

Skills for a greener world

EPA Supporting Documents for

Level 3 Maintenance and Operations Engineering Technician (Electrical System and Process Control) QAN 603/7266/7













EPA Supporting Documents for

Level 3 Maintenance and Operations Engineering Technician (Electrical System and Process Control)

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 System and Process Control, 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 endpoint 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 'knowhow' 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 and Assessment Plan Version: ST0154/1.4)

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 System and Process Control



Level: 3

Maintenance and Operations Engineering Technician

Pathway: Electrical System and Process Control

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 merk 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.

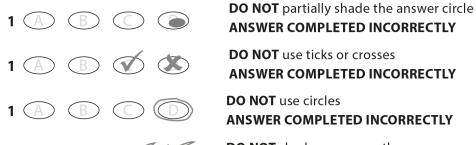
If you make a mistake, ensure you erase it thoroughly.

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

1 (A) (B)

ANSWER COMPLETED CORRECTLY

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



ANSWER COMPLETED INCORRECTLY DO NOT use circles

ANSWER COMPLETED INCORRECTLY

DO NOT shade over more than one answer circle **ANSWER COMPLETED INCORRECTLY**

This paper must be returned to EUIAS with the apprentice answer sheets.

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You may use this page for rough work.

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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	



Questio	on 2			
When cl	When checking the pressure of a system the maintenance schedule stipulates that			
the syste	the system pressure should be 10 bar with a tolerance of +/- 0.05 bar, what are the			
minimun	minimum and maximum acceptable pressures?			
Possibl	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		



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 typ	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 7Which of the following is commonly classed as safety critical?Possible answersa)Control valveb)Fusec)Steam trapd)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 Scafftag	
d)	Permit to work	

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

Possibl	e answers	A.	B. ●
a)	A	×	
b)	В	С.	<u>AAA AAA AAA</u>
c)	С	<u>نگ</u>	<u>×</u>
d)	D		ΔΔΛ

[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	

Questio	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		



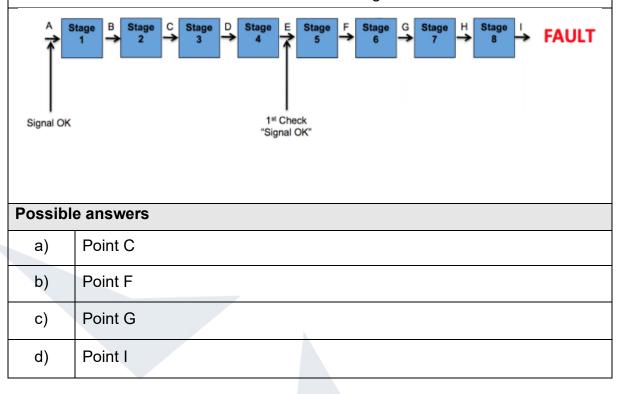
Question 15In accordance with HSE guidelines, isolations can only be applied by:Possible answersa)competent peopleb)training and authorised peoplec)skilled peopled)experienced people

Question 16		
Which manual handling statement 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]



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



Question 18		
What regulation provides guidance on the use of handheld tools?		
Possible answers		
a)	PUWER	
b)	COMAR	
c)	LOLER	
d)	COSHH	



What is being measured in this image?

Possible	e answers	
a)	Temperature	
b)	Vibration	
c)	Pressure	
d)	Speed	

Question 20			
When se	When seen on a British Standard Piping and Instrumentation drawing, what does		
this symbol represent?			
Possible	e answers		
a)	Electrical signal		
b)	Pneumatic signal	- // // // //	
c)	Hydraulic signal		
d)	Instrument signal		



Question 21		
Ohms law can be expressed as:		
Possible answers		
a)	V = I + R	
b)	V = I ÷ R	
c)	V = I × R	
d)	V = I - R	

	Question 22			
	What typ	be of sensing device is used on this flow installation?		
	Possible	e answers		
	a)	RF probe		
	b)	Orifice plate		
	c)	Venturi tube		
	d)	Turbine meter		



What effect would a loose connection have on a 3 wire Resistance Temperature Device temperature loop?

Possible answers

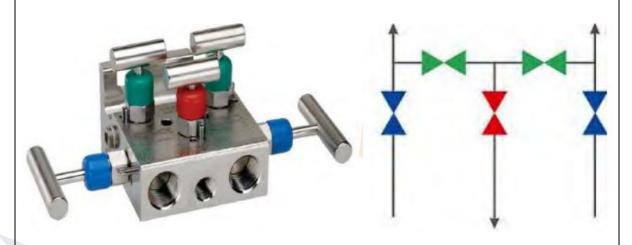
a)	Fluctuating signal
b)	Low reading
c)	Static signal
d)	No effect



Question 24		
Which ONE 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	



On this differential pressure manifold, what is the purpose of the red handle valve?



Possible answers		
a)	Isolating pressure to transmitter	
b)	Isolating mains pressure	
c)	Venting pressure	
d)	Equalising pressure	

[Turn to the next page for question 26]



Assuming a signal range of 4-20 mA. A pressure transmitter with a range of 0-200 mbar is showing a feedback signal of 16mA.

Assuming that the transmitter is calibrated correctly what is the actual line pressure?

Possible answers		
a)	100 mbar	
b)	120 mbar	
c)	150 mbar	
d)	160 mbar	

Question 27		
What is the name given to the process of routinely inspecting electrical appliances?		
Possible answers		
a)	Resistance testing	
b)	PAT testing	
c)	Planned maintenance	
d)	Breakdown maintenance	

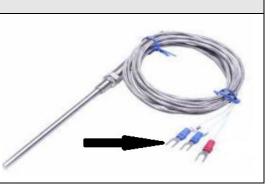
[Turn to the next page for question 28]



What does the third wire on a 3 wire Resistance Temperature Device do?

Possible answers

a)	Compensates field wire resistance
b)	It acts as a spare sensor wire
c)	It is the power supply wire
d)	Increases lifespan of device



Question 29What is the normal output range of a pneumatic transmitter?Possible answersa)1 to 1.9 barb)0 to 15 barc)2 to 20 bard)0.2 to 1.0 bar

Questio	Question 30		
Following maintenance on a distribution board, how should you 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		

End of Questions



Practice Knowledge Assessment

Electrical System and Process Control- Answer scheme

Question	Answer
1	С
2	A
3	В
4	С
5	С
6	С
7	В
8	А
9	С
10	С
11	A
12	D
13	С
14	В
15	В

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



SAMPLE ANSWER SHEET



Candidate ID	Atter	npt		
Last Name	Last Name			
Exam Date		per		
Centre Number				
MARKING INSTRUCTIONS				
Answers should be completed us	ing a HB pencil.			
O O O ● ANSWER COMPL	ETED CORRECTLY			
Examples of how NOT to mark your	examination sheet. These will not t	be recorded		
O O O O DO NOT partially s	hade the answer circle.			
🕙 💿 🥥 🛞 DO NOT use ticks	or crosses.			
💿 💿 💿 DO NOT use circle	s.			
O ● ● DO NOT shade ov	er more than one circle.			
10000	21 0 0 0 0			
20000	22 0 0 0 0			
30000	23 0 0 0 0			
40000	24 0 0 0 0			
50000	25 0 0 0 0			
60000	26 0 0 0 0			
70000	27 0 0 0 0			
80000	28 0 0 0 0			
90000	29 0 0 0 0			
10 0 0 0 0	30 0 0 0 0			
11 0 0 0 0				
12 0 0 0 0				
13 0 0 0 0				
14 0 0 0 0				
15 0 0 0 0				
16 0 0 0 0				
17 0 0 0 0				
18 0 0 0 0				
19 0 0 0 0				
20 0 0 0 0				



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
Pathway	Electrical System and Process Control
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:

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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	
S2 Communicate with and provide information to stakeholders in line with personal role and responsibilities	
S3 Prepare work areas to undertake work related activities and reinstate those areas after the completion of the work-related activities	
S4 Assess and test the performance and condition of plant and equipment	
S5 Locate, and rectify faults on plant and equipment	
S6 Read, understand and interpret information and work in compliance with technical specifications and supporting documentation	
S7 Inspect and maintain appropriate plant and equipment to meet operational requirements	
S8 Communicate, handover and confirm that the appropriate engineering process has been completed to specification	
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	
B2 Quality focused - Ensures that work achieves quality standard both occupationally and personally	
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	
B4 Interpersonal skills - Gets along well with others and takes into account their needs and concerns	



B6 Sustainability and ethical behaviour - Behaves ethically and undertakes work in a way that contributes to sustainable development	
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	
PLUS select the MAIN Specialist Skill covered by the practical	Covered on activity
Pathway: Electrical System and Process Control Specialis	t Skills
EP1 Position, assemble, install and dismantle integrated electrical apparatus, systems and process control equipment	
EP2 Carry out planned, unplanned and preventative maintenance procedures on integrated plant and equipment	
EP3 Replace, repair and/or remove components within integrated plant and equipment and ensure its return to operational condition	
EP4 Diagnose determine the cause of faults within integrated plant and equipment	
EP5 Calibrate and configure integrated electrical apparatus, systems and process control equipment	
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:	

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

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.



Pass Criteria – All to be met	Merit Criteria – Minimum two to met	Distinction Criteria – Minimum two to be met			
 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 		 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 		 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 	
 equipment (PPE) required to carry out the activity Inform other relevant parties of matters affecting them where required 		 suggestions to reduce risks Identify poor/bad practice in relation to work activities and address the situation 		 Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to improve safety standards 	





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	e	Distinction Criteria – Minimum two to be met			
	 Read and correctly interpret a range of technical information provided to plan and conduct the work 		Demonstrate a detailed knowledge of the range and purpose of the technical information available		 Demonstrate their ability to effectively communicate technical information across a wide range of stakeholders e.g. 		
	 Demonstrate a clear understanding of the purpose and use of the technical information provided for the work 		 Identify inaccuracies/deficiencies in the technical information provided and resolve/report the situation 		 colleagues, management, briefings/meetings, external clients Consult and involve team members and/or other relevant 		
	 Use and refer to the technical information provided to check/confirm the work conducted meets the required company standards/specifications 		 Challenge in a professional manner any areas of concern to clarify understanding Identify/suggest methods of improving the system/use of 		 persons to achieve greater understanding and improved performance Demonstrate the ability to build positive relationships and 		
	 Where necessary, question/clarify any information which is not clearly understood Complete any technical or supporting documentation in 		information		actively address conflict with positive outcomes		



line with company policies/procedures						
Assessor must ask the following standardised questions.	Assessor must record all additior asked for clarification and the res by the apprentice including exam	pons	ses provided	Recording timeline.	Mark awarded	
Questions						
Develop some open ended questions						

Pass Criteria – All to be met	Merit Criteria – Minimum two to be		Distinction Criteria – Minimum two to be		
		met		met	
Demonstrate an		Take a lead role in the		Demonstrate a deeper	
understanding of the		preparation of the work area		understanding of the implications of	
importance of good		proactively informing others on		good and poor work preparation.	
preparation and the potential		matters which affect them		e.g. In terms of cost, time, value,	
outcomes of poor preparation		• Produce a detailed work plan to		company reputation etc	
Inspect and prepare the work		support the organisation of the		Demonstrate the ability to take a	
area and equipment to be		work, including measures to		lead in accepting additional	
worked on in line with		deal with contingencies		responsibility and autonomy to	
company policies/procedures		 Demonstrate their ability to 		achieve/improve the work being	
		develop positive professional		undertaken	



ſ	Identify and implement any		relationships with individuals to				
	special precautions required		support the work activity				
	by the work activity or		Make valid suggestions/				
	environment, where required		recommendations to improve				
	Maintain good housekeeping		the planning/preparation of the				
	practices and a safe working		work activity				
	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						
Assessor must ask the following standardised questions.		Assessor must record all additional que clarification and the responses provide including examples.		Recording timeline.	Mark award	ed.	



Questions
Develop some open ended questions

Pass Criteria – All to be met	Merit Criteria – Minimum two to be met		
Demonstrate a clear understanding of the company polices/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/	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		 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
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	procedures and the implications of results obtained		



Questions Develop some open ended question	IS	apprentice including examples.			
Questions					
		apprentice including examples.			
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 awar	
Record/report the results of the testing in line with company procedures					
the tests conducted					
Accurately interpret the results of					



S5 Locate, and rectify faults on plant and equipment							
Pass Criteria – All to be met		Merit Criteria – Minimum two to be Distinction Criteria – M			linimum two to		
		met		be met			
Demonstrate a clear		Demonstrate a detailed		Demonstrate deeper technical			
understanding of their role		understanding of the theory and		knowledge of fault location and fault			
and responsibilities for the		principles of fault location and		prevention e.g. costs, lost time,			
fault location and rectification		rectification operations		sustainability of equipment, company			
activity to be undertaken		Demonstrate a detailed		reputation			
Provide an accurate		understanding of cause and effect of		Identify and implement tangible			
technical explanation of the		faults and preventative measures		changes that improve the efficiency			
company's fault location		Pro-actively works with others to		of the work being conducted			
methods, processes and/or		identify areas for improvement and		Identify and take action to report or			
procedures		follows through on agreed		deal with issues of			
Competently use the correct		implementation		nonconformity/compliance			
tools, equipment and		Make recommendations/		Demonstrate the ability to take a			
methods to locate the rectify		suggestions to improve the		lead in accepting additional			
the fault/s in a timely manner		location/rectification work activity		responsibility and autonomy to			
Conduct the work in				achieve/improve the work being	\boxtimes		
compliance with all relevant				undertaken			
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					
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 awar	
Questions					
Develop some open ended question	าร				

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
a range of te	rovided to plan	 Demonstrate a detailed knowledge of the range and purpose of the technical information available 	
Demonstrate understandin purpose and	g of the	 Identify inaccuracies/deficiencies in the technical information provided and resolve/report the situation 	



•	technical information provided to check/confirm the work conducted meets the required company standards/specifications		 Challenge in a professional manner any areas of concern to clarify understanding Identify/suggest methods of improving the system/use of information 			
•	Complete any technical or supporting documentation in line with company policies/procedures					
	Assessor must ask the following tandardised questions.		Assessor must record all additiona clarification and the responses pro- apprentice including examples.	-	Recording timeline.	Mark awarded.
	Questions Develop some open ended question	S				



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			
 Demonstrate a clear understanding of the company polices/procedures for the inspection of plant and equipment to be worked on Demonstrate a clear understanding of the company polices/procedures in relation to achieving the safe isolation of equipment from relevant sources of energy 		 Demonstrate a detailed technical knowledge of the range of required inspections and maintenance procedures and their specific purpose Pro-actively works with others to identify areas for improvement and follows through on agreed implementation Demonstrate the ability to develop positive professional relationships with individuals to support the work activity 		 Demonstrate a deeper technical understanding of inspection/maintenance operations. e.g. In terms of cost, time, environmental impact, sustainability etc Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve/improve the work being undertaken 			
 Identify and inspect the plant/equipment to be worked on in line with company procedures 		 Identify areas for work improvement and implement actions to improve work efficiencies 					
 Correctly use tools, equipment and techniques to achieve the quality standards required by 							



	company policies/procedures							
•	Demonstrate consistent application of policies and							
	procedures during the work activity							
•	Record/report the results of							
	the inspection in line with							
	company procedures							
As	ssessor must ask the following	J	Assessor must record all additional	l qu	lestions asked	Recording	Mark	
sta	andardised questions.		for clarification and the responses p	pro	vided by the	timeline.	awaro	ded.
			apprentice including examples.					
Qı	uestions							
De	evelop some open ended questic	ons						



ass Criteria – All to be met	Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met		
Demonstrate a clear understanding of their role and responsibilities in returning the system/equipment back to operational service	Demonstrate a detailed understanding of the factors which can support and influence a smooth handover of equipment		Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve/improve the handover process	
Provide an accurate technical explanation of the company's handover procedure	 Take a pro-active lead in effectively communicating the detail of handover arrangements with stakeholders 		 Consult and involve team members and/or other relevant persons to achieve greater understanding and improved performance 	[
Complete the required checks/tests to confirm the equipment meets the company operational requirements for handover	 Demonstrate their ability to develop positive professional relationships with individuals to support handover process Confidently lead the handover 		 Demonstrate the ability to build positive relationships and actively address conflict/resolve problems with positive outcomes 	
Conduct the handover in compliance with all relevant policies and procedures Clearly communicate the	process taking charge of the operation and resolving any issues within their role responsibility		 Demonstrate their ability to effectively communicate technical information across a wide range of stakeholders 	



including any additional requirements to the relevant parties		Adapts the method and style of communications to changing circumstances and need		briefings/mee clients	tings, external		
 Complete all relevant reporting/recording documentation in line with company procedures Leave the work area in a safe/secure condition for others 							
Assessor must ask the following standardised questions.		Assessor must record all additional for clarification and the responses p apprentice including examples.	-		Recording timeline.	Mark awar	
Questions Develop some open ended question	าร						



B1 Health and Safety					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met		
• 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					
Assessor must ask the following standardised questions.		Assessor must record all additional qu for clarification and the responses pro apprentice including examples.		Recording timeline.	Mark awarded.
Questions Develop some open ended question	S				



B2 Quality focused					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be metDistinction Criteria – Minim be met			m two to
 Ensures that work achieves quality standard both occupationally and personally 					
Assessor must ask the following standardised questions.		Assessor must record all additional qu for clarification and the responses pro apprentice including examples.		Recording timeline.	Mark awarded.
Questions					
Develop some open ended questio	ns				

B3 Working with others						
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met			
 Has the ability to work well with people from different disciplines, backgrounds and expertise to accomplish 						



an activity safely and on time			
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 question			

B4 Interpersonal skills					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met		
• Gets along well with others and takes into account their needs and concerns					
Assessor must ask the following standardised questions.		Assessor must record all additional questions a and the responses provided by the apprentice i		Recording timeline.	Mark awarded.
Questions					
Develop some open ended questions					



B6 Sustainability and ethical behaviour						
Pass Criteria – All to be met		Merit Criteria – Minimum two to be metDistinction Criteria – Mi be met			m two to	
 Behaves ethically and undertakes work in a way that contributes to sustainable development 						
Assessor must ask the following standardised questions.		Assessor must record all additional qu for clarification and the responses pro apprentice including examples.		Recording timeline.	Mark awarded.	
Questions Develop some open ended question	ns					

B7 Risk awareness						
Pass Criteria – All to be met		Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met			
 Demonstrates high concentration, the desire to reduce risks, ability to be compliant and awareness of change, through regular 						



monitoring and checking of information		_	
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: Electrical System and Process Control Role Specialist Skills

Pass Criteria – All to be met			Distinction Criteria – Minimum two to be met		
 Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted Provide an accurate technical explanation for the 		 Demonstrate a detailed technical knowledge of the methods and processes used to conduct the work Pro-actively works with others to identify areas for improvement and follows 		Demonstrate deeper technical/commercial knowledge of the equipment/operation e.g. installation costs, technical requirements planning, sustainability of equipment etc	
 purpose of the work activity Demonstrate a clear plan for the work to be undertaken and an understanding of any 		through on agreedimplementationMake recommendations		 Identify and implement tangible changes that improve the efficiency of the work being conducted 	

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safety/technical information Identify and take action to /suggestions to improve work ٠ given efficiencies report or deal with issues of \square nonconformity/compliance Use tools and equipment to Produce a detailed work plan ٠ competently achieve the to support the work delivery Demonstrate the ability to take quality standards required including measures to deal a lead in accepting additional by the company in a timely with contingencies responsibility and autonomy to achieve/improve the work manner being undertaken 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 ٠ checks and tests to confirm the work meets the accuracy, finish and quality standards required Assessor must ask the following Assessor must record all additional questions asked Recording Mark for clarification and the responses provided by the timeline. standardised questions. awarded. apprentice including examples.



Questions
Develop some open ended questions





ass Criteria – All to be met	Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two be met	to
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 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 	 Demonstrate deeper technical/commercial knowledge of the maintenance operation being undertaken e.g. installation costs, technical requirements, planning, corrective/preventative Identify and implement 	
Demonstrate a clear plan for the work to be undertaken and an understanding of any safety/ technical information given Use tools and equipment to	 Make recommendations/ suggestions to improve work efficiencies Produce a detailed work plan to support the maintenance operation including measures 	 tangible changes that improve the efficiency of the work being conducted Identify and take action to report or deal with issues of nonconformity/compliance 	C
competently achieve the quality standards required by the company in a timely manner	to deal with contingencies	 Demonstrate the ability to take a lead in accepting additional responsibility and autonomy to achieve/improve the work being undertaken 	C



•	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						
Assessor must ask the following standardised questions.		Assessor must record all additiona for clarification and the responses apprentice including examples.	-	Recording timeline.	Mark awar		
	uestions evelop some open ended question	ns					



EP3 Replace, repair and/or remove components within integrated 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				
• Demonstrate a clear understanding of their role and responsibilities in relation to the work to be conducted		 Demonstrate a detailed understanding of the causes and principles of component degradation Demonstrate a detailed 		 Demonstrate deeper technical/ commercial knowledge of the repair/replacement work being undertaken e.g. costs, effect on maintenance periods, 			
• Provide an accurate technical explanation for the purpose of the maintenance work		understanding of the limits/restrictions of component replacement or repair e.g. In terms of		 equipment sustainability Identify and implement tangible changes that improve the efficiency of the work being conducted 			
 Demonstrate a clear plan for the work to be undertaken and an understanding of any safety/technical information 		 reliability, certification of instruments/systems etc. Pro-actively works with others to identify areas for improvement and follows 					
 given Use tools and equipment to competently carry out the 		through on agreedimplementationMake		a lead in accepting additional responsibility and autonomy to achieve/improve the work			
removal/replacement of components in a logical sequence and timely manner		 recommendations/suggestions to improve work efficiencies Produce a detailed work plan to support the maintenance 		being undertaken			



Develop some open ended questio	ns				
Questions					
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 award	led.
 responsibilities, where necessary Complete the required checks and tests to confirm the work meets the accuracy, finish and quality standards required 					
 compliance with all relevant regulatory requirements and company procedures Deal effectively with any issues within their role 		to deal with contingencies			
Conduct the work in		operation including measures			



Pass Criteria – All to be met	Merit Criteria – Minimum two to be met	Distinction Criteria – Minimum two to be met
 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 data and diagnostic techniques to identify, locate 	 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 operation including measures to deal with contingencies 	 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 achieve/improve the work being undertaken



Recording

timeline.

Mark

awarded.

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

Assessor must ask the following standardised questions.

Questions

Develop some open ended questions

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Assessor must record all additional questions asked

for clarification and the responses provided by the

apprentice including examples.



EP5 Calibrate and configure integra	ated e	electrical apparatus, systems and proce	ess c	control equipment			
Pass Criteria – All to be met		Merit Criteria – Minimum two to be		Distinction Criteria – Minimum two to)		
	n	met		be met			
 Demonstrate a clear understanding of their role and responsibilities for the calibration/configuration activity to be undertaken 		 Demonstrate a detailed understanding of the theory/principles of system/equipment calibration Demonstrate a detailed 		 Demonstrate deeper technical knowledge of equipment calibration and configuration e.g. system / equipment parameters, tolerances, 			
 Provide an accurate technical explanation for the purpose and process of the calibration work 		understanding of methods to prevent unplanned shutdown of interacting equipment when conducting calibration		 settings Identify and implement tangible changes that improve the efficiency of the work 			
 Demonstrate a clear plan which takes into consideration the effects of calibration on the operation of interacting systems 		 Pro-actively works with others to identify areas for improvement and follows through on agreed implementation 		 being conducted Identify and take action to report or deal with issues of nonconformity/compliance 			
• Competently use the correct tools, equipment and technical data technical data to calibrate and configure instruments and/or systems in a timely manner		 Make recommendations/ suggestions to improve work efficiencies Produce a detailed work plan to support the maintenance operation including measures 		 Demonstrate the ability to take a lead in accepting added responsibility and autonomy to achieve/improve the work being undertaken 			
Conduct the required tests/checks to confirm the		to deal with contingencies					

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with company requirements 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.
	for clarification and the responses provided by the	•	-



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	0	
 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 / 		 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 		 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 		
 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 		 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 		 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 		



principles to 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.	Mark award	ded.
Questions				
Develop some open ended questions				

Pa	ass Criteria – All to be met	e met Merit Criteria – Minimum two to be met			Distinction Criteria – Minimum two to be met			
•	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		• 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		• 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			
	others under the relevant company policies and procedures which apply to the range of work undertaken and describe why they are required		• Conducting reviews of work health, safety and environmental arrangements and their applicability and adapting them for changing circumstances whilst still maintaining safety		• How they have taken a leading role in identifying health, safety and environmental deficiencies and then implementing the appropriate solution/s in line with			



•	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		 How they have readily accepted additional health, safety and environmental responsibility/autonomy to maintain/improve work safety standards 	 Company polic How they have behaviour/prac appropriate tec 	challenged u		
	ssessor must ask the following andardised questions.		Assessor must record all additional clarification and the response provi apprentice including examples.		Recording timeline.	Mark awaro	
	uestions evelop some open ended questio	ns					



Pass Criteria – All to be met	Merit Criteria – Minimum two to be met	Distinction Criteria - Minimum two to be met
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 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 	 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,
A working knowledge of the range and type of test procedures which they have used to confirm their work has met with company operational requirements and standards		sustainability



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 awaro	ded.
Questions				
Develop some open ended questions				
			•	

K4 The relevant engineering theorie	s anc	d pri	inciples relative to their occupatio	n		
Pass Criteria – All to be met				Distinction Criteria – Minimum two to		
		m	let	-	be met	
 A working knowledge of the range of relevant operational theories and principles which underpin their work 		•	A detailed knowledge of the relevant operational theories and principles which have supported and/or influenced		 An excellent and thorough knowledge and understanding of the relevant operational theories and principles relative to plant 	
 A working knowledge of the basic effect/influence of the relevant operational theories and principles which directly 		•	their work activities How they have used relevant operational theories and principles to support / influence		 and equipment in their job role How they have used their understanding of relevant operational theories and 	
 underpin their work activities The benefits of being able to identify and apply the differing 		•	their work decisions/activities Their inclusion of operational formulae/theories/principles to		principles to make suggestions which have influenced or led to an improved performance	



 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 		support their technical explanations in relation to their work activities	•	How they have technical resea on relevant ope and principles effects of curre technologies	arch which is l erational theo to support the	based ries	
Assessor must ask the following standardised questions.		Assessor must record all addition for clarification and the response apprentice including examples.			Recording timeline.	Marl awa	۲ rded.
Questions							
Develop some open ended questions	;						



S5 Locate, and rectify faults on plant and equipment					
Pass Criteria – All to be met		Merit Criteria – Minimum two to be n	net	Distinction Criteria – Minimum two to be met	
 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 		 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 		 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 	
 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					
Assessor must ask the following standardised questions.	g	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.	Recording timeline.	Mark awardeo	d.
Questions Develop some open ended question	ons				

num two to



 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 	 How they have questioned/clarified information which was unclear or incorrect How they have reported/updated information which was not technically correct/accurate 	
 Describe how they have used Company information to record/report the results of work carried out in line with company procedures 		

Pass Criteria – All to be met	Merit Criteria – Minimum two to b	е	Distinction Criteria – Minimum two	to
	met		be met	
 How they have planned inspection and maintenance operations and the factors which influenced their critical 	• Their ability to explain in detail the range of skills, knowledge and behaviours they have used to support their conducted		 An excellent knowledge/understanding in relation to inspection/maintenance procedures within their job role 	



reasoning/decisions during their planning process

- How they have implemented/complied with company operational processes and procedures during their conducted inspection and maintenance work
- How they have used tools/techniques/equipment to conduct maintenance inspection and maintenance procedures on a range of plant/equipment to meet company standards
- 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

inspection/maintenance operations

 \square

- How they have pro-actively worked with others to resolve problems during inspection/maintenance operations which supported work progression/performance
- How they have taken action to report or deal with issues of nonconformity or noncompliance during inspection/maintenance work operations

 Their ability to explain/justify the Company inspection and maintenance procedures used for a range of plant and equipment

 How they have taken a lead in accepting additional responsibility/autonomy to improve the outcome of inspection/maintenance operations

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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			
Develop some open ended questions			

Pass Criteria – All to be met	Merit Criteria – Minimum two to b met	e	Distinction Criteria – Minimum two t be met	to
 A working knowledge of their role and responsibilities in the handover of the system/equipment/plant back to operational service 	 How they have taken a pro- active lead in the handover process by effectively communicating the detail of handover arrangements with 		 How they have consulted/involved team members/other relevant persons to achieve greater understanding and improved performance 	
 A working knowledge of the Company process for the handover of plant/equipment which has been worked on 	 stakeholders Their ability to develop positive professional relationships with individuals to support the 		 Their ability to actively address conflict/ resolve problems with positive outcomes to build positive relationships and 	
 How they have completed the required checks/tests to confirm the plant/equipment/system worked on meets operational requirements before 	 handover process and resolve any issues within their role responsibility How they have adapted their communication method/style to better suit the changing 		• Their ability to effectively communicate technical information across a wide range of stakeholders e.g. colleagues, management, briefings/meetings, external clients	



	conducting the handover		circumstances/needs of the				
	process		work				
•	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 plant/equipment back into service in line with company procedures						
	ssessor must ask the following andardised questions.		Assessor must record all additio for clarification and the response apprentice including examples.	-	Recording timeline.	Mark awai	rded.
Q	uestions						
D	evelop some open ended question	าร					



Pathway: Electrical System and Process Control Role Specialist Skills

equipment				
Pass Criteria – All to be met	Merit Criteria – Minimum two be met	to	Distinction Criteria – Minimum two to met	o b
• A working knowledge of their responsibilities for the range of work activities within their job role	A detailed understanding of the range and technical requirements of the plant and equipment worked on		 An excellent knowledge and understanding in relation to the range and technical requirements of the plant and equipment worked 	[
 How they have used company policies/procedures/specifications to conduct a range of position, assemble, install and dismantle work activities How they have used tools and equipment to conduct a range of 	 and equipment worked on A detailed technical understanding for the range of methods/techniques used for their position, assemble, install and dismantle work 		 of the plant and equipment worked on Their ability to explain/justify the Company methods /processes/procedures used for the range of plant and equipment worked on 	
position, assemble, install and dismantle activities in compliance with specifications and regulatory requirements How they have conducted the required checks/test procedures to confirm the completed work	 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 lead in accepting additional responsibility/autonomy to improve the outcome of their position/assemble/install/dismantle work activities	
meets company/operational requirements	 How they have taken a proactive lead in organising/controlling their conducted work activities 			



How they have used critical reasoning to identify and resolve technical problems within their control effectively during their	which has led to a successful completion					
 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 ad asked for clarification and th by the apprentice including o	e res	ponse provided	Recording timeline.	Mark awar	ded.
Questions Develop some open ended questions						

E	EP2 Carry out planned, unplanned and preventative maintenance procedures on integrated plant and equipment								
F	Pass Criteria – All to be met	Merit Criteria – Minimum two to be metDistinction Criteria – I met		Distinction Criteria – Minimum two t met	Minimum two to be				
	A working knowledge of their responsibilities for the range of work activities within their job role		A detailed understanding of the range and technical requirements of the plant		An excellent knowledge and understanding in relation to the range and technical maintenance				
	How they have used company policies/procedures/specifications to conduct a range of		and equipment worked onA detailed technical understanding for the range		requirements of the plant and equipment worked on				



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 completed maintenance work meets company requirements
- 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

of methods/techniques used Their ability to explain/justify the for maintenance work company maintenance undertaken methods/processes/procedures used for the range of plant and • A detailed technical equipment worked on understanding for the factors which can affect their How they have taken a lead in • critical reasoning when accepting additional making decisions to resolve responsibility/autonomy to improve technical problems the outcome of their maintenance work activities How they have taken a proactive lead in organising/controlling their conducted work activities which has led to a successful completion



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 Develop some open ended questions			



EP3 Replace, repair and/or remove components within integrated plant and equipment and ensure its return to operational condition

AND

EP4 Diagnose and determine the cause of faults within integrated plant and equipment

Pass Criteria – All to be met				Distinction Criteria – Minimum two to	imum two to	
 A working knowledge of their responsibilities for the range of replace/repair activities undertaken How they have used company policies/ procedures/specifications to 		 Met 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 		 be met 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/ 		
 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 		 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 		 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 		
requirements	_	 How they have taken a pro- active lead in 				



•	How they have conducted the required checks/test procedures to confirm the plant/equipment worked on can be returned to operational service		organising/controlling their conducted replace/repair work activities which has led to a successful completion				
•	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						
	ssessor must ask the following andardised questions.		Assessor must record all additic for clarification and the respons apprentice including examples.	•	Recording timeline.	Marl awa	rded.
	uestions evelop some open ended question	าร					



Е	EP5 Calibrate and configure integrated electrical apparatus, systems and process control equipment								
Pa	ass Criteria – All to be met			Merit Criteria – Minimum two to be Distinction Criteria – Minimu		0			
•	A working knowledge of their responsibilities for the range of diagnostic activities undertaken How they calibrated instruments to a given specification How they planned calibration activities to minimise operational conditions How they selected the appropriate tools and equipment for specific calibration and/or configuration activities A working knowledge of the company procedures and regulatory requirements that must be followed when calibrating and/ or configuring instruments		 Met A detailed knowledge of the principles of calibration and/or configuration of plant and equipment Detailed knowledge of the ways to minimise risk of all planned shutdowns during calibration and/or configuration activities How they would work with in a team to identify improvements on calibration and/or configuration activities How they would report any potential improvements associated with calibration and/or configuration and/or configuration activities 		 be met How they would identify and implement potential changes to improve the efficiency of calibration and/or configuration activities How they reported or dealt with instruments that failed to meet calibration and/or configuration compliance How they took an autonomous role during calibration and/or configuration and/or configuration activities 				



•	How they applied a calibration that was both accurate and consistent				
•	How they recorded the outcomes of calibration and/or configuration activities				
	ssessor must ask the following andardised questions.	Assessor must record all additional questions asked for clarification and the response provided by the apprentice including examples.	Recording timeline.	Mark awa	۲ rded.
-	uestions evelop some open ended questions				
	velop some open ended questions				



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.
- 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)					
		(Appi 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						
Asse	essor 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						
Asse	essor Comments:						



Core Behaviours

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



Pathway: Electrical System and Process Control Specific Skills

Ref.	Apprenticeship Standard Criteria	PORTFOLIO REVIEW (Apprentice Input)		
		1	2	3
EP1	Position, assemble, install and dismantle integrated electrical apparatus, systems and process control equipment			
EP2	Carry out planned, unplanned and preventative maintenance procedures on integrated plant and equipment			
EP3	Replace, repair and/or remove components within integrated plant and equipment and ensure its return to operational condition			
EP4	Diagnose and determine the cause of faults within integrated plant and equipment			
EP5	Calibrate and configure integrated electrical apparatus, systems and process control equipment			
Asse	ssor Comments:			



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