

WAMITAB Level 2 Certificate in Local Environmental Service Skills

Guided Learning Hours: 50

Total Qualification time: 140

Qualification Code: 600/1980/3

WAMITAB Code: LESS2



Version 8, February 2020

About WAMITAB and this Qualification Handbook

About WAMITAB

WAMITAB is an awarding organisation and charity that develops qualifications for those working in resource management and recycling; cleaning; street cleansing; facilities management; and parking from operative through to management level.

Since it was formed in 1989, WAMITAB has evolved in line with the convergence between the sectors with a clear focus on promoting and supporting environmental sustainability. With over 120 qualification pathways and 70 quality assured centres, WAMITAB offers an unrivalled specialist network to support staff development.

Equal Opportunities

WAMITAB supports the principles of equal opportunities and we are committed to meeting these principles in the provision of all our qualifications and assessments. We firmly believe that all learners and stakeholders are therefore entitled to receive equal treatment irrespective of age, sex, race, marital status, religion, disability or sexual orientation.

The Purpose of this Qualification Handbook

Welcome to your WAMITAB Qualification Handbook. This will help you to complete your Level 2 Certificate in Local Environmental Services Skills. It contains:

- The units you need to achieve to complete your qualification.
- Information about your responsibilities as a candidate.

Candidate Information

Name

WAMITAB Candidate Number

Registration Date

Enrolment Date

Centre Name

Centre Address

Centre Contact

Assessor Name

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Frequently Asked Questions

What is a qualification?

A qualification is nationally recognised, based on National Occupational Standards and gained in the workplace. Achieving your qualification demonstrates that you can work to the standards expected by employers in your industry.

What is the objective of this qualification?

This qualification will help you to develop the skills and knowledge to maintain public outdoor spaces safely and efficiently. Individuals with this qualification are in high demand amongst Local Authorities, private companies and contractors responsible for operating facilities and delivering a range of services to maintain local outside spaces.

Who is it for?

- New entrants or apprentices
 - Grounds people, estate management staff or outdoor cleaners
 - Experienced workers seeking a formal qualification
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What are the entry requirements of this qualification?

This qualification is open entry. This means that learners interested in undertaking the WAMITAB Level 2 Certificate in Local Environmental Services do not require any other qualifications or levels of attainment. However, learners will need to be employed in a suitable position, or have access to the working environment, as the qualification is assessed 'on the job'.

What job role could this qualification lead to or support?

For many in the facilities management sector, this qualification will therefore act as a gateway to new jobs, opportunities for career progression and as an introduction to further education by building the confidence of employees and providing the workforce with the skills required to facilitate sector growth. There are currently over 207,800 people employed in the facilities management sector (ONS, 2013) and this qualification is ideal for those employed in elementary occupations in the following job roles:

- Grounds people
 - Training instructor
 - Caretaker
 - Parks officer
 - Outdoor cleaning operative
 - Window cleaner
 - Estate management staff
 - Theme Park Worker
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What do I need to achieve?

To achieve this qualification, learners must complete:

- All units in the Mandatory Group.
- One unit from Optional Group A.
- One unit from Optional Group B.
- A further three units from Optional Group C. However, if a learner chooses unit L09 or L23 they are only required to complete one unit from Optional Group C. If learners choose unit L08, L15, L16, L18, L30, L34, L38, L39 and L40 they are only required to complete two units from Optional Group C. If learners choose any two of the following units L01, L05, L06, L11, L12, L13, L14, L17, L35, L36, L37, L41, L42, L44 and L45 they are only required to complete two units from Optional Group C.

Mandatory Unit Group

- Reduce risks to health and safety in the workplace (M/600/2775) (C2.01)
- Communicate effectively in the workplace (D/600/6322) (C2.02)
- Develop yourself in the job role (R/600/6351) (C2.304)

Mandatory Optional Group A

- Work with others and follow reporting procedures (J/600/6279) (C1.05)
- Work individually and follow reporting procedures in a cleaning environment (A/600/6280) (C1.06)

Mandatory Optional Group B

- Clean and maintain internal surfaces and areas (K600/6324) (C2.05)
 - Clean and maintain external surfaces and areas (M/600/6325) (C2.06)
 - Deal with routine waste (T/600/6326) (C2.07)
 - Clean washrooms and replenish supplies (J/600/6329) (C2.08)
 - Clean high risk areas (A/600/6330) (C2.09)
 - Clean confined spaces (F/600/6331) (C2.10)
 - Clean food areas (J/600/6332) (C2.11)
 - Deal with non-routine waste (T/600/6343) (C2.16)
 - Carry out maintenance and minor repairs (A/600/6344) (C2.17)
 - Perform street cleansing manually (F/600/6345) (C2.18)
 - Perform street cleansing mechanically (J/600/6346) (C2.19)
 - Work safely at heights (R/600/6348) (C2.20)
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Mandatory Optional Group C

- Prepare and operate a tractor and attachments (H/501/0457) (L01)
 - Construct and maintain boundaries (T/502/1429) (L02)
 - Construct and maintain paths (D/502/1425) (L03)
 - Repair and maintain structures or surfaces (F/502/1451) (L04)
 - Prepare and construct new structures or surfaces (J/502/1452) (L05)
 - Transplant large root-balled plants (A/502/1450) (L06)
 - Maintaining plants outdoors (J/502/1533) (L07)
 - Prepare and apply pesticides (J/502/1516) (L08)
 - Design landscape areas and specify materials and components (L/501/0503) (L09)
 - Clearing horticultural and landscaping sites (H/502/0468) (L10)
 - Levelling and preparing sites for landscaping (D/502/0467) (L11)
 - Preparing ground for seeding and planting (K/502/0990) (L12)
 - Establishing plants or seeds in soil (A/502/1223) (L13)
 - Identify the health and maintain the condition of general amenity turf (H/502/1216) (L14)
 - Establish decorative amenity areas (F/502/0395) (L15)
 - Maintain the appearance of decorative amenity areas (J/502/0396) (L16)
 - Maintain the health of sports turf (L/502/0397) (L17)
 - Maintain the condition of sports turf surfaces (K/502/0424) (L18)
 - Renovate and repair sports turf surfaces (J/502/0432) (L19)
 - Preparing and transporting plants and resources (Y/502/0466) (L20)
 - Installing drainage systems (D/502/1229) (L21)
 - Maintain drainage systems (T/502/1222) (L22)
 - Maintain and develop decorative horticultural features (D/502/1280) (L23)
 - Set and mark out landscape sites to establish grassed and planted areas (H/502/0499) (L24)
 - Evaluate ground and environmental conditions to establish grassed and planted areas (L/502/0500) (L25)
 - Prepare sites for soft landscape establishment (D/502/0503) (L26)
 - Establish planted areas (D/502/0856) (L28)
 - Establish grass swards (H/502/0857) (L29)
 - Plan the maintenance, repair and renovation of sports turf areas (H/502/0504) (L30)
 - Plan and set out sports areas (R/502/0501) (L31)
 - Plan and maintain planted areas (D/502/0498) (L32)
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- Plan and renovate planted areas (Y/502/0497) (L33)
 - Prepare sites for landscape works (H/502/1183) (L34)
 - Design and install drainage systems (R/502/1227) (L35)
 - Laying hard surfaces for external landscaping (T/502/1186) (L36)
 - Construct free standing walls (A/502/1187) (L37)
 - Install hard landscape features and structures (F/502/1188) (L38)
 - Plan and construct water features (F/502/1191) (L39)
 - Construct rock gardens (J/502/1189) (L40)
 - Repair and restore walls (M/502/1283) (L41)
 - Restore soft landscape areas (A/502/1190) (L42)
 - Use and maintain non-powered and hand held powered tools and equipment (K/502/0438) (L27.1)
 - Use and maintain pedestrian controlled powered equipment (R/502/0434) (L27.2)
 - Use and maintain ride-on powered equipment (H/502/0440) (L27.3)
 - Use and maintain chippers and/or shredders (T/502/0443) (L43)
 - Control vertebrate pests (Y/601/2636) (L44)
 - Control Invertebrate Pests (D/601/2640) (L45)
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What is a unit?

The units of a qualification describe what you must be able to do and understand to perform work activities competently in your job role.

- Learning outcomes: Describe what tasks you will be able to do as a result of learning.
 - Assessment criteria: Describe what activities you will need to do and what you must know to complete each task.
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What is an approved WAMITAB Centre?

You will gain your qualification through an approved WAMITAB Centre. It may be your place of work, a local college or training provider. Assessment of your qualification will be carried out at your place of work and the centre is responsible for the administration. Centre staff will therefore:

- Register you with WAMITAB.
 - Provide a candidate registration number.
 - Apply for your certificate when you have completed your qualification or units.
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How long will it take?

You have two years to complete your qualification from date of registration. However, your centre may also have some requirements that they will explain to you.

Who will help me achieve my qualification?

The following people at the approved WAMITAB centre will help you to achieve your qualification.

Your Assessor

The assessor is the person you will have the most contact with as you work towards your qualification. They will:

- Help you identify any training you need.
- Help you plan your workload and organise your evidence.
- Observe you carrying out your job in the workplace over a period of time.
- Ask questions about the work you do.
- Make decisions about your evidence.
- Judge when you are competent.
- Provide feedback.

Internal Quality Assurer

The internal quality assurer maintains the quality of assessment within the centre.

External Quality Assurer

An external quality assurer is employed by WAMITAB to ensure that your centre meets the required national standards for quality and assessment.

What are my responsibilities as a candidate?

As a candidate you will need to:

- Provide your centre with your personal details so they can register you with WAMITAB.
- Comply with health and safety law and regulations.

What steps will I need to take to complete my qualification?

1. **Planning:** Your assessor will tell you about the mandatory units of the qualification and will help you to select relevant optional units.
2. **Evidence:** You will gather evidence for your portfolio (see next question for types of evidence).
3. **Feedback:** Your assessor will provide regular feedback on your progress and will arrange for additional training if needed. When your assessor confirms you are competent after an assessment, it will be recorded in your handbook.
4. **Achievement:** Once you have completed all the units and gathered all the evidence you need, your centre will apply for your WAMITAB certificate.

What are the evidence requirements for this qualification?

The primary sources of evidence for this qualification are:

Observation (O): Direct observation or witness testimony where direct observation is not possible. Where this evidence type has been suggested against Assessment Criteria which require the candidate to explain or describe, the assessor must hear or observe the explanation/description (directly or being delivered to others) or see it in writing. The assessor must not infer that the candidate can explain/describe based purely on observation.

Question and Answer (Q/A): candidate statements, verbal questioning, professional discussion, written questions, product evidence supported by questioning

Simulation / Realistic working environment (S/R): Should be used as a last resort where allowed. Please see the Assessment Strategy for further information.

Additional Assessment Guidance

Centres must be aware that the WAMITAB Level 2 Certificate in Local Environmental Services Skills covers both knowledge and competence, and this should be reflected in the methods used to assess the candidate's achievement of learning outcomes. Lantra, The Sector Skills Council for Environment and Land, does not have a technical certificate for work based horticulture, but has deemed that the units listed below contain critical knowledge which requires independent testing:

- Cleaning Horticultural and Landscaping Sites ~ H/502/0468
- Preparing Ground for Seeding and Planting ~ K/502/0990
- Establishing Plants and/or Seeds in Soil ~ A/502/1223
- Maintain the Health of Sports Turf ~ L/502/0397
- Use and Maintain Non-Powered and Hand-Held Powered Tools and Equipment ~ K/502/0438
- Set Out and Mark Out Landscape Sites to Establish Grassed & Planted Areas ~ H/502/0449

Therefore, Asset Skills has made it mandatory for apprentices who have chosen the Local Environmental Services Pathway to take **one of the units** listed above and complete the assessment set by the Centre and approved by the Awarding Organisation – in accordance with the requirements as outlined in the WAMITAB Knowledge Cleaning and Facilities Management Qualifications. Candidates who are not taking this qualification as part of an Apprenticeship must still be assessed in conjunction with this strategy if units chosen include the above 'knowledge' units.

Where do I go if I need more information about my qualification and assessments?

- your assessor
 - your qualification handbook
 - WAMITAB (01604 231950/ www.wamitab.org.uk/info.admin@wamitab.org.uk)
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Useful Words

Approved Centre

WAMITAB Centres are training organisations that have met our strict quality standards and have been approved to deliver our qualifications to learners. They include private providers, colleges of further education, employers and prisons.

Assessment Criteria

These specify the standard that you are expected to meet to demonstrate that you have achieved the Learning Outcome. Assessment criteria are detailed enough to allow judgments to be made about your competence.

Assessor

A person who works with the Approved Centre to assess your competence against the standards set within the qualification. Assessors are qualified and experienced in the subject of the qualification you are registered for, and have the skills to plan and carry out your assessments. They will make judgments of your competence, based on the evidence you provide, and give feedback.

Competence

Competence, in relation to the qualification, describes your ability to consistently be able to undertake work activities, know and understand work-related tasks as per the requirements set out in the standards.

Evidence

You need to collect evidence to prove that you are competent as required by the standards set in the units of the qualification. There are different types of evidence, ranging from an assessor observing your work, question and answers, assignments and tests. Evidence can also be presented using photographs, audio and video files. Each unit gives guidance as to what is expected and acceptable evidence. Evidence must be authentic and your own work.

External Quality Assurer

This is an expert employed by WAMITAB to monitor, review and advise Approved Centres. The External Quality Assurer regularly visits the Approved Centre to check that all assessments are carried out correctly, to the same standard, and that all paperwork is maintained accurately and consistently. External Quality Assurers are qualified and experienced in the subject of the qualification that you are registered for. They therefore have the skills to check that the Approved Centre is operating properly and has all of the systems in place to deliver the qualification.

Internal Quality Assurer

A person who works with the Approved Centre to make sure that the assessment is carried out correctly, and that all administration of the assessment is properly managed. Internal Quality Assurers are qualified and experienced in the subject of the qualification that you are registered for, and have the skills to verify the work of the assessor for accuracy, quality and consistency.

Learner

A person who is registered to work towards achievement of a qualification – i.e. you!

Learning Outcome

These set out what you will be expected to know, understand or be able to do. Each learning outcome relates to one or more assessment criteria, and together they set a clear assessment standard for each unit.

Portfolio

This is a place where you will collect evidence to demonstrate your competence. A portfolio could be either hard-copy or electronic, but this will need to be agreed with the Approved Centre in advance. The evidence held in your portfolio must be your own work, and be clearly referenced to the units of the qualification.

Unit – Mandatory and Optional

Units form the building blocks of all qualifications that are nationally regulated. Units are small chunks of learning that focus on specific aspects of knowledge, skills and understanding. Mandatory units are those that you must achieve, and Optional units offer a range of subjects that you may choose between.

Vocational

A qualification is vocational when it relates directly to the skills, knowledge and understanding required to undertake a specific or broad job role.

WAMITAB

An Awarding Organisation for a wide range of qualifications in waste management and recycling, cleaning and street cleansing, facilities management and parking. WAMITAB is responsible for ensuring the on going quality of the delivery and assessment of qualifications, and issues certificates to learners upon completion. We have over 25 years of experience developing and quality assuring qualifications, training and course materials

Unit Terms

Analyse

Look at something (for example a process) and use given classifications or principles to gain a further understanding.

Apply

Put something into action – a “doing” task which requires “real” evidence from a workplace scenario.

Compare

Look at the characteristics of an item or activity and note the similarities and differences. This is more often used at level 1 and 2.

Critically Compare

Look at the characteristics of an item or situation, note the similarities and differences and their respective positive and negative aspects. In some cases, this can include the use of the comparison in context as the basis for decision making. This is generally used at level 3 and above.

Demonstrate

A doing verb which requires you to actually do what the assessment criteria requires. You will have to provide evidence of which clearly shows you applying your knowledge and skills to meet the requirements of the assessment criteria. The evidence for this can involve getting someone to take a picture of you completing the task or discussing the task with an assessor and recording the discussion using documentation, video, etc. Remember that it is not enough to just write about it unless the task requires this type of written evidence.

Determine

To find out or decide. This may involve research, following a set of procedures or carrying out a series of calculations to find a solution.

Describe

Provide a vivid picture of what it is by using imagery, adjectives and adverbs to make the subject easy to understand. It may also convey an idea or fact.

Develop

Build a process or activity or understanding either from scratch or using an existing product to create something workable.

Differentiate/ Distinguish

Look at the characteristics of an item or situation/ activity and explain the differences.

Evaluate/Justify

You must look at whatever the required content/process is and suggest other relevant, significant or possible outcomes. It is the process of exploring, checking and suggesting a likely outcome with reasons.

Explain

Provide a comprehensible answer that shows an understanding of the content/process mentioned. Your answer should include: what it is, how it works, what it looks like, what it does, how it happens, why it happens and any relevant reasons.

Identify

For most assessment criteria this requires the learner to list and describe what is required or relevant to produce an outcome, or requires the learner to make choices to achieve a particular aspect of their job. At levels 4, 5 and 6 this would require the learner to say what is available, make the choice and then to explain or justify why the choice was made.

Implement

Putting something into practice after the development process has taken place. This ensures that the product/process is actually employed and/or used by self and others during work activities.

List

Produce a number of relevant items which apply to the question. Further description is not required.

Manage

After a development process ensure that the product/process works using relevant management techniques.

Recognise

Be aware of, familiar with and able to identify an activity or product.

Mandatory Unit Group A

C2.01: Reduce risks to health and safety in the workplace

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Know about their organisation's health and safety procedures	1.1 Describe their responsibilities and legal duties for health and safety in the workplace			
	1.2 Identify responsibilities and legal duties for health and safety specific to their own job role			
	1.3 Name and locate the person responsible for health and safety in their area of work			
	1.4 Describe where and when to get additional health and safety assistance			
	1.5 Give reasons why it is important to follow manufacturer's instructions for the safe use of equipment, materials and products			
2. Know how to identify the hazards in the workplace	2.1 Define the term 'hazard'			
	2.2 Give examples of hazards which could exist in the workplace and the safe working practices which should be followed and identify those specific to their own job role			
	2.3 Give reasons why it is important to remain alert to the presence of hazards in the whole workplace			
	2.4 Describe why personal presentation and behaviour is important in maintaining health and safety in the workplace			
3. Know how to evaluate risks in the workplace	3.1 Define the term 'risk'			
	3.2 Give reasons why they should deal with or report risks			
	3.3 Describe procedures for reporting risks which they are unable to deal with			
	3.4 Describe the risks to the environment which may be present in the workplace and your own job			

4. Be able to identify the hazards and risks in the workplace	4.1 Select the workplace instructions relevant to the job			
	4.2 Identify aspects of the workplace which could pose a danger to themselves or others			
	4.3 Give examples of working practices in the job which could pose a danger to people in the workplace			
	4.4 Assess which aspects of the workplace and working practices pose the highest risk and report them to the relevant person			
	4.5 Deal with hazards in accordance with instructions and legal requirements			
5. Be able to reduce the risks to health and safety in the workplace	5.1 Perform duties in accordance with workplace instructions, manufacturer's instructions and legal requirements			
	5.2 Use equipment materials and products safely and in accordance with instructions			
	5.3 Use relevant equipment to control risks to health and safety			
	5.4 Make suggestions on how to reduce risks to health and safety in the workplace to the relevant person			
	5.5 Describe any differences between workplace instructions and manufacturer's instructions and report these to the relevant person			
	5.6 Describe how your personal presentation and behaviour at work could cause risks to the health and safety of him/her self and others			

C2.02: Communicate effectively in the workplace

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to communicate with others in the workplace	1.1 Describe how to respond to different customer needs and attitudes			
	1.2 Describe positive and negative behaviour in relation to equality and diversity in the workplace			
	1.3 State when different forms of communication should be used in the workplace			
	1.4 Describe how to check that information has been understood			
	1.5 Explain how personal behaviour can contribute to the positive image of the organisation			
	1.6 State the importance of communicating all the information necessary to the relevant person			
	1.7 State the importance of responding positively to queries from customers and the public			
2. Understand how to record and pass on information	2.1 State where to find up-to-date information needed to carry out own job			
	2.2 Identify the different ways in which information is recorded			
	2.3 Describe the procedures for recording, acknowledging and responding to incoming information			
	2.4 Describe what actions to take when encountering problems passing on information			
	2.5 State how to report faults with communication equipment			
3. Be able to communicate with others in the workplace	3.1 Respond to the needs and attitudes of customers appropriately			
	3.2 Present a positive image of the organisation			

	3.3 Give customers and others relevant information following organisational requirements			
	3.4 Respond promptly, clearly and politely to questions and comments from customers and others			
	3.5 Check that customers and others have understood the information correctly			
4. Be able to record and pass on information	4.1 Use up to date information to carry out the task			
	4.2 Record information following organisational requirements			
	4.3 Pass on accurate information promptly and take appropriate action when this cannot be done			
	4.4 Report faults with communication equipment			

C2.304: Develop yourself in the job role

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Know how to develop him/her self in the job	1.1 Identify activities that could help with self development			
	1.2 Describe how to set targets for personal development			
	1.3 State the importance of setting achievable personal development targets			
	1.4 Identify the types of support available to achieve targets			
	1.5 Describe the procedures for accessing support			
	1.6 State the importance of reviewing and updating progress against targets			
	1.7 Describe the procedures for reviewing and updating progress			
	1.8 List the benefits of discussing progress with others			
2. be able to develop him/her self in the job	2.1 Identify and agree areas where they could develop further			
	2.2 Agree achievable targets for personal development			
	2.3 Agree the time and support required to achieve targets			
	2.4 Demonstrate new skills in the workplace			
	2.5 Request and use feedback on own performance from others			

Mandatory Option Group B

C1.05: Work with others and follow reporting procedures

Level: 1		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Know the organisational requirements before starting work	1.1 State the procedures for entering and leaving the workplace			
	1.2 State the importance of following procedures for entering and leaving the workplace			
	1.3 State the standards of behaviour expected in the workplace			
	1.4 State the importance of giving a positive impression to others			
	1.5 State where to obtain the work schedule and instructions			
2. Know how to work as part of a team	2.1 List different ways of communicating with others in the team			
	2.2 State why it is important to check that they have been understood			
	2.3 List tasks that may be shared in the team			
	2.4 State the limits of own responsibility in demonstrating tasks to others			
	2.5 List the types of assistance that may be offered to colleagues			
	2.6 State how to ask for help in carrying out work			
3. know how to resolve difficult situations and who	3.1 Describe ways to handle disagreements so that it does not affect the work of the team			
	3.2 State the importance of resolving disagreements as soon as possible			

to report them to	3.3 State when and to whom disagreements should be reported			
	3.4 Describe risks and problems that may be encountered and how they can be dealt with			
	3.5 State the organisational requirements for recording damage, breakages and disruption			
	3.6 State the importance of reporting any damage, breakages and disruption caused			
4. be able to work as part of a team	4.1 follow the correct procedure for entering and leaving the workplace			
	4.2 Use the work schedule to complete the work as a team			
	4.3 Agree with colleagues how to share work so that the team works effectively			
	4.4 Welcome new colleagues to the team			
	4.5 Show others how to do any tasks they may not have done before, within the limits of own responsibility			
	4.6 Answer work related questions from other members of the team			
	4.7 Communicate with customers and others in a professional manner to provide any information needed			
5. Be able to record and report any incidents or disagreements	5.1 Report any problems which: <ul style="list-style-type: none"> • They are unable to deal with alone • Affect health and safety • Affect the reputation of the workplace 			
	5.2 Record any breakages, damage and disruption in the workplace			
	5.3 Report any work that is incomplete and agree arrangements for finishing the work			

C1.06: Work individually and follow reporting procedures in a cleaning environment

Level: 1		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Know how to ensure own safety when working individually when cleaning	1.1 State the arrangements for contacting the appropriate person			
	1.2 State how often contact should be made when carrying out work			
	1.3 State the procedures for entering the workplace			
	1.4 State types of risks present in the workplace			
	1.5 State the importance of taking action to reduce risks in the workplace			
	1.6 Define own level of responsibility for controlling access to the workplace			
	1.7 State the importance of following procedures for access to the workplace			
	1.8 List types of other authorised persons who can enter the workplace			
2. Know expected standards of behaviour in the workplace	2.1 State the standards of behaviour expected in the workplace			
	2.2 State the importance of giving a positive impression to others			
	2.3 List different ways of communicating with others			
	2.4 State why it is important to check that they have been understood			
3. know how to carry out work individually	3.1 State where to obtain the work schedule and instructions			
	3.2 Define the areas in which they are authorised to carry out work			
	3.3 State the importance of assessing how own work is progressing			

	3.4 State the importance of identifying any tasks that they will be unable to complete individually			
4. Know how to follow procedures when working individually	4.1 State the organisational requirements for reporting to own employer or customer			
	4.2 State employer procedures and rules, including emergency procedures and contacts that apply to the work area			
	4.3 State the organisational requirements for recording damage, breakages and disruption			
	4.4 State the importance of reporting any damage, breakages and disruption caused			
	4.5 State the organisational requirements for leaving the workplace			
	4.6 State the importance of leaving the workplace secure			
5. Be able to ensure own safety when working individually when cleaning	5.1 Maintain agreed levels of contact with the appropriate person when carrying out work			
	5.2 Follow the correct procedure for entering and leaving the workplace			
	5.3 Identify risks present in the workplace			
	5.4 Take action to reduce risks in the workplace			
	5.5 Control access to the workplace within the limits of own responsibility			
	5.6 Respond to customers and others and provide information that meets their needs			
6. Be able to carry out work individually	6.1 Use the work schedule to complete work			
	6.2 Identify tasks they are not able to complete individually and report to the appropriate person			
	6.3 Report any problems to the appropriate person which: <ul style="list-style-type: none"> • They are unable to deal with alone • Affect health and safety • Affect the reputation of the workplace 			

	6.4 Record and report any breakages, damage and disruption in the workplace			
	6.5 Report any work that is incomplete and agree arrangements for finishing the work with the appropriate person			

Mandatory Option Group C

C2.05: Clean and maintain internal surfaces and areas

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prepare to clean and maintain internal surfaces and areas	1.1 Describe the sequence for cleaning to avoid re-soiling			
	1.2 List the permits and checks that may be required to work on the premises			
	1.3 State the procedures for entering and leaving the workplace			
	1.4 State the standards of appearance and behaviour required in the workplace			
	1.5 State the importance of personal hygiene when cleaning			
	1.6 Describe how the following factors can influence the cleaning method used: <ul style="list-style-type: none"> • Manufacturer's instructions • Risk • Efficiency • Access • Time • Surface • Type of soiling 			
	1.7 State how to inspect a work area to decide what cleaning needs to be carried out			
	1.8 State the importance of wearing the required personal protective equipment and for others to see it being worn			
	1.9 State the importance of following a work schedule			
	1.10 Describe the best methods and materials for carrying out a specific task identifying possible alternatives			

	1.11 State why different equipment should be used for different tasks			
	1.12 State the importance of using the correct colour coded equipment			
2. Understand how to clean and maintain internal surfaces	2.1 Describe how to avoid causing injury or damage when cleaning			
	2.2 State the amount of time allowed for completing the activity			
	2.3 State what results are expected from each cleaning activity			
	2.4 State the techniques to use with chosen equipment and materials			
	2.5 Describe the consequences of: <ul style="list-style-type: none"> Using wrong equipment Using wrong materials Not following manufacturer's instructions 			
	2.6 State how to change between cleaning methods to cope with different types of soiling and surface			
	2.7 Describe methods that can be used for different types of soiling and surface			
	2.8 State how to identify pest infestation and the action needed to deal with it			
	2.9 State which cleaning methods and techniques may cause nuisance to the public/client and steps that can be taken to avoid this			
	2.10 State the importance of checking the quality of work as it is being done			
	2.11 State tasks that are outside of own responsibility			
	2.12 Describe the organisational requirements for dealing with and reporting accidental damage			
3. Know how to complete the	3.1 State why tools and equipment should be cleaned after use			

cleaning activity	3.2 State the location of the storage areas for equipment and materials			
	3.3 State why storage areas should be kept clean, safe and secure			
	3.4 Describe the organisational requirements for organising replacement and extra resources			
4. Be able to prepare to clean and maintain internal surfaces and areas	4.1 Follow the correct procedure for entering and leaving the workplace			
	4.2 Identify the area to be cleaned and taking into account different types of surfaces and areas			
	4.3 Inform appropriate people know when cleaning is taking place and when it will be completed			
	4.4 Select the appropriate equipment and materials for each cleaning task taking into account surface and type of soiling			
	4.5 Select and wear appropriate personal protective equipment for the task			
	4.6 Ensure that all surfaces are accessible and can be reached to carry out adequate cleaning			
	4.7 Deal with unattended items following organisational requirements			
	4.8 Ventilate the area			
5. Be able to clean and maintain internal surfaces	5.1 Remove loose dirt, debris and detritus prior to cleaning			
	5.2 Use the correct cleaning method for the work area, type of soiling and surface			
	5.3 Follow the sequence for cleaning in order to avoid re-soiling			
	5.4 Assess the actions required to prevent disturbance to others when cleaning			
	5.5 Avoid obstructions to access when using cleaning equipment and power leads			

	5.6 Select and display appropriate warning signs			
	5.7 Adapt the cleaning method according to the available equipment, materials and problems identified			
	5.8 Report any difficulties in carrying out the work in line with organisational requirements			
	5.9 Deal with spillages using the equipment, materials and method appropriate to the surface and type of spillage			
	5.10 Report any additional cleaning required that is outside own responsibility or skill			
6. Be able to complete the cleaning process	6.1 Replenish supplies or consumables			
	6.2 Leave the area clean and dry			
	6.3 Secure cleaning equipment, materials and personal protective equipment in the correct storage area			
	6.4 Organise replacement resources as required			

C2.06: Clean and maintain external surfaces and areas

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prepare to clean and maintain external surfaces and areas	1.1 List the permits and checks that may be required for the task			
	1.2 State the location of the job and how to get to that location			
	1.3 Describe how environmental conditions can affect: <ul style="list-style-type: none"> The cleaning to be carried out The equipment which can be used 			
	1.4 State how to inspect a work area to decide what cleaning needs to be carried out			
	1.5 State the standards of appearance and behaviour required			
	1.6 State the importance of wearing the required personal protective equipment and for others to see it being worn			
	1.7 Explain why it is important to inspect the work area for public access			
	1.8 Describe the best methods and materials for carrying out a specific task identifying possible alternatives			
	1.9 Describe why it is important to estimate the time required for the job			
2. Understand how to clean and maintain external surfaces and areas	2.1 State the techniques to be use with chosen equipment and materials			
	2.2 Describe the tasks that need to be performed			
	2.3 Describe the consequences of: <ul style="list-style-type: none"> Using wrong equipment Using wrong materials Not following manufacturer's instructions 			

	2.4 State how to change between cleaning methods to cope with different environmental conditions			
	2.5 Describe methods that can be used for cleaning external surfaces and areas			
	2.6 State which cleaning methods and techniques may cause nuisance to the public/client and steps that can be taken to avoid this			
	2.7 State the importance of checking the quality of work as it is being done			
	2.8 Describe the organisational requirements for dealing with and reporting accidental damage			
	2.9 State the organisational requirements for reporting difficulties which may arise			
3. Know how to complete the cleaning activity	3.1 State why tools and equipment should be cleaned after use			
	3.2 State the location of the storage areas for equipment and materials			
	3.3 State why storage areas should be kept clean, safe and secure			
	3.4 Describe the organisational requirements for organising replacement and extra resources			
4. Be able to prepare to clean and maintain external surfaces and areas	4.1 Identify the area to be cleaned and the order in which tasks need to be done			
	4.2 Assess the impact of environmental conditions, i.e. temperature, rain, humidity, wind and ice, on the order of tasks			
	4.3 Select tools and equipment for the task, taking into account: <ul style="list-style-type: none"> • Efficiency • Risk • Time • Weather conditions 			
	4.4 Check that the tools and equipment required are available for use			
	4.5 Select and wear appropriate personal protective equipment for the task			

	4.6 Check that the equipment can be used safely in the work area			
	4.7 Deal with unattended items following organisational requirements			
5. Be able to clean and maintain external surfaces and areas	5.1 Carry out work in a way which does not affect other exterior surfaces and areas			
	5.2 Use the correct cleaning method for the work area and surface			
	5.3 Adapt the cleaning methods according to available equipment and environmental conditions			
	5.4 Report any difficulties in carrying out the work in line with organisational requirements			
	5.5 Deal with accidental damage			
6. Be able to complete the cleaning process	6.1 Organise replacement resources as required			
	6.2 Clean tools and equipment after use			
	6.3 Return tools and equipment to the correct place and store securely			
	6.4 Report tools and machinery in need of repair			

C2.07: Deal with routine waste

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to handle routine waste	1.1 Describe the procedures and methods for preparing self and the work area			
	1.2 List different types of personal protective equipment			
	1.3 Describe the importance of wearing personal protective equipment and for others to see it being worn			
	1.4 Describe the importance of maintaining personal hygiene when handling routine waste			
	1.5 State the organisational requirements for handling and disposing of routine waste			
	1.6 State the correct equipment for handling and disposing of routine waste			
	1.7 State the arrangements for recycling in the workplace			
	1.8 Describe the approved methods for transferring waste			
	1.9 Describe the organisational requirements for reporting and handling waste spillages			
2. Understand how to handle hazardous and suspicious items	2.1 State the importance of checking with the appropriate person before removing hazardous items			
	2.2 Explain the organisational requirements for dealing with suspicious items			
3. Understand how to deal with waste containers	3.1 Describe why the location and cleaning of waste areas is important in preventing and controlling pests			
	3.2 Describe the organisational requirements for dealing with waste containers that are damaged			
	3.3 State the standards of cleanliness required for holding areas, empty holding and collection bins			

	3.4 State who is responsible for cleaning holding areas, empty holding and collection bins			
	3.5 State the location of waste holding areas			
	3.6 Describe methods of taking waste to the holding area safely			
	3.7 Describe the organisational requirements for reporting: <ul style="list-style-type: none"> • Dangerous equipment • Faulty equipment • Danger of disease 			
4. Be able to handle routine waste safely	4.1 Prepare self and the work area to do the task efficiently, correctly and safely			
	4.2 Select and wear appropriate personal protective equipment for the task			
	4.3 Identify the location of the waste holding areas			
	4.4 Identify different categories of waste and deal with them appropriately			
	4.5 Check that waste bags or receptacles are secure before handling			
	4.6 Identify waste to be collected and transferred to a collection point			
	4.7 Ensure that sacks and receptacles are not damaged during handling			
	4.8 Ensure the safety of self and others when handling sacks and receptacles			
	4.9 Check that sacks and receptacles are not damaged once they have been moved			
	4.10 Take appropriate action if a sack or receptacle is damaged			
	4.11 Apply organisational requirements on the safe removal of waste spillages			

5. Be able to deal with waste containers	5.1 Follow organisational requirements to cut down the risk of contaminating surrounding areas			
	5.2 Follow organisational requirements for reporting signs of pest infestation			
	5.3 Clean waste containers			
	5.4 Replace waste containers or bin liners			
	5.5 Report any faulty or damaged equipment			
	5.6 Secure cleaning equipment, machinery and waste containers to the correct storage area			
	5.7 Follow organisational requirements for the removal, cleaning and disposal of used personal protective equipment			

C2.08: Clean washrooms and replenish supplies

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Know how to prepare for cleaning washrooms	1.1 Describe procedures for entering washrooms when cleaning and why they must be followed			
	1.2 State the importance of personal hygiene when cleaning			
	1.3 State the importance of wearing personal protective equipment and for others to see it being worn			
	1.4 Describe why it is so important to ventilate the washroom area			
	1.5 Describe the range of colour-coded equipment and its importance when cleaning washrooms			
2. Know how to carry out cleaning of washrooms	2.1 State why it is important to remove dust, hair and debris before cleaning surfaces, fixtures and fittings			
	2.2 Identify cleaning agents suitable for cleaning washrooms			
	2.3 State why it is important to follow manufacturer's instructions when diluting cleaning agents			
	2.4 State why surfaces should not be over-wetted			
	2.5 Describe how to clean fixtures and fittings in order to avoid contamination or risk of infection			
	2.6 State why surfaces should be dry on completion of cleaning			
	2.7 Explain why it is important that waste outlets and overflows are free from dirt, hair and debris			
3. Know how to replenish supplies and reinstate the work area	3.1 Describe why it is important to follow manufacturer's instructions when identifying consumables that should be replenished			
	3.2 State where consumables can be found and the procedures for organizing replacement of supplies			

	3.3 Describe procedures for collecting, holding and disposing of waste and why they should be followed			
	3.4 Describe organisational requirements for reporting faulty equipment and problems any why they should be followed			
	3.5 State where the correct storage place for cleaning equipment and materials can be found			
	3.6 State why used personal protective equipment should be removed or replaced upon leaving the sanitary area			
	3.7 Describe the procedures for dealing with used personal protective equipment			
4. Be able to prepare to clean washrooms	4.1 Select and wear personal protective equipment appropriate to the cleaning task			
	4.2 Follow procedures for entering washrooms			
	4.3 Check that there is enough ventilation in the cleaning area			
	4.4 Select and use appropriate equipment for cleaning different areas of the washroom			
5. Be able to clean washrooms	5.1 Remove dust, hair and debris from surfaces, fixtures and fittings before cleaning			
	5.2 Apply cleaning agents according to the manufacturer's instructions			
	5.3 Clean surfaces without over-wetting			
	5.4 Clean the fixtures and fittings to avoid risk of infection or contamination leaving them free of smears			
	5.5 Check that surfaces are dry on completion of cleaning and that they do not represent a slip hazard			
	5.6 Leave the waste outlets and overflows free from dirt, hair and debris			

6. Be able to replenish supplies and reinstate the work area	6.1 Check holders and containers for levels of consumables			
	6.2 Refill or replace items and consumables following manufacturer's instructions			
	6.3 Take solid waste materials safely to the correct collection point and dispose of slurry			
	6.4 Clean the equipment			
	6.5 Check for any faults or problems and report where necessary			
	6.6 Put equipment and resources back in the right place when finished			
	6.7 Reinstate the work area			
	6.8 Remove or replace personal protective equipment following procedures for disposal or storage			

C2.09: Clean high risk areas

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prevent the spread of infection and contamination in a high risk area	1.1 Explain the organisational requirements for entering and leaving the high risk area			
	1.2 Describe how the risks present in the high risk area would differ from routine areas			
	1.3 State potential risks in high risk area			
	1.4 State the importance of removing personal items before cleaning the high risk area			
	1.5 State what personal protective equipment must be worn in the high risk area			
	1.6 State why hand hygiene is important in a high risk area			
	1.7 Explain where hand hygiene facilities should be located			
	1.8 State the importance of having a designated contact person when cleaning a high risk area			
	1.9 State why damaged furniture or equipment poses an additional risk			
	1.10 State the organisational requirements for reporting damaged furniture and equipment			
2. Understand the procedures to follow before cleaning high risk areas	2.1 Describe the signage: <ul style="list-style-type: none"> • In a high risk area • For cleaning a high risk area 			
	2.2 State the location of signs in a high risk area			
	2.3 Describe the access arrangements for water and drainage facilities			
	2.4 Explain the organisational requirements for arranging communication			
	2.5 State the importance of confirming contact arrangements before starting work			
	2.6 State the types of health conditions which may restrict cleaning duties and why it is important to report these			
	2.7 State the organisational requirements for reporting health conditions			

	2.8 Explain the importance of having cleaning equipment which is in safe working order			
	2.9 State the organisational requirements for reporting problems with equipment			
	2.10 State which equipment, tools and machinery should be removed from the workplace before cleaning			
3. Understand how to carry out cleaning in high risk areas	3.1 State the organisational requirements for cleaning in high risk areas			
	3.2 State which surfaces and soiling should be cleaned			
	3.3 Describe the organisational requirements for reporting any soiling which cannot be cleaned			
	3.4 State which cleaning agents should be used in the high risk area			
	3.5 State the dilution levels required for the cleaning agents			
	3.6 State the importance of having the work area checked			
	3.7 State who is responsible for checking the work area			
	3.8 State who is responsible for removing waste from the area and how often this is carried out			
4. Understand the procedures to follow after cleaning high risk areas	4.1 State what equipment, tools and machinery should be removed from the workplace after cleaning			
	4.2 Describe the organisational requirements for reporting accidental damage			
	4.3 State when signage should be removed and where it is stored			
	4.4 Describe the importance of checking and cleaning personal protective equipment after use			
	4.5 State why equipment should be cleaned and replaced when necessary			
	4.6 Describe the organisational requirements for disposal of waste and personal protective equipment			
5. Be able to follow procedures to prevent the spread of infection and contamination in a	5.1 Follow organisational requirements when entering high risk areas			
	5.2 Report any health conditions which may cause infection or contamination of the high risk area			
	5.3 Assess the risks of exposure to micro-organisms or contaminants for self and the environment			

high risk area	5.4 Carry out hand hygiene to prevent the spread of infection or contamination which is not usually present in the work area			
	5.5 Request advice when there is a risk of infection or contamination which is not usually present in the work area			
6. Be able to follow the procedures for cleaning high risk areas	6.1 Display the correct signage			
	6.2 Follow the organisational requirements for working alone			
	6.3 Remove all appropriate personal items, including jewellery, and store safely			
	6.4 Check that protective clothing and personal cleaning facilities are available			
	6.5 Select the correct equipment and tools for use in the high risk area			
	6.6 Ensure that cleaning equipment and tools are not damaged			
	6.7 Check the nature of the soiling			
	6.8 Ensure that the high risk area is clear of tools and equipment that are not required			
7. Be able to conduct cleaning in high risk areas	7.1 Select and wear appropriate personal protective equipment for the task			
	7.2 Follow the organisational requirements for hand hygiene throughout the cleaning activity			
	7.3 Report faulty and damaged cleaning equipment			
	7.4 Clean the area following organisational requirements			
	7.5 Check items of furniture and equipment within high risk areas for damage			
	7.6 Report damaged furniture and equipment			
	7.7 Clean damaged furniture and equipment if safe			
	7.8 Check that high risk areas have been cleared of waste according to organisational requirements			
	7.9 Report any accidental damage and disruption to high risk areas caused by cleaning			

8. Be able to follow the correct procedures after cleaning	8.1 Remove signage and return it in a clean condition to the correct storage area			
	8.2 Clean and return equipment and materials to correct storage area			
	8.3 Check that the area is clear of any equipment, tools and materials that are not required			
	8.4 Check personal protective equipment for damage, deterioration and contamination			
	8.5 Obtain replacement personal protective equipment			
	8.6 Follow organisational requirements for the disposal and storage of personal protective equipment			
	8.7 Collect personal items from storage			
	8.8 Follow procedures for leaving high risk areas			

C2.10: Clean confined spaces

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to conduct cleaning in a confined space	1.1 Describe how atmospheric conditions can affect the work being carried out			
	1.2 State the importance of checking atmospheric conditions before starting work			
	1.3 State the importance of checking the nature of any soiling and the level of skill needed to deal with it			
	1.4 Explain why advice should be sought about cleaning spaces that may pose a specific risk			
	1.5 State what risks may be present in a confined space			
	1.6 Describe how to identify risks for the purpose of risk assessment			
	1.7 State the importance of having a designated contact person when cleaning a confined space			
	1.8 State the personal protective equipment that is appropriate for cleaning the confined space			
	1.9 State the importance of having serviceable cleaning equipment before entering the confined space			
	1.10 State the organisational requirements for checking and reporting problems with equipment			
	1.11 Describe the procedures for: <ul style="list-style-type: none"> • Entering and leaving the confined space • Conducting cleaning in the confined space • Carrying out the cleaning process in a confined space • Controlling access to the confined space 			
	1.12 State the importance of following organisational requirements for controlling access to the confined space			

2. Understand how to follow organisational requirements for cleaning the confined space	2.1 Describe the procedures for: <ul style="list-style-type: none"> • Entering the confined space • Exiting the confined space in the event of an emergency • Monitoring the conditions in the confined space • Dealing with risks that arise during work 			
	2.2 State the importance of having the work area checked			
	2.3 State who is responsible for: <ul style="list-style-type: none"> • Checking the work area • Removing waste from the confined space 			
	2.4 State the organisational requirements for reporting accidental damage			
	2.5 Describe the importance of checking and replacing personal protective equipment as necessary			
	2.6 Describe the organisational requirements for disposing of waste and personal protective equipment			
	2.7 State the organisational requirements for closing down and making the work area safe in completion of cleaning			
	2.8 State the organisational requirements for leaving the confined space and retrieving personal items			
	2.9 State what paperwork needs to be completed at the end of the cleaning process			
3. Be able to conduct cleaning in a confined space	3.1 Assess risks to health and safety before carrying out work			
	3.2 Check that cleaning activities are not restricted by the working space available			
	3.3 Check all equipment is in working order and electrical equipment is fully charged before entering the work area			
	3.4 Obtain authorization for entry into the work area			
	3.5 Obtain the relevant health and safety information			
	3.6 Confirm that atmospheric conditions have been checked and area safe before entering the work area			
	3.7 Control the access to the work area before cleaning starts, in line with organisational requirements			
	3.8 Follow the organisational requirements for entering the confined space			

	3.9 Ensure that the workplace is clear of any equipment, tools and materials that are not required before and after cleaning			
	3.10 Assess the nature of the soiling			
	3.11 Report the nature of the soiling to the appropriate person			
	3.12 Request advice when asked to clean environments where there is a specific risk			
	3.13 Carry out the cleaning process in line with organisational requirements			
4. Be able to conduct cleaning in a confined space	4.1 Assess risks as they arise and act immediately to remedy any unsafe activity, equipment and environmental conditions			
	4.2 Apply emergency exit procedures immediately when an emergency situation arises			
	4.3 Clear the confined space of any waste in accordance with organisational requirements			
	4.4 Assess and report damage and disruption during the cleaning process			
	4.5 Inspect reusable personal protective equipment for damage, deterioration and contamination after use and arrange for replacements where necessary			
	4.6 Dispose of damaged and disposable personal protective equipment following organisational requirements			
	4.7 Clean and store reusable personal protective equipment following organisational requirements			
	4.8 Carry out duties to close down and make the work area safe after cleaning			
	4.9 Complete all documentation and reports accurately			
	4.10 Ensure documents and reports are filed and passed on			
	4.11 Ensure all organisational requirements have been fully met before collecting any personal items from storage			
	4.12 Follow organisational requirements for leaving confined spaces			

C2.11: Clean food areas

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prepare to clean food areas	1.1 Explain the importance of having an up to date cleaning specification and where it can be found			
	1.2 State the importance of maintaining levels of personal hygiene when working in food areas			
	1.3 State types of health conditions that must be reported			
	1.4 Describe why it is important to report health conditions to the relevant person			
	1.5 State the importance of wearing the required personal protective equipment and for others to see it being worn			
	1.6 Explain why food items must be moved or protected during cleaning operations			
	1.7 Describe the consequences of not moving or protecting food items during cleaning			
	1.8 Explain the importance of ventilating food production areas during cleaning			
2. Understand how to identify signs of pest infestation	2.1 State the main types of pest infestations common to food areas			
	2.2 Describe how to identify signs of pest infestation			
	2.3 State the organisational procedures for dealing with any incidences of infestation			
	2.4 Explain the importance of reporting pest infestations			
3. Understand how to clean food areas	3.1 State the types of cleaning equipment available for use			
	3.2 Describe how to check that the cleaning equipment is safe to use			
	3.3 State the types of cleaning agents that are suitable for the surfaces in the food area			
	3.4 Describe the consequences of using the wrong cleaning agents on surfaces			
	3.5 State methods of checking for chemical residues when they have been used			

4. Understand how to clean food production equipment	4.1 Describe how to recognise faulty or damaged food production equipment			
	4.2 Explain the importance of labelling and reporting faulty and damaged equipment			
	4.3 Explain the importance of safely isolating powered equipment before cleaning			
	4.4 Explain the importance of following manufacturer's and workplace instructions for: <ul style="list-style-type: none"> • Disassembling • Cleaning • Re-assembling Of food production equipment			
	4.5 State the location of the holding area for food production equipment parts			
	4.6 Describe methods for de-scaling and cleaning food production equipment			
5. Be able to clean food areas	5.1 Describe the importance of assessing how the work is progressing			
	5.2 Explain why it is important to leave food areas free of deposits, residue and foreign objects			
	5.3 Describe the consequences of food areas not being left free of deposits, residue and foreign objects			
	5.4 Describe the importance of returning all food and equipment to the correct place once cleaning is completed			
	5.5 Explain why surfaces and vents should be left dry on completion of cleaning			
	5.6 Describe the organisational requirements for disposing of waste and slurry			
	5.7 Explain the importance of cleaning the cleaning equipment			
	5.8 State where cleaning equipment should be stored			
6. Be able to clean food areas	6.1 Remove and store personal items safely			
	6.2 Select and wear appropriate personal protective equipment for the task			
	6.3 Select and protect relevant items, including food, before cleaning begins			

	6.4 Identify suitable cleaning equipment and check it is safe to use			
	6.5 Label faulty or damaged cleaning equipment and report according to organisational requirements			
	6.6 Prepare food production plant, equipment and materials for cleaning			
	6.7 Isolate food equipment from power supplies			
	6.8 Clean the area without damaging in-place plant and equipment			
7. Be able to clean food production equipment	7.1 Follow manufacturer's instructions when taking apart, handling and re-assembling food production equipment			
	7.2 Dismantle food production equipment and place in the right holding area before cleaning			
	7.3 Ventilate the working area and check that there are no chemicals on the area before de-scaling equipment			
	7.4 De-scale and clean equipment parts following manufacturer's instructions whilst avoiding contamination			
	7.5 Check that individual parts of food production equipment are clean before re-assembly			
	7.6 Reassemble food production equipment after cleaning			
	7.7 Check equipment is in correct working order once reassembled			
	7.8 Record and report faults with food production equipment according to organisational requirements			
8. Be able to complete cleaning of food areas	8.1 Assess cleaning performance against the business' food safety management procedures			
	8.2 Leave equipment and working areas free of deposits, cleaning residues and foreign objects			
	8.3 Check that ventilation systems and surfaces are clean and dry when cleaning has been completed			
	8.4 Dispose of waste and slurry following organisational requirements			
	8.5 Clean, store and secure equipment, machinery and personal protective equipment when cleaning is complete			

C2.16: Deal with non-routine waste

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to handle and label non-routine waste	1.1 Describe the procedures and methods for preparing self and the work area			
	1.2 List different types of personal protective equipment			
	1.3 Describe the importance of wearing personal protective equipment and for others to see it being worn			
	1.4 Describe the importance of maintaining personal hygiene when handling non-routine waste			
	1.5 Explain ways to mark, label and record waste and its movement			
	1.6 Explain the importance of marking, labelling and recording waste and its movement correctly			
	1.7 Identify equipment required to dispose of sharps safely			
	1.8 Explain the procedures for disposing of sharps safely			
	1.9 Describe methods for handling and disposing of clinical waste			
	1.10 Describe safe procedures for segregating and sorting waste for recycling			
2. Understand how to handle suspicious items	2.1 State ways to identify suspicious items			
	2.2 Explain the organisational requirements for dealing with suspicious items			
	2.3 State the importance of checking with the appropriate person before removing unidentified items			
3. Understand how to transfer non-routine waste and deal with containers	3.1 Describe procedures for transferring waste			
	3.2 Describe the methods used to ensure safe carriage of collected waste to the holding areas			
	3.3 Describe the organisational requirements for dealing with sanitation bins			
	3.4 Describe ways to identify problem and hazardous waste			
	3.5 Describe why the location and cleaning of waste areas is important in preventing and controlling pests			

	3.6 Describe the importance of repackaging waste containers that have dangerous residue on the outside			
	3.7 Describe the organisational requirements for reporting and handling waste spillages			
	3.8 State the standards of cleanliness required for holding areas, empty holding and collection bins			
4. Be able to handle and label non-routine waste safely	4.1 Prepare self and the work area to do the task efficiently, correctly and safely			
	4.2 Select and wear appropriate personal protective equipment			
	4.3 Identify the location of the waste holding areas			
	4.4 Check that seals on storage containers are securely sealed before handling			
	4.5 Check that seals on storage containers are unbroken after moving			
	4.6 Identify waste to be collected and transferred to a collection point and follow correct handling procedures			
	4.7 Identify the waste material for collection and segregate or sort before disposal to collection point			
	4.8 Mark the origin of waste clearly			
	4.9 Label and record movement of waste			
	4.10 Ensure the safety of self and others when handling sacks and receptacles			
	4.11 Use the handles provided to move rigid containers			
	4.12 Identify sharps that require special handling and use the pick-up kit or specific box for their disposal			
	4.13 Check with the appropriate person before removing unidentified items			
5. Be able to transfer non-routine waste and deal with containers	5.1 Ensure that containers of waste materials are taken safely to the right place and secured if necessary			
	5.2 Follow organisational requirements to cut down the risk of contaminating surrounding areas			
	5.3 Follow organisational requirements for reporting: <ul style="list-style-type: none"> • Signs of pest infestation • Faulty/broken equipment 			

	5.4 Clean waste containers following organisational requirements			
	5.5 Replace bin liners and set up fresh containers			
	5.6 Leave clean containers in the correct place and in a condition which is fit for use			
	5.7 Apply organisational requirements on the safe removal of waste spillages			
	5.8 Leave holding areas clean when finished			
	5.9 Secure cleaning equipment, machinery and waste containers to the correct storage area			
	5.10 Follow procedures for removal, cleaning and disposal of used personal protective equipment			

C2.17: Carry out maintenance and minor repairs

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prepare to carry out maintenance and minor repairs	1.1 State the type and amount of maintenance and repair work that is required			
	1.2 Describe how environmental and other site conditions can influence how work is carried out			
	1.3 State which tools and equipment are appropriate for the task			
	1.4 Describe the importance of carrying out preparatory work before carrying out repairs			
	1.5 Describe the importance of protecting the surrounding area			
	1.6 State methods which can be used to protect the surrounding area			
2. Understand how to carry out maintenance and minor repairs	2.1 Describe safe, approved working practices for carrying out the work			
	2.2 Describe how to make sure that the surrounding areas are maintained during maintenance and repair			
	2.3 Describe the importance of retaining the items to be replaced			
	2.4 Describe how to check that items that have been repaired function correctly and why this should be done			
	2.5 Describe the organisational requirements for reporting and maintenance and repair work that they are not competent to carry out			
	2.6 Describe methods of cleaning tools and equipment			
	2.7 State the importance of cleaning tools and equipment after use			
	2.8 State where tools, equipment and un-used materials should be stored			
3. Be able to prepare to carry out maintenance and minor repairs	3.1 Identify the items that need maintenance and the repair work required			
	3.2 Assess that environmental and other site conditions are suitable to be able to carry out maintenance and repairs			
	3.3 Select the hand tools and equipment that are the most appropriate for the task			
	3.4 Protect the immediate surrounding areas throughout the preparations and the work			

	3.5 Apply the appropriate method for repairing damaged areas or surfaces for repair			
4. Be able to carry out maintenance and minor repairs	4.1 Use safe and approved working practices and techniques			
	4.2 Isolate and electrical supplies			
	4.3 Ensure that there are no adverse effects to the finished items or appearance of the surrounding areas			
	4.4 Check that the replacement items function correctly and operate safely			
	4.5 Check that the working and surrounding areas match following maintenance and repair work			
	4.6 Report any maintenance or repair work that they are not competent to carry out			
	4.7 Report any cleaning requirements that cannot be carried out			
	4.8 Clean tools and equipment after use			
	4.9 Secure tools, equipment and used materials in the correct storage area			

C2.18: Perform street cleansing manually

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to remove litter, detritus and debris from grounds	1.1 List the permits and checks that may be required for the task			
	1.2 Describe factors which should be taken into account when identifying litter, detritus and debris			
	1.3 Describe organisational requirements for reporting items that may present a risk to health and safety			
	1.4 State the importance of wearing the required personal protective equipment and for others to see it being worn			
	1.5 State different types of equipment for removal of litter, detritus and debris			
	1.6 Describe how to identify the correct equipment for the type of litter, detritus and debris			
	1.7 Describe actions that need to be taken in order to deal with hazardous debris and detritus			
	1.8 State why mobile equipment should be secured			
	1.9 State the consequences of not storing mobile equipment			
	1.10 State the importance of segregating litter and putting it into the correct container/location			
	1.11 State the importance of ensuring the work area is left free of litter, detritus and debris			
	1.12 State the organisational requirements for reporting when work has been completed			
	1.13 State the importance of adhering to organisational requirements for reporting when work has been completed			
2. Understand how to maintain waste	2.1 Describe where information on the number and location of waste collection points can be found			
	2.2 State types of hazardous debris and detritus			
	2.3 Describe actions that need to be taken in order to deal with hazardous debris and detritus			

	2.4 Describe how to operate equipment safely			
	2.5 Describe the organisational requirements for emptying containers			
	2.6 Describe how to identify when containers need replacing			
	2.7 Describe the organisational requirements for reporting problems			
3. Be able to remove litter, detritus and debris from grounds	3.1 Confirm with appropriate persons the area to be cleaned			
	3.2 Select and wear appropriate personal protective equipment for the task			
	3.3 Select the appropriate equipment and cleaning methods for the types of litter, detritus and debris in the work area			
	3.4 Use equipment safely following organisational requirements			
	3.5 Use the correct method for removing litter from the ground surface			
	3.6 Secure mobile equipment when not in use			
	3.7 Segregate litter and put in correct container/location			
	3.8 Transfer waste to the correct collection points			
4. Be able to maintain waste collection points	4.1 Identify the number and location of the waste collection points			
	4.2 Identify waste that needs specialist treatment or handling			
	4.3 Follow organisational requirements for dealing with waste that requires specialist treatment or handling			
	4.4 Empty containers and replace as necessary			
	4.5 Leave the area clean and tidy			
	4.6 Report any problems following organisational requirements			
	4.7 Return equipment to the correct place and store securely			
	4.8 Report that work has been completed			

C2.19: Perform street cleansing mechanically

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to remove litter, detritus and debris	1.1 List the permits and checks that may be required for the task			
	1.2 Describe factors which should be taken into account when identifying litter, detritus and debris			
	1.3 Describe organisational requirements for reporting items that may present a risk to health and safety			
	1.4 State the importance of wearing the required personal protective equipment and for others to see it being worn			
	1.5 State types of hazardous debris and detritus			
	1.6 Describe actions that need to be taken in order to deal with hazardous debris and detritus			
2. Understand how to operate vehicles, equipment and machinery	2.1 State the level of legal and organisational authority needed to operate the vehicle or machinery			
	2.2 State how the legal and organisational authority would be obtained			
	2.3 State the types of personal protective equipment required for: <ul style="list-style-type: none"> • Vehicles • Equipment and machinery • Working conditions 			
	2.4 Describe how to check that the vehicles and machinery have sufficient resources			
	2.5 State where additional resources can be obtained			
	2.6 State the organisational requirements for reporting faults with vehicles, equipment and machinery			
	2.7 State the importance of operating vehicles, equipment and machinery safely			
	2.8 State the importance of securing mechanical equipment			
3. Understand how to deal with collected waste	3.1 State types of spillage that can occur			
	3.2 Describe how to check that spillages have been treated correctly			
	3.3 Describe the organisational requirements for reporting problems			

	3.4 State the location of the designated collection points for waste			
	3.5 Describe how to discharge and dispose of collected waste safely			
	3.6 Explain the legal and organisational requirements that must be followed when disposing of waste			
	3.7 State the organisational requirements for reporting when work has been completed			
	3.8 State the importance of adhering to organisational requirements for reporting when work has been completed			
4. Know how to clean and store vehicles, equipment and machinery	4.1 State the designated location for cleaning vehicles, equipment and machinery			
	4.2 Describe the methods for cleaning vehicles, equipment and machinery			
	4.3 State the location of the storage areas for vehicles, equipment and machinery			
	4.4 State the importance of leaving storage areas secure			
5. Be able to remove litter and detritus	5.1 Confirm with the appropriate person the area to be cleaned			
	5.2 Select the: <ul style="list-style-type: none"> • Vehicle • Equipment and machinery • Cleaning methods Suitable for the litter, detritus and surfaces to be cleaned			
	5.3 Confirm that the appropriate legal and organisational authorization is in place to operate the vehicle and machinery			
	5.4 Select and wear personal protective equipment appropriate for the: <ul style="list-style-type: none"> • Vehicle • Equipment and machinery • Working conditions 			
	5.5 Ensure that vehicles and machinery have sufficient resources			
	5.6 Report faults with vehicles, equipment and machinery			

	5.7 Use appropriate methods for removing litter detritus and debris according to: <ul style="list-style-type: none"> • Type of litter, detritus and debris • Equipment and machinery • Vehicles • Working conditions 			
	5.8 Operate vehicles, equipment and machinery safely following organisational requirements			
	5.9 Secure vehicles and machinery when not in use			
	5.10 Carry out work to allow maximum clearance of litter, detritus and debris considering working conditions			
6. Be able to deal with collected waste	6.1 Ensure spillages are treated correctly before removing them			
	6.2 Report any problems following organisational requirements			
	6.3 Transfer collected waste to the designated collection point			
	6.4 Discharge and dispose of waste in line with legal and organisational requirements			
	6.5 Leave the waste hopper empty			
7. Be able to clean and store vehicles, equipment and machinery	7.1 Clean vehicles, equipment and machinery once work is completed			
	7.2 Return vehicles, equipment and machinery to the correct place and store securely			
	7.3 Report that work has been completed			

C2.20: Work safely at heights

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to carry out work safely at heights	1.1 Describe how personal activities and behaviour in the workplace can contribute to the health and safety of self and others			
	1.2 Describe individual responsibilities relating to maintaining safe work practices			
	1.3 Describe procedures when working at heights and how these link to health and safety legislation			
	1.4 Describe the risks associated with working at heights especially when carrying and handling objects			
	1.5 Describe how risks associated with working at heights can be controlled			
	1.6 Describe precautions which should be taken to minimise risks associated with working at heights			
	1.7 Describe organisational requirements for preparing for and working at heights			
	1.8 Describe organisational requirements for using, cleaning and storing: <ul style="list-style-type: none"> • Height access equipment • Personal protective equipment 			
	1.9 Describe how to operate fall protection equipment			
2. Be able to carry out work safely at heights	2.1 Carry out the work following an agreed plan			
	2.2 Assess the risks taking into account the potential dangers of: <ul style="list-style-type: none"> • Falling • Dropping tools and debris • Stability of ladders • The working area • Overhead cables • Equipment • Other people in the vicinity 			
	2.3 Take precautions to address identified risks			
	2.4 Check that personal protective equipment is functioning properly			

	2.5 Select and wear appropriate personal protective equipment including, where relevant, full body harness			
	2.6 Check that safety barriers are in place around the working area			
	2.7 Check that there is a permit to work, where required, before working at heights			
	2.8 Carry out all required pre-checks including ensuring that height access equipment is free from obvious defects before use			
	2.9 Check that height access equipment is deployed and secure			
	2.10 Maintain frequent communication with the appropriate person			
	2.11 Leave work areas clean, tidy and free of obstructions			
	2.12 Secure height access equipment and personal protective equipment in the correct storage area			

Mandatory Option Group D

L01: Prepare and operate a tractor and attachments

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prepare a tractor and attachments for operation	1.1 List the required pre-start checks and adjustments			
	1.2 Identify health and safety issues in relation to the preparation and use of tractors			
	1.3 Describe how different types of attachments and how they should be secured			
	1.4 Identify types of attachments that are safe for use and compatible with the tractor and those that are not			
	1.5 Describe conditions which should be taken into account when considering the use of attachments			
	1.6 Describe adjustment requirements for different attachments and operations			
	1.7 Explain the correct use and duration of warning signals and indicators			
2. Prepare a tractor and attachments for operation	2.1 Carry out pre-start checks in accordance with standard procedures			
	2.2 Carry out adjustments to attachment in accordance with instructions to meet operational requirements			
	2.3 Check the immediate work area for hazards and obstacles and take the appropriate action.			
	2.4 Ensure attachments are compatible with the tractor			
	2.5 Make sure the attachments are secure and safe			
	2.6 Carry out preparation of tractor and attachments in accordance with health and safety legislation and codes of practice			
3. Understand how to operate a power vehicle	3.1 Describe the ways in which the tractor should be manoeuvred, and how different weather and ground conditions must be taken into account			
	3.2 List the types of hazards which may be encountered and how these should be dealt with			
	3.3 Describe the capabilities of the tractor and the expected efficiency of tractor operation			
	3.4 Explain the safe use of attachments			

	3.5 List the reasons why the tractor should be left in a condition suitable for future use			
	3.6 Identify health and safety legislation, and codes of practice in relation to the preparation and use of tractors			
4. Operate a tractor with attachments	4.1 Conduct all movements of the tractor safely, and consistent with the type of tractor, attachment and operation			
	4.2 Assess and modify operating procedures to take into account any changes in weather and ground conditions, and types of terrain			
	4.3 Assess and deal with any hazards and obstacles encountered during the operation in accordance with standard practice			
	4.4 Maintain the efficiency of tractor and attachment performance through the appropriate operation of the tractor			
	4.5 Use attachments to the tractor safely at all times			
	4.6 Leave the tractor safe after use and in a condition suitable to its future use			
	4.7 Operate the tractor in accordance with current health and safety legislation, and codes of practice			
	4.8 Carry out all work activities to meet current environmental and legislative requirements			
	4.9 Assist in maintaining records to meet organisational requirements			

L02: Construct and maintain boundaries

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to construct and maintain boundaries	1.1 Check the selected materials meet the agreed specifications			
	1.2 Maintain one of the boundaries below within the tolerances specified for the site <ul style="list-style-type: none"> • fence • wall 			
	1.3 Keep damage to other features, services and wildlife on site to a minimum			
	1.4 Carry out construction of boundaries efficiently, effectively and securely			
	1.5 Maintain the appearance and fabric of boundaries so that they are fit for their purpose			
2. Be able to select, use and maintain relevant equipment	2.1 Select and use appropriate equipment for this area of work			
	2.2 Prepare, maintain and store equipment in a safe and effective working condition throughout.			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
4. Know how to construct and maintain boundaries	4.1 Outline the purpose of boundaries			
	4.2 State the advantages and disadvantages of different types of boundaries and the appropriate situations in which to use them			
	4.3 Describe the materials needed for construction and maintenance of boundaries			
	4.4 Describe how to measure to ensure work is within tolerances for the site			
	4.5 Describe the potential hazards presented by services and how to avoid these			
	4.6 Describe the type of problems that may occur and the actions required when constructing and maintaining boundaries			

	4.7 State what to look for in deciding whether the appearance and fabric of boundaries are fit for purpose			
5. Know relevant health and safety legislation and environmental good practice	5.1 Outline the current health and safety legislation, codes of practice and any additional requirements			
	5.2 Describe how environmental damage can be minimised			
	5.3 Describe the correct methods for disposing of organic and inorganic waste.			
6. Know the types of equipment required and how to maintain them	6.1 Describe the methods of maintaining the range of equipment used			

L03: Construct and maintain paths

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Keep the route and dimensions of the path within tolerances specified for the site	1.1 Lay and support surface materials correctly and securely			
	1.2 Ensure drainage is effective			
	1.3 Ensure drainage is effective			
	1.4 Carry out maintenance of the path efficiently, effectively and securely using both: <ul style="list-style-type: none"> • fluid component • hard component 			
	1.5 Ensure the appearance and condition of path is fit for purpose following construction or maintenance			
	1.6 Ensure the appearance and condition of path is fit for purpose following construction or maintenance			
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	2.2 Carry out work in a manner which minimises environmental damage			
	2.3 Dispose of waste safely and correctly			
3. Be able to select, use and maintain relevant equipment	3.1 Select and use equipment according to instructions			
	3.2 Prepare, maintain and store equipment in a safe and effective working condition throughout			
4. Know how to construct and maintain paths	4.1 Describe the standards of construction for different types of paths			
	4.2 State the advantages and disadvantages of different types of paths and situations in which they are appropriate: <ul style="list-style-type: none"> • Fluid components • Hard components 			
	4.3 Describe construction methods required and how to ensure routes and dimensions are within agreed tolerances			
	4.4 Describe the principles of drainage for paths and how to ensure its effectiveness			

	4.5 Describe the potential hazards presented by services on site and how to avoid these			
	4.6 Describe the type of problems that may occur and the actions required			
5. Know the types of equipment required and how to maintain them	5.1 Describe the methods of maintaining the range of equipment used			
6. Know relevant health and safety legislation and environmental good practice	6.1 Outline the current health and safety legislation, codes of practice and any additional requirements			
	6.2 Describe how environmental damage can be minimised			
	6.3 Describe the correct methods for disposing of organic and inorganic waste.			

L04: Repair and maintain structures or surfaces

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to prepare for the repair and maintenance	1.1 Ensure the necessary materials are available and prepared for the work			
	1.2 Prepare the structure or surface and the surrounding site in an appropriate manner			
2. Be able to repair and maintain structures or surfaces	2.1 Maintain the structure or surface to all the specifications below at the appropriate time <ul style="list-style-type: none"> • Security • Quality • Design • Construction 			
	2.2 Repair the structure or surface to all the specifications at the appropriate time in relation to: <ul style="list-style-type: none"> • Security • Quality • Design • Construction 			
	2.3 Provide clear and accurate information for recording purposes			
	2.4 Ensure the site is restored to a safe condition which is consistent with the surrounding environment and is clear of unwanted materials			
3. Be able to maintain and use relevant equipment	3.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			
4. Be able to promote health and safety and environmental good practice	4.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	4.2 Ensure work is carried out in a manner which minimises environmental damage			
	4.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			

5. Understand the principles of maintaining structures and surfaces	5.1 Explain why surfaces and structures must be repaired and maintained and potential problems if not carried out			
	5.2 Explain the preparation required prior to repairing and maintaining structures and surfaces			
	5.3 Explain how to finish the structure or surface so that it meets the specification covering all of: (i) security (ii) quality (iii) design (iv) construction			
	5.4 Describe different maintenance and repair methods which would achieve the specification covering all (i) security (ii) quality (iii) design (iv) construction			
	5.5 Describe the types of problems which may occur, including: • accidental damage, • pollution • not meeting the specification and the actions to take			
6. Understand relevant health and safety legislation and environmental good practice	6.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	6.2 Describe the possible environmental damage that could occur and how to respond appropriately			
	6.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
7. Understand the reasons for maintaining equipment	7.1 Explain the methods and importance of maintaining equipment for use			

L05: Prepare and construct new structures or surfaces

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Prepare to construct new structures and surfaces	1.1 Prepare the site in a manner appropriate for the structure or surface and which minimises the effects on the surrounding environment.			
	1.2 Prepare the necessary materials for construction			
2. Construct new structures and/or surfaces	2.1 Construct the structure or surface in accordance with the specification (i) setting out and location (ii) materials and resources (iii) timescale (iv) working methods (v) waste management (vi) restitution of site (vii) the relationship of the structure and surface to its context			
	2.2 Ensure the structure or surface meet the specification and is fit for purpose on completion of the work			
3. Be able to promote health and safety and environmental good practice	3.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	3.2 Ensure work is carried out in a manner which minimises environmental damage			
	3.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			
4. Be able to maintain and use relevant equipment	4.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			

5. Understand how to construct new structures and surfaces	5.1 Explain how to interpret specifications and the importance of following them covering: (i) setting out and location (ii) materials and resources (iii) timescale (iv) working methods (v) waste management (vi) restitution of site (vii) the relationship of the structure and surface to its context			
	5.2 Explain the problems that may arise and how to minimise and the appropriate action to take including; remedying the situation and/or informing those who need to act			
	5.3 Describe methods of constructing the structure or surface and the relationship of this to its planned use.			
	5.4 Explain how the planned use of the surface or structure may affect the methods of construction used			
6. Understand relevant health and safety legislation and environmental good practice	6.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	6.2 Describe the possible environmental damage that could occur and how to respond appropriately			
	6.3 Explain the correct and appropriate methods for disposing of waste			
7. Understand the reasons for maintaining equipment	7.1 Explain the importance and methods of maintaining equipment for use			

L06: Transplant large root-balled plants

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Prepare and transport large root-balled plants.	1.1 Ensure the plant is in a fit condition for transportation and establishment.			
	1.2 Ensure the plant is prepared for transportation and a safe and effective route is selected.			
	1.3 Transport the plant in a way that is safe and secure and in accordance with any highway and traffic regulations			
	1.4 Maintain the health, vigour and physical condition of the plant during the journey.			
2. Understand the principles of transporting large root-balled plants.	2.1 Explain how to check the condition of plants to ensure they are fit for transportation and establishment			
	2.2 Describe the effects of transportation on plants, including the signs that a plant may be suffering stress, and how to respond to these signs			
	2.3 Explain how to prepare plants for transportation, secure them and maintain their condition throughout the journey			
	2.4 Summarise the relevant highway and traffic regulations			
	2.5 Describe the types of hazards that may occur when transporting plants and how to deal with these			
3. Establish large root-balled plants in new sites.	3.1 Identify and mark out the planting site correctly and clearly			
	3.2 Handle the plant and use planting methods that maintain the health, vigour and physical condition of the plant and minimise damage			
	3.3 Provide support, planting conditions and aftercare that are appropriate to the plant and the environment			
	3.4 Restore the site to a clean and tidy condition following planting			
4. Understand the principles underpinning the	4.1 Explain the factors affecting the timing, method and site of planting			
	4.2 Explain the causes of damage and drying out and their prevention			

establishment of large root-balled plants	4.3 Explain the problems and methods relating to the support, planting conditions and aftercare of plants whilst they are establishing			
	4.4 Explain the types of damage that may occur to plants during planting and how to avoid these			
	4.5 Explain the importance of restoring the site to a clean and tidy condition			
5. Be able to maintain and use relevant equipment	5.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			
6. Understand the reasons for maintaining equipment	6.1 Explain the importance and methods of maintaining equipment for use			
7. Be able to promote health and safety and environmental good practice	7.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	7.2 Ensure work is carried out in a manner which minimises environmental damage			
8. Understand relevant health and safety legislation and environmental good practice	8.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	8.2 Describe the possible environmental damage that could occur and how to respond appropriately			

L07: Maintaining plants outdoors

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use tools and maintain relevant equipment	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to relevant legislation and manufacturer's instructions			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition			
2. Inspect plants as instructed	2.1 Inspect plants as instructed			
	2.2 Identify all of the following threats to promote plant health: (i) pests (ii) diseases (iii) disorders (iv) unfavourable conditions (v) competing growth			
	2.3 Use correct and effective methods of dealing with threats to plant health			
	2.4 Promote and maintain healthy growth using all of the following methods: (i) feeding (ii) watering (iii) surface cultivation (iv) mulching			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			

4. Know how to maintain the health of plants outdoors	4.1 Describe how to check and report signs of damage or threats to health to include; (i) pests (ii) diseases (iii) disorders (iv) unfavourable conditions (v) competing growth			
	4.2 State how seasonal weather conditions affect plant growth and health			
	4.3 Describe the different methods used to promote plant health including: (i) feeding (ii) watering (iii) surface cultivation (iv) mulching			
	4.4 Describe the effects of soil conditions on plant growth			
	4.5 State why watering regimes vary for different soils and plants			
	4.6 Describe how the correct use of agrochemicals/pesticides can improve plant health			
	4.7 Describe how the incorrect use of agrochemicals / pesticides can harm plants			
	4.8 Describe the methods of dealing with threats to plant health covering; physical, cultural and irrigation			
5. Know relevant health and safety and animal welfare legislation and environmental good practice	5.1 Outline the current health and safety and animal welfare legislation, codes of practice and any additional requirements			
	5.2 Describe how environmental damage can be minimised			
	5.3 Describe the correct methods for disposing of organic and inorganic waste			

L08: Prepare and apply pesticides

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prepare for pesticide application	1.1 Explain the significance of the product labels and the information included			
	1.2 Compare the appropriateness of specific pesticide products for the work			
	1.3 Explain who and how people will be informed of the work plan			
	1.4 Explain how to calibrate equipment			
	1.5 Explain how to calculate the amount of pesticide required			
	1.6 Describe procedures to be considered when preparing the pesticide product: (i) transportation (ii) storage (iii) disposal (iv) emergency procedures (v) incident reporting			
	1.7 Describe the environmental conditions which are required for the work to be carried out and the affect which these conditions have on the operations			
	1.8 Describe the necessary growth stage of the plants for treatment to take place			
	1.9 Explain how to transport, store and dispose of pesticides and containers safely and correctly			
2. Understand how to apply pesticides	2.1 Explain the safe handling and use of pesticides			
	2.2 Explain the methods of applying pesticides			
	2.3 Explain the correct operation of the applicator			
	2.4 Explain the relevance of risk assessment to the application, including the importance of buffer zones			

	2.5 Explain the problems which may occur and how to respond to these effectively covering: (i) spillage (ii) contamination of equipment and non-target areas (iii) malfunction of equipment (iv) adverse effects on non-target species (v) changes in conditions which reflect on the relevance of the work plan (vi) emergency			
	2.6 Assess the dangers and emergency treatments associated with the use of pesticides			
3. Understand how to carry out post-application procedures	3.1 Describe the ways in which surplus product and washings must be used or disposed of			
	3.2 Explain how to dispose of, or clean and decontaminate personal protective equipment, including; gloves, face shields, boots and overalls`			
4. Understand the reasons for maintaining equipment	4.1 Explain the importance of maintaining equipment for use			
	4.2 Describe the selection and use of personal protective equipment and ancillary equipment			
	4.3 Explain how to clean and store the application equipment and clear the site			
5. Understand relevant health and safety legislation and environmental good practice	5.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	5.2 Assess the health and safety, and environmental risks in the methods of controlling pests			
	5.3 Describe the possible environmental damage that could occur and how to respond appropriately			
	5.4 Explain the correct and appropriate methods for disposing of waste			
	5.5 Explain the reasons for washing hands and maintaining personal hygiene			
	5.6 Explain the records required for management and legislative purposes and the importance of maintaining them			
6. Be able to prepare for pesticide application	6.1 Transport and store pesticides and containers according to legislation and the plan			
	6.2 Confirm that the product is appropriate for the work			

	6.3 Confirm that the application complies with the conditions of approval			
	6.4 Calculate the minimum application rate to achieve the desired level of control			
	6.5 Select a suitable site for preparation			
	6.6 Take action to minimise any risks and keep the appropriate people fully informed according to instructions			
	6.7 Confirm that the environmental conditions are appropriate for the work to be carried out			
	6.8 Confirm that the necessary procedures have been put in place			
7. Be able to apply pesticides	7.1 Use the correct preparation procedures in accordance with instructions			
	7.2 Apply the pesticide in a way which minimises the risks to non-target species and the environment in accordance with instructions and legislative requirements			
	7.3 Take the appropriate action without delay if problems arise during the work			
8. Be able to carry out post-application procedures	8.1 Utilise or dispose of surplus product according to legislation, instructions and codes of practice			
	8.2 Dispose of containers and unwanted personal protective equipment safely and correctly			
	8.3 Clean, decontaminate, store and where necessary dispose, personal protective equipment correctly			
9. Be able to maintain and use relevant equipment	9.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			
	9.2 Clean the application equipment and clear the site thoroughly			
	9.3 Confirm that personal protective equipment is in good condition, the correct size and suitable for the work			
10. Be able to promote health and safety and environmental good practice	10.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	10.2 Ensure work is carried out in a manner which minimises environmental damage			
	10.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			

	10.4 Maintain personal hygiene throughout			
11. Be able to maintain accurate records	11.1 Provide clear and accurate information for recording purposes			

L09: Design landscape areas and specify materials and components

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prepare designs for landscape projects	1.1 Explain the principles and theory of landscape design			
	1.2 Investigate the implications of overall site layout for the final design, utility, maintenance and safety of use			
	1.3 Analyse the main components of a successful landscape proposal			
	1.4 Explain why all relevant survey and analysis information should be included in the design			
	1.5 Clarify how to ensure such information is accurate especially if prepared by others			
	1.6 Compare and clarify the methods to research and evaluate the purpose, function and usage of the area			
	1.7 Explain why accepted design principles such as unity, scale, proportion, balance, symmetry, space, form, texture, colour, light, shade and congruence are important and how to determine whether plans are consistent with these			
	1.8 Assess why it is important to offer clients options to consider and explain how these options should be presented			
	1.9 Summarise how to represent design to scale, with the required accuracy, clearly and in full			
2. Understand how to specify plants, materials and installation details	2.1 Compare and contrast the properties and applications of a range of materials and plants used in landscape design			
	2.2 Research the factors affecting the choice of plants			
	2.3 Explain how to assess whether plants and materials harmonise or clash with existing environmental features			
	2.4 Evaluate possible installation methods and explain why the chosen ones are appropriate			
	2.5 Summarise the accepted methods of specifying plants, materials and installation details			
	2.6 Explain the principles and methods of calculating quantities			

	2.7 Explain the methods of setting out bills of quantity			
	2.8 Clarify the contractual and financial implications of over/under estimating quantities			
3. Prepare designs for landscape projects	3.1 Identify client requirements			
	3.2 Negotiate proposals which take account of all relevant survey and analysis information			
	3.3 Use design components and materials which are appropriate to site, brief, purpose and expected usage for example types of planting, heights of planting, levels of planting, types of surface and structure, focal points, access routes and functional features			
	3.4 Ensure the design is consistent with accepted design principles			
	3.5 Clearly identify plants and materials on the plan			
	3.6 Represent the design accurately and clearly to scale			
4. Specify plants, materials and installation details	4.1 Choose plants and materials which are suitable for the design, visual impact, site conditions, purpose and expected usage			
	4.2 Choose plants and materials which minimise adverse environmental impact			
	4.3 Choose plants and materials which are readily available and within budget			
	4.4 Use installation methods which are suitable for the site, conditions and the plants and materials to which they apply			
	4.5 Specify materials and installation details in accordance with relevant regulations standards			
	4.6 Ensure specifications are complete and unambiguous			
	4.7 List required quantities of plants and materials accurately			

L10: Clearing horticultural and landscaping sites

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to clear sites effectively.	1.1 Locate the correct site for clearing and confirm what is to be cleared.			
	1.2 Ensure the site is safe and secure for the work to be conducted.			
2. Be able to select, use and maintain equipment for clearing horticultural and landscaping sites	2.1 Select appropriate equipment for this area of work			
	2.2 Use equipment according to instructions			
	2.3 Prepare, maintain and store equipment in a safe and effective working condition throughout			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
4. Know the appropriate methods for site clearance.	4.1 Describe the main differences in working on the types of sites listed, green-field, reclaimed, urban derelict and existing sites.			
	4.2 State why it is important to confirm what should be cleared			
	4.3 Describe the different clearing methods that can be used			
5. Know the types of equipment required and how to maintain them	5.1 Describe the equipment which will be necessary for clearing horticultural and landscaping sites			
	5.2 Describe methods of maintaining the equipment ready for use			
6. Know the current health and safety legislation and environmental good practice.	6.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	6.2 Describe how environmental damage can be minimised			
	6.3 Describe the correct methods for disposing of organic and inorganic waste.			

L11: Levelling and preparing sites for landscaping

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain equipment for levelling and preparing sites	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to instructions			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition throughout.			
2. Be able to level and prepare sites for landscaping.	2.1 Position reference marks correctly and according to specification.			
	2.2 Position contours levels and excavations within specified tolerances.			
	2.3 Reinststate the site to specified levels.			
	2.4 Keep working area clean according to client requirements.			
	2.5 Complete work according to the agreed schedule and specification.			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
4. Know the importance of site preparation for landscaping.	4.1 Describe the importance of levelling and preparing sites effectively for all of: (i) green-field (ii) urban derelict (iii) reclaimed land (iv) existing gardens			
	4.2 Describe the importance of position reference marks relating to site specification.			
	4.3 Describe the procedures on a range of contrasting sites covering: green-field, urban, derelict, re-claimed and existing site.			
	4.4 State the importance of working within specified tolerances			
	4.5 State the types of damage which may occur to services and how to minimise this			

	4.6 Explain why it is important to complete work to agreed schedule and specification			
5. Know how to reinstate the ground to the required level	5.1 Describe how to reinstate ground to specified levels and why this is important			
	5.2 State why it is important to clear debris effectively, safely, tidily and legally			
6. Know the types of equipment required and how to maintain them	6.1 Describe the equipment which will be necessary for levelling and preparing sites for landscaping			
	6.2 Describe methods of maintaining the equipment ready for use			
7. Know the current health and safety legislation and environmental good practice.	7.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	7.2 Describe how environmental damage can be minimised			
	7.3 Describe the correct methods for disposing of organic and inorganic waste.			

L12: Preparing ground for seeding and planting

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain equipment	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to instructions			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition throughout			
2. Be able to prepare ground for seeding and planting	2.1 Prepare the ground in a way that is appropriate to the plants/seeds being established, the soil type and ground conditions			
	2.2 Add the materials specified for the operation. (it may be compost, fertiliser or sand)			
	2.3 Produce the required tilth for the specified finish.			
	2.4 Clear debris from the site effectively, safely, tidily and legally.			
	2.5 Complete work to the agreed schedule			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
4. Know how to prepare the ground.	4.1 Describe the different clearance and minor levelling methods which can be used for the following: (i) green-field (ii) urban derelict (iii) reclaimed land (iv) existing gardens			
	4.2 Describe how to achieve the correct tilth, consolidation, pH and nutrient levels depending on the use and finish			
	4.3 State where and when composts, fertilisers and other materials should be used and the types that are appropriate.			

	4.4 State how preparation may be affected by type of plants/seeds, soil type, ground and weather conditions and type of site.			
	4.5 Describe the unwanted impacts to a site which might occur when preparing ground and how to avoid them			
	4.6 State why it is important to clear debris effectively, safely, tidily and legally			
5. Know the types of hazards	5.1 Describe the hazards of underground services and how to avoid these			
6. Know the types of weeds	6.1 Identify 15 types of perennial weeds and state how to control them			
7. Know the types of equipment and materials required and how to maintain them	7.1 Describe the equipment and materials which will be necessary for preparing ground for seeding and planting covering the following materials (i) organic matter (ii) fertiliser (iii) lime (iii) perennial weed herbicides			
	7.2 Describe methods of maintaining the equipment ready for use			
8. Know the current health and safety legislation and environmental good practice.	8.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	8.2 Describe how environmental damage can be minimised			
	8.3 Describe the correct methods for disposing of organic and inorganic waste.			

L13: Establishing plants or seeds in soil

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain equipment	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to instructions			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition throughout			
2. Be able to select and transport plants and/or seeds	2.1 Select plants and/or seeds as requested			
	2.2 Identify a representative sample of plants			
	2.3 Handle, prepare and transport plants and seeds in a way that maintains their health and condition			
3. Be able to establish plants and/or seeds in soil.	3.1 Position and plant the plants and/or seeds according to instructions / drawings			
	3.2 Provide aftercare to meet the planting specifications			
4. Be able to work safely and minimise environmental damage	4.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	4.2 Dispose of waste safely and correctly			
5. Know the requirements for establishing healthy plants	5.1 Describe how to prepare seeds and/or plants in a way that is appropriate to the plant and conditions			
	5.2 State what pH is and how to test for it			
	5.3 Explain the importance of timing and seasonality on planting to encourage establishment and growth.			
	5.4 Describe how to handle and transport plants in a way which minimises damage and maintains health			
	5.5 Explain the importance of planting seeds and or plants to the correct depth and position.			
	5.6 Describe the aftercare needed to meet planting specifications covering: provision of water, nutrients, protection, support and initial pruning or cutting.			

	5.7 Describe the different types of backfill materials relevant to different types of plants and situations			
	5.8 Describe the range of protection methods which may be used for different plants e.g. anti-desiccants, tree guards and shelters			
	5.9 Identify the types of records required and explain the importance of accurate record keeping			
6. Know how to deal with damage and pollution	6.1 State the correct methods of dealing with accidental damage and pollution			
	6.2 Describe how to minimise damage and unnecessary waste when working			
7. Know the types of equipment required and how to maintain them	7.1 Describe the equipment which will be necessary for establishing plants and seeds in soil			
	7.2 Describe methods of maintaining the equipment ready for use			
8. Know the current health and safety legislation and environmental good practice.	8.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			

L14: Identify the health and maintain the condition of general amenity turf

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain equipment for identifying the health and maintaining the condition of general amenity turf	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to instructions			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition			
2. Identify the health of general amenity turf.	2.1 Inspect turf and relate condition to specification.			
	2.2 Identify poor health of turf.			
	2.3 Use appropriate methods to deal with 4 of the following threats to turf health: (i) pests (ii) diseases (iii) disorders (iv) unfavourable conditions (v) competing growth			
3. Maintain the condition of amenity turf.	3.1 Check the turf is in an appropriate condition for maintenance.			
	3.2 Maintain the turf so that it can be used for its intended purpose and looks attractive using all of the following methods: (i) mowing (ii) edging (iii) feeding (iv) watering (v) top dressing (vi) repair			
	3.3 Leave the site clean and tidy.			
	3.4 Identify and report hazards			

4. Be able to work safely and minimise environmental damage	4.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	4.2 Carry out work in a manner which minimises environmental damage			
	4.3 Dispose of organic and inorganic waste safely and correctly			
5. Know how to maintain the health of turf	5.1 State the importance of checking turf regularly and what this means for a range of species.			
	5.2 Describe how to identify a range of turf conditions and the threats to turf health covering: - pests - diseases - disorders - unfavourable conditions - competing growth			
	5.3 Describe appropriate and effective methods of dealing with threats to turf health for a range of species covering: - physical - chemical - cultural - irrigation			
	5.4 Describe the different watering regimes for different types of turf			
	5.5 Describe the types and explain the effects of different fertilisers and nutrients (top dressing and liquid) on turf			
6. Know the impacts of mowing on sward condition.	6.1 Describe how climate and soil conditions affect turf growth and its need for maintenance.			
	6.2 Describe how to identify when the height of grass and finish of edges meets specification.			
	6.3 Describe the affects of boxing off and leaving grass cuttings in situ.			

	6.4 Describe the methods used to maintain turf so it can be used for its intended purpose covering: <ul style="list-style-type: none"> - mowing - edging - feeding - watering - top dressing - repair 			
	6.5 List methods for disposal of grass cuttings to avoid environmental pollution.			
	6.6 Describe importance of cleaning and securely storing tools and equipment			
7. Know the types of equipment required and how to maintain them	7.1 Describe the equipment which will be necessary for identifying the health and maintaining the condition of general amenity turf			
	7.2 Describe methods of maintaining the equipment in a fit state for use			
8. Know the current health and safety legislation and environmental good practice.	8.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	8.2 Describe how environmental damage can be minimised			
	8.3 Describe the correct methods for disposing of organic and inorganic waste.			

L15 Establish decorative amenity areas

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain relevant equipment	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to manufacturer's instructions and legal requirements			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition			
2. Be able to establish three different types of decorative area	2.1 Select materials and plants that are suitable for each type of display.			
	2.2 Handle and transport materials and plants efficiently, effectively and safely			
	2.3 Group and position plants and containers to achieve an attractive effect			
	2.4 Carry out planting to correct depth, spacing and consolidation			
	2.5 Use supports where required, that maintain the plants' growth, appearance and visual impact			
	2.6 Provide initial aftercare e.g. watering in			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
4. Know how to establish decorative areas	4.1 State what needs to be considered when selecting and using all of the following materials: (i) plant material (ii) containers (iii) supports (iv) growing media			
	4.2 Describe how to transport and handle the materials and plants efficiently, effectively and safely			

	<p>4.3 Explain why plants and containers are grouped and positioned to achieve an attractive effect throughout the life of the display for all of the following displays:</p> <ul style="list-style-type: none"> • Formal bedding • Wall shrubs • Climbers • Mixed borders • Hanging baskets • Other containers 			
	4.4 Explain how a range of supports are used to maintain and enhance growth and appearance			
5. Know the types of equipment required and how to maintain them	5.1 Describe the equipment which will be necessary for establishing decorative areas			
	5.2 Describe methods of maintaining the equipment in ready for use			
6. Know the current health and safety legislation and environmental good practice.	6.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	6.2 Describe how environmental damage can be minimised			
	6.3 Describe the correct methods for disposing of organic and inorganic waste.			

L16: Maintain the appearance of decorative amenity areas

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain relevant equipment	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to manufacturer's instructions and legal requirements			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition.			
2. Be able to maintain the appearance of three different types of decorative area	2.1 Water and feed the plants in a way that is appropriate to them and their environment			
	2.2 Replace missing, damaged or displaced plants to maintain the visual impact of the area.			
	2.3 Remove unwanted plant material to maintain the visual impact			
	2.4 Train and support plants where required to maintain the overall effect and the health and vigour of plants			
	2.5 Leave the area clean and tidy			
3. Be able to identify and control weeds, pests and diseases	3.1 Identify weeds, pests and diseases and use one of the following control methods: <ul style="list-style-type: none"> • physical, • chemical • cultural 			
4. Be able to work safely and minimise environmental damage	4.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	4.2 Carry out work in a manner which minimises environmental damage			
	4.3 Dispose of waste safely and correctly			

5. Know why it's important to maintain decorative areas	5.1 Describe how to maintain the appearance of decorative horticultural areas covering all of the following: (i) Formal bedding (ii) Hanging baskets (iii) Other containers (iv) Mixed borders (v) Wall shrubs (vi) Climbers			
	5.2 Explain the reasons for feeding and providing moisture for plants in decorative amenity areas.			
	5.3 Identify and describe five pests, five diseases, two disorders and their symptoms			
	5.4 Identify and name 15 weeds common to decorative amenity areas			
	5.5 Describe how to select and use control methods for weeds, pests and diseases appropriate to the area being maintained			
	5.6 Explain why unwanted plant material is removed			
6. Know the types of equipment required and how to maintain them	6.1 Describe the equipment which will be necessary for maintaining the appearance of decorative amenity areas			
	6.2 Describe methods of maintaining the equipment ready for use			
7. Know the current health and safety legislation and environmental good practice.	7.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	7.2 Describe how environmental damage can be minimised			
	7.3 Describe the correct methods for disposing of organic and inorganic waste.			

L17: Maintain the health of sports turf

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain equipment	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to manufacturer's instructions and legal requirements			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition			
2. Be able to maintain the health of sports turf	2.1 Inspect the turf as requested to identify and report conditions that threaten the health of the sports turf, which may include (i) weeds (ii) pests (iii) diseases (iv) disorders (v) moss			
	2.2 Apply as instructed appropriate treatments safely, effectively and without damage to the surrounding areas			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
4. Know how to maintain the health of sports turf	4.1 State the sources of information on turf treatments			
	4.2 Describe the effect of turf treatments and how to use these treatments effectively and at the appropriate time covering (i) physical (ii) chemical (iii) cultural			
	4.3 Describe the approved procedures for turf treatments and why it is important to follow these			
	4.4 Identify and describe five pests, five diseases, five disorders and their symptoms			

	4.5 Identify and name 15 weeds			
	4.6 Describe what effect the following conditions have on sports turf and why it is important to deal with them promptly (i) weeds (ii) pests (iii) diseases (iv) disorders (v) moss			
	4.7 State who should be informed of conditions affecting sports turf and why			
5. Know the types of equipment required and how to maintain them	5.1 Describe the equipment which will be necessary for maintaining sports turf			
	5.2 Describe methods of maintaining the range equipment ready for use			
6. Know the current health and safety legislation and environmental good practice.	6.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	6.2 Describe how environmental damage can be minimised			
	6.3 Describe the correct methods for disposing of organic and inorganic waste.			

L18: Maintain the condition of sports turf surfaces

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain equipment	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to manufacturer's instructions and legal requirements			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition			
2. Be able to maintain sports turf surfaces	2.1 Clear surfaces of unwanted debris			
	2.2 Prepare the playing surface so that it meets the requirements of the sport and the standard for the event			
	2.3 Maintain the quality and appearance of surfaces			
	2.4 Make markings which are clear and appropriate to the event			
	2.5 Set out the sports equipment required by the rules of the sport and the standard of the event			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
4. Know how to maintain sports turf surfaces	4.1 Explain why it is important to clear surfaces of unwanted debris			
	4.2 Describe how to establish that the surface is in a fit condition for maintenance			
	4.3 State the importance of ensuring the surface meets the required standard and how to do so for the following (i) speed (ii) surface response to a ball, animal or player (iii) moisture content (iv) grass cover (v) degree of consolidation (vi) trueness			

	<p>4.4 Describe all following methods in preparing surfaces</p> <ul style="list-style-type: none"> (i) mowing (ii) irrigation (iii) scarifying and/or verticutting (iv) rolling (v) top dressing (vi) brushing or switching (vii) aeration (viii) edging (where appropriate) (ix) feeding (x) marking out sports surface (xi) setting out equipment 			
5. Know how conditions affect grass growth and the maintenance of playing surfaces	5.1 Describe the effects of season, climate and soil conditions on intensity, type and frequency of maintenance operations			
	5.2 Describe how ground and weather conditions affect maintenance operations			
6. Know how to set out sports surfaces	6.1 Describe how to carry out marking appropriate to sports and events			
	6.2 Describe how to set out sports equipment correctly to meet the needs of the sport and the standard of the event and why it is necessary			
7. Know the types of equipment required and how to maintain them	7.1 Describe the equipment which will be necessary for maintaining sports surfaces			
	7.2 Describe methods of maintaining the equipment ready for use			
8. Know the current health and safety legislation and environmental good practice.	8.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	8.2 Describe how environmental damage can be minimised			
	8.3 Describe the correct methods for disposing of organic and inorganic waste.			

L19: Renovate and repair sports turf surfaces

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain equipment	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to manufacturer's instructions and legal requirements			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition			
2. Be able to renovate and repair sports turf surfaces	2.1 Inspect surfaces as requested to assess the need for renovation and repair			
	2.2 Select renovation and repair methods that are appropriate to the damage and the type of sports surface			
	2.3 Prepare the surface and use three of the selected renovation and repair methods safely and correctly: (i) over-seeding (ii) patching or plugging (iii) forking up (iv) top dressing (v) divotting			
	2.4 Reinststate the surface so that it meets the requirements of the sport and the standard of the event			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
4. Know how to renovate and repair	4.1 Describe the importance of thorough and appropriate preparation prior to renovation and repair			

	4.2 Describe how to select the appropriate renovation and repair method according to degree of damage and the surface itself covering: (i) over-seeding (ii) patching or plugging (iii) forking up (iv) top dressing (v) divotting			
	4.3 Explain why it is important to renovate and repair surfaces promptly to the required standard and the consequences of not doing so			
	4.4 Describe how to inspect surfaces to assess the need for renovation and repair			
	4.5 Describe the standard of surface expected covering all the following: (i) speed (ii) surface response to a ball, animal or player (iii) moisture content (iv) grass cover (v) degree of consolidation (vi) trueness			
	4.6 Describe how to ensure that the surface meets the requirements of the sport and the standard for the event			
5. Know the types of equipment required and how to maintain them	5.1 Describe the equipment which will be necessary for renovating and repairing sports surfaces			
	5.2 Describe methods of maintaining the equipment ready for use			
6. Know the current health and safety legislation and environmental good practice.	6.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	6.2 Describe how environmental damage can be minimised			
	6.3 Describe the correct methods for disposing of organic and inorganic waste.			

L20: Preparing and transporting plants and resources

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to select, use and maintain equipment for preparing and transporting plants and resources	1.1 Select appropriate equipment for this area of work			
	1.2 Use equipment according to instructions			
	1.3 Prepare, maintain and store equipment in a safe and effective working condition			
2. Prepare plants and other resources for transportation.	2.1 Identify and label plants and or resources to be transported			
	2.2 Check plants and resources are in suitable condition for use and transportation.			
	2.3 Use safe lifting and handling techniques.			
	2.4 Maintain the condition of plants and resources throughout.			
	2.5 Complete all records and reports			
3. Load plants and resources	3.1 Load and position plants and resources safely and securely for transportation.			
4. Transport a range of plants and other resources.	4.1 Transport all types of plants (delicate, robust, safely lifted by one person and requiring more than one person to lift) and other resources (growing medium, containers, tools and equipment, supports, watering devices and chemicals) safely and efficiently to the correct location.			
	4.2 Inspect the condition of plants and resources after transportation.			
	4.3 Identify potential hazards and operate equipment safely			
5. Be able to work safely and minimise environmental damage	5.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
6. Know how to prepare plants and other resources for transportation.	6.1 State the importance of establishing the transport requirements for plants and other resources			
	6.2 Describe how to inspect and prepare plants and resources for transportation.			

	6.3 Describe the appropriate records that need to be maintained			
7. Know the principles of safe and effective transportation	7.1 Describe how to handle and transport plants and resources safely and efficiently covering: growing medium containers, <ul style="list-style-type: none"> • tools and equipment, • supports, • watering devices, • chemicals, • delicate and robust plants, • plants which can be safely lifted by one person or need more than one person. 			
	7.2 Describe how to maintain the condition of plants during transportation			
	7.3 List the safety procedures to follow when transporting hazardous substances			
	7.4 Describe safe lifting and handling techniques when working alone and with others			
8. Know the types of equipment required and how to maintain them	8.1 Describe the equipment which will be necessary preparing and transporting plants and resources			
	8.2 Describe methods of maintaining the equipment ready for use			
9. Know the current health and safety legislation and environmental good practice.	9.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			

L21: Installing drainage systems

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to install drainage systems	1.1 Position reference marks according to specification			
	1.2 Install drainage system to specification: <ul style="list-style-type: none"> • sub surface systems • surface channels • sustainable drainage systems 			
	1.3 Adopt practices to minimise damage to existing structures and services.			
	1.4 Restore surface to near original condition			
2. Be able to select, use and maintain equipment for installing drainage	2.1 Select appropriate equipment for this area of work			
	2.2 Use equipment according to instructions			
	2.3 Prepare, maintain and store equipment in a safe and effective working condition			
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	3.2 Carry out work in a manner which minimises environmental damage			
	3.3 Dispose of waste safely and correctly			
	3.4 Describe the safety aspects of working in trenches			
4. Know the principles of drain installation	4.1 Explain why soil drainage is beneficial for plant growth			
	4.2 State the importance of setting accurate levels and falls			
	4.3 Describe why the type, size, depth and spacing of drainage pipes/tiles, varies with the soil texture			
5. Know the types of equipment required and how to maintain them	5.1 Describe the equipment which will be necessary for installing drainage			
	5.2 Describe methods of maintaining the equipment in a fit state for use			
6. Know the current health and safety legislation and	6.1 Outline the current health and safety legislation, codes of practice and any additional requirements.			
	6.2 Describe how environmental damage can be minimised			

environmental practice.	6.3 Describe the correct methods for disposing of organic and inorganic waste.			
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L22: Maintain drainage systems

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to inspect and maintain drainage systems	1.1 Inspect and assess drainage systems according to agreed schedules			
	1.2 Restore drainage systems to full effectiveness and to agreed schedule			
	1.3 Record inspections and work undertaken			
	1.4 Maintain effective working relations with all relevant people throughout			
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	2.2 Carry out work in a manner which minimises environmental damage			
	2.3 Dispose of waste safely and correctly			
3. Know how to inspect and maintain drainage systems	3.1 Describe the schedule of inspections required to identify faults and problems			
	3.2 Describe how to identify and correct impeded drainage and its causes			
	3.3 State how to identify and deal with any problems with drainage systems			
	3.4 Describe the main causes of drain malfunction, including leaks and blockages and methods that can be used to deal with them			
	3.5 Describe the factors affecting flow rates in the drains			
	3.6 State the importance of maintaining drainage systems so they work effectively and efficiently			
	3.7 Describe the principles of drainage design			
	3.8 State why it is important to keep working areas clean according to clients' requirements.			
	3.9 State what records need to be kept and why			
4. Know the current health and safety legislation and environmental practice.	4.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	4.2 Describe how environmental damage can be minimised			
	4.3 Describe the correct methods for disposing of organic and inorganic waste.			

L23: Maintain and develop decorative horticultural features

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to maintain and develop the quality of decorative horticultural features	1.1 Use appropriate methods to promote and maintain healthy growth for example feeding, watering, surface cultivation and mulching for one of the following: <ul style="list-style-type: none"> • permanent • temporary 			
	1.2 Identify threats to plant quality, for example pests, diseases, disorders, unfavourable conditions and competing growth, and use appropriate control methods			
	1.3 Remove unwanted plant material to maintain and develop the visual impact of the display			
	1.4 Replace lost, damaged and displaced plants as appropriate to the display			
	1.5 Position the plants to develop the visual impact of the display and in accordance with the specification			
	1.6 Use support methods which achieve overall effect and maintain the quality of the plants			
2. Be able to maintain and use relevant equipment	2.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			
3. Be able to promote health and safety and environmental good practice	3.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	3.2 Carry out risk assessments and implement measures to reduce the risks.			
	3.3 Ensure work is carried out in a manner which minimises environmental damage			
	3.4 Manage and dispose of waste in accordance with legislative requirements and codes of good practice			
4. Understand the factors which affect	4.1 Explain why it is important to maintain and develop the quality of permanent and temporary decorative horticultural features			

the quality of decorative displays	4.2 Explain why it is important to check the condition of plants according to agreed schedules			
	4.3 Explain how climatic conditions affect plant maintenance			
	4.4 Describe how soil conditions affect plant growth and maintenance			
	4.5 Describe cultural methods of improving plant quality			
	4.6 Compare the current chemical and cultural methods available for pest, disease and weed control			
	4.7 Compare the effects of different types of fertilisers and methods of application on plant growth and development.			
5. Understand how to maintain and develop the quality of decorative horticultural features	5.1 Explain how to ensure support methods enhance the plants' vigour and visual impact			
	5.2 Explain how to select and remove unwanted plant material in a way which maintains and develops the visual impact of the display			
	5.3 Describe how to ensure the positioning of plants and labels maintains and develops the visual impact			
	5.4 Describe appropriate watering regimes for different types of soil and plants			
	5.5 Describe signs of damage and threats to plant health and how to respond			
6. Understand the reasons for maintaining equipment	6.1 Explain the importance and methods of maintaining equipment for use			
7. Understand relevant health and safety legislation and environmental good practice	7.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	7.2 Explain the principles and application of risk assessment related to the task.			
	7.3 Describe the possible environmental damage and how to respond appropriately			
	7.4 Explain the correct and appropriate methods for disposing of waste			

L24: Set and mark out landscape sites to establish grassed and planted areas

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to set and mark out sites ready for operations	1.1 Explain how to interpret landscape plans			
	1.2 Describe the methods and equipment for setting out in horizontal and vertical planes			
	1.3 Explain the mathematical and geometric principles used in setting out			
	1.4 Review the types of marking materials and factors affecting their selection			
	1.5 Explain how site markings can facilitate next stages of operations			
	1.6 Explain the likely problems how to manage these			
	1.7 Describe the methods of detecting underground services			
2. Be able to set and mark out sites ready for operations	2.1 Confirm objectives and tolerances for the site			
	2.2 Achieve objectives to required tolerances			
	2.3 Apply the mathematical and geometric principles used in setting out			
	2.4 Use site markings to facilitate the next stage of operations			
	2.5 Deal with any problems efficiently, effectively and safely should any occur			
	2.6 Maintain effective working relations with all relevant people throughout			
3. Understand the reasons for maintaining equipment	3.1 Explain the importance of maintaining equipment for use			
	3.2 Describe the methods of maintaining the range of equipment used			
4. Be able to maintain and use relevant equipment	4.1 Ensure equipment is prepared, used and maintained in a safe and effective condition.			
5. Understand relevant health and safety legislation and environmental good	5.1 Summarise current health and safety legislation, codes of practice and organisational requirements			
	5.2 Describe possible environmental damage and how to respond appropriately			

practice	5.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
	5.4 Explain the records required for management and legislative purposes and the importance of maintaining them			
6. Be able to promote health and safety and environmental good practice	6.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	6.2 Ensure work is carried out in a manner which minimises environmental damage			
	6.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			

L25: Evaluate ground and environmental conditions to establish grassed and planted areas

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to evaluate ground and environmental conditions	1.1 Explain the principles and methods of measurement of ground and environmental conditions			
	1.2 Evaluate the methods of measurement and where they may be appropriate			
	1.3 Describe what varying ground and environmental conditions may occur, their effect on plant establishment and growth and how to handle these effectively for the following: <ul style="list-style-type: none"> • substrate structure • substrate texture and conditions • drainage characteristics • pH • pest, disease and weed problems • nutrient deficiencies • ground and air pollutants • microclimate 			
	1.4 Review the sources of information and analysis relating to ground and environmental assessment			
2. Be able to evaluate ground and environmental conditions	2.1 Ensure the purpose and scope of the evaluation is consistent with the proposed use for site			
	2.2 Use evaluation methods that are consistent with the agreed purpose and scope			
	2.3 Evaluate the ground and environmental conditions accurately			
	2.4 Ensure the site is left in a tidy and safe condition following operations			
	2.5 Deal with problems efficiently, effectively and safely should any occur			
	2.6 Maintain effective working relations with all relevant people			
3. Understand relevant health and	3.1 Summarise current health and safety legislation, codes of practice and organisational requirements			

safety legislation and environmental good practice	3.2 Describe the possible environmental damage that could occur and how to respond appropriately			
	3.3 Explain the records required for management and legislative purposes and the importance of maintaining them			
4. Be able to promote health and safety and environmental good practice	4.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	4.2 Ensure work is carried out in a manner which minimises environmental damage			

L26: Prepare sites for soft landscape establishment

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to prepare sites for soft landscape establishment	1.1 Describe the principles and methods of site preparation to meet the required conditions for the following landscapes: <ul style="list-style-type: none"> • areas for soft landscape construction • areas for planting • areas for restoration 			
	1.2 Explain which methods are most appropriate to achieve required conditions			
	1.3 Describe how to check the site is ready for planting/sowing			
	1.4 Explain potential problems which may occur and how to deal with these effectively			
2. Be able to prepare sites for soft landscape establishment	2.1 Prepare the site to meet specifications and function			
	2.2 Maintain the site in a suitable condition for planting/sowing as planned			
	2.3 Monitor site main services continually throughout operations			
	2.4 Deal with problems efficiently, effectively and safely should any occur			
	2.5 Maintain effective working relations with all relevant people			
3. Understand the reasons for maintaining equipment	3.1 Explain the importance of maintaining equipment for use			
	3.2 Describe the methods of maintaining the range of equipment used			
4. Be able to maintain and use relevant equipment	4.1 Ensure equipment is prepared, used and maintained in a safe and effective condition.			
5. Understand relevant health and safety legislation and environmental good	5.1 Summarise current health and safety legislation, codes of practice and organisational requirements			
	5.2 Describe the possible environmental damage that could occur and how to respond appropriately			

practice	5.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
	5.4 Explain the records required for management and legislative purposes and the importance of maintaining the			
6. Be able to promote health and safety and environmental good practice	6.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	6.2 Ensure work is carried out in a manner which minimises environmental damage and waste			

L28: Establish planted areas

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to establish planted areas	1.1 Explain the factors affecting the timing and method of planting			
	1.2 Describe methods of support and protection and how to apply them			
	1.3 Explain the initial maintenance requirements for newly established planted areas covering: (i) Trees (iii) Container grown (ii) Shrubs (iv) Root grown			
	1.4 Explain potential problems which may occur and how to deal with these effectively			
2. Be able to identify a range of plants	2.1 Describe how to identify the plants to be established			
	2.2 Identify a minimum of 80 different plants to be established by common and botanical names			
3. Understand the principles of selecting plants	3.1 Explain the principles of selecting and combining plants for different applications			
4. Understand the methods of assessing plant health	4.1 Review the methods of assessing plant health			
	4.2 Explain the damage which may occur when handling and during the establishment of plants and how to minimise this			
5. Be able to establish planted areas	5.1 Identify and mark out planting sites accurately			
	5.2 Check the specification and health of plants before planting, and reject unacceptable specimens			
	5.3 Ensure the quality of plants is maintained throughout handling and planting			
	5.4 Establish at least 3 different types of plants from: (i) Trees (iii) Container grown (ii) Shrubs (iv) Root grown			
	5.5 Provide support and protection to the plants if required			
	5.6 Ensure the site is left in a tidy and safe condition following operations			
	5.7 Maintain effective working relations with all relevant people			

6. Understand the reasons for maintaining equipment	6.1 Explain the importance of maintaining equipment			
	6.2 Describe the methods of maintaining the range of equipment used			
7. Be able to maintain and use relevant equipment	7.1 Ensure equipment is prepared, used and maintained in a safe and effective condition			
8. Understand relevant health and safety legislation and environmental good practice	8.1 Summarise current health and safety legislation, codes of practice and organisational requirements			
	8.2 Describe the possible environmental damage that could occur and how to respond appropriately			
	8.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
	8.4 Explain the records required for management and legislative purposes and the importance of maintaining the			
9. Be able to promote health and safety and environmental good practice	9.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	9.2 Ensure work is carried out in a manner which minimises environmental damage			
	9.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			

L29: Establish grass swards

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to establish grass swards	1.1 Explain the factors affecting the timing and methods of establishment			
	1.2 Describe the methods of protection and their application			
	1.3 Explain the initial maintenance requirements for newly established swards			
	1.4 Explain what potential problems may affect operations and how to handle these effectively			
2. Be able to identify types of grasses	2.1 Identify a minimum of 6 types of grasses by common and botanical names when establishing grass swards			
3. Understand the principles of selecting grasses	3.1 Explain the principles of selecting and combining grass species for different applications			
	3.2 Explain the principles of selecting turf and seeding mats for different applications			
4. Understand how to assess turf health	4.1 Describe how to assess the health of turf			
	4.2 Explain the different types of damage that can occur and how to prevent them			
5. Be able to establish grass swards	5.1 Mark out sites accurately before beginning operations			
	5.2 Select turf or seed as appropriate for intended purpose			
	5.3 Check the specification and health of plant material on receipt and reject unacceptable material			
	5.4 Use handling and establishment methods which maximise the quality of the sward			
	5.5 Provide protection which is appropriate and effective			
	5.6 Ensure the site is left in a tidy and safe condition following operations			
	5.7 Maintain effective working relations with all relevant persons			
6. Understand how to maintain equipment	6.1 Explain the importance of maintaining equipment for use			
	6.2 Describe the methods of maintaining the range of equipment used			

7. Be able to maintain and use relevant equipment	7.1 Ensure equipment is prepared, used and maintained in a safe and effective condition			
8. Understand relevant health and safety legislation and environmental good practice	8.1 Summarise current health and safety legislation, codes of practice and organisational requirements			
	8.2 Describe the possible environmental damage that could occur and how to respond appropriately			
	8.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
	8.4 Explain the records required for management and legislative purposes and the importance of maintaining the			
9. Be able to promote health and safety and environmental good practice	9.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	9.2 Ensure work is carried out in a manner which minimises environmental damage			
	9.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			

L30: Plan the maintenance, repair and renovation of sports turf areas

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to plan and ensure the maintenance of sports turf areas	1.1 Explain the purposes and functions of sports turf and how these affect maintenance, repairs and renovation			
	1.2 Describe the consideration of soil types and condition in relation to sports turf management			
	1.3 Describe the considerations relating to choice of mowing regimes and other maintenance operations, for example <ul style="list-style-type: none"> • cutting, • edging, • weed, • pest and disease control, • fertiliser application, • aeration, • top dressing, • switching/brushing, • rolling, • scarifying/verticutting, • irrigation and repairs by inserting turf, • over seeding • repairing edges 			
	1.4 Define the principles of identifying turf's pathological and physiological disorders			
	1.5 Define the principles and techniques relating to the choice, effects and application of fertilisers			
2. Understand the factors affective	2.1 Describe how timing of repair and renovation operations may be influenced			

repair and renovation of sports turf areas	2.2 Describe the factors affecting the type and extent of repairs, e.g. over seeding, inserting turf and repairing edges			
	2.3 Explain how soil type and condition relate to the type and extent of repairs and renovation			
	2.4 Describe the methods of assessing results of repair and renovation operations			
3. Know how to deal with problems	3.1 Describe the typical problems that may occur and how to handle these			
4. Be able to plan for the maintenance and repair of sports turf	4.1 Plan operations, e.g. <ul style="list-style-type: none"> • cutting, • edging, • weed, • pest and disease control, • fertiliser application, • aeration, • top dressing, • switching/brushing, • rolling, • scarifying/verticutting, • irrigation and repairs by inserting turf, • over seeding • repairing edges 			
	4.2 Assess the results of maintenance, repair and renovation operations, ensuring the agreed objectives and standards have been achieved			
	4.3 Monitor maintenance, repair and renovation operations so as to minimise risk to the public and operators			
	4.4 Leave the site in a tidy and undamaged condition following operations			
5. Understand the reasons for maintaining equipment	5.1 Explain the importance of maintaining equipment for use			
	5.2 Describe the methods of maintaining the range of equipment used			

6. Be able to maintain and use relevant equipment	6.1 Ensure equipment is prepared, used and maintained in a safe and effective condition			
7. Understand relevant health and safety legislation and environmental good practice	7.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	7.2 Describe the possible environmental damage and how to respond appropriately			
	7.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
	7.4 Explain the records required for management and legislative purposes and the importance of maintaining them			
8. Be able to promote health and safety and environmental good practice	8.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	8.2 Ensure work is carried out in a manner which minimises environmental damage and waste			

L31: Plan and set out sports areas

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Understand how to set out sports areas	1.1 Explain the factors influencing the positioning of sports areas within the total area available.			
	1.2 List the sources of information on standard sports dimensions.			
	1.3 Explain the factors influencing the choice and use of marking equipment and materials.			
	1.4 Describe the typical contingencies associated with setting out sports area and how these may be handled			
2. Be able to plan and set out sports areas	2.1 Perform an initial survey which identifies the type, function and required dimensions of the sports area			
	2.2 Produce accurate plans which are consistent with the rules of the sport			
	2.3 Select positioning and dimensions of the sports area consistent with the rules of the sport and the function, use and safety of the site, <ul style="list-style-type: none"> • marking out • setting out equipment 			
	2.4 Leave the site in an undamaged and tidy condition following operations			
	2.5 Perform effective working relations with all relevant people			
3. Understand the reasons for maintaining equipment	3.1 Explain the importance of maintaining equipment for use			
	3.2 Describe the methods of maintaining the range of equipment used			
4. Be able to maintain and use relevant equipment	4.1 Ensure equipment is prepared, used and maintained in a safe and effective condition.			
5. Understand relevant health and safety legislation and environmental good	5.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	5.2 Describe the possible environmental damage and how to respond appropriately			

practice	5.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
	5.4 Explain the records required for management and legislative purposes and the importance of maintaining them			
6. Be able to promote health and safety and environmental good practice	6.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	6.2 Ensure work is carried out in a manner which minimises environmental damage and waste			

L32: Plan and maintain planted areas

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Plan and maintain planted areas	1.1 Ensure plans are consistent with the purpose, function, standards and objectives of planted areas – e.g. shrub areas, scrub, bedding, herbaceous, hedges and amenity turf			
	1.2 Carry out maintenance operations to the planted area as planned – e.g. <ul style="list-style-type: none"> • pruning, • feeding, • weed control, • mulching, • soil amelioration, • removal and replacement of plants • mowing 			
	1.3 Assess the results of maintenance operations, ensuring objectives, standards and safety requirements have been achieved			
	1.4 Leave the site in an undamaged and tidy condition following operations			
	1.5 Leave the site in an undamaged and tidy condition following operations			
	1.6 Maintain effective working relations with relevant people throughout			
2. Be able to promote health and safety and environmental good practice	2.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	2.2 Ensure work is carried out in a manner which minimises environmental damage			
	2.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			

3. Understand how to plan and maintain planted areas	3.1 Explain the principle purposes and functions of planted areas in amenity settings and how these affect their maintenance			
	3.2 Explain the principles and methods of pruning and its effects on plant growth			
	3.3 Describe the significance of growing habits for timing and method of pruning			
	3.4 Define the principles of maintenance operations covering: <ul style="list-style-type: none"> • pruning, • feeding, • weed control, • mulching, • soil amelioration, • removal and replacement of plants • mowing 			
	3.5 Compare methods of analysing soil condition and nutritional status			
	3.6 Describe the symptoms of nutritional deficiency			
4. Understand the effects of nutrients and climate on plant growth	4.1 Describe the effects of the main macro and micro nutrients on plant health and growth			
	4.2 Describe the effects of pollutants, climatic conditions and soil/water relations on plant growth			
5. Understand relevant health and safety legislation and environmental practice	5.1 Explain current health and safety legislation, codes of practice and any additional requirements which apply to this area of work			
	5.2 Describe the possible environmental damage and how to respond appropriately			
	5.3 Explain the correct and appropriate methods for disposing of waste			
6. Know how to deal with problems	6.1 Give a range of the typical problems that may occur and how to deal with these effectively			

L33: Plan and renovate planted areas

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to plan and renovate planted areas	1.1 Ensure plans are consistent with the purpose, function, renovation standards and objectives of planted areas – e.g. shrub areas, scrub, bedding, herbaceous, hedges and amenity turf			
	1.2 Carry out renovation operations as planned – e.g. pruning, thinning out, tying in, replacement and mowing			
	1.3 Assess the results of renovation operations, ensuring agreed objectives, standards and safety requirements have been achieved			
	1.4 Keep the site in an undamaged and tidy condition following operations when renovating planted areas			
	1.5 Deal with problems effectively, efficiently and safely, when renovating planted areas			
	1.6 Maintain effective working relations with relevant people throughout when renovating planted areas			
2. Be able to promote health and safety and environmental good practice	2.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements.			
	2.2 Ensure work is carried out in a manner which minimises environmental damage and waste			
3. Be able to maintain and use relevant equipment	3.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			
4. Understand how to plan the renovation of planted areas	4.1 Explain how the variety of purposes and functions of amenity planted areas can be used and how these affect the renovation			
	4.2 Define the principles governing the effects of pruning on woody and herbaceous plants			

	<p>4.3 Define the principles of renovating plants to maximise their amenity value.</p> <ul style="list-style-type: none"> • pruning • thinning out • tying in • replacement • mowing 			
	4.4 Explain the purposes of the range of operations used in renovation			
5. Know how to deal with problems during renovation	5.1 Describe a range of the typical problems that may occur when renovating planted areas and how these can be dealt with effectively			
6. Understand the reasons for maintaining equipment	6.1 Explain the importance and methods of maintaining equipment for use			
7. Understand relevant health and safety legislation and environmental practice	7.1 Explain current health and safety legislation, codes of practice and any additional requirements which apply to this area of work			
	7.2 Describe the possible environmental damage and how to respond appropriately			
	7.3 Explain the correct and appropriate methods for disposing of waste			
	7.4 Explain the records required for management and legislative purposes and the importance of maintaining them			

L34: Prepare sites for landscape works

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Form ground profiles for landscape works	1.1 Set out site according to the plan/specification			
	1.2 Form profiles that meet the requirements of the plan and subsequent work: (i) soft landscape construction (ii) hard landscape construction			
	1.3 Form profiles that are to specified and required levels and gradients			
	1.4 Monitor progress and prepare according to specification two of the following surfaces: • flat • gradient • steps			
	1.5 Keep the site in a tidy and suitable condition for subsequent works following operations			
	1.6 Maintain effective working relations throughout with the relevant people			
2. Be able to maintain and use equipment during preparation of sites for landscape works	2.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			
3. Be able to promote health and safety and environmental good practice	3.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements which apply to preparing sites for landscape works			
	3.2 Ensure work is carried out in a manner which minimises environmental damage			
	3.3 Manage and dispose of waste in accordance with legislative requirements and codes of good practice			

4. Understand how to form ground profiles for landscape works	4.1 Explain the construction standards and regulations for operations involving changes of level			
	4.2 Explain the differences in construction requirements for soft and hard landscape construction			
	4.3 Describe how to interpret landscape plans and specifications			
	4.4 Explain the methods and equipment for setting out in the horizontal and vertical planes			
	4.5 Explain the mathematical and geometrical principles for setting out			
	4.6 Explain how to calculate gradients, risers and treads			
	4.7 Explain the design of steps			
	4.8 Explain the methods of detecting underground services			
	4.9 Explain the typical contingencies and how to handle these effectively			
	4.10 Explain the types of problems and how to resolve these and whom these should be reported to			
5. Understand the reasons for maintaining equipment	5.1 Explain the importance and methods of maintaining equipment in a fit state for use to minimise risks.			
6. Know and understand relevant health and safety legislation and environmental good practice	6.1 Explain current health and safety legislation, codes of practice and any additional requirements which apply to this area of work			
	6.2 Explain the principles and application of risk assessment			
	6.3 Describe the possible environmental damage and how to respond appropriately			
	6.4 Explain the correct and appropriate methods for disposing of waste			
	6.5 Explain the records required for management and legislative purposes and the importance of maintaining them			

L35: Design and install drainage systems

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to calculate drainage requirements	1.1 Identify drainage requirements			
	1.2 Calculate drainage requirements at a level which will prevent flooding or water logging			
2. Be able to install drainage systems	2.1 Install 2 drainage systems from the list below which meet requirements and specifications: (i) surface water (ii) pipes (iii) tile			
	2.2 Ensure levels and falls are in accordance with requirements and specifications			
	2.3 Ensure the surface is restored to its original condition			
	2.4 Maintain effective working relations with the relevant people			
3. Be able to promote health and safety and good environmental practice	3.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements which apply to installing drainage			
	3.2 Ensure work is carried out in a manner which minimises environmental damage			
	3.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			
4. Be able to maintain and use equipment during installing drainage	4.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			
5. Understand the calculation required for drainage	5.1 Explain how to make drainage calculations			
6. Understand why it's	6.1 Explain the factors influencing drainage requirements			

important to be able to install drainage systems	6.2 Describe the advantages, disadvantages and applications of the following types of drainage systems: (i) surface water (ii) pipes (iii) tile			
	6.3 Explain the typical problems that may occur and effective methods of dealing with these			
7. Understand the reasons for maintaining equipment	7.1 Explain the importance of and methods of maintaining equipment in a fit state for use to minimise risks.			
8. Understand relevant health and safety legislation and environmental practice	8.1 Explain current health and safety legislation, codes of practice and any additional requirements.			
	8.2 Describe the possible environmental damage and how to respond appropriately			
	8.3 Explain the correct and appropriate methods for disposing of waste			
	8.4 Explain the records required for management and legislative purposes and the importance of maintaining the			

L38: Install hard landscape features and structures

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to install hard landscape features and structures	1.1 Prepare the ground and footings			
	1.2 Install features and structures safely and according to specification			
	1.3 Protect features and structures against deterioration			
	1.4 Inspect features and structures for safety, completeness and function			
	1.5 Leave site safe, tidy and in a suitable condition for subsequent work			
	1.6 Maintain effective working relations with relevant people throughout			
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and is consistent with relevant legislation, codes of practice and any additional requirements			
	2.2 Carry out work in a manner which minimises environmental damage			
	2.3 Dispose of waste safely and correctly			
3. Know how to install hard landscape features and structures	3.1 Describe how to prepare the ground and footings appropriate to the range of features and structures covering sports and play equipment and small sectional buildings.			
	3.2 Describe the characteristics, safety requirements and methods of application of preservatives			
	3.3 Outline the potential hazards when assembling and installing structures			
	3.4 Suggest the typical problems that may occur and how these can be dealt with effectively			
4. Know the relevant health and safety legislation and environmental good practice.	4.1 Outline the current health and safety legislation, codes of practice and any additional requirements			
	4.2 Outline the principles and application of risk assessment			
	4.3 Describe how environmental damage can be minimised			
	4.4 Describe the correct methods for disposing of organic and inorganic waste.			

L39: Plan and construct water features

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to maintain and use relevant equipment	1.1 Ensure equipment is prepared, used and maintained in a safe and effective condition throughout			
2. Be able to construct pools and water features	2.1 Review site conditions to establish suitability prior to commencing operations			
	2.2 Prepare the site and select and use three materials following specifications: <ul style="list-style-type: none"> • Puddled clay liners • Fibre glass in situ • Concrete in situ • Irregular shaped preformed or pre-cast • Butyl or PVC liner 			
	2.3 Interpret specifications and plans			
	2.4 Install and construct pool/water features safely following specification			
	2.5 Check that the installation is working correctly and rectify any faults			
	2.6 Maintain effective working relations with relevant people			
	2.7 Deal with problems efficiently, effectively and safely as necessary			
3. Be able to promote health and safety and environmental good practice	3.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	3.2 Work is carried out in a manner which minimises environmental damage			
	3.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			
4. Understand the principles underpinning installation and construction of pools and water features	4.1 Describe the conditions suitable for construction of pools/water features			
	4.2 Describe the features and application of materials: <ul style="list-style-type: none"> • puddle clay liners, • fibre glass in situ, • concrete in situ, irregular shaped preformed or precast • butyl or PVC liner 			

	4.3 Explain the principles and methods of pool and water feature construction			
	4.4 Explain the principles of pump power calculation, selection and positioning			
	4.5 Explain the safety requirements for pump systems			
	4.6 Describe the methods of checking the functioning of the installation			
	4.7 Describe the symptoms of faults such as leaks and malfunctioning of pumping systems			
	4.8 Explain the potential hazards when constructing ponds			
5. Understand the reasons for maintaining equipment	5.1 Explain the importance and methods of maintaining equipment for use			
6. Understand relevant health and safety legislation and environmental good practice	6.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	6.2 Describe the possible environmental damage that could occur and how to respond appropriately			
	6.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
	6.4 Explain the records required for management and legislative purposes and the importance of maintaining them			

L40: Construct rock gardens

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to construct rock gardens	1.1 Assess site conditions to establish suitability for operation			
	1.2 Use suitable access routes for materials.			
	1.3 Choose and use stone according to specification, functional and aesthetic requirements			
	1.4 Handle materials safely and efficiently either manually or by mechanical means as required			
	1.5 Construct rock work according to specification and ensure it is functionally and visually appropriate			
	1.6 Restore surroundings to a safe and substantially original condition			
	1.7 Leave the site safe, tidy and ready for planting following operations			
	1.8 Maintain effective working relationships with relevant people throughout			
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	2.2 Carry out work in a manner which minimises environmental damage			
	2.3 Dispose of waste safely and correctly			
3. Know how to assess for constructing rock gardens	3.1 Describe how to assess suitability of site conditions			
	3.2 Describe the criteria for selecting access routes for materials			
4. Know the principles of working with rock and soil	4.1 Describe the types and application of stone used in rock garden construction covering out crops, scree and moraine, valleys, cascades, steps			
	4.2 State the principles of arranging stone in rock gardens			
	4.3 Describe the safety requirements when lifting and handling stone			
	4.4 Describe the characteristics and purposes of rock garden types			
	4.5 Describe the potential hazards resulting from unsafe finished construction			

	4.6 Suggest the typical problems that may occur and how these can be dealt with effectively			
5. Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.	5.1 Outline the current health and safety legislation, codes of practice and any additional requirements, which apply to this area of work.			
	5.1 Describe how environmental damage can be minimised			
	5.3 Describe the correct methods for disposing of organic and inorganic waste.			

L41: Repair and restore walls

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to repair and restore	1.1 Identify and note the original condition of walls prior to commencing operations			
	1.2 Determine the objectives of repair and restoration			
	1.3 Identify any missing components			
	1.4 Using appropriate construction methods and materials restore three of the walls listed below to a substantially original condition: (i) mortared brick (ii) mortared stone (iii) free standing (iv) retaining			
	1.5 Ensure that walls are safe, stable, durable and appropriate to function			
	1.6 Keep surroundings in a tidy and undamaged condition following operations			
	1.7 Maintain effective working relations with relevant people throughout			
2. Be able to promote health and safety and environmental good practice	2.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	2.2 Ensure work is carried out in a manner which minimises environmental damage			
	2.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			
3. Understand how to repair and restore walls	3.1 Explain the specifications, construction methods and materials for walls: (i) mortared brick (ii) mortared stone (iii) free standing (iv) retaining			
	3.2 Explain the styles of stone walls and top treatment and uses and relative merits			
	3.3 Describe the methods of producing growing conditions in stone walls			

	3.4 List the sources of information and materials relating to stone walls			
	3.5 Explain the objectives for repairing and restoring stone walls			
	3.6 Explain how to identify missing components			
	3.7 Describe the methods of testing the safety, stability and durability of stone walls and their fitness for purpose			
	3.8 Describe the principles and application of risk assessment			
	3.9 Describe typical problems that may occur and how to deal with these effectively			
4. Understand relevant health and safety legislation and environmental good practice	4.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	4.2 Describe the possible environmental damage that could occur and how to respond appropriately			
	4.3 Explain the correct and appropriate methods for disposing of waste			

L42: Restore soft landscape areas

Level: 3		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to restore soft landscape areas	1.1 Identify the intended purpose and function of the area and its restoration requirements			
	1.2 Identify the originally intended style, composition and appearance of the area			
	1.3 Carry out restoration in accordance with identified standards and objectives			
	1.4 Provide clear and accurate information for recording purposes			
	1.5 Maintain effective working relations with relevant people throughout.			
	1.6 Deal with problems effectively, efficiently and safely where necessary			
2. Be able to promote health and safety and environmental good practice	2.1 Work in a way which promotes health and safety, is consistent with relevant legislation, codes of practice and any additional requirements			
	2.2 Ensure work is carried out in a manner which minimises environmental damage			
	2.3 Manage and dispose of waste in accordance with legislative requirements and codes of practice			
3. Understand how to restore soft landscape areas	3.1 Explain the principles, methods and techniques of restoration of soft landscape			
	3.2 Summarise the history and development of landscape design and planting styles			
	3.3 Assess sources of information and materials relating to restoration of soft landscapes			
	3.4 Assess possible sources of information on the original style of planted areas			

	3.5 Compare and clarify the range of possible functions and purposes of soft landscape areas and explain how these affect restoration			
	3.6 Explain typical contingencies and how these can be dealt with effectively			
4. Understand the reasons for maintaining equipment	4.1 Explain the importance and methods of maintaining equipment in a fit state for use			
5. Understand relevant health and safety legislation and environmental good practice	5.1 Summarise current health and safety legislation, codes of practice and any additional requirements			
	5.2 Describe the possible environmental damage that could occur and how to respond appropriately			
	5.3 Explain the correct and appropriate methods for disposing of organic and inorganic waste			
	5.4 Explain the records required for management and legislative purposes and the importance of maintaining them			

L27.1: Use and maintain non-powered and hand held powered tools and equipment

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to use and maintain non-powered and hand held powered tools and equipment	1.1 Ensure that the equipment is safe and in good working order			
	1.2 Select and use the correct personal protective clothing and equipment			
	1.3 Set up and use the equipment and machinery in accordance with the manufacturer's instructions and legal regulatory requirements			
	1.4 Maintain non-powered and hand held equipment in accordance with manufacturer's instructions.			
	1.5 Identify any problems with the equipment and take appropriate action			
	1.6 Clean and store equipment correctly after use			
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	2.2 Carry out work in a manner which minimises environmental damage			
	2.3 Dispose of waste safely and correctly			
3. Know how to use and maintain the tools and equipment	3.1 Explain the importance of using equipment in line with manufacturers' instructions.			
	3.2 Describe the pre-operational checks and the methods of maintaining the equipment for use			
	3.3 List the main hazards and risks associated with using the equipment			
	3.4 Describe the types of problems that may occur with the equipment and how to deal with each of these correctly			
	3.5 State the types of protective clothing and the reasons why it must be worn			

4. Know the current health and safety legislation and good environmental practice.	4.1 Outline the current health and safety legislation, codes of practice and any additional requirements.			
	4.2 Describe how environmental damage can be minimised			

L27.2: Use and maintain pedestrian controlled powered equipment

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to use and maintain pedestrian controlled powered equipment	1.1 Ensure the pedestrian controlled power equipment is safe and in good working order			
	1.2 Use equipment according to manufacturer's instructions and legal regulatory requirements			
	1.3 Clean and store equipment correctly after use			
	1.4 Maintain pedestrian controlled power equipment in accordance with manufacturer's instructions.			
	1.5 Select and use the appropriate personal protective clothing and equipment			
	1.6 Identify any problems with the equipment and take the correct action			
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	2.2 Carry out work in a manner which minimises environmental damage			
	2.3 Dispose of waste safely and correctly			
3. Know how to use and maintain pedestrian controlled powered equipment.	3.1 List the main hazards and risks associated with using the pedestrian controlled powered equipment and describe appropriate action			
	3.2 Explain the importance of operating equipment in line with manufacturer's instructions.			
	3.3 Describe methods of checking and maintaining the equipment for use covering: (i) correct pre-use checks (ii) correct start-up procedure (iii) use appropriate work method (iv) correct stopping procedure (v) correct post-use maintenance (vi) reporting problems to the appropriate person			

4. Know the operating principles of powered equipment	4.1 Explain the operating differences between two and four-stroke engines			
	4.2 Explain the principles of operating lines of drive – clutch, v-belts, chains			
	4.3 Describe the basic differences between petrol and diesel engines			
5. Know the current health and safety legislation and environmental practice.	5.1 Outline the current health and safety legislation, codes of practice and any additional requirements.			
	5.2 Describe how environmental damage can be minimised			
	5.3 Describe the correct methods for disposing of organic and inorganic waste.			

L27.3: Use and maintain ride-on powered equipment

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to set up, use and maintain ride-on powered equipment	1.1 Ensure that the ride-on powered equipment is safe and in good working order			
	1.2 Select and use the correct personal protective clothing and equipment			
	1.3 Set up and use ride-on powered equipment in accordance with the manufacturer's instructions and legal requirements instructions.			
	1.4 Identify any problems with the ride-on powered equipment and take appropriate action			
	1.5 Clean and store the equipment correctly after use			
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	2.2 Carry out work in a manner which minimises environmental damage			
	2.3 Dispose of waste safely and correctly			
3. Know how to use and maintain ride-on powered equipment	3.1 Describe methods of checking and maintaining the equipment ready for use covering: (i) correct pre-use checks (ii) correct start-up procedure (iii) use appropriate work method (iv) correct stopping procedure (v) correct post-use maintenance (vi) reporting problems to the appropriate person			
	3.2 List the main hazards and risks associated with using the ride-on powered equipment and state appropriate action			
	3.3 Explain the importance of operating equipment in line with manufacturers' instructions.			
	3.4 Describe the types of problems that may occur with the equipment and how to deal with each of these appropriately			

4. Know the operating principles of powered equipment	4.1 Describe the operating differences between two and four- stroke engines			
	4.2 Describe the principles of operating lines of drive – clutch, v-belts, chains			
	4.3 Describe the basic differences between a petrol and diesel engine			
5. Know the current health and safety legislation and environmental good practice.	5.1 Outline the current health and safety legislation, codes of practice and any additional requirements.			
	5.2 Describe how environmental damage can be minimised			

L43: Use and maintain chippers and/or shredders

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. Be able to use and maintain chippers and/or shredders	1.1 Make sure that the chippers and / or shredders are in safe and good working order			
	1.2 Select and use the correct personal protective clothing and equipment			
	1.3 Set up and use the chippers and or shredders in accordance with the manufacturer's instructions and legal requirements			
	1.4 Maintain chippers and/or shredders in accordance with manufacturer's instructions.			
	1.5 Identify any problems with the chippers and / or shredders and take the correct action			
	1.6 Clean and store the equipment correctly after use			
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and is consistent with current legislation, codes of practice and any additional requirements			
	2.2 Carry out work in a manner which minimises environmental damage			
	2.3 Dispose of waste safely and correctly			
3. Know how to use and maintain chippers and / or shredders	3.1 List the main hazards and risks associated with using chippers and / or shredders and action to be taken			
	3.2 Explain the importance of operating equipment in line with manufacturer's instructions.			
	3.3 Describe methods of preparing and maintaining the equipment for use covering: (i) correct pre-use checks (ii) correct start-up procedure (iii) use appropriate work method (iv) correct stopping procedure (v) correct post-use maintenance (vi) reporting problems to the appropriate person			

	3.4 describe the types of problems that may occur with the equipment and describe how to deal with each of these correctly			
	3.5 Describe types of protective clothing and explain why it must be worn			
4. Know the current health and safety legislation and environmental good practice.	4.1 Outline the current health and safety legislation, codes of practice and any additional requirements.			
	4.2 Describe how environmental damage can be minimised			

L44: Control vertebrate pests

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. understand the life-cycles and behaviour of vertebrate pests	1.1 list vertebrate pests including: <ul style="list-style-type: none"> • rodent species • non-rodent species 			
	1.2 describe the life-cycle of vertebrate pests			
	1.3 explain why vertebrate pests need to be controlled			
2. know how to evaluate the site of an infestation of vertebrate pests	2.1 describe how to identify different types of vertebrate pests			
	2.2 describe methods for determining the size and nature of vertebrate pest infestations			
	2.3 list types of evidence which may assist in determining the size and nature of vertebrate pest infestations			
	2.4 describe how structural features may contribute to an infestation			
	2.5 describe how environmental conditions can support vertebrate pest infestations			
3. understand control methods for vertebrate pests	3.1 describe non-chemical control methods for vertebrate pests			
	3.2 describe chemical control methods for vertebrate pests			
	3.3 explain how to select the most appropriate control methods for vertebrate pest infestations			
	3.4 describe post treatment procedures which should be followed			
4. be able to evaluate the size and nature of vertebrate pest infestations	4.1 carry out risk assessment in line with organisational requirements			
	4.2 identify the type of vertebrate pest in an infestation			
	4.3 determine the size and nature of an infestation of vertebrate pests			
	4.4 identify structural features which may be contributing to the infestation			
	4.5 identify any environmental conditions which may be contributing to the infestation			

5. be able to apply control methods for vertebrate pests	5.1 select an appropriate control method for the vertebrate pest infestation taking into account: <ul style="list-style-type: none"> • legislation relating to the course of action and target species • risk to non-target and protected species • risk assessment of the site • COSHH assessment for chemical control methods 			
	5.2 apply appropriate control methods correctly and safely following organisational requirements			
	5.3 carry out post-treatment procedures according to the nature of the treatment and organisational and legal requirements			

L45: Control invertebrate pests

Level: 2		Evidence Type	Portfolio Ref Number	Comments
Learning Outcome	Assessment Criteria			
1. understand the life-cycles and behaviour of invertebrate pests	1.1 list invertebrate pests including: <ul style="list-style-type: none"> • stored product invertebrate pests • public health invertebrate pests • nuisance pests 			
	1.2 describe the life-cycle of invertebrate pests			
	1.3 explain why invertebrate pests need to be controlled			
2. know how to evaluate the site of an infestation of invertebrate pests	2.1 describe how to identify different types of invertebrate pests			
	2.2 describe methods for determining the size and nature of invertebrate pest infestations			
	2.3 list types of evidence which may assist in determining the size and nature of invertebrate pest infestations			
	2.4 describe how structural features may contribute to an infestation			
	2.5 describe how environmental conditions can support invertebrate pest infestations			
3. understand control methods for invertebrate pests	3.1 describe non-chemical control methods for invertebrate pests			
	3.2 describe chemical control methods for invertebrate pests			
	3.3 explain how to select the most appropriate control methods for invertebrate pest infestations			
	3.4 describe post treatment procedures which should be followed			
4. be able to evaluate the size and nature of invertebrate pest infestations	4.1 carry out risk assessments in line with organisational requirements			
	4.2 identify the type of invertebrate pest in an infestation			
	4.3 determine the size and nature of an infestation of invertebrate pests			
	4.4 identify structural features which may be contributing to the infestation			
	4.5 identify any environmental conditions which may be contributing to the infestation			

5. be able to apply control methods for invertebrate pests	5.1 select an appropriate control method for the invertebrate pest infestation taking into account: <ul style="list-style-type: none"> • legislation relating to the course of action and target species • risk to non-target and protected species • risk assessment of the site • COSHH assessment for chemical control methods 			
	5.2 apply appropriate control methods correctly and safely following organisational requirements			
	5.3 carry out post-treatment procedures according to the nature of the treatment and organisational and legal requirements			

Appendix 1: Qualification Structure

To achieve this qualification, learners must complete:

- All units in the Mandatory Group.
- One unit from Optional Group A.
- One unit from Optional Group B.
- A further three units from Optional Group C. However, if a learner chooses unit L09 or L23 they are only required to complete one unit from Optional Group C. If learners choose unit L08, L15, L16, L18, L30, L34, L38, L39 and L40 they are only required to complete two units from Optional Group C. If learners choose any two of the following units L01, L05, L06, L11, L12, L13, L14, L17, L35, L36, L37, L41, L42, L44 and L45 they are only required to complete two units from Optional Group C.

Mandatory Group

Ofqual Code	Unit Title	Level	WAMITAB Unit Code
D/600/6322	Communicate effectively in the workplace	2	C2.02
R/600/6351	Develop yourself in the job role	2	C2.304
M/600/2775	Reduce risks to health and safety in the workplace	2	C2.01

Optional Units A

Ofqual Code	Unit Title	Level	WAMITAB Unit Code
J/600/6279	Work with others and follow reporting procedures	1	C1.05
A/600/6280	Work individually and follow reporting procedures in a cleaning environment	1	C1.06

Optional Units B

Ofqual Code	Unit Title	Level	WAMITAB Unit Code
K/600/6324	Clean and maintain internal surfaces and areas	2	C2.05
M/600/6325	Clean and maintain external surfaces and areas	2	C2.06
T/600/6326	Deal with routine waste	2	C2.07
J/600/6329	Clean washrooms and replenish supplies	2	C2.08
A/600/6330	Clean high risk areas	2	C2.09
F/600/6331	Clean confined spaces	2	C2.10
J/600/6332	Clean food areas	2	C2.11
T/600/6343	Deal with non-routine waste	2	C2.16
A/600/6344	Carry out maintenance and minor repairs	2	C2.17
F/600/6345	Perform street cleansing manually	2	C2.18
J/600/6346	Perform street cleansing mechanically	2	C2.19
R/600/6348	Work safely at heights	2	C2.20

Optional Units C

Ofqual Code	Unit Title	Level	WAMITAB Unit Code
H/501/0457	Prepare and operate a tractor and attachments	2	L01
T/502/1429	Construct and maintain boundaries	2	L02
D/502/1425	Construct and maintain paths	2	L03
F/502/1451	Repair and maintain structures or surfaces	3	L04

J/502/1452	Prepare and construct new structures or surfaces	3	L05
A/502/1450	Transplant large root-balled plants	3	L06
J/502/1533	Maintaining plants outdoors	2	L07
J/502/1516	Prepare and apply pesticides	3	L08
L/501/0503	Design landscape areas and specify materials and components	3	L09
H/502/0468	Clearing horticultural and landscaping sites	2	L10
D/502/0467	Levelling and preparing sites for landscaping	2	L11
K/502/0990	Preparing ground for seeding and planting	2	L12
A/502/1223	Establishing plants or seeds in soil	2	L13
H/502/1216	Identify the health and maintain the condition of general amenity turf	2	L14
F/502/0395	Establish decorative amenity areas	2	L15
J/502/0396	Maintain the appearance of decorative amenity areas	2	L16
L/502/0397	Maintain the health of sports turf	2	L17
K/502/0424	Maintain the condition of sports turf surfaces	2	L18
J/502/0432	Renovate and repair sports turf surfaces	2	L19
Y/502/0466	Preparing and transporting plants and resources	2	L20
D/502/1229	Installing drainage systems	2	L21
T/502/1222	Maintain drainage systems	2	L22
D/502/1280	Maintain and develop decorative horticultural features	3	L23
H/502/0499	Set and mark out landscape sites to establish grassed and planted areas	3	L24
L/502/0500	Evaluate ground and environmental conditions to establish grassed and planted areas	3	L25
D/502/0503	Prepare sites for soft landscape establishment	3	L26
D/502/0856	Establish planted areas	3	L28
H/502/0857	Establish grass swards	3	L29
H/502/0504	Plan the maintenance, repair and renovation of sports turf areas	3	L30
R/502/0501	Plan and set out sports areas	3	L31
D/502/0498	Plan and maintain planted areas	3	L32
Y/502/0497	Plan and renovate planted areas	3	L33
H/502/1183	Prepare sites for landscape works	3	L34
R/502/1227	Design and install drainage systems	3	L35
T/502/1186	Laying hard surfaces for external landscaping	2	L36
A/502/1187	Construct free standing walls	2	L37
F/502/1188	Install hard landscape features and structures	2	L38
F/502/1191	Plan and construct water features	3	L39
J/502/1189	Construct rock gardens	2	L40
M/502/1283	Repair and restore walls	3	L41
A/502/1190	Restore soft landscape areas	3	L42
K/502/0438	Use and maintain non-powered and hand held powered tools and equipment	2	L27.1
R/502/0434	Use and maintain pedestrian controlled powered equipment	2	L27.2
H/502/0440	Use and maintain ride-on powered equipment	2	L27.3
T/502/0443	Use and maintain chippers and/or shredders	2	L43
Y/601/2636	Control vertebrate pests	2	L44
D/601/2640	Control Invertebrate Pests	2	L45





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