

Employer confirmation guide

EAL Building Services Engineering (Level 3) - Electrotechnical Installation

Form A and Form B to be completed by the learner's employer.

Version	Date	Reason for change
1.0	Aug 2021	
1.1	Aug 2022	Generic minor updates, portfolio replaced with documented evidence

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Introduction

Employers have an enhanced role in the delivery of the new apprenticeship suite of qualifications in the construction and building service engineering sector.

The employer confirmation provides guidance to employers and training providers on how the site based performance requirements have been met. By providing evidence through the completion of the following documents and completing all methods of assessments within the qualification and the required framework components (including the industry assessment of occupational competence), will allow the learner to apply and attain the relevant industry card at the appropriate grade.

The purpose of the employer confirmation is to provide centres and trade bodies with the assurance that the learner has covered the range of the relevant standards. The collection of evidence allows the training provider to check that 'Form A Employer Confirmation' and 'Form B Employer Checklist' are both valid. Upon completion there will be an audit trail to support the decision which will then allow the learner to proceed to the Professional Discussion.

Employer role

- They will work with and support learners throughout their apprenticeship.
- Attend an initial meeting with the training provider to identify the range of tasks required to meet the performance requirements, work-based project and completion of 'Form A Employer Confirmation' and 'Form B Employer Checklist'.
- Provide opportunities for the learner to carry out the activities outlined within the performance requirements.
- Meet with training providers to review and record learner's progress throughout their apprenticeship.
- Support the learner in gathering evidence to confirm proficiency in the activities that they carried out.
- Support the learner in documenting their evidence, eg through a journal or diary.
- Confirm when the learner has met the required standard for the trade, and is ready to progress to their final qualification assessment (the Professional Discussion), confirmed by completing 'Form A Employer Confirmation' and 'Form B Employer Checklist'.

Training provider role

- The training provider will work with employers to guide and support the learner throughout their journey.
- They will attend an initial meeting with the employer to identify the range of activities required to meet the site based performance requirements and work-based project.
- Ensure the quality of 'Form A Employer Confirmation' and 'Form B Employer Checklist' which will allow the learner to progress onto their final qualification assessment, the Professional Discussion.
- Ensure evidence gathered by all of their learners is appropriate and complete by carrying out and recording internal quality assurance sampling (confirmed by signing/dating section 3 of 'Form A Employer Confirmation').
- Support the employer and learner in documenting the journal or diary.

- Will provide training and support to training providers and employers through webinars and information on the Skills for Wales website.
- Ensure training providers have suitable and robust quality and assessment processes in place through our quality assurance department.
- Certify learners upon successful completion of all assessment components.

Requirements of evidence

Compiling the learner's evidence should only start once the employer is satisfied the learner is consistently working at or above the criteria set out in the performance statements. That is to say they are deemed to have achieved occupational proficiency. In making this decision, the employer may take advice from the learner's training provider. The overall decision must ultimately be made by the employer(s).

- Learners must document their evidence during the on-programme period of the apprenticeship.
- It must contain sufficient evidence, gathered within the workplace, to demonstrate the site based performance statements.
- It will typically contain 15 pieces of evidence, and could take the format of a journal or diary.
- Evidence must be mapped against the site based performance statements.
- Evidence sources might include (this is not a definitive list):
 - workplace documentation, for example job cards/job sheets, commissioning documentation, maintenance records
 - annotated specifications, for example drawings, work instructions
 - annotated photographs
 - video clips (maximum duration 10 mins) supported by clear timestamps detailing when key pieces of evidence occur.
- Evidence should not include any methods of self-reflection or self-assessment.
- Any employer contributions should focus on direct observation (for example witness statements) of proficiency rather than opinions.
- The evidence must be authenticated by an employer and have been recently gathered. There should be enough evidence documented to show the site based performance statements have been met.
- The evidence provided must be valid and attributable to the learner; the documented evidence must be complete - the employer's signature on the confirmation document confirms this is the case.

Form A Employer confirmation

This form is split into three sections and has been contextualised for each trade within the construction and building services engineering sectors. It is the responsibility of the employer to complete this form in collaboration with the training provider and learner.

Section 1

- Completed at the start on the learner journey following an initial meeting with the training provider.
- Identifies the range of activities required to meet the site based performance requirements and work-based project.

Section 2

- Identifies the unit headings of the site based performance requirements that the learner will have to complete.
- The employer will tick and initial the unit an learner achieves while under their guidance.
- Provision has been made to allow for more than one employer to complete this section. This is to allow provision when a learner is employed through the shared apprenticeship scheme and more than one employer becomes involved.
- When more than one employer is involved with the same learner, this section will be completed by the employer who confirms the final activity in Form B has been carried out.

Section 3

- This section is to be completed where a change of employer has occurred.
- This section is completed by each of the employers involved in supporting and guiding the learner, as well as the training provider, internal quality assurer and learner.
- Upon completion the learner can be entered for their final qualification assessment (the Professional Discussion).

Form B Employer checklist

This form has been contextualised for each trade within the construction and building service engineering sectors. The log highlights the units that a learner will have to complete for their trade. It is the responsibility of the employer(s) to complete Form B in collaboration with the training provider and learner.

- Each unit consists of a title, activity and provision for the employer(s) to confirm the learner is proficient by placing a tick within the corresponding employer box.
- Each performance unit has provision for up to four employers to provide confirmation that the learner is proficient within each criteria.
- When a learner has more than one employer, the employer who signs as employer one will continue as employer one when completing documentation. Additional employers will complete the corresponding sections for additional employers.
- Employers are making judgements that in their view the learner can complete the activity to a satisfactory industry standard and in a timely and safe manner.
- Different employers may confirm the learner is proficient on the same activity which is acceptable.
- The learner will gather and retain evidence to demonstrate how they have achieved the activity criteria inline with the site based performance requirements.

Employer and Provider 8 Step Delivery Guide

This 8 step guide gives employers and providers an overview of the learner support that will be required for the delivery of the Level 3 apprenticeship suite of Construction and Building Services Engineering qualifications in Wales.



Step 1

Learner secures employment and starts their learning journey.



Step 2

Provider meets with employer to identify the range of tasks required to meet the performance requirements and work based project.



Step 3

Develop and agree quality assurance checks for employer confirmation process.



Step 4

Periodic reviews of learner's progress and quality checks of evidence from industry.



Step 5

Observation of practical industry project.



Step 6

Final review meeting with employer and learner. Employer completes confirmation documentation, learner completes their documented evidence.



Step 7

Learner progresses to the final qualification assessment. (Professional Discussion).



Step 8

Upon successful completion of all components EAL will certificate the qualification.

Form A Employer confirmation

Employer confirmation is confirming the learner is occupationally proficient and has met all the performance requirements of the units and can now continue to their final qualification assessment, the Professional Discussion.

- The confirmation document is the responsibility of the employer with the support of the training provider.
- Quality assurance of the process will be the responsibility of the internal quality assurer.
- The awarding body will check the process as part of external quality assurance.

Section 1: Learner details

Learner name

Learner registration number

Qualification title and number

Centre name

Section 2: Performance requirements

Performance requirements met in units for	✓	Employer initial
Apply Health and Safety and Environmental Legislation in the Building Services Engineering Sector		
Establish and Maintain Relationships in the Building Services Engineering Sector		
Coordinate a Work Site in the Building Services Engineering Sector		
Installation of Wiring Systems		
Install and Connect Electrical Cables, Conductors, Wiring Systems and Equipment		
Inspect, Test and Commission Electrical Systems and Equipment		
Identify and Rectify Faults in Electrical Systems and Equipment		

Form A Continued

Upon completion the learner can now be entered for their final qualification assessment, the Professional Discussion.

Section 3: Employers confirmation

Role	Company name	Employee name	Position in company	Signature <small>(which may be typed)</small>	Initial	Date
Employer 1						
Employer 2						
Employer 3						
Employer 4						
Internal Quality Assurer						

Form B Employer checklist

Performance requirements checklist: Electrotechnical

Learner Name

Apply Health and Safety and Environmental Legislation in the Building Services Engineering Sector (Unit 312)	Employer			
	E1	E2	E3	E4
The learner must be able to:				
Identify the appropriate industry standards and regulations				
Apply relevant organisational procedures: learners must be witnessed on seven of the following:				
• information management				
• method statement				
• project management				
• risk assessment				
• implementing and monitoring health and safety requirements and issues				
• implementing and monitoring issues relating to the natural environment				
• customer services				
• accident reporting				
• emergencies				
• communication with relevant people				
Identify hazards and risks:				
Hazards and risks (internal and/or external): learners must be witnessed on at least one of the following:				
• domestic				
• non-domestic (commercial, industrial, agricultural, horticultural, leisure and entertainment, residential medical and care facilities, public highways and parks, public services establishments, pre-1919 traditional/historic buildings)				
Site: learners must be witnessed on at least one of the following:				
• new build construction – building or structure				
• existing building or structure				

Form B Continued

Apply Health and Safety and Environmental Legislation in the Building Services Engineering Sector (Unit 312)

Employer

E1

E2

E3

E4

The learner must be able to:

Complete documentation in accordance with the requirements of the organisational procedures

Review the organisational procedures to ensure that they will not cause potential hazards and risks: learners must be witnessed on **six** of the following:

- disposal of substances and materials
- installation and/or maintenance methods and techniques
- lifting and handling (manual and mechanically assisted)
- presence of vehicle thoroughfares
- storage of liquids, substances and materials
- use of appliances, tools and equipment
- use of access equipment
- use of personal protective equipment (PPE)
- working in a potentially hazardous atmosphere (e.g. presence of asbestos, dust, fumes or vapour)
- working at height
- working in confined spaces

The learner must be able to:

Implement organisational procedures, suppliers' and manufacturers' instructions appropriate to the safe use, maintenance, handling, transport and storage of:

- tools, plant and access equipment
- equipment and components
- materials and substances

Form B Continued

Employer

Apply Health and Safety and Environmental Legislation in the Building Services Engineering Sector (Unit 312)

E1

E2

E3

E4

The learner must be able to:

Report to the relevant people in accordance with organisational procedures potential hazards and risks, potentially harmful materials and substances:

Relevant people: learners must be witnessed on at least **one** of the following:

- customers/clients
- client representatives
- supervisors
- site/contract manager
- other contractors/trades
- members of the public
- work colleagues

The learner must be able to:

Confirm that the conduct of people when undertaking the installation and/or maintenance activity does not cause potential hazards and risks

Comply with organisational procedures in the event of: injuries to self and/or others, emergencies, evacuation procedures:

Injuries/emergencies/evacuation: learners must be witnessed on **two** of the following: (due to the nature of the range, the two activities that are NOT naturally occurring can be covered via oral questioning)

- fire
- flood
- explosion
- toxic atmosphere
- electric shock
- injury to person(s)

The learner must be able to:

Implement organisational procedures for the safe transport and/or disposal of waste material, substances and liquids in accordance with suppliers' and manufacturers' instructions

Form B Continued

Establish and Maintain Relationships in the Building Services Engineering Sector (Unit 313)	Employer			
	E1	E2	E3	E4

The learner must be able to:

Identify the clients and customers that need to be supplied with technical and functional information

Obtain the current and relevant technical and functional information that needs to be provided to the clients and customers

Provide accurate guidance and advice to the clients and customers on technical and functional matters associated with the building services engineering system that has been installed and/or maintained in terms of:

- health and safety issues
- safe and effective operation

Provide information in accordance with organisational procedures: (Organisation procedures: learners must be witnessed on **seven** of the following):

- information management
- method statement
- project management
- risk assessment
- implementing and monitoring health and safety requirements and issues
- implementing and monitoring issues relating to the natural environment
- customer services
- accident reporting
- emergencies
- communication with relevant people

Demonstrate to the clients and customers, as appropriate, the operation of the building services engineering system that has been installed and/or maintained: (Working environment of the system (internal and/or external): learners must be witnessed on at least **one** of the following):

- domestic
- non-domestic (commercial, industrial, agricultural, horticultural, leisure and entertainment, residential medical and care facilities, public highways and parks, public services establishments, pre-1919 traditional/historic buildings)

Form B Continued

Establish and Maintain Relationships in the Building Services Engineering Sector (Unit 313)

Employer

E1

E2

E3

E4

The learner must be able to:

Confirm in relation to the installation and/or maintenance activity:

- the client and customer expectations and requirements
- the building services engineering system is in a satisfactory condition
- the hand over process

Establish and maintain productive working relationships with clients and customers, including dealing with disagreements in an amicable and constructive way, so that good relationships are maintained

Respond effectively to requests for technical and functional information from clients and customers

Report, record and recommend, in accordance with organisational procedures and as appropriate, any variation to the installation and/or maintenance activity to the clients, customers and other relevant people: (Relevant people: learners must be witnessed on at least **one** of the following):

- customers/clients
- client representatives
- supervisors
- site/contract manager
- other contractors/trades
- members of the public
- work colleagues

The learner must be able to:

Comply with organisational standards for appearance and behaviour

Form B Continued

Coordinate a Work Site in the Building Services Engineering Sector (Unit 314)	Employer			
	E1	E2	E3	E4
Produce a risk assessment and method statement for the work to be carried out on the identified building services engineering system: learners must be witnessed on at least one of the following:				
<ul style="list-style-type: none">• domestic				
<ul style="list-style-type: none">• non-domestic (commercial, industrial, agricultural, horticultural, leisure and entertainment, residential medical and care facilities, public highways and parks, public services establishments, pre-1919 traditional/historic buildings)				
The learner must be able to:				
Allocate duties and responsibilities to operatives, when appropriate, to make best use of their competence				
Instruct the operatives, where relevant, about their duties and responsibilities clearly and concisely				
Confirm that any instructions given are understood				
Coordinate effectively, when relevant, the work of other contractors				
Monitor, as appropriate, that the work of operatives is safe, fit-for- purpose, cost effective and in accordance with: <ul style="list-style-type: none">• industry recognised working practices• the specification• the current versions of appropriate industry standards and regulations				
Ensure that safe and appropriate action is taken promptly where a non-compliance is identified during the programme of work				
Ensure that all documentation associated with the installation and/or maintenance work is in accordance with organisational procedures, the current versions of appropriate industry standards and regulations: (Organisation procedures: learners must be witnessed on at least three of the following):				
<ul style="list-style-type: none">• information management				
<ul style="list-style-type: none">• method statement				
<ul style="list-style-type: none">• maintenance (planned and reactive)				
<ul style="list-style-type: none">• project management				
<ul style="list-style-type: none">• risk assessment				
<ul style="list-style-type: none">• implementing and monitoring health and safety requirements and issues				
<ul style="list-style-type: none">• implementing and monitoring issues relating to the natural environment				
<ul style="list-style-type: none">• customer services				

(range continued on next page)

Form B Continued

Coordinate a Work Site in the Building Services Engineering Sector (Unit 314)	Employer			
	E1	E2	E3	E4

- accident reporting

- emergencies

- communication with relevant people

Liaise with the relevant people to resolve issues which are outside the scope of your job role: (relevant people: learners must be witnessed on **two** of the following):

- customers/clients

- client representatives

- supervisors

- site/contract manager

- other contractors/trades

- members of the public

- work colleagues

The learner must be able to:

Verify that the equipment, accessories, and components are:

- compatible to the working environment
- in accordance with the specification
- of the required and correct type
- delivered on time and undamaged
- suitable and safely stored

Confirm that the installation and/or maintenance work completed is in accordance with:

- the specification
- the current versions of appropriate industry standards and regulations

Installation of Wiring Systems (Unit 315E)	Employer			
	E1	E2	E3	E4
The learner must be able to:				
Assess and apply appropriate procedures to include:				
<ul style="list-style-type: none">adopting appropriate PPE				
<hr/>				
<ul style="list-style-type: none">following a safe system of work (e.g. working in accordance with a risk assessment and method statement)				
<hr/>				
<ul style="list-style-type: none">selecting appropriate tools/equipment for the installation work				
<hr/>				
Prepare to install wiring systems, enclosures, and associated equipment, to include:				
<ul style="list-style-type: none">confirming secure site storage facilities for tools				
<hr/>				
<ul style="list-style-type: none">equipment, materials, and components				
<hr/>				
<ul style="list-style-type: none">selecting materials (equipment and components) in accordance with the installation specification				
<hr/>				
<ul style="list-style-type: none">reporting any pre-work damage/defects to existing equipment or building features, to the relevant person (Such as: customer/client, site/line manager)				
<hr/>				
<ul style="list-style-type: none">confirming site readiness for installation work to begin				
<hr/>				
<ul style="list-style-type: none">confirming authorisation for the installation work to start				
<hr/>				
The learner must be able to:				
Use documentation to confirm that materials and equipment is of the correct quantity and is free from damage				
<hr/>				
Ensure the planned locations for the wiring system and associated equipment are compatible with other building services (e.g. gas, water or other electrical services)				
<hr/>				
Check the planned locations for the wiring system in terms of:				
<ul style="list-style-type: none">aesthetic appearance				
<hr/>				
<ul style="list-style-type: none">external influences				

Installation of Wiring Systems (Unit 315E)	Employer			
	E1	E2	E3	E4

The learner must be able to:

Use sources of information to enable the installation of wiring systems, enclosures and associated equipment to be carried out, including:

- specifications
- work schedules/programmes
- manufacturer instructions
- layout drawings
- other appropriate source of information (e.g. BS 7671, other plans, or diagrams, 'Approved Documents', Building Regulations)

The learner must be able to:

Use measuring and marking out techniques which are appropriate to the wiring system, wiring enclosure and/or associated equipment that is being installed

Install cables in accordance with BS 7671, the installation specification and programme of work: learners must be witnessed on four:

- single core (singles)
- multicoreinsulated
- PVC - PVC flat profile cable
- MICC
- fire performance
- SWA cable
- GSWB galvanised steel wire braid
- data cable

Installation of Wiring Systems (Unit 315E)	Employer			
	E1	E2	E3	E4

The learner must be able to:

Install the wiring systems in accordance with BS 7671, the installation specification and agreed planned programme of work: learners must be witnessed on **four**:

- PVC conduit

- metallic conduit

- PVC trunking

- metallic trunking

- cable tray

- cable basket

- ladder systems

- ducting

- modular wiring systems

- busbar systems or powertrack

Install electrical equipment and accessories, in accordance with BS 7671, the installation specification, manufacturers' instructions and the programme of work: learners must be witnessed on **four**:

- isolators /switches

- socket outlets

- distribution-boards / consumer control units

- overcurrent protective devices

- luminaires

- data socket outlets

- other appropriate equipment (e.g. heating system components, control equipment)

Installation of Wiring Systems (Unit 315E)	Employer			
	E1	E2	E3	E4

The learner must be able to:

Communicate with others professionally and appropriately to aid the effective installation of the wiring system/equipment

Dispose of waste materials in accordance with site procedures and statutory requirements

Ensure the installed wiring system/s and enclosure/s meet specified requirements including that they:

- are the correct type and fit for purpose
- are installed in accordance with BS 7671
- meet the installation specification/other relevant plans/instructions
- are installed in accordance with any relevant manufacturer instructions

Form B Continued

Install and Connect Electrical Cables, Conductors, Wiring Systems and Equipment (Unit 316E)

Employer

E1

E2

E3

E4

The learner must be able to:

Evaluate and apply appropriate procedures to include:

- selecting appropriate tools/equipment to enable termination and connection
- adopting appropriate PPE
- following a safe system of work (e.g. risk assessment, method statement, permit to work procedure)

Assess and confirm it is safe to complete termination and connection in terms of:

- checking for presence of supply/carrying out safe isolation
- mechanical soundness of the electrical equipment to be connected to
- checking for unsafe situations

Terminate and connect cables and conductors in accordance with manufacturers' instructions, BS 7671, and any relevant drawing or specification: learners must be witnessed on **four**:

- single core cable (singles)
- multicore insulated cable
- PVC / PVC flat profile cable (twin and earth)
- MICC cable
- fire performance (such as FP 200 etc.)
- SWA cable
- GSWB galvanised steel wire braid
- data cable

Form B Continued

Install and Connect Electrical Cables, Conductors, Wiring Systems and Equipment (Unit 316E)

Employer

E1

E2

E3

E4

The learner must be able to:

Connect to electrical equipment in accordance with manufacturers' instructions, BS 7671, and any relevant drawing or specification: learners must be witnessed on **five**:

- isolators /switches
- socket outlets
- distribution-boards / consumer control units
- luminaires
- electric motors / motor control equipment
- overcurrent protective devices
- earthing terminals
- control panels
- data socket outlets or data connections
- fire detection/alarm components
- other appropriate equipment (such as: heating system components etc.).

Terminate and connect conductors, using appropriate methods: learners must be witnessed on **two**:

- screwing
- crimping
- soldering
- non-screw compression
- insulation displacement

The learner must be able to:

Ensure that terminations and connections are electrically and mechanically sound (e.g. by simple inspecting and testing of terminations)

Ensure cables have appropriate identification in accordance with BS 7671

Form B Continued

Inspect, Test and Commission Electrical Systems and Equipment (Unit 317E)

Employer

E1

E2

E3

E4

The learner must be able to:

Carry out safe isolation procedures in accordance with regulatory requirements for electrical installations

Ensure the health and safety of themselves and others within the work location during inspection, testing and commissioning

Check the safety of electrical systems prior to the commencement of inspection, testing and commissioning

Assess whether the safe system of work is appropriate to the work activity

Carry out a visual inspection in accordance with the requirements of the installation specification, BS 7671 and IET Guidance Note 3

Complete a schedule of inspections in accordance with BS 7671 and IET Guidance Note 3 making technical decisions

Select the correct test instruments and their accessories for tests

Carry out tests in accordance with the installation specification and BS 7671 and manufacturer's instructions:

- continuity
- insulation resistance
- polarity
- earth fault loop impedance/earth electrode
- prospective fault current
- RCD operation
- functional testing

Analyse and verify test results reporting all findings to relevant persons, as appropriate: learners must be witnessed on **one**:

- representatives of other services/colleagues
- customers/clients

Inspect, Test and Commission Electrical Systems and Equipment (Unit 317E)

Employer

E1

E2

E3

E4

The learner must be able to:

Complete in accordance with BS 7671 and IET Guidance Note 3:

- an Electrical Installation Certificate (+ Schedule of Inspections and Schedule of Test Results)
- a Minor Electrical Installation Works Certificate

The learner must be able to:

Complete the handover of electrical systems and equipment to relevant persons including the provision of accurate and complete documentation regarding the completed inspection, testing, commissioning and customer satisfaction

Demonstrate to the customer/client that the operation of the circuits, equipment and components are in accordance with the installation specification and customer/client requirements

Form B Continued

Identify and Rectify Faults in Electrical Systems and Equipment (Unit 318E)

Employer

E1

E2

E3

E4

The learner must be able to:

Check it is safe to carry out fault diagnosis

Inform the relevant personnel of the fault diagnosis work (such as personnel on the premises, users of electrical equipment)

Carry out the safe isolation procedure

Evaluate and apply appropriate methods to ensure the safety of themselves and others when diagnosing and correcting electrical faults

Communicate effectively with relevant personnel (e.g. customer, premises manager) to ascertain the nature of the fault

Select and interpret appropriate documents (e.g. lay-out drawings, schematic diagrams etc) which relate to the electrical systems and equipment being worked upon

Assess and communicate potential disruption that may be a consequence of fault diagnosis and correction work to relevant people (such as other workers/colleagues, customers/clients)

Carry out relevant inspections of electrical equipment, analysing findings

Confirm test instruments are fit for purpose, functioning correctly and correctly calibrated

Perform suitable diagnostic tests, based on engineering decision, to identify electrical faults: learners must be witnessed on **three**:

- loss of supply
- overload
- short circuit
- earth fault
- incorrect phase rotation
- high resistance joints/loose terminations
- component, accessory, or equipment faults
- open circuit
- signal faults

Form B Continued

Identify and Rectify Faults in Electrical Systems and Equipment (Unit 318E)

Employer

E1

E2

E3

E4

The learner must be able to:

Use appropriate methods for locating faults including:

- using a logical approach
- using safe working practices
- interpretation of test readings

Use appropriate instruments correctly to carry out fault diagnosis: learners must be witnessed on **three**:

- voltage indicator
- low resistance ohm meter
- insulation resistance tester
- EFLI and PFC tester
- RCD tester
- ammeter
- phase rotation tester
- other appropriate instrument

Assess the appropriate repairs, removals and replacements and their implications with relevant people. learners must be witnessed on **one**:

- other workers/colleagues
- customers/clients

The learner must be able to:

Perform fault correction procedures correctly and safely using appropriate tools, equipment and material

Identify and Rectify Faults in Electrical Systems and Equipment (Unit 318E)

Employer

E1

E2

E3

E4

The learner must be able to:

Assess and verify that replacement components and associated equipment maintain:

- ease of access to enable future maintenance
- compliance with relevant regulations
- compliance with manufacturer's instructions/ organisational procedures

The learner must be able to:

Apply appropriate procedures to ensure electrical equipment and components are left safe, in accordance with industry regulations, if the fault cannot be corrected immediately based on technical assessment

Establish and perform an appropriate inspection and testing procedure to confirm that circuits/equipment/ components are functioning correctly after completion of fault correction work

Record test results and other appropriate information regarding the fault correction work clearly and accurately and report it to relevant people: learners must be witnessed on **One:**

- other workers/colleagues
- customers/clients
- representatives of other services

Form B Continued

Employer	Company name	Employee name	Employee initial	Date
Employer 1				
Employer 2				
Employer 3				
Employer 4				

Contact us

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About City & Guilds | EAL

City & Guilds and EAL are two awarding bodies who have come together to collaborate on the development of a suite of construction and building services engineering qualifications for Wales.

We bring over 140 years' experience of developing qualifications and assessments in the construction and built environment sector. City & Guilds and EAL have always shared a great relationship, so this really is a proven partnership that is truly focused on supporting the sector to meet the opportunity that the future holds.

We strongly believe in empowering people with opportunities for the future, and our aims of this new suite of qualifications are to help people get into a job, get on in the job and go further.

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