/engineering instructions and determine actions.

**S3:** Identify and organise resources to undertake activities...

## Tools and equipment

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors	D (Y/N)
Conducts equipment/tool checks; raises any issues if appropriate	<input type="checkbox"/>	Gives reasons for undertaking equipment/tool checks in compliance with manufacturers guidance and company procedures/policies	<input type="checkbox"/>
Uses equipment and tools safely and in line with manufacturers' instructions/method statement	<input type="checkbox"/>		
<b>Pass Questions</b> Develop some open-ended questions		<b>Distinction Questions</b> Develop some open-ended questions	
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>	

**K5:** Checks and operational requirements for commonly used utility network operations equipment and tools: utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills.

**S9:** Select, check and operate equipment and tools; report faults if required.

### Locate utility network assets

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Identifies, locates and avoids utility supply apparatus and sub-structures, following health and safety guidance on avoiding damage to underground utility services; causes no damage	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**K4:** Principles and processes that underpin the location of utility network assets; health and safety guidance on avoiding damage to underground utility services.

**S8:** Identify, locate and avoid utility supply apparatus and sub-structures.

## Excavate

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Excavates holes for utility network services line with work instructions	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**K8:** Excavation techniques: open cut, moling, vacuum extraction; and trench support techniques: proprietary systems, sheeting and mechanical.

**S6:** Dig holes for utility network services.

## Communication Documentation

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors	D (Y/N)
Provides verbal information and records accurate and full information required for the task;  Information is suitable for the audience, uses technical terminology accurately and appropriately	<input type="checkbox"/>  <input type="checkbox"/>	Explains how and why they would adapt communication to different audiences	<input type="checkbox"/>
<b>Pass Questions</b> Develop some open-ended questions		<b>Distinction Questions</b> Develop some open-ended questions	
<b>Comments: (what was observed)</b>  		<b>Summary of response to question(s):</b>  	

**K12:** Communication techniques – written, verbal; customer service techniques.

**S11:** Communicate with colleagues and/or stakeholders, for example, statutory agencies and members of the public, customers.

**S15:** Record information, for example job reports, time sheets.

## Professional

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Acts professionally, for example, wears work attire according to company requirements, polite and courteous, maintains security of business specific and personal data	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**B4:** Professional, for example wears work attire according to company requirements, polite and courteous, maintains security of business specific and personal data

## Self-motivated

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Assumes the responsibility to complete tasks within the limits of their authority without direction, managing own time	<input type="checkbox"/>	
<b>Pass Questions</b> Develop some open-ended questions		
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>

**B5:** Self-motivated, for example manages own time effectively, takes responsibility to complete the job.

### Pride in work

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors
Completes the tasks to set quality targets and standards, demonstrating pride in work	<input type="checkbox"/>	
<b>Pass Questions</b> No questions required – observation only		
<b>Comments: (what was observed)</b>  		<b>Summary of response to question(s):</b>  

**B6:** Pride in work, for example works to agreed quality targets and standards



### Construct and connect waste water network assets

To achieve a PASS the apprentice must demonstrate ALL the following pass descriptors	P (Y/N)	To achieve a DISTINCTION the apprentice must achieve ALL the pass descriptors and ALL the following distinction descriptors	D (Y/N)
Constructs and connects waste water network assets – waste water service and main, in line with specification/work instructions Carries out required techniques correctly in line with task requirement:	<input type="checkbox"/>	Identifies the potential issues that could arise during the work	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Join materials by flexible</li> <li>Install waste water supply services</li> <li>Use pump and dewatering equipment to mitigate and maintain flow in the network</li> <li>Decontaminate equipment, tooling and PPE</li> </ul>	<input type="checkbox"/>	Explains how they would mitigate against the potential issues	<input type="checkbox"/>
<b>Pass Questions</b> Develop some open-ended questions		<b>Distinction Questions</b> Develop some open-ended questions	
<b>Comments: (what was observed)</b>		<b>Summary of response to question(s):</b>	

**K19:** Procedures for the construction and connection of waste water network assets (mains and services).

**S30:** Join materials by flexible seals on waste water services.

**S31:** Install waste water supply services.

**S37:** Use pumps and dewatering equipment to mitigate and maintain flow in the network.

**S40:** Decontaminate equipment, tooling and PPE.

### Additional Questions

#### Questions

As only naturally occurring work is observed, those criteria that the apprentice did not have the opportunity to demonstrate can be assessed using the relevant following questions.

	Question	Task/ KSB covered by question	Apprentice response
1			
2			
3			

## Appendix G: Practice Interview Template

### Water Network Operative Clean Water Interview Questions

Full Name of Apprentice	
Employer	
Location of End-point Assessment	
Full Name of Independent Assessor	
Date of End-point Assessment	
Start Time	
End Time	
Assessor additional comments	
Provisional Grade:	
To achieve a PASS the apprentice must demonstrate all the pass descriptors	
By signing below, I confirm that the information provided is correct	
<b>Assessor Full Name and Signature:</b>	<b>Date:</b>

## Introduction

At the start of the interview the assessor will:

- Introduce themselves
- State their role
- State the date of the interview
- Request and confirm ID from the apprentice
- Provide apprentice with information on the format of the with questions, including the timescales they will be working to.

The apprentice will:

- Confirm their full name
- Confirm their date of birth
- Give their employer name
- Confirm their location and that no one else is present in the room, if remote apprentice to pan camera 360°
- Confirm they are prepared for the interview; and confirm they can continue with the interview
- Confirm that the evidence within the portfolio relates to the KSB's that will be assessed during the interview.

The apprentice will be asked to show their identification to the assessor prior to beginning the assessment

## Important points to inform the apprentice

- Please do not judge anything by the notes being taken, nor infer anything positive or negative from how long the interview lasts.
- When the actual live interview takes place the Independent Assessor is not allowed to give you feedback at any point. So you will not be given any indication of your grade and whether you have passed or failed at the end of that interview.
- Please ensure that your mobile off or somewhere where you will not be interrupted during the interview.
- Sign placed on the door of the interview room. Interview in progress 'Do not disturb'.
- This live interview will be fully recorded for the purpose of audit and quality assurance.

## Assessor Guidance

### Delivery

#### Don't forget to press record!

- The interview will last 60 minutes. 10% is allowed for the apprentice to complete their last answer
- This is an Independent Assessor led formal interview and not a professional discussion. You must be in full control. Time management is key! If the apprentice veers off track, they need to be reined back in
- You must ask a minimum of **eight** questions
- The purpose of the questions is to cover the following topics: tools and equipment – maintenance and storage; breathing apparatus; gas detection; trench installation; repairs; specialist techniques; emergencies; and continued professional development
- Ask the questions in the order they appear within this Interview Questions Checklist
- Answers to questions, must be recorded. Timeline each question to the recording. Only log the time for the start of each question ask
- Additional follow-up questions are allowed to seek clarification and to make a judgement against grading descriptor
- Adapt the questions to the apprentice's circumstances following your review of their portfolio evidence
- Supply brief written notes where each criterion has been met
- Both the recording and the written notes will be subject to IQA.
- **At the end of the interview** -Thank the apprentice for their time and wish them good luck

### Tools and equipment – maintenance and storage

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes how they correctly maintain and store given equipment/tools, to meet company requirements			
Develop some open-ended questions	Portfolio reference:		

**K6** Before/after use checks, maintenance and storage requirements for commonly used utility network operations equipment and tools: utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills

**S10** Maintain and store equipment and tools, for example charge batteries, clean equipment, grease machines, re-fuel

### Reporting channels

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes their reporting channels and limits of authority, identifying an issue they would report and to whom			
Develop some open-ended questions	Portfolio reference:		

**K11:** Reporting channels; limits of authority

### Breathing apparatus

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes when and how they have used breathing apparatus, outlining correct application			
Develop some open-ended questions	Portfolio reference:		

**S12** Use breathing apparatus

### Gas detection

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes when and how they have used gas detection equipment, outlining correct application			
Develop some open-ended questions	Portfolio reference:		

### **S13** Use gas detection equipment

### Trench Installation

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes when and how they have carried out trench installation using different methods for example, sheeting, lightweight and proprietary systems, outlining correct application			
Develop some open-ended questions	Portfolio reference:		

### **S14** Carry out trench installation for example, sheeting, lightweight and proprietary systems



### Team player

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes how their contribution to team activities led to successful outcomes and how they achieved that, and how they take account of equality and diversity in interactions			
Develop some open-ended questions	Portfolio reference:		

**B3** Team player, for example keeps others informed, recognises personal and professional limitations and seeks advice when necessary, takes account of equality and diversity in interactions

### Continued professional development

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Outlines different types of CPD they have undertaken, their plans for future CPD and the potential benefits it will bring to them and their organisation			
Develop some open-ended questions	Portfolio reference:		

**B7** Committed to continued professional development

## Repairs

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes how they have conducted repairs to clean water asbestos mains and water network equipment, identifying procedures they correctly applied			
Develop some open-ended questions	Portfolio reference:		

**K15** Procedures for the repair of mains clean water network assets

**S24** Conduct repairs to clean water asbestos mains

**S27** Repair water network equipment, for example hydrants, valves, boundary boxes

## Specialist techniques

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
<p>Describes how they have applied specialist techniques:</p> <ul style="list-style-type: none"> <li>• squeeze off activities</li> <li>• joining materials by electro-fusion</li> <li>• joining materials by butt fusion</li> <li>• conduct pressure and soundness testing</li> <li>• flow and line stopping,</li> </ul> <p>outlining correct application</p>			
Develop some open-ended questions	Portfolio reference:		

**S17** Carry out squeeze off activities to clean water services (Clean water)

**S18** Join materials by electro-fusion

**S19** Join materials by butt fusion processes

**S25** Conduct pressure and soundness (integrity of pipework) testing to clean water services

**S26** Use flow and line stopping procedures

## Emergencies

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes a clean network emergency situation where they have applied clean water network emergency procedures.			
Develop some open-ended questions	Portfolio reference:		

**K16** Procedures for clean water network emergencies

**S29** Apply clean water network emergency procedures

Additional follow up questions	Apprentice Response

## Water Network Operative Waste Water Interview Questions

Full Name of Apprentice	
Employer	
Location of End-point Assessment	
Full Name of Independent Assessor	
Date of End-point Assessment	
Start Time	
End Time	
Assessor additional comments	
Provisional Grade:	
To achieve a PASS the apprentice must demonstrate all the pass descriptors	

By signing below, I confirm that the information provided is correct

<b>Assessor Full Name and Signature:</b>	<b>Date:</b>

## Introduction

At the start of the interview the assessor will:

- Introduce themselves
- State their role
- State the date of the interview
- Request and confirm ID from the apprentice
- Provide apprentice with information on the format of the with questions, including the timescales they will be working to.

The apprentice will:

- Confirm their full name
- Confirm their date of birth
- Give their employer name
- Confirm their location and that no one else is present in the room, if remote apprentice to pan camera 360°
- Confirm they are prepared for the interview; and confirm they can continue with the interview
- Confirm that the evidence within the portfolio relates to the KSB's that will be assessed during the interview.

The apprentice will be asked to show their identification to the assessor prior to beginning the assessment

## Important points to inform the apprentice

- Please do not judge anything by the notes being taken, nor infer anything positive or negative from how long the interview lasts.
- When the actual live interview takes place the Independent Assessor is not allowed to give you feedback at any point. So you will not be given any indication of your grade and whether you have passed or failed at the end of that interview.
- Please ensure that your mobile off or somewhere where you will not be interrupted during the interview.
- Sign placed on the door of the interview room. Interview in progress 'Do not disturb'.
- This live interview will be fully recorded for the purpose of audit and quality assurance.

## Assessor Guidance

### Delivery

#### Don't forget to press record!

- The interview will last 60 minutes. 10% is allowed for the apprentice to complete their last answer
- This is an Independent Assessor led formal interview and not a professional discussion. You must be in full control. Time management is key! If the apprentice veers off track, they need to be reined back in
- You must ask a minimum of **eight** questions
- The purpose of the questions is to cover the following topics: tools and equipment – maintenance and storage; breathing apparatus; gas detection; trench installation; repairs; specialist techniques; emergencies; and continued professional development
- Ask the questions in the order they appear within this Interview Questions Checklist
- Answers to questions, must be recorded. Timeline each question to the recording. Only log the time for the start of each question ask
- Additional follow-up questions are allowed to seek clarification and to make a judgement against grading descriptor
- Adapt the questions to the apprentice's circumstances following your review of their portfolio evidence
- Supply brief written notes where each criterion has been met
- Both the recording and the written notes will be subject to IQA.
- **At the end of the interview** -Thank the apprentice for their time and wish them good luck

### Tools and equipment – maintenance and storage

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes how they correctly maintain and store given equipment/tools, to meet company requirements			
Develop some open-ended questions	Portfolio reference:		

**K6** Before/after use checks, maintenance and storage requirements for commonly used utility network operations equipment and tools: utility location equipment/tools, pneumatic gun, hand/power tools – power disc cutter, chain saw, drills

**S10** Maintain and store equipment and tools, for example charge batteries, clean equipment, grease machines, re-fuel



### Reporting channels

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes their reporting channels and limits of authority, identifying an issue they would report and to whom			
Develop some open-ended questions	Portfolio reference:		

**K11:** Reporting channels; limits of authority

### Breathing apparatus

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes when and how they have used breathing apparatus, outlining correct application			
Develop some open-ended questions	Portfolio reference:		

**S12** Use breathing apparatus

### Gas detection

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes when and how they have used gas detection equipment, outlining correct application			
Develop some open-ended questions	Portfolio reference:		

### **S13** Use gas detection equipment

### Trench Installation

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes when and how they have carried out trench installation using different methods for example, sheeting, lightweight and proprietary systems, outlining correct application			
Develop some open-ended questions	Portfolio reference:		

### **S14** Carry out trench installation for example, sheeting, lightweight and proprietary systems

### Team player

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes how their contribution to team activities led to successful outcomes and how they achieved that, and how they take account of equality and diversity in interactions			
Develop some open-ended questions	Portfolio reference:		

**B3** Team player, for example keeps others informed, recognises personal and professional limitations and seeks advice when necessary, takes account of equality and diversity in interactions

### Continued professional development

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Outlines different types of CPD they have undertaken, their plans for future CPD and the potential benefits it will bring to them and their organisation			
Develop some open-ended questions	Portfolio reference:		

**B7** Committed to continued professional development

## Repairs

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes how they have conducted repairs to waste water asbestos pipes and maintained pressurised pipes on rising mains, identifying repair procedures they have correctly applied, both mechanical and patches.			
Develop some open-ended questions	Portfolio reference:		

**K20** Procedures for repairs in waste water: mechanical and patches (hot, cold and ultraviolet)

**S34** Conduct repairs on waste water asbestos pipes

**S35** Repair and maintain pressurised pipes on rising mains

**S39** Apply cure in place patches

### Specialist techniques

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
<p>Describes how they have applied specialist techniques:</p> <ul style="list-style-type: none"> <li>• prepared pipework for lining</li> <li>• prepared for rodding activities</li> <li>• used mitigation methods</li> </ul> <p>outlining correct application</p>			
Develop some open-ended questions	Portfolio reference:		

**S32** Prepare pipework for lining

**S33** Prepare for rodding activities for example, break out concrete or manhole point

**S36** Use mitigation methods to maintain flow on waste water networks flow, for example stopping or diverting

## Emergencies

To achieve a PASS the apprentice must demonstrate all the pass descriptors	Apprentice Response		Achieved Y/N?
Describes a waste water network emergency situation where they have applied waste water network emergency procedures, outlining the procedures followed and why they were important			
Develop some open-ended questions	Portfolio reference:		

**K21** Procedures for dealing with emergencies, internal contamination flooding (DG5), pollution (Category 1-4)

**S38** Apply waste water network emergency procedures

Additional follow up questions	Apprentice Response



© Energy & Utility Skills

All rights reserved. No part of this publication may be reproduced, stored in a retrievable system, or transmitted in any form or by any means whatsoever without prior written permission from the copyright holder.

[www.euskills.co.uk](http://www.euskills.co.uk)