



ENERGY &
UTILITY SKILLS

Skills for a greener world

EPA Supporting Documents for

Level 3

Maintenance and Operations Engineering Technician
(Electrical; Mechanical and Electromechanical)

QAN 603/7266/7

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Updates to the supporting documents

Since the first publication of the EUIAS Maintenance and Operations Engineering Technician Supporting Documents Electrical; Mechanical and Electromechanical, the following updates have been made.

Version	Date first published	Section updated	Page(s)
V1.0	October 2024	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 and Assessment Plan: ST0154/V1.4)

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 2 English		
Achieved Level 2 Maths		

Satisfactory completion of the formal training plan agreed with apprentice by the employer		
Compiled and submitted a portfolio of evidence, on which the technical interview will be based on		

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. The apprentice will only submit their own work as part of end-point assessment.
3. All parties agree that end-point assessment evidence may be recorded and stored by EUIAS for quality assurance purposes.
4. The apprentice has been on-programme for a minimum duration of 365 days.
5. The apprentice has achieved English and maths Level 2 as detailed in this document.
6. The apprentice satisfactorily completed a formal training plan agreed by the employer.
7. The apprentice has produced compiled and submitted a portfolio of evidence, on which the technical interview will be based on.
8. 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.
9. The apprentice has been directed to the EUIAS Appeals Policy and Complaints Policy.
10. The employer/training provider has given the EUIAS at least three months' notice of requesting this EPA for this apprentice.
11. 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 Knowledge Assessments: Electrical; Mechanical and Electromechanical

This section contains three practice knowledge assessments, one for each pathway.

Level: 3

Maintenance and Operations Engineering Technician

Pathway: Electrical

Paper Code: Practice Paper

This examination consists of 30 multiple-choice questions.

The Pass mark is 18 correct answers.

The Merit mark is 23 correct answers.

A mark of 26 or more is a Distinction.

The duration of this examination is 45 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.

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Question 1

On what type of installation would a technician fit this design of washer?

Possible answers

a)	High corrosion
b)	High temperature
c)	High vibration
d)	High pressure



Question 2

When checking the pressure of a system the maintenance schedule stipulates that the system pressure should be 10 bar with a tolerance of +/- 0.05 bar, what are the minimum and maximum acceptable pressures?

Possible answers

a)	9.95 to 10.05 bar
b)	9.5 to 10.5 bar
c)	9.05 to 10.5 bar
d)	9.005 to 10.005 bar

Question 3

Safety critical equipment should be maintained:

Possible answers

a)	every twelve months
b)	more frequently than non-safety critical equipment
c)	less frequently than non-safety critical equipment
d)	at the same period as safety non-critical equipment

Question 4

Which statement best describes what is meant by the terminology “specification”?

Possible answers

a)	The capacity to endure continuous force
b)	The standard when measured against another object of similar design
c)	Detailed description of the design and materials of an object
d)	The specified point beyond which certification is invalid

Question 5

What type of maintenance is applied when something stops working?

Possible answers

a)	Planned
b)	Preventative
c)	Corrective
d)	Shutdown

Question 6

What do the initials IP followed by 2 numbers refer to when seen on a piece of equipment?

Possible answers

a)	Internal pressure
b)	Integrity protection
c)	Ingress protection
d)	Increased pressure

Question 7

Which of the following is commonly classed as safety critical?

Possible answers

a)	Control valve
b)	Fuse
c)	Steam trap
d)	Drain valve

Question 8

What does the coloured tag on a piece of rigging equipment mean?

Possible answers

a)	Certification period
b)	Safe working load
c)	Maximum working load
d)	Safe to use

Question 9

When seen on site, what does a green safety sign signify?

Possible answers

a)	Mandatory
b)	Prohibited
c)	Information
d)	Warning

Question 10

What document should be fixed to a scaffold before a technician uses it?

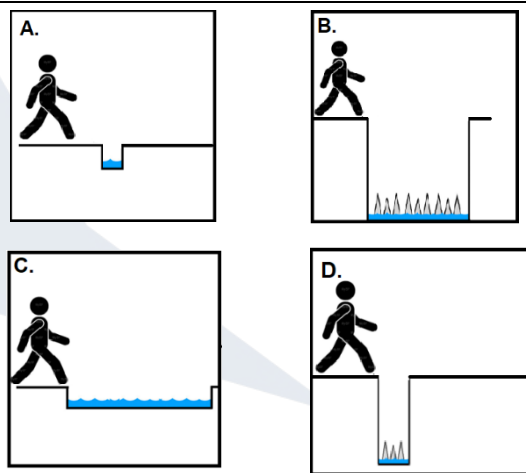
Possible answers

a)	Risk assessment
b)	Safety certificate
c)	Approved Scaffoldtag
d)	Permit to work

Question 11

Looking at the image provided and taking into consideration risk, which task would a technician say is low probability and low in impact?

Possible answers

a)	A	
b)	B	
c)	C	
d)	D	

[Turn to the next page for question 12]

Question 12

When personal protection equipment is identified on the work control document, which of the following statements is correct?

Possible answers

a)	PPE is recommended
b)	PPE is available
c)	PPE is good practice
d)	PPE is mandatory

Question 13

In accordance with HSE regulations, how would a technician know if a substance was regarded as hazardous?

Possible answers

a)	The container will be coloured red
b)	It will be contained in a glass receptacle
c)	It will have a label identifying the hazard
d)	It will give off a strong odour

Question 14

According to the Confined Space Regulations 1997, which of the following locations is not regarded as a confined space?

Possible answers

a)	Storage tank
b)	Termination cabinet
c)	Floor void
d)	Pipe trench

Question 15

In accordance with HSE guidelines, isolations can only be applied by:

Possible answers

a)	competent people
b)	training and authorised people
c)	skilled people
d)	experienced people

Question 16

Which manual handling statement is true?

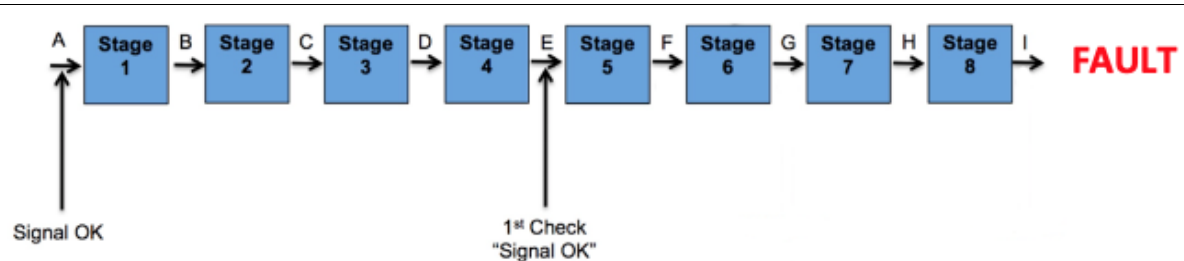
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a)	Correct manual handling prevents all accidents
b)	Correct manual handling prevents damage to equipment
c)	Correct manual handling reduces the risk of human injury
d)	Correct manual handling should only be applied in the workplace

[Turn to the next page for question 17]

Question 17

Using the half split principle and referring to image below, at which position should a technician make the next check when fault finding?



Possible answers

a)	Point C
b)	Point F
c)	Point G
d)	Point I

Question 18

What regulation provides guidance on the use of handheld tools?

Possible answers

a)	PUWER
b)	COMAR
c)	LOLER
d)	COSHH



Question 19

What is being measured in this image?

Possible answers

- a) Temperature
- b) Vibration
- c) Pressure
- d) Speed



Question 20

When seen on a British Standard Piping and Instrumentation drawing, what does this symbol represent?

Possible answers

- a) Electrical signal
- b) Pneumatic signal
- c) Hydraulic signal
- d) Instrument signal



Question 21

What type of maintenance can be applied to check the long-term performance of equipment to identify problems before they occur?

Possible answers

a)	Preventative
b)	Risk based
c)	Condition based
d)	Corrective

Question 22

Ohm's law can be expressed as:

Possible answers

a)	$V = I + R$
b)	$V = I \div R$
c)	$V = I \times R$
d)	$V = I - R$

Question 23

Which of the following hazardous conditions would arise if a loose electrical connection existed on the terminal?

Possible answers

a)	Decrease in temperature
b)	Increase in corrosion
c)	Increase in temperature
d)	Increase in noise

Question 24

What is the name given to the process of routinely inspecting electrical appliances?

Possible answers

a)	PAT testing
b)	Resistance testing
c)	Planned maintenance
d)	Breakdown maintenance

Question 25

What device is created when an insulated wire in an electrical circuit is wrapped around an iron core?

Possible answers

a)	Electromagnet
b)	Magnet
c)	Generator
d)	Motor

[Turn to the next page for question 26]

Question 26

When seen on the label of a piece of electrical equipment what does the term “d” refer to?

CE 0477  II 2 G Ex d IIC T4 Gb

Possible answers

a)	Temperature group
b)	Type of protection
c)	Gas group
d)	Explosion protection

Question 27

Following maintenance on a distribution board, how should a technician re-instate the circuit?

Possible answers

a)	By leaving all outgoing circuits on
b)	Leave all outgoing circuits off until asked to re-instate them
c)	By switching all outgoing circuits back on at the same time
d)	By switching all outgoing circuits back on one at a time

[Turn to the next page for question 28]

Question 28

Two waves of the same frequency have opposite phase when the phase angle between them is:

Possible answers

a)	360°
b)	180°
c)	90°
d)	0°

Question 29

What hidden hazard can a capacitor have?

Possible answers

a)	Dangerous material
b)	Stored energy
c)	Hot components
d)	Prone to arcing

Question 30

What colour is a 13 amp fuse in accordance with British Standards?

Possible answers

a)	Green
b)	Brown
c)	Red
d)	Yellow

End of Questions

Practice Knowledge Assessment

Electrical - Answer scheme

Question	Answer
1	C
2	A
3	B
4	C
5	C
6	C
7	B
8	A
9	C
10	C
11	A
12	D
13	C
14	B
15	B

Question	Answer
16	C
17	C
18	A
19	B
20	B
21	C
22	C
23	C
24	A
25	A
26	B
27	D
28	B
29	B
30	B

Level: 3

Maintenance and Operations Engineering Technician

Pathway: Mechanical

Paper Code: Practice Paper

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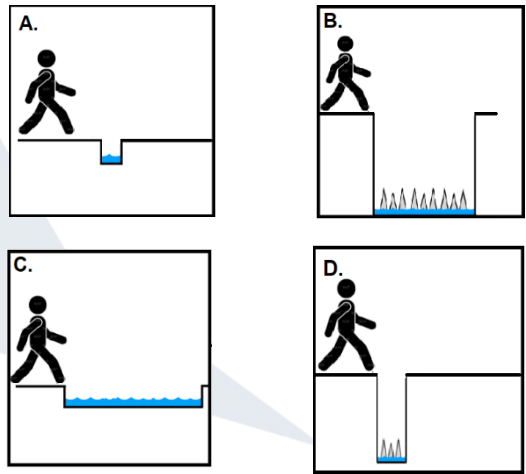
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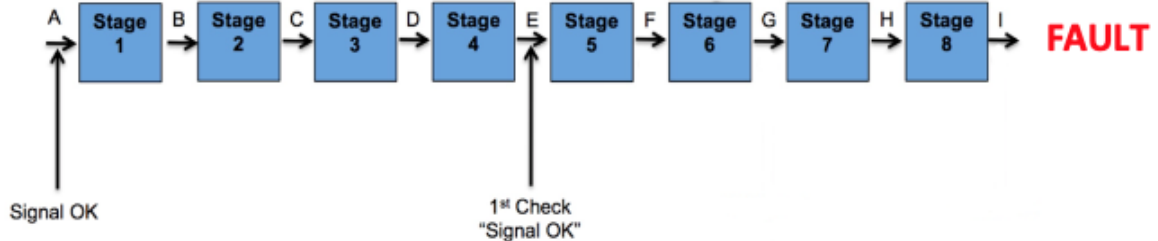
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What type of maintenance can be applied to check the long-term performance of equipment to identify problems before they occur?

Possible answers

a)	Preventative
b)	Risk based
c)	Condition based
d)	Corrective

Question 22

Which ONE of the following is a type of misalignment?

Possible answers

a)	Centrifugal
b)	Angular
c)	Centripetal
d)	Rotary

Question 23

Which ONE of the following items are used to assist sealing pressure leakage between the pump impeller and casing?

Possible answers

a)	Wear rings
b)	Thrust bearing
c)	Radial bearing
d)	Bearing housing

Question 24

What would be a typical sign that a filter was starting to become blocked?

Possible answers

a)	High vibration
b)	Static differential pressure
c)	Increase in differential pressure
d)	Zero differential pressure

Question 25

When fitting graphite gland packing rings into a valve shaft stuffing box, which statement is correct?

Possible answers

a)	Ensure that the gap in the packing rings are lined up
b)	Always apply grease to the packing before fitting
c)	Ensure that the gap in the packing is set 90° to the last ring
d)	Ensure that the gap in the packing is set 180° to the last ring

Question 26

What type of valve is shown in the image?

Possible answers

a)	Butterfly
b)	Globe
c)	Gate
d)	Ball



Question 27

Gap clearance should be checked using which of the following items?

Possible answers

a)	Micrometre
b)	Feeler gauge
c)	Dial test indicator
d)	Shims

Question 28

What type of filter would you find in this device?

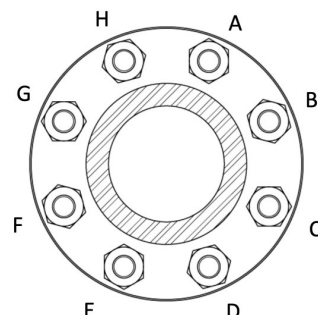
Possible answers

a)	Sock	
b)	Mesh	
c)	Media	
d)	Carbon	

Question 29

Following recommended bolt tightening procedures and assuming that you have already tightened bolts A, E & C what would be the next bolt you would tighten?

Possible answers

a)	H	
b)	D	
c)	B	
d)	G	

Question 30

What device should be used to assist when positioning and aligning mounting bolt holes?

Possible answers

a)	Heavy duty screwdriver
b)	Long bolts
c)	Steel tube
d)	Podge bar

End of Questions

Practice Knowledge Assessment

Mechanical - Answer scheme

Question	Answer
1	C
2	A
3	B
4	C
5	C
6	C
7	B
8	A
9	C
10	C
11	A
12	D
13	C
14	B
15	B

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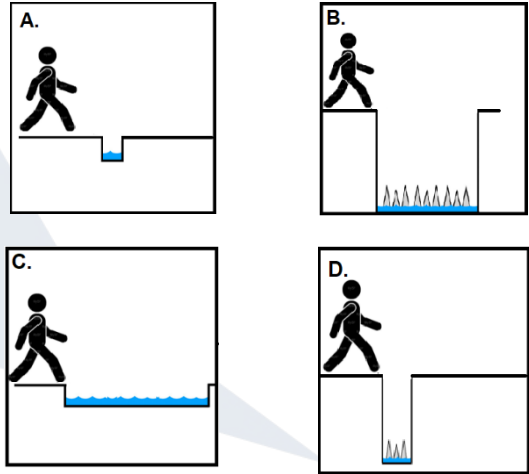
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c)	C	
d)	D	

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Question 12

When personal protection equipment is identified on the work control document, which statement is correct?

Possible answers

a)	PPE is recommended
b)	PPE is available
c)	PPE is good practice
d)	PPE is mandatory

Question 13

In accordance with HSE regulations, how would a technician know if a substance was regarded as hazardous?

Possible answers

a)	The container will be coloured red
b)	It will be contained in a glass receptacle
c)	It will have a label identifying the hazard
d)	It will give off a strong odour

Question 14

According to the Confined Space Regulations 1997, which of the following locations is not regarded as a confined space?

Possible answers

a)	Storage tank
b)	Termination cabinet
c)	Floor void
d)	Pipe trench

Question 15

In accordance with HSE guidelines, isolations can only be applied by:

Possible answers

a)	competent people
b)	training and authorised people
c)	skilled people
d)	experienced people

Question 16

Which ONE of the following manual handling statements is true?

Possible answers

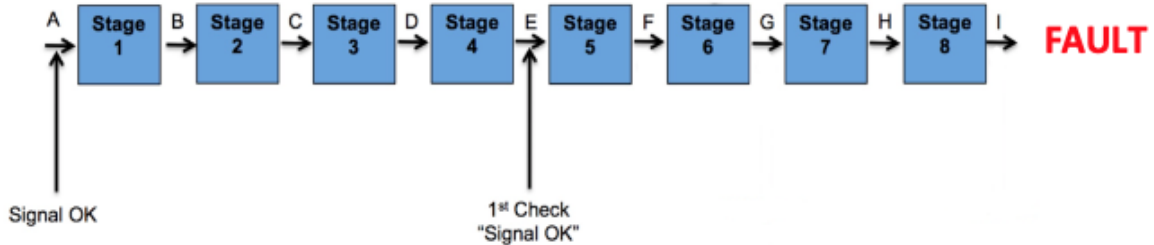
a)	Correct manual handling prevents all accidents
b)	Correct manual handling prevents damage to equipment
c)	Correct manual handling reduces the risk of human injury
d)	Correct manual handling should only be applied in the workplace

[Turn to the next page for question 17]



Question 17

Using the half split principle and referring to image below, at which position should a technician make the next check when fault finding?



Possible answers

a)	Point C
b)	Point F
c)	Point G
d)	Point I

Question 18

What regulation provides guidance on the use of handheld tools?

Possible answers

a)	PUWER
b)	COMAR
c)	LOLER
d)	COSHH

Question 19

What is being measured in this image?

Possible answers

a)	Temperature
b)	Vibration
c)	Pressure
d)	Speed



Question 20

When seen on a British Standard Piping and Instrumentation drawing, what does this symbol represent?

Possible answers

a)	Electrical signal
b)	Pneumatic signal
c)	Hydraulic signal
d)	Instrument signal



Question 21

What type of maintenance can be applied to check the long-term performance of equipment to identify problems before they occur?

Possible answers

a)	Preventative
b)	Risk based
c)	Condition based
d)	Corrective

Question 22

Which ONE of the following is a **primary** unit in the SI system?

Possible answers

a)	Force
b)	Length
c)	Power
d)	Conductivity

Question 23

Which method or methods of heat transfer can occur in a vacuum?

Possible answers

a)	Radiation
b)	Convection and radiation
c)	Convection and conduction
d)	Conduction



Question 24

How do you calculate resultant force?

Possible answers

a)	By averaging the forces that act upon an object
b)	By adding together all the forces that act upon an object
c)	By dividing the forces that act upon an object
d)	By multiplying all the forces that act upon an object

Question 25

An electric drive motor on a conveyor belt is connected to a 110 V electrical supply. The power of the motor is 2.0 kW. The most suitable fuse for the drive motor circuit is:

Possible answers

a)	5 A
b)	13 A
c)	20 A
d)	55 A

Question 26

The purpose of a commutator on an electric motor is to:

Possible answers

a)	ensure easy brush replacement
b)	increase the resistance in the motor
c)	increase the current in the motor
d)	change current direction every half turn



Question 27

The formula for calculating the kinetic energy of an object of mass m moving at a velocity of v is:

Possible answers

a)	$2 \times m \times v$
b)	$0.5 \times m \times v^2$
c)	$2 \times m \times v^2$
d)	$0.5 \times m^2 \times v$

Question 28

A vehicle is moving at a constant velocity on a horizontal road. Which of the following is true?

Possible answers

a)	The friction force is almost zero
b)	The friction force is the same size as the driving force
c)	The friction force is exactly zero
d)	The friction force is less than the driving force

Question 29

A 20 mA current is flowing through a component of resistance 100 ohms. The voltage difference across the component is:

Possible answers

a)	5 V
b)	2 kV
c)	5 mV
d)	2 V

Question 30

The unit of electromotive force (EMF) is:

Possible answers

a)	Newton
b)	Joule
c)	Amp
d)	Volt

End of Questions

Practice Knowledge Assessment

Electromechanical - Answer scheme

Question	Answer
1	C
2	A
3	B
4	C
5	C
6	C
7	B
8	A
9	C
10	C
11	A
12	D
13	C
14	B
15	B

Question	Answer
16	C
17	C
18	A
19	B
20	B
21	C
22	B
23	A
24	B
25	C
26	D
27	B
28	B
29	D
30	D



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.

☐ ☐ ☐ ☒ **ANSWER COMPLETED CORRECTLY**

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

☐ ☐ ☐ ☐ **DO NOT** partially shade the answer circle.

☐ ☐ ☒ ☒ **DO NOT** use ticks or crosses.

☐ ☐ ☐ ☐ **DO NOT** use circles.

☐ ☐ ☒ ☒ **DO NOT** shade over more than one circle.

1 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	21 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>
2 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	22 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>
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20 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	

Appendix D - Practical Observation and Planning Form

The practical observation must be designed to meet the requirements of the Maintenance and Operations Engineering Technician standard.

- The apprentice will complete a practical observation during which they will be asked questions by the assessor to confirm their understanding of the rationale for actions taken and choices made during the practical observation
- The content of this practical observation will relate to the specific role they are working towards
- The duration of this activity will typically be no longer than one day and the actual time allowed will be based on the comparable time that an industry competent worker would take to achieve successful task(s) completion
- The employer/training provider must devise a practical observation task(s) sufficiently complex to allow the apprentice to demonstrate the required knowledge and skills

Note that the apprentice is only required to demonstrate the main specialist specific skill covered by the practical, and the observation task must be chosen carefully to ensure that the apprentice has opportunity to cover all aspects of the skill.

The activities will need to be able to provide the evidence identified in the checklist in the form below.

The EUIAS offer an optional service to review the employer/training provider's practical assessment design. To do this complete the 'Level 3 Practical Observation and Planning Form' and submit to the Service Delivery team, for review 1 month before the start of the end-point assessment.



Level 3 Practical Observation and Planning Form

Employer name and site address	
Training provider (if applicable)	
Standard	Maintenance and Operations Engineering Technician
Pathways	Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Electromechanical <input type="checkbox"/>
Level	3
Location of practical	
Contact Details: Employer/training provider representative, email address and contact number overseeing the setup of the practical (documents and site).	
EUIAS Date of review:	

Description of the proposed complex task(s):

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

Equipment/tools required:

Resources required:

Practical Observation Checklist

This checklist will assist the employer and/or training provider with planning the activity. Please confirm all required elements are covered:

Core Skills	Covered on activity
S1 Comply with industry health, safety and environmental working practices and regulations	<input type="checkbox"/>
S2 Communicate with and provide information to stakeholders in line with personal role and responsibilities	<input type="checkbox"/>
S3 Prepare work areas to undertake work related activities and reinstate those areas after the completion of the work-related activities	<input type="checkbox"/>
S4 Assess and test the performance and condition of plant and equipment	<input type="checkbox"/>
S5 Locate, and rectify faults on plant and equipment	<input type="checkbox"/>
S6 Read, understand and interpret information and work in compliance with technical specifications and supporting documentation	<input type="checkbox"/>
S7 Inspect and maintain appropriate plant and equipment to meet operational requirements	<input type="checkbox"/>
S8 Communicate, handover and confirm that the appropriate engineering process has been completed to specification	<input type="checkbox"/>
Core Behaviours	Covered on activity
B1 Health and Safety - Follows health and safety policies and procedures and be prepared to challenge unsafe behaviour using appropriate techniques to ensure the protection of people and property when working alone and/or with appropriate supervision	<input type="checkbox"/>
B2 Quality focused - Ensures that work achieves quality standard both occupationally and personally	<input type="checkbox"/>
B3 Working with others - Has the ability to work well with people from different disciplines, backgrounds and expertise to accomplish an activity safely and on time	<input type="checkbox"/>
B4 Interpersonal skills - Gets along well with others and takes into account their needs and concerns	<input type="checkbox"/>

B6 Sustainability and ethical behaviour - Behaves ethically and undertakes work in a way that contributes to sustainable development	<input type="checkbox"/>
B7 Risk awareness - Demonstrates high concentration, the desire to reduce risks, ability to be compliant and awareness of change, through regular monitoring and checking of information	<input type="checkbox"/>
PLUS select the MAIN Specialist Skill selected for Specific pathways:	
Pathway: Electrical Specialist Skills	Covered on activity
E1 Position, assemble, install and dismantle electrical plant and equipment to agreed specifications	<input type="checkbox"/>
E2 Carry out planned, unplanned and preventative maintenance procedures on electrical plant and equipment	<input type="checkbox"/>
E3 Replace, repair and/or remove components in electrical plant and equipment and ensure its return to operational condition	<input type="checkbox"/>
E4 Diagnose and determine the cause of faults in electrical plant and equipment	<input type="checkbox"/>
Estimated total duration pf practical (must be a minimum of 4 hours)	
Pathway: Mechanical Specialist Skills	Covered on activity
M1 Position, assemble, install and dismantle mechanical plant and equipment to agreed specifications	<input type="checkbox"/>
M2 Carry out planned, unplanned and preventative maintenance procedures on mechanical plant and equipment	<input type="checkbox"/>
M3 Replace, repair and/or remove components in mechanical plant and equipment and ensure its return to operational condition	<input type="checkbox"/>
M4 Diagnose and determine the cause of faults in mechanical plant and equipment	<input type="checkbox"/>
Estimated total duration pf practical (must be a minimum of 4 hours)	
Pathway: Electromechanical Specialist Skills	Covered on activity
EM1 Position, assemble, install and dismantle integrated electromechanical power and control systems	<input type="checkbox"/>
EM2 Carry out planned, unplanned and preventative maintenance procedures on integrated electromechanical plant and equipment	<input type="checkbox"/>



EM3 Replace, repair and/or remove components within integrated electromechanical plant and equipment and ensure its return to operational condition	<input type="checkbox"/>
EM4 Diagnose and determine the cause of faults within integrated electromechanical plant and equipment	<input type="checkbox"/>
Estimated total duration of practical (must be a minimum of 4 hours)	

Remember:

- The specific detail of the tasks to be undertaken should be **kept confidential from the apprentices**
- You will require differing tasks where you have more than one apprentice to be assessed

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

EUIAS Office use only

Date received	
Date signed off	

Appendix E: Practice Practical Observation Template

This document is for use by the person from the employer/training provider playing the role of the assessor during the practice practical observation. It is designed to help replicate the live assessment experience and to enable feedback to be provided to the apprentice.

Full Name of Apprentice	
Location(s) of Practice Practical Observation	
Full Name of Assessor	
Date of Practice Practical Observation	
Start Time	
End Time	
Assessor - Additional comments:	

Please indicate the apprentice's practice practical observation grade (F/P/M/D):	Grade

Please Note:

Pass: Each criteria must be met to achieve a pass.

Merit or Distinction: All Pass criteria must be achieved PLUS a minimum number of merit and distinction as described in Section 3 in this specification.

Fail: The apprentice does not demonstrate the pass criteria.

S1 Comply with industry health, safety and environmental working practices and regulations					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • Demonstrate a clear understanding of their own health, safety and environmental responsibilities and that of others • Comply with the required health, safety and environmental working practices and regulations • Conduct a suitable risk assessment and proactively identify workplace hazards • Inspect and wear the correct personal protective equipment (PPE) required to carry out the activity • Inform other relevant parties of matters affecting them where required 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a deeper understanding of the health, safety and environmental implications of the work e.g. potential effect of failure to comply, environmental, social, financial, company impact • Take a lead role in managing the site safety of self and others • Consistently demonstrate compliance with safety requirements and make suggestions to reduce risks • Identify poor / bad practice in relation to work activities and address the situation 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate exemplary health, safety and environmental knowledge and performance throughout the activity • Identify health, safety and environmental deficiencies and implement appropriate solutions • Challenge unsafe behaviour / practices using appropriate techniques • Pre-empt risks prior to task commencement and puts actions in place to prevent them occurring • Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to improve safety standards 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<ul style="list-style-type: none"> • Comply with and apply safe systems of work and maintain a safe working environment • Inspect and use the appropriate tools and equipment • Regularly re-assess the site conditions and take action when necessary to maintain site safety • Check to ensure the site is left in a safe / secure condition for others 	<input type="checkbox"/> <input type="checkbox"/>				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

S2 Communicate with and provide information to stakeholders in line with personal role and responsibilities

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • Read and correctly interpret a range of technical information provided to plan and conduct the work • Demonstrate a clear understanding of the purpose and use of the technical information provided for the work • Use and refer to the technical information provided to check / confirm the work conducted meets the required company standards / specifications • Where necessary, question / clarify any information which is not clearly understood • Complete any technical or supporting documentation in line with company policies / procedures 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed knowledge of the range and purpose of the technical information available • Identify inaccuracies / deficiencies in the technical information provided and resolve / report the situation • Challenge in a professional manner any areas of concern to clarify understanding • Identify / suggest methods of improving the system / use of information 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate their ability to effectively communicate technical information across a wide range of stakeholders e.g. colleagues, management, briefings / meetings, external clients • Consult and involve team members and / or other relevant persons to achieve greater understanding and improved performance • Demonstrate the ability to build positive relationships and actively address conflict with positive outcomes 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p>Assessor must ask the following standardised questions.</p>	<p>Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.</p>	<p>Recording timeline.</p>	<p>Mark awarded.</p>
<p>Questions</p> <p><i>Develop some open ended questions</i></p>			

S3 Prepare work areas to undertake work related activities and reinstate those areas after the completion of the work-related activities

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate an understanding of the importance of good preparation and the potential outcomes of poor preparation Inspect and prepare the work area and equipment to be worked on in line with company policies / procedures Identify and implement any special precautions required 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Take a lead role in the preparation of the work area proactively informing others on matters which affect them Produce a detailed work plan to support the organisation of the work, including measures to deal with contingencies Demonstrate their ability to develop positive professional relationships with individuals to support the work activity 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a deeper understanding of the implications of good and poor work preparation. e.g. In terms of cost, time, value, company reputation etc Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/> <input type="checkbox"/>

<p>by the work activity or environment, where required</p> <ul style="list-style-type: none"> Maintain good housekeeping practices and a safe working environment throughout the activity Store tools, equipment, materials in a suitable / secure position and dispose of waste products in line with company policies and Health Safety and Environmental regulations Reinstate the work area to ensure it is left in a safe and secure condition e.g. locks, notices, documentation 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Make valid suggestions / recommendations to improve the planning / preparation of the work activity 	<input type="checkbox"/>		
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

S4 Assess and test the performance and condition of plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of the company policies / procedures for the assessment and testing of plant and equipment to be worked on Demonstrate a clear understanding of the types and purpose of testing procedures for the plant and equipment to be worked on Assess and test the plant / equipment to be worked on in line with company procedures Use the correct tools, equipment and techniques to conduct testing in line with company procedures Accurately interpret the results of the tests conducted 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed technical knowledge of the range of tests available and their specific purpose Take a pro-active, leading role in the testing activity providing clear guidance on the results obtained Make recommendations / suggestions to improve testing efficiencies Demonstrate a detailed technical knowledge of the outcome of testing procedures and the implications of results obtained 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a deeper technical understanding of testing procedures and the analysis of results. e.g. testing parameters, performance indicators etc. Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/> <input type="checkbox"/>

<ul style="list-style-type: none"> Record / report the results of the testing in line with company procedures 					
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

S5 Locate, and rectify faults on plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • Demonstrate a clear understanding of their role and responsibilities for the fault location and rectification activity to be undertaken 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed understanding of the theory and principles of fault location and rectification operations 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate deeper technical knowledge of fault location and fault prevention e.g. costs, lost time, sustainability of equipment, company reputation 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Provide an accurate technical explanation of the company's fault location methods, processes and / or procedures 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed understanding of cause and effect of faults and preventative measures 	<input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • Identify and implement tangible changes that improve the efficiency of the work being conducted 	<input type="checkbox"/>

<ul style="list-style-type: none"> • Competently use the correct tools, equipment and methods to locate the rectify the fault/s in a timely manner • Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures • Complete the required tests / checks to confirm the fault rectification has been successful • Record the results / outcomes of rectification work in line with company requirements 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • Pro-actively works with others to identify areas for improvement and follows through on agreed implementation • Make recommendations / suggestions to improve the location / rectification work activity 	<input type="checkbox"/> 	<ul style="list-style-type: none"> • Identify and take action to report or deal with issues of nonconformity / compliance • Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/> <input checked="" type="checkbox"/>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------

S6 Read, understand and interpret information and work in compliance with technical specifications and supporting documentation				
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met
<ul style="list-style-type: none"> • Read and correctly interpret a range of technical information provided to plan and conduct the work 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed knowledge of the range and purpose of the technical information available 	<input type="checkbox"/>	
<ul style="list-style-type: none"> • Demonstrate a clear understanding of the purpose and use of the technical information provided for the work 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify inaccuracies / deficiencies in the technical information provided and resolve / report the situation 	<input type="checkbox"/>	
<ul style="list-style-type: none"> • Use and refer to the technical information provided to check / confirm the work conducted meets the required company standards / specifications 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Challenge in a professional manner any areas of concern to clarify understanding 	<input type="checkbox"/>	
<ul style="list-style-type: none"> • Where necessary, question / clarify any information which is not clearly understood 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify / suggest methods of improving the system / use of information 	<input type="checkbox"/>	
<ul style="list-style-type: none"> • Complete any technical or supporting documentation in 	<input type="checkbox"/>			

line with company policies / procedures					
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

S7 Inspect and maintain appropriate plant and equipment to meet operational requirements					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • Demonstrate a clear understanding of the company polices / procedures for the inspection of plant and equipment to be worked on 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed technical knowledge of the range of required inspections and maintenance procedures and their specific purpose 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a deeper technical understanding of inspection / maintenance operations. e.g. In terms of cost, time, environmental impact, sustainability etc 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Demonstrate a clear understanding of the company polices / procedures in relation to achieving the safe isolation 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Pro-actively works with others to identify areas for improvement and follows through on agreed implementation 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to 	<input type="checkbox"/>

of equipment from relevant sources of energy	<input type="checkbox"/>	• Demonstrate the ability to develop positive professional relationships with individuals to support the work activity	<input type="checkbox"/>	achieve / improve the work being undertaken
• Identify and inspect the plant / equipment to be worked on in line with company procedures	<input type="checkbox"/>	• Identify areas for work improvement and implement actions to improve work efficiencies	<input type="checkbox"/>	
• Correctly use tools, equipment and techniques to achieve the quality standards required by company policies / procedures	<input type="checkbox"/>			
• Demonstrate consistent application of policies and procedures during the work activity	<input type="checkbox"/>			
• Record / report the results of the inspection in line with company procedures	<input type="checkbox"/>			

Questions

Develop some open ended questions

S8 Communicate, handover and confirm that the appropriate engineering process has been completed to specification

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and responsibilities in returning the system / equipment back to operational service Provide an accurate technical explanation of the company's handover procedure Complete the required checks / tests to confirm the equipment meets the company operational requirements for handover Conduct the handover in compliance with all relevant policies and procedures Clearly communicate the details of the handover including any additional requirements to the relevant parties 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the factors which can support and influence a smooth handover of equipment Take a pro-active lead in effectively communicating the detail of handover arrangements with stakeholders Demonstrate their ability to develop positive professional relationships with individuals to support handover process Confidently lead the handover process taking charge of the operation and resolving any issues within their role responsibility Adapts the method and style of communications to changing circumstances and need 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the handover process Consult and involve team members and / or other relevant persons to achieve greater understanding and improved performance Demonstrate the ability to build positive relationships and actively address conflict / resolve problems with positive outcomes Demonstrate their ability to effectively communicate technical information across a wide range of stakeholders e.g. colleagues, management, briefings / meetings, external clients 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Complete all relevant reporting / recording documentation in line with company procedures Leave the work area in a safe / secure condition for others	<input type="checkbox"/>				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

B1 Health and Safety					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Follows health and safety policies and procedures and be prepared to challenge unsafe behaviour using appropriate techniques to ensure the protection of people and property when 	<input type="checkbox"/>				

working alone and/or with appropriate supervision			
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.		Recording timeline.
Questions <i>Develop some open ended questions</i>			Mark awarded.

B2 Quality focused			
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met
<ul style="list-style-type: none"> Ensures that work achieves quality standard both occupationally and personally 	<input type="checkbox"/>		
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.		Recording timeline.
Questions <i>Develop some open ended questions</i>			Mark awarded.

B3 Working with others				
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Has the ability to work well with people from different disciplines, backgrounds and expertise to accomplish an activity safely and on time 	<input type="checkbox"/>			
Assessor must ask the following standardised questions.		Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.		Recording timeline.
Questions <i>Develop some open ended questions</i>				

B4 Interpersonal skills				
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Gets along well with others and takes into account their needs and concerns 	<input type="checkbox"/>			
Assessor must ask the following standardised questions.		Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.		Recording timeline.
Questions <i>Develop some open ended questions</i>				Mark awarded.

B6 Sustainability and ethical behaviour				
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Behaves ethically and undertakes work in a way that contributes to sustainable development 	<input type="checkbox"/>			

Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.	Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>			

B7 Risk awareness				
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrates high concentration, the desire to reduce risks, ability to be compliant and awareness of change, through regular monitoring and checking of information 	<input type="checkbox"/>			
Assessor must ask the following standardised questions.		Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.		Recording timeline.
				Mark awarded.

Questions <i>Develop some open ended questions</i>			
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Pathway: Electrical Role Specialist Skills

E1 Position, assemble, install and dismantle electrical plant and equipment to agreed specifications					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none">• Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted	<input type="checkbox"/>	<ul style="list-style-type: none">• Demonstrate a detailed technical knowledge of the methods and processes used to conduct the work	<input type="checkbox"/>	<ul style="list-style-type: none">• Demonstrate deeper technical / commercial knowledge of the equipment / operation e.g. installation costs, technical requirements planning, sustainability of equipment etc	<input type="checkbox"/>
<ul style="list-style-type: none">• Provide an accurate technical explanation for the purpose of the work activity	<input type="checkbox"/>	<ul style="list-style-type: none">• Pro-actively works with others to identify areas for improvement and follows through on agreed implementation	<input type="checkbox"/>	<ul style="list-style-type: none">• Identify and implement tangible changes that improve the efficiency of the work being conducted	<input type="checkbox"/>
<ul style="list-style-type: none">• Demonstrate a clear plan for the work to be undertaken and an understanding of any safety / technical information given	<input type="checkbox"/>	<ul style="list-style-type: none">• Make recommendations / suggestions to improve work efficiencies	<input type="checkbox"/>	<ul style="list-style-type: none">• Identify and take action to report or deal with issues of nonconformity / compliance	<input type="checkbox"/>
<ul style="list-style-type: none">• Use tools and equipment to competently achieve the quality standards required by	<input type="checkbox"/>	<ul style="list-style-type: none">• Produce a detailed work plan to support the work delivery including measures to deal with contingencies	<input type="checkbox"/>	<ul style="list-style-type: none">• Demonstrate the ability to take a lead in accepting additional	<input type="checkbox"/>

<p>the company in a timely manner</p> <ul style="list-style-type: none">• Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures• Deal effectively with any issues within their role responsibilities, where necessary• Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div>			responsibility and autonomy to achieve / improve the work being undertaken	
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

E2 Carry out planned, unplanned and preventative maintenance on electrical plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted Provide an accurate technical explanation for the purpose of the maintenance work Demonstrate a clear plan for the work to be undertaken and an understanding of any safety / technical information given Use tools and equipment to competently achieve the quality standards required by the company in a timely manner Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the process and principles of preventative maintenance Pro-actively works with others to identify areas for improvement and follows through on agreed implementation Make recommendations / suggestions to improve work efficiencies Produce a detailed work plan to support the maintenance operation including measures to deal with contingencies 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate deeper technical / commercial knowledge of the maintenance operation being undertaken e.g. installation costs, technical requirements, planning, corrective / preventative Identify and implement tangible changes that improve the efficiency of the work being conducted Identify and take action to report or deal with issues of nonconformity / compliance Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<ul style="list-style-type: none">• Deal effectively with any issues within their role responsibilities, where necessary• Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required	<input type="checkbox"/>				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

E3 Replace, repair and/or remove components in electrical plant and equipment and ensure its return to operational condition						
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met		
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the causes and principles of component degradation 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate deeper technical / commercial knowledge of the repair / replacement work being undertaken e.g. costs, effect on 		<input type="checkbox"/>

<ul style="list-style-type: none"> • Provide an accurate technical explanation for the purpose of the maintenance work • Demonstrate a clear plan for the work to be undertaken and an understanding of any safety / technical information given • Use tools and equipment to competently carry out the removal / replacement of components in a logical sequence and timely manner • Conduct the work in compliance with all relevant regulatory requirements and company procedures • Deal effectively with any issues within their role responsibilities, where necessary • Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed understanding of the limits / restrictions of component replacement or repair e.g. In terms of reliability, certification of instruments / systems etc. • Pro-actively works with others to identify areas for improvement and follows through on agreed implementation • Make recommendations / suggestions to improve work efficiencies • Produce a detailed work plan to support the maintenance operation including measures to deal with contingencies 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>maintenance periods, equipment sustainability</p> <ul style="list-style-type: none"> • Identify and implement tangible changes that improve the efficiency of the work being conducted • Identify and take action to report or deal with issues of nonconformance/ compliance • Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.	Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>			

E4 Diagnose and determine the cause of faults in electrical plant and equipment					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none">• Demonstrate a clear understanding of their role and responsibilities in relation to the fault diagnosis to be conducted	<input type="checkbox"/>	<ul style="list-style-type: none">• Demonstrate a detailed understanding of the theory / principles of relevant diagnostic techniques	<input type="checkbox"/>	<ul style="list-style-type: none">• Demonstrate deeper technical / commercial knowledge of the effect of fault diagnosis and repair e.g. fault analysis, costs, prevention, lost time	<input type="checkbox"/>
<ul style="list-style-type: none">• Provide an accurate technical explanation for the purpose and process of the fault's activity	<input type="checkbox"/>	<ul style="list-style-type: none">• Able to identify the root cause of the fault and preventative measures	<input type="checkbox"/>	<ul style="list-style-type: none">• Identify and implement tangible changes that improve the efficiency of the work being conducted	<input type="checkbox"/>
<ul style="list-style-type: none">• Demonstrate a clear plan for the diagnosis to be undertaken and an understanding of any	<input type="checkbox"/>	<ul style="list-style-type: none">• Pro-actively works with others to identify areas for improvement and follows through on agreed implementation	<input type="checkbox"/>	<ul style="list-style-type: none">• Identify and take action to report or deal with issues of nonconformity / compliance	<input type="checkbox"/>

<p>safety / technical information given</p> <ul style="list-style-type: none">• Competently use the correct tools, equipment, technical data and diagnostic techniques to identify, locate and diagnose fault/s in a timely manner• Correctly analyse and interpret the results of the fault-finding techniques conducted• Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures• Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>	<ul style="list-style-type: none">• Make recommendations / suggestions to improve work efficiencies• Produce a detailed work plan to support the maintenance operation including measures to deal with contingencies	<div><input type="checkbox"/></div>	<ul style="list-style-type: none">• Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken	<div><input type="checkbox"/></div>
<p>Assessor must ask the following standardised questions.</p>	<p>Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.</p>			<p>Recording timeline.</p>	<p>Mark awarded.</p>

Questions <i>Develop some open ended questions</i>			
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Pathway: Mechanical Role Specialist Skills

M1 Position, assemble, install and dismantle mechanical plant and equipment to agreed specifications					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed technical knowledge of the methods and processes used to conduct the work 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate deeper technical / commercial knowledge of the equipment / operation e.g. installation costs, technical requirements planning, sustainability of equipment etc. 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Provide an accurate technical explanation for the purpose of the work activity 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Pro-actively works with others to identify areas for improvement and follows through on agreed implementation 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify and implement tangible changes that improve the efficiency of the work being conducted 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Demonstrate a clear plan for the work to be undertaken and an understanding of any safety / technical information given 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Make recommendations / suggestions to improve work efficiencies 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify and take action to report or deal with issues of nonconformity / compliance 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Use tools and equipment to competently achieve the quality standards required by 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Produce a detailed work plan to support the work delivery including measures to deal with contingencies 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate the ability to take a lead in accepting additional 	<input type="checkbox"/>

the company in a timely manner	<input type="checkbox"/>			responsibility and autonomy to achieve / improve the work being undertaken	<input type="checkbox"/>
• Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures	<input type="checkbox"/>				
• Deal effectively with any issues within their role responsibilities, where necessary	<input type="checkbox"/>				
• Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required	<input type="checkbox"/>				

<p>Assessor must ask the following standardised questions.</p>	<p>Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.</p>	<p>Recording timeline.</p>	<p>Mark awarded.</p>
<p>Questions</p> <p><i>Develop some open ended questions</i></p>			

M2 Carry out planned, unplanned and preventative maintenance procedures on mechanical plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted Provide an accurate technical explanation for the purpose of the maintenance work Demonstrate a clear plan for the work to be undertaken and an understanding of any safety / technical information given Use tools and equipment to competently achieve the quality standards required by the company in a timely manner Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the process and principles of preventative maintenance Pro-actively works with others to identify areas for improvement and follows through on agreed implementation Make recommendations / suggestions to improve work efficiencies Produce a detailed work plan to support the maintenance operation including measures to deal with contingencies 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate deeper technical / commercial knowledge of the maintenance operation being undertaken e.g. installation costs, technical requirements, planning, corrective / preventative Identify and implement tangible changes that improve the efficiency of the work being conducted Identify and take action to report or deal with issues of nonconformity / compliance Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<ul style="list-style-type: none"> • Deal effectively with any issues within their role responsibilities, where necessary • Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required 	<input type="checkbox"/> <input type="checkbox"/>				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

M2 Carry out planned, unplanned and preventative maintenance procedures on mechanical plant and equipment					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the process and principles of preventative maintenance 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate deeper technical / commercial knowledge of the maintenance operation being undertaken e.g. installation costs, technical requirements, 	<input type="checkbox"/>

<ul style="list-style-type: none"> • Provide an accurate technical explanation for the purpose of the maintenance work • Demonstrate a clear plan for the work to be undertaken and an understanding of any safety / technical information given • Use tools and equipment to competently achieve the quality standards required by the company in a timely manner • Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures • Deal effectively with any issues within their role responsibilities, where necessary • Complete the required checks and tests to confirm the work 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • Pro-actively works with others to identify areas for improvement and follows through on agreed implementation • Make recommendations / suggestions to improve work efficiencies • Produce a detailed work plan to support the maintenance operation including measures to deal with contingencies 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>planning, corrective / preventative</p> <ul style="list-style-type: none"> • Identify and implement tangible changes that improve the efficiency of the work being conducted • Identify and take action to report or deal with issues of nonconformity / compliance • Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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meets the accuracy, finish and quality standards required					
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

M3 Replace, repair and/or remove components in mechanical plant and equipment and ensure its return to operational condition

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed understanding of the causes and principles of component degradation 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate deeper technical / commercial knowledge of the repair / replacement work being undertaken e.g. costs, effect on maintenance periods, equipment sustainability 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Provide an accurate technical explanation for the purpose of the maintenance work 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed understanding of the limits / restrictions of component replacement or repair e.g. In terms of reliability, certification of instruments / systems etc. 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify and implement tangible changes that improve the efficiency of the work being conducted 	<input type="checkbox"/>

<p>an understanding of any safety / technical information given</p> <ul style="list-style-type: none">• Use tools and equipment to competently carry out the removal / replacement of components in a logical sequence and timely manner• Conduct the work in compliance with all relevant regulatory requirements and company procedures• Deal effectively with any issues within their role responsibilities, where necessary• Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>	<ul style="list-style-type: none">• Pro-actively works with others to identify areas for improvement and follows through on agreed implementation• Make recommendations / suggestions to improve work efficiencies• Produce a detailed work plan to support the maintenance operation including measures to deal with contingencies	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>	<ul style="list-style-type: none">• Identify and take action to report or deal with issues of nonconformance/ compliance• Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div>
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.

Questions <i>Develop some open ended questions</i>			
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M4 Diagnose and determine the cause of faults in mechanical plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and responsibilities in relation to the fault diagnosis to be conducted Provide an accurate technical explanation for the purpose and process of the fault's activity Demonstrate a clear plan for the diagnosis to be undertaken and an understanding of any safety / technical information given Competently use the correct tools, equipment, technical 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the theory / principles of relevant diagnostic techniques Able to identify the root cause of the fault and preventative measures Pro-actively works with others to identify areas for improvement and follows through on agreed implementation Make recommendations / suggestions to improve work efficiencies Produce a detailed work plan to support the maintenance 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate deeper technical / commercial knowledge of the effect of fault diagnosis and repair e.g. fault analysis, costs, prevention, lost time Identify and implement tangible changes that improve the efficiency of the work being conducted Identify and take action to report or deal with issues of nonconformity / compliance Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p>data and diagnostic techniques to identify, locate and diagnose fault/s in a timely manner</p> <ul style="list-style-type: none"> • Correctly analyse and interpret the results of the fault-finding techniques conducted • Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures • Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	operation including measures to deal with contingencies		achieve / improve the work being undertaken	
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Assessor must ask the following standardised questions.

Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.

Recording timeline.

**Mark
awarded.**

Questions

Develop some open ended questions

Pathway: Electromechanical Role Specialist Skills

EM1 Position, assemble, install and dismantle integrated electromechanical plant and equipment					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate a detailed technical knowledge of the methods and processes used to conduct the work 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate deeper technical / commercial knowledge of the equipment / operation e.g. installation costs, technical requirements planning, sustainability of equipment etc. 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Provide an accurate technical explanation for the purpose of the work activity 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Pro-actively works with others to identify areas for improvement and follows through on agreed implementation 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify and implement tangible changes that improve the efficiency of the work being conducted 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Demonstrate a clear plan for the work to be undertaken and an understanding of any safety / technical information given 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Make recommendations / suggestions to improve work efficiencies 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify and take action to report or deal with issues of nonconformity / compliance 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Use tools and equipment to competently achieve the quality standards required by the company in a timely manner 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Produce a detailed work plan to support the work delivery including measures to deal with contingencies 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Conduct the work in compliance with all relevant regulatory requirements and 	<input type="checkbox"/>				

<p>company policies and procedures</p> <ul style="list-style-type: none"> • Deal effectively with any issues within their role responsibilities, where necessary • Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required 	<input type="checkbox"/> <input type="checkbox"/>				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

EM2 Carry out planned, unplanned and preventative maintenance on electromechanical plant and equipment and ensure its return to operational condition					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the process 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate deeper technical / commercial knowledge of the maintenance operation being 	

responsibilities in relation to the work to be conducted		and principles of preventative maintenance		undertaken e.g. installation costs, technical requirements, planning, corrective / preventative	
<ul style="list-style-type: none"> • Provide an accurate technical explanation for the purpose of the maintenance work 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Pro-actively works with others to identify areas for improvement and follows through on agreed implementation 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify and implement tangible changes that improve the efficiency of the work being conducted 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Demonstrate a clear plan for the work to be undertaken and an understanding of any safety / technical information given 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Make recommendations / suggestions to improve work efficiencies 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Identify and take action to report or deal with issues of nonconformity / compliance 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Use tools and equipment to competently achieve the quality standards required by the company in a timely manner 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Produce a detailed work plan to support the maintenance operation including measures to deal with contingencies 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/>
<ul style="list-style-type: none"> • Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures 	<input type="checkbox"/>				
<ul style="list-style-type: none"> • Deal effectively with any issues within their role responsibilities, where necessary 	<input type="checkbox"/>				

<ul style="list-style-type: none"> Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required 					
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

EM3 Replace, repair and/or remove components within electromechanical plant and equipment and ensure its return to operational condition

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the causes and principles of component degradation 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate deeper technical / commercial knowledge of the repair / replacement work being undertaken e.g. costs, effect on maintenance periods, equipment sustainability 	<input type="checkbox"/>
<ul style="list-style-type: none"> Provide an accurate technical explanation for the purpose of the maintenance work 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the limits / restrictions of component replacement or repair e.g. In 	<input type="checkbox"/>	<ul style="list-style-type: none"> Identify and implement tangible changes that improve the 	<input type="checkbox"/>

<p>an understanding of any safety / technical information given</p> <ul style="list-style-type: none">• Use tools and equipment to competently carry out the removal / replacement of components in a logical sequence and timely manner• Conduct the work in compliance with all relevant regulatory requirements and company procedures• Deal effectively with any issues within their role responsibilities, where necessary• Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>	<p>terms of reliability, certification of instruments / systems etc.</p> <ul style="list-style-type: none">• Pro-actively works with others to identify areas for improvement and follows through on agreed implementation• Make recommendations / suggestions to improve work efficiencies• Produce a detailed work plan to support the maintenance operation including measures to deal with contingencies	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>	<p>efficiency of the work being conducted</p> <ul style="list-style-type: none">• Identify and take action to report or deal with issues of nonconformance/ compliance• Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div>
<p>Assessor must ask the following standardised questions.</p>	<p>Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.</p>			<p>Recording timeline.</p>	<p>Mark awarded.</p>

Questions <i>Develop some open ended questions</i>			
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EM4 Diagnose and determine the cause of faults within electromechanical plant and equipment					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> Demonstrate a clear understanding of their role and responsibilities in relation to the fault diagnosis to be conducted 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate a detailed understanding of the theory / principles of relevant diagnostic techniques 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate deeper technical / commercial knowledge of the effect of fault diagnosis and repair e.g. fault analysis, costs, prevention, lost time 	<input type="checkbox"/>
<ul style="list-style-type: none"> Provide an accurate technical explanation for the purpose and process of the fault's activity 	<input type="checkbox"/>	<ul style="list-style-type: none"> Able to identify the root cause of the fault and preventative measures 	<input type="checkbox"/>	<ul style="list-style-type: none"> Identify and implement tangible changes that improve the efficiency of the work being conducted 	<input type="checkbox"/>
<ul style="list-style-type: none"> Demonstrate a clear plan for the diagnosis to be undertaken and an understanding of any safety / technical information given 	<input type="checkbox"/>	<ul style="list-style-type: none"> Pro-actively works with others to identify areas for improvement and follows through on agreed implementation 	<input type="checkbox"/>	<ul style="list-style-type: none"> Identify and take action to report or deal with issues of nonconformity / compliance 	<input type="checkbox"/>
<ul style="list-style-type: none"> Competently use the correct tools, equipment, technical data and diagnostic 	<input type="checkbox"/>	<ul style="list-style-type: none"> Make recommendations / suggestions to improve work efficiencies 	<input type="checkbox"/>	<ul style="list-style-type: none"> Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve / improve the work being undertaken 	<input type="checkbox"/>
		<ul style="list-style-type: none"> Produce a detailed work plan to support the maintenance 	<input type="checkbox"/>		

techniques to identify, locate and diagnose fault/s in a timely manner	<input type="checkbox"/>	operation including measures to deal with contingencies		
• Correctly analyse and interpret the results of the fault-finding techniques conducted	<input type="checkbox"/>			
• Conduct the work in compliance with all relevant regulatory requirements and company policies and procedures	<input type="checkbox"/>			
• Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required				

<p>Assessor must ask the following standardised questions.</p>	<p>Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.</p>	<p>Recording timeline.</p>	<p>Mark awarded.</p>
<p>Questions</p> <p><i>Develop some open ended questions</i></p>			

Appendix F: Practice Technical Interview Template

This document is for use by the employer/provider person playing the role of the assessor during a practice technical interview. It is designed to help replicate the live assessment experience and to enable feedback to be provided to the apprentice.

The practice technical interview must be conducted under examination conditions and recorded. The apprentice must be asked questions.

There are a maximum of **100 marks** for the interview.

To achieve a Pass for the technical interview, a Pass is required in ALL relevant elements, including all skills from the specialist pathway.

To achieve a Merit or Distinction for the technical interview, all Pass criteria must be achieved PLUS a minimum number of merit and distinction marks as described in Section 3 in the Specification 'Grading and Grading Criteria – Component 3: Technical Interview.'

Apprentice Full Name:					
Employer and location:					
Assessor Full Name:					
Date of Interview:		Start time:		Finish time:	

K1 First principles relating to the operation and maintenance of appropriate plant and equipment					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> A working knowledge of the principles of operation for the range of plant/equipment they are responsible for The primary purpose of the range of plant / equipment worked on e.g. what the plant / equipment worked on does How the plant / equipment interacts within the overall system The typical characteristics of healthy and unhealthy operation for the range of plant/equipment worked on and how to identify the difference How they have used their knowledge of plant and equipment operating / maintenance principles to 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> A detailed understanding by explaining additional technical detail of the operating principles of the plant/equipment they are responsible for e.g. operating limits, tolerances, restrictions, effects on system A detailed understanding by explaining additional technical detail of the function / interaction of the plant / equipment within the overall system e.g. synchronisation, effects on system How they have used their knowledge of plant and equipment operating / maintenance principles to improve or enhance operational activities 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> An excellent knowledge and thorough understanding of the relevant engineering principles relative to the operation and maintenance of plant and equipment encountered in their job role Evidence of conducting supporting technical analysis to gain a greater understanding of (a or b) a) the operating principles of plant/ equipment worked on b) the function / effect of the plant/ equipment within the overall system Conducting technical research into the effects of new technologies on current / future maintenance requirements/methodologies 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

support their work decisions / activities				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the responses provided by the apprentice including examples.			Recording timeline.
Questions <i>Develop some open ended questions</i>				

K2 Relevant industry health and safety standards, regulations, and environmental and regulatory requirements

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> A working knowledge of the relevant health, safety and environmental regulations and standards and how they impact the overall operation A clear understanding of their responsibilities and those of others under the relevant Company policies and procedures which apply to the range of work undertaken and 	<input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> A detailed understanding of the relevant health, safety and environmental regulations and standards by explaining additional technical detail e.g. how they influence how the work is planned and/or conducted Conducting reviews of work health, safety and environmental arrangements and their applicability and adapting them 	<input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> Excellent and thorough health, safety and environmental knowledge and understanding in relation to the wider impact of relevant industry working practices and regulations for their work activities How they have taken a leading role in identifying health, safety and environmental deficiencies 	<input type="checkbox"/> <input type="checkbox"/>

<p>describe why they are required</p> <ul style="list-style-type: none"> A knowledge of the Company process/s and/ or procedures for achieving and maintaining safety when working on systems within their work role and how they impact the work e.g. safe systems of work, documentation A clear understanding of the purpose of conducting risk assessments and the factors which affect the critical reasoning when making risk assessment decisions A knowledge of the Company procedure/s for reporting safety concerns and emergencies 	<input type="checkbox"/> <input type="checkbox"/>	<p>for changing circumstances whilst still maintaining safety</p> <ul style="list-style-type: none"> How they have readily accepted additional health, safety and environmental responsibility / autonomy to maintain / improve work safety standards 	<input type="checkbox"/>	<p>and then implementing the appropriate solution/s in line with</p> <ul style="list-style-type: none"> Company policies / procedures How they have challenged unsafe behaviour / practices using appropriate techniques 	<input type="checkbox"/> <input type="checkbox"/>
<p>Assessor must ask the following standardised questions.</p>	<p>Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.</p>			<p>Recording timeline.</p>	<p>Mark awarded.</p>

Questions

Develop some open ended questions

K3 Maintenance and operational practices, processes and procedures covering a range of plant and equipment					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria - Minimum two to be met	
<ul style="list-style-type: none"> A working knowledge of the maintenance requirements for the range of plant/ equipment worked on within their job role A working knowledge of the Company's operational processes and procedures and how these have affected / influenced their maintenance work Their planning process for conducting maintenance operations and the factors which have influenced their critical reasoning / decision making when planning their work A working knowledge of the range and type of test procedures which they have used to confirm their work has 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> A detailed knowledge of the Company maintenance practices by explaining additional technical detail for maintenance procedures on plant/equipment A detailed knowledge of the Company operational processes and procedures which affect maintenance operations by explaining additional operational detail A detailed knowledge of the range of testing procedures and the implications of the results obtained 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> An excellent and thorough knowledge and understanding of relevant maintenance and operational practices / procedures for their job role An ability to analyse and provide valid justification for the Company's maintenance procedures and/or operational practices for maintenance work on plant and equipment A detailed technical / commercial understanding of the effects of conducting maintenance procedures on Company plant / equipment e.g. cost, reliability, availability, sustainability 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

met with Company operational requirements and standards • A knowledge of how their maintenance activities have impacted plant / equipment / others					
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

K4 The relevant engineering theories and principles relative to their occupation

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> A working knowledge of the range of relevant operational theories and principles which underpin their work A working knowledge of the basic effect / influence of the relevant operational theories 	<input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> A detailed knowledge of the relevant operational theories and principles which have supported and/or influenced their work activities How they have used relevant operational theories and principles to support / 	<input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> An excellent and thorough knowledge and understanding of the relevant operational theories and principles relative to plant and equipment in their job role How they have used their understanding of relevant operational theories and 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p>and principles which directly underpin their work activities</p> <ul style="list-style-type: none"> The benefits of being able to identify and apply the differing operational theories and principles in relation to their job role e.g. maintenance inspections, fault finding A working knowledge of how to apply the relevant operational formulae which can be used to support their work activities 	<input type="checkbox"/> <input type="checkbox"/>	<p>influence their work decisions / activities</p> <ul style="list-style-type: none"> Their inclusion of operational formulae / theories / principles to support their technical explanations in relation to their work activities 	<input type="checkbox"/>	<p>principles to make suggestions which have influenced or led to an improved performance</p> <ul style="list-style-type: none"> How they have conducted further technical research which is based on relevant operational theories and principles to support the effects of current or future technologies 	
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

S5 Locate, and rectify faults on plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • A working knowledge of the Company policies and procedures for the location of faults on plant and equipment worked on • A clear understanding of the Company policies and procedures in relation to achieving the safe isolation of equipment from relevant sources of energy and maintaining safety from the system • How they have used tools / equipment / techniques to inspect and identify faults on plant/ equipment and develop sound solutions while recognising and defining problems 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed knowledge of the Company processes and procedures by explaining additional technical detail for the fault location methods / procedures conducted on plant/ equipment/systems • A detailed understanding of the tools and equipment that can be used to identify and locate faults on plant/equipment/systems • Their ability to take a lead in fault finding/ rectification activities and accept additional responsibility / autonomy for the fault work undertaken 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • An excellent knowledge / understanding in relation to fault location / rectification procedures within their job role • How they have used a range of methods to locate, and rectify faults on plant and equipment, with a detailed explanation / justification of their chosen methods • How they have used their knowledge of fault location / rectification to improve / influence work outcomes 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<ul style="list-style-type: none"> How they have used tools / equipment / techniques to repair faults and confirm the rectification to the quality standards required by Company policies / procedures How they have recorded / reported the results of fault-finding activities in line with Company procedures 	<input type="checkbox"/>				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

S6 Read, understand and interpret information and work in compliance with technical specifications and supporting documentation

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met
<ul style="list-style-type: none"> • A working knowledge of the range of information which can be gained from Company policies and procedures which affect their work • A working knowledge of the range and type of technical information / specifications available and how they are used to support work activities • How they have used Company work information and technical specifications to conduct / support their work activities • Describe how they have used Company information to record/ report the results of work carried out in line with Company procedures 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a lead in interpreting / relaying technical information to progress work or support others understanding • How they have questioned / clarified information which was unclear or incorrect • How they have reported / updated information which was not technically correct / accurate 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

S7 Inspect and maintain appropriate plant and equipment to meet operational requirements					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> How they have planned inspection and maintenance operations and the factors which influenced their critical reasoning / decisions during their planning process 	<input type="checkbox"/>	<ul style="list-style-type: none"> Their ability to explain in detail the range of skills, knowledge and behaviours they have used to support their conducted inspection / maintenance operations 	<input type="checkbox"/>	<ul style="list-style-type: none"> An excellent knowledge / understanding in relation to inspection / maintenance procedures within their job role 	<input type="checkbox"/>
<ul style="list-style-type: none"> How they have implemented / complied with Company operational processes and procedures during their conducted inspection and maintenance work 	<input type="checkbox"/>	<ul style="list-style-type: none"> How they have pro-actively worked with others to resolve problems during inspection / maintenance operations which supported work progression / performance 	<input type="checkbox"/>	<ul style="list-style-type: none"> Their ability to explain / justify the Company inspection and maintenance procedures used for a range of plant and equipment 	<input type="checkbox"/>
<ul style="list-style-type: none"> How they have used tools / techniques / equipment to conduct maintenance inspection and maintenance procedures on a range of plant / equipment to meet Company standards 	<input type="checkbox"/>	<ul style="list-style-type: none"> How they have taken action to report or deal with issues of nonconformity or non-compliance during inspection / maintenance work operations 	<input type="checkbox"/>	<ul style="list-style-type: none"> How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of inspection / maintenance operations 	<input type="checkbox"/>

<ul style="list-style-type: none">• How they have used test equipment / procedures on plant / equipment to confirm that the work completed met with Company operational requirements• How they have reported / recorded the outcome of their inspection and maintenance operations					
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

S8 Communicate, handover and confirm that the appropriate engineering process has been completed to specification

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> A working knowledge of their role and responsibilities in the handover of the system / 	<input type="checkbox"/>	<ul style="list-style-type: none"> How they have taken a pro-active lead in the handover process by effectively communicating the detail of 	<input type="checkbox"/>	<ul style="list-style-type: none"> How they have consulted / involved team members / other relevant persons to achieve 	<input type="checkbox"/>

<p>equipment / plant back to operational service</p> <ul style="list-style-type: none"> • A working knowledge of the Company process for the handover of plant / equipment which has been worked on • How they have completed the required checks / tests to confirm the plant / equipment / system worked on meets operational requirements before conducting the handover process • How they have completed the handover of plant / equipment in line with relevant Company policies and procedures • How they have confirmed the recipient/s of the handover process fully understand any critical information given • How they have completed the Company process for reporting / recording the handover of 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>handover arrangements with stakeholders</p> <ul style="list-style-type: none"> • Their ability to develop positive professional relationships with individuals to support the handover process and resolve any issues within their role responsibility • How they have adapted their communication method / style to better suit the changing circumstances / needs of the work 	<input type="checkbox"/> <input type="checkbox"/>	<p>greater understanding and improved performance</p> <ul style="list-style-type: none"> • Their ability to actively address conflict / resolve problems with positive outcomes to build positive relationships and • Their ability to effectively communicate technical information across a wide range of stakeholders e.g. colleagues, management, briefings/meetings, external clients 	<input type="checkbox"/> <input type="checkbox"/>
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plant / equipment back into service in line with Company procedures					
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

Pathway: Electrical Role Specialist Skills

E1 Position, assemble, install and dismantle electrical plant and equipment to agreed specifications					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • A working knowledge of their responsibilities for the range of work activities within their job role 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed understanding of the range and technical requirements of the plant and equipment worked on 	<input type="checkbox"/>	<ul style="list-style-type: none"> • An excellent knowledge and understanding in relation to the range and technical requirements of the plant and equipment worked on 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have used Company policies / procedures / specifications to conduct a range of position, assemble, install and dismantle work activities 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed technical understanding for the range of methods / techniques used for their position, assemble, install and dismantle work activities 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Their ability to explain / justify the Company methods / processes / procedures used for the range of plant and equipment worked on 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have used tools and equipment to conduct a range of position, assemble, install and dismantle activities in compliance with specifications and regulatory requirements 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problems 	<input type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their position/ assemble / install / dismantle work activities 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have conducted the required checks / test procedures to confirm the 	<input type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a proactive lead in organising / controlling their conducted 			

<p>completed work meets Company / operational requirements</p> <ul style="list-style-type: none"> • How they have used critical reasoning to identify and resolve technical problems within their control effectively during their range of work activities • How they have reported / recorded the work conducted and returned the work area to a safe condition in line with Company procedures 	<input type="checkbox"/>	<p>work activities which has led to a successful completion</p>				
Assessor must ask the following standardised questions.		Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>						

E2 Carry out planned, unplanned and preventative maintenance on electrical plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> A working knowledge of their responsibilities for the range of work activities within their job role How they have used Company policies / procedures / specifications to conduct a range of maintenance procedures work activities How they have used tools and equipment to conduct a range of maintenance procedures in compliance with all Company health, safety and environmental processes, policies and regulatory requirements How they have conducted the required checks / test procedures to confirm the 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> A detailed understanding of the range and technical requirements of the plant and equipment worked on A detailed technical understanding for the range of methods / techniques used for maintenance work undertaken A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problems How they have taken a pro-active lead in organising / controlling their conducted work activities which has led to a successful completion 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> An excellent knowledge and understanding in relation to the range and technical maintenance requirements of the plant and equipment worked on Their ability to explain / justify the Company maintenance methods / processes / procedures used for the range of plant and equipment worked on How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their maintenance work activities 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p>completed maintenance work meets Company requirements</p> <ul style="list-style-type: none"> • How they have used critical reasoning to identify and resolve technical problems within their control effectively during their range of work activities • How they have reported / recorded the work conducted and returned the work area to a safe condition in line with Company procedures 	<input type="checkbox"/>				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

**E3 Replace, repair and/or remove components in electrical plant and equipment and ensure its return to operational condition
AND**

E4 Diagnose and determine the cause of faults in electrical plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • A working knowledge of their responsibilities for the range of replace / repair activities undertaken • How they have used Company policies / procedures / specifications to conduct a range of replace / repair work procedures • How they have used tools and equipment to conduct a range of replace / repair procedures in compliance with all Company health, safety and environmental processes, policies and regulatory requirements 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed understanding of the methods and technical requirements for the range of plant and equipment replaced / repaired • A detailed technical understanding for the range of causes and effects which lead to plant and equipment being replaced / repaired • A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problems • How they have taken a pro-active lead in organising / 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • An excellent knowledge and understanding in relation to the range and technical requirements of the plant and equipment replaced / repaired • Their ability to explain / justify the Company methods / processes / procedures used for the range of plant and equipment replaced / repaired • How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their replace / repair work activities 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

- How they have conducted the required checks / test procedures to confirm the plant / equipment worked on can be returned to operational service
- How they have used critical reasoning to identify and resolve technical problems within their control
- How they have returned plant / equipment worked on to operational service in line with Company procedures

100

controlling their conducted
replace / repair work activities
which has led to a successful
completion

Questions

Develop some open ended questions

Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.

Recording timeline.

**Mark
awarded.**

Pathway: Mechanical Role Specialist Skills

M1 Position, assemble, install and dismantle mechanical plant and equipment to agreed specifications					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • A working knowledge of their responsibilities for the range of work activities within their job role 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed understanding of the range and technical requirements of the plant and equipment worked on 	<input type="checkbox"/>	<ul style="list-style-type: none"> • An excellent knowledge and understanding in relation to the range and technical requirements of the plant and equipment worked on 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have used Company policies / procedures / specifications to conduct a range of position, assemble, install and dismantle work activities 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed technical understanding for the range of methods / techniques used for their position, assemble, install and dismantle work activities 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Their ability to explain / justify the Company methods / processes / procedures used for the range of plant and equipment worked on 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have used tools and equipment to conduct a range of position, assemble, install and dismantle activities in compliance with specifications and regulatory requirements 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problems 	<input type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their position/ assemble / install / dismantle work activities 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have conducted the required checks / test procedures to confirm the 	<input type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a pro-active lead in organising / controlling their conducted 			

<p>completed work meets Company / operational requirements</p> <ul style="list-style-type: none"> How they have used critical reasoning to identify and resolve technical problems within their control effectively during their range of work activities How they have reported / recorded the work conducted and returned the work area to a safe condition in line with Company procedures 	<input type="checkbox"/>	<p>work activities which has led to a successful completion</p>				
Assessor must ask the following standardised questions.		Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>						

M2 Carry out planned, unplanned and preventative maintenance procedures on mechanical plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> A working knowledge of their responsibilities for the range of work activities within their job role How they have used Company policies / procedures / specifications to conduct a range of maintenance procedures work activities How they have used tools and equipment to conduct a range of maintenance procedures in compliance with all Company health, safety and environmental processes, policies and regulatory requirements How they have conducted the required checks / test procedures to confirm the 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> A detailed understanding of the range and technical requirements of the plant and equipment worked on A detailed technical understanding for the range of methods / techniques used for maintenance work undertaken A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problems How they have taken a pro-active lead in organising / controlling their conducted work activities which has led to a successful completion 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> An excellent knowledge and understanding in relation to the range and technical maintenance requirements of the plant and equipment worked on Their ability to explain / justify the Company maintenance methods / processes / procedures used for the range of plant and equipment worked on How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their maintenance work activities 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p>completed maintenance work meets Company requirements</p> <ul style="list-style-type: none"> • How they have used critical reasoning to identify and resolve technical problems within their control effectively during their range of work activities • How they have reported / recorded the work conducted and returned the work area to a safe condition in line with Company procedures 	<input type="checkbox"/>				
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

ENERGY & UTILITIES
INDEPENDENT
ASSESSMENT SERVICE

AND

M4 Diagnose and determine the cause of faults in mechanical plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • A working knowledge of their responsibilities for the range of replace / repair activities undertaken • How they have used Company policies / procedures / specifications to conduct a range of replace / repair work procedures • How they have used tools and equipment to conduct a range of replace / repair procedures in compliance with all Company health, safety and environmental processes, policies and regulatory requirements 	<input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed understanding of the methods and technical requirements for the range of plant and equipment replaced / repaired • A detailed technical understanding for the range of causes and effects which lead to plant and equipment being replaced / repaired • A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problems • How they have taken a pro-active lead in organising / 	<input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • An excellent knowledge and understanding in relation to the range and technical requirements of the plant and equipment replaced / repaired • Their ability to explain / justify the Company methods / processes / procedures used for the range of plant and equipment replaced / repaired • How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their replace / repair work activities 	<input type="checkbox"/> <input type="checkbox"/>

<ul style="list-style-type: none"> • How they have conducted the required checks / test procedures to confirm the plant / equipment worked on can be returned to operational service • How they have used critical reasoning to identify and resolve technical problems within their control • How they have returned plant / equipment worked on to operational service in line with Company procedures 	<div> <input type="checkbox"/> controlling their conducted replace / repair work activities which has led to a successful completion <input type="checkbox"/> </div>
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<p>Assessor must ask the following standardised questions.</p>	<p>Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.</p>	<p>Recording timeline.</p>	<p>Mark awarded.</p>
<p>Questions</p> <p><i>Develop some open ended questions</i></p>			

Pathway: Electromechanical Role Specialist Skills

EM1 Position, assemble, install and dismantle integrated electromechanical power and control systems					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • A working knowledge of their responsibilities for the range of work activities within their job role 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed understanding of the range and technical requirements of the plant and equipment worked on 	<input type="checkbox"/>	<ul style="list-style-type: none"> • An excellent knowledge and understanding in relation to the range and technical requirements of the plant and equipment worked on 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have used Company policies / procedures / specifications to conduct a range of position, assemble, install and dismantle work activities 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed technical understanding for the range of methods / techniques used for their position, assemble, install and dismantle work activities 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Their ability to explain / justify the Company methods / processes / procedures used for the range of plant and equipment worked on 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have used tools and equipment to conduct a range of position, assemble, install and dismantle activities in compliance with specifications and regulatory requirements 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problem 	<input type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their position/ assemble / install / dismantle work activities 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have conducted the required checks / test procedures to confirm the completed work meets 	<input type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a pro-active lead in organising / controlling their conducted work activities which has led to a successful completion 			

Company / operational requirements	<input type="checkbox"/>					
<ul style="list-style-type: none">• How they have used critical reasoning to identify and resolve technical problems within their control effectively during their range of work activities• How they have reported / recorded the work conducted and returned the work area to a safe condition in line with Company procedures						
Assessor must ask the following standardised questions.		Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>						

EM2 Carry out planned, unplanned and preventative maintenance on integrated electromechanical plant and equipment					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • A working knowledge of their responsibilities for the range of work activities within their job role 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed understanding of the range and technical requirements of the plant and equipment worked on 	<input type="checkbox"/>	<ul style="list-style-type: none"> • An excellent knowledge and understanding in relation to the range and technical maintenance requirements of the plant and equipment worked on 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have used Company policies / procedures / specifications to conduct a range of maintenance procedures work activities 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed technical understanding for the range of methods / techniques used for maintenance work undertaken 	<input type="checkbox"/>	<ul style="list-style-type: none"> • Their ability to explain / justify the Company maintenance methods / processes / procedures used for the range of plant and equipment worked on 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have used tools and equipment to conduct a range of maintenance procedures in compliance with all Company health, safety and environmental processes, policies and regulatory requirements 	<input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problems 	<input type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their maintenance work activities 	<input type="checkbox"/>
<ul style="list-style-type: none"> • How they have conducted the required checks / test procedures to confirm the 	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • How they have taken a pro-active lead in organising / controlling their conducted work activities which has led to a successful completion 			

completed maintenance work meets Company requirements	<input type="checkbox"/>				
<ul style="list-style-type: none">• How they have used critical reasoning to identify & resolve technical problems within their control effectively during their range of work activities• How they have reported / recorded the work conducted and returned the work area to a safe condition in line with Company procedures					
Assessor must ask the following standardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.			Recording timeline.	Mark awarded.
Questions <i>Develop some open ended questions</i>					

EM3 Replace, repair and/or remove components within integrated electromechanical plant and equipment and ensure its return to operational condition

AND

EM4 Diagnose and determine the cause of faults within integrated electromechanical plant and equipment

Pass Criteria – All to be met		Merit Criteria – Minimum two to be met		Distinction Criteria – Minimum two to be met	
<ul style="list-style-type: none"> • A working knowledge of their responsibilities for the range of replace / repair activities undertaken • How they have used Company policies / procedures / specifications to conduct a range of replace / repair work procedures • How they have used tools and equipment to conduct a range of replace / repair procedures in compliance with all Company health, safety and environmental processes, policies and regulatory requirements 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • A detailed understanding of the methods and technical requirements for the range of plant and equipment replaced / repaired • A detailed technical understanding for the range of causes and effects which lead to plant and equipment being replaced / repaired • A detailed technical understanding for the factors which can affect their critical reasoning when making decisions to resolve technical problems • How they have taken a pro-active lead in organising / 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<ul style="list-style-type: none"> • An excellent knowledge and understanding in relation to the range and technical requirements of the plant and equipment replaced / repaired • Their ability to explain / justify the Company methods / processes / procedures used for the range of plant and equipment replaced / repaired • How they have taken a lead in accepting additional responsibility / autonomy to improve the outcome of their replace / repair work activities 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<ul style="list-style-type: none"> • How they have conducted the required checks / test procedures to confirm the plant / equipment worked on can be returned to operational service • How they have used critical reasoning to identify and resolve technical problems within their control • How they have returned plant / equipment worked on to operational service in line with Company procedures 	<input type="checkbox"/> <input type="checkbox"/>	<p>controlling their conducted replace / repair work activities which has led to a successful completion</p>		
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<p>Assessor must ask the following standardised questions.</p>	<p>Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.</p>	<p>Recording timeline.</p>	<p>Mark awarded.</p>
<p>Questions</p> <p><i>Develop some open ended questions</i></p>			

Appendix G: Portfolio Mapping Document

Introduction

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

The independent assessor will use the portfolio mapping document to review the evidence in the apprentice's portfolio in preparation for the technical interview.

The portfolio mapping document below consists of the core requirements and specialist skills.

Apprentices 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 is 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 5 of the Specification – 'What to include in the portfolio of evidence'. 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, appointed by the EUIAS 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

This document must be placed at the front of the Portfolio and submitted to EUIAS with the Portfolio.

Mapping Sign off on Completion:

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

Core Knowledge

Ref.	Apprenticeship Standard Criteria	PORTFOLIO REVIEW (Apprentice Input)		
		1	2	3
K1	First principles relating to operation and maintenance of plant and equipment			
K2	Relevant industry health and safety standards, regulations and environmental and regulatory requirements			
K3	Maintenance and operational practices, processes and procedures			
K4	Relevant engineering theories and principles			
Assessor Comments:				



Core Skills

Ref.	Apprenticeship Standard Criteria	PORTFOLIO REVIEW (Apprentice Input)		
		1	2	3
S5	Locate, and rectify faults on plant and equipment			
S6	Read, understand, interpret and work to technical information			
S7	Inspect and maintain plant and equipment			
S8	Communicate, handover and confirm that the appropriate engineering process has been completed			
Assessor Comments:				



Core Behaviours

Ref.	Apprenticeship Standard Criteria	PORTFOLIO REVIEW REVIEW (Apprentice Input)		
		1	2	3
B5	Critical reasoning			
Assessor Comments:				



Pathway: Electrical Specific Skills

Ref.	Apprenticeship Standard Criteria	PORTFOLIO REVIEW REVIEW (Apprentice Input)		
		1	2	3
E1	Position, assemble, install and dismantle electrical plant and equipment to agreed specifications			
E2	Carry out planned, unplanned and preventative maintenance on electrical plant and equipment			
E3	Replace, repair and/or remove components in electrical plant and equipment and ensure its return to operational condition			
E4	Diagnose and determine the cause of faults in electrical plant and equipment			
Assessor Comments:				



Pathway: Mechanical Specific Skills

Ref.	Apprenticeship Standard Criteria	PORTFOLIO REVIEW REVIEW (Apprentice Input)		
		1	2	3
M1	Position, assemble, install and dismantle mechanical plant and equipment to agreed specifications			
M2	Carry out planned, unplanned and preventative maintenance procedures on mechanical plant and equipment			
M3	Replace, repair and/or remove components in mechanical plant and equipment and ensure its return to operational condition			
M4	Diagnose and determine the cause of faults in mechanical plant and equipment			
Assessor Comments:				



Pathway: Electromechanical Specific Skills

Ref.	Apprenticeship Standard Criteria	PORTFOLIO REVIEW REVIEW (Apprentice Input)		
		1	2	3
EM1	Position, assemble, install and dismantle integrated electromechanical power and control systems			
EM2	Carry out planned, unplanned and preventative maintenance on integrated electromechanical plant and equipment			
EM3	Replace, repair and/or remove components within integrated electromechanical plant and equipment and ensure its return to operational condition			
EM4	Diagnose and determine the cause of faults within integrated electromechanical plant and equipment			
Assessor Comments:				



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