

# CITY & GUILDS LEVEL 2 PRINCIPLES OF SAFE HANDLING AND APPLICATION OF PESTICIDES (PA1)



## PA1 GUIDANCE

Assessed via E-volve

### Essential Information

Not to be used by the Candidate during Assessment

<b>Qualification Group No</b>	0   2   1   6	Pesticides
<b>Qualification Programme No</b>	0   2   1   6   -   4   9	L2 Principles of Safe Handling and Application of Pesticides (PA1)
<b>Unit(s)</b>	1   0   1	Principles of Safe Handling and Application of Pesticides (A/506/8297)
<b>Learning Time (LT)</b>	1   0   1	LT 26 (3 Credits) (* see note on page 2)
<b>Maximum Assessment Duration</b>		1 hour per Candidate

# City & Guilds Level 2 Principles of Safe Handling and Application of Pesticides (PA1) Guidance

## Introduction

The scheme will be administered by City & Guilds

City & Guilds will:

- Publish
  - Scheme regulations
  - Qualification guidance
  - Training material
  - Trainers support material
- Approve Centres to co-ordinate and administer the scheme
- Set standards for the training of Verifiers and Assessors
- Recruit, train and deploy Verifiers
- Manage verification
- Issue Certificates to successful Candidates

## The Qualification

The qualification will be awarded to Candidates who achieve the required level of competence in the units to which their Certificate relates.

## What is the Qualifications and Credits Framework?

OFQUAL have introduced the Qualifications and Credit Framework (QCF) to increase flexibility for learners and employers. Qualifications may be built up from individual units according to rules of combination. The units are compiled by City and Guilds NPTC and agreed with the Chemicals Regulation Directorate of the Health and Safety Executive.

## Training

The Code of Practice for Using Plant Protection Products states "By Law everyone who uses pesticides professionally must have received adequate training in using pesticides safely". Candidates are strongly advised to ensure that they will be able to meet the standards required in the assessment.

## \* Learning Time (LT)

**Learning Time (LT)** is a better indicator of the time requirement needed for a candidate to achieve competence in this qualification. It has replaced Guided Learning Hours (GLH) which are defined as "*tutor or teacher led hours*". LT is defined as "**a notional measure of the learning time a typical learner might be expected to take to complete and achieve all learning outcomes**". It takes into account prior learning and encompasses: formal learning (including classes, tutorials, on line tuition), coaching and mentoring, practical work, relevant IT activity, information retrieval, expected private study and revision, work-based activity which leads to assessment, practice to achieve competence, formative assessment, programme planning and feedback.

## Access to Assessment

**Assessment Centres will be responsible for arranging the assessment on behalf of the Candidate.**

The minimum age limit for Candidates taking Certificates of Competence is 16 years. There is no upper age limit.

The assessment consists of **one** compulsory unit:

<b>Unit 101</b>	(Mandatory)	(Credit Value 3)
Outcome 1.	Know the legislative requirements and codes of practice relating to the use of pesticides	<b>(Criteria 1.1 – 1.2)</b>
Outcome 2.	Understand the relevance of product information	<b>(Criteria 2.1 – 2.1)</b>
Outcome 3.	Know how to minimise the risk of human contamination and implement emergency procedures	<b>(Criteria 3.1 – 3.4)</b>
Outcome 4.	Know how to store and transport pesticides safely	<b>(Criteria 4.1 – 4.2)</b>
Outcome 5.	Know how to manage and dispose of surplus pesticide and waste materials	<b>(Criteria 5.3 – 5.4)</b>
Outcome 6.	Know the record keeping requirements	<b>(Criteria 6.1 – 6.1)</b>
Outcome 7.	Know how to minimise the risk of environmental contamination and implement emergency procedures	<b>(Criteria 7.1 – 7.3)</b>

Candidates must successfully achieve **all** assessment activities in the above unit.

**There are no endorsements for this Award.**

## Quality Assurance

Verification is a process of monitoring assessment; it is an essential check to confirm that the assessment procedures are being carried out in the way City & Guilds has specified. The overall aim of Verification is to establish a system of quality assurance that is acceptable in terms of both credibility and cost effectiveness.

Approved Assessors will be subject to a regular visit by a Verifier at a time when assessments are being undertaken.

Compliance with the verification requirements is a pre-requisite for Assessors remaining on the list of approved Assessors.

## Appeals and Equal opportunities

Centres must have their own auditable, appeals procedures. If a Candidate is not satisfied with the examination conditions or a Candidate feels the opportunity for examination is being denied, the Centre Manager should, in the first instance, address the problem. If, however the problem cannot be resolved, City & Guilds will arbitrate and a Principal Verifier may be approached to offer independent advice. All appeals must be clearly documented by the Centre Manager and made available to the Principal Verifier or City & Guilds if advice is required.

Should occasions arise when Centres are not satisfied with any aspect of the verification process, they should contact the Quality Assurance Manager at City & Guilds NPTC, Building 500, Abbey Park, Stareton, Warwickshire, CV8 2LY. Telephone 024 7685 7300

Access to the qualification is open to all, irrespective of gender, race, creed or special needs. Subject to H&S restrictions the Centre Manager should ensure that no learner is subjected to unfair discrimination on any grounds in relation to access to assessment and to the fairness of the assessment. QCA requires City & Guilds to monitor centres to check whether equal opportunities policies are being adhered to.

## Assessment Guidance for the Assessor

This qualification can only be assessed by an Assessor or Invigilator who is suitably qualified and meets the requirements of the awarding body. The Assessor must be independent **and cannot have been involved with the training of the Candidate**. Please see City & Guilds Centre Manual for guidance.

The Candidate is to be notified of the place and time of assessment.

## Assessment Guidance for the Candidate

A list of registered Assessment Centres is available from City & Guilds NPTC. ([www.nptc.org.uk](http://www.nptc.org.uk))

Assessment is a process by which it is confirmed that the candidate is competent in the unit(s) within the award to which the assessment relates. It is the process of collecting evidence about their capabilities and judging whether that evidence is sufficient to attribute competence.

The Candidate must be registered through the City & Guilds approved Assessment Centre for this qualification prior to the assessment.

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City & Guilds is a registered charity established to promote education and training

## Unit 101 – Principles of Safe Handling and Application of Pesticides

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES
Unit 101 1.1	Identify an operators responsibilities under current legislation		<p>May include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> comply with a COSHH Assessment that has been carried out</li> <li><input type="checkbox"/> keep up to date with pesticide related legislation</li> <li><input type="checkbox"/> receive adequate training for the task</li> <li><input type="checkbox"/> follow the Pesticide Code of Practice for using Plant Protection Products</li> <li><input type="checkbox"/> Certificate of Competence is required for anyone who is going to apply professional products unless under direct supervision from a certificate holder</li> <li><input type="checkbox"/> reasonable precautions must be taken to protect human health and that of the environment</li> <li><input type="checkbox"/> application must be confined to the intended target</li> <li><input type="checkbox"/> preference should be given to products not classified to be harmful to the environment</li> <li><input type="checkbox"/> the amount of pesticide used and frequency of use is as low as reasonably practicable on: roads, railways, very permeable surfaces and sealed surfaces where there is a greater risk of run off or contamination of surface and groundwater</li> <li><input type="checkbox"/> equipment must be inspected/tested in line with current legislative requirements</li> </ul>
Unit 101 1.2	Identify an operators responsibilities under current codes of practice		<p>May include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> use pesticides in a safe manner following product information</li> <li><input type="checkbox"/> carry out and comply with an Environmental Assessment on the application site</li> <li><input type="checkbox"/> ensure that equipment is in good condition and correctly calibrated</li> </ul>
Unit 101 2.1	Explain the relevance of product information		<p>May include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> current approval number – evidence of approval</li> <li><input type="checkbox"/> product group symbol i.e. <b>H, I, F, P</b></li> <li><input type="checkbox"/> important information – must be strictly complied with</li> <li><input type="checkbox"/> active substance(s) (ingredient(s)) – relevant to the operator in the event of an emergency</li> <li><input type="checkbox"/> approved field of use – the industry sector for which the product is approved</li> <li><input type="checkbox"/> maximum dose rate – must not be exceeded</li> <li><input type="checkbox"/> timing of application(s) – manufacturer's recommendations must be followed</li> <li><input type="checkbox"/> approved adjuvants – only approved adjuvants can be used as recommended</li> <li><input type="checkbox"/> Extension of Authorisation for Minor Use (EAMU) – use additional to label approvals</li> </ul>
Unit 101 3.1	Identify possible routes of contamination		<p>May include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> absorption</li> <li><input type="checkbox"/> inhalation</li> <li><input type="checkbox"/> ingestion</li> <li><input type="checkbox"/> injection</li> </ul>
Unit 101 3.2	Identify appropriate Personal Protective Equipment (PPE)		<p>Quality standard marks e.g. CE Mark. Type, condition and features of:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> gloves</li> <li><input type="checkbox"/> coverall</li> <li><input type="checkbox"/> face shield</li> <li><input type="checkbox"/> footwear</li> <li><input type="checkbox"/> respirator</li> </ul>
Unit 101 3.3	Identify the symptoms of contamination		<p>May include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> headache</li> <li><input type="checkbox"/> nausea</li> <li><input type="checkbox"/> stomach pains</li> <li><input type="checkbox"/> rashes/blistering of skin</li> </ul>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES
Unit 101 3.4	Explain appropriate procedures for dealing with contamination		Appropriate procedures for dealing with pesticide contamination include: <ul style="list-style-type: none"> <li><input type="checkbox"/> self – identify contamination, decontaminate, remove contaminated PPE and clothing, seek medical advice if needed</li> <li><input type="checkbox"/> third parties – protect yourself, relocate to safe area, decontaminate if possible, remove contaminated PPE and clothing, contact Emergency Services</li> <li><input type="checkbox"/> third party information access – product information and the Material Safety Data Sheet (MSDS) made available</li> </ul>
Unit 101 4.1	State how pesticides should be stored		May include: <ul style="list-style-type: none"> <li><input type="checkbox"/> maintain stock security to avoid theft and misuse</li> <li><input type="checkbox"/> adequate containment facilities</li> <li><input type="checkbox"/> careful handling to reduce risk of spillage</li> <li><input type="checkbox"/> product segregation to avoid dangerous occurrences</li> </ul>
Unit 101 4.2	State how pesticides should be transported		<ul style="list-style-type: none"> <li><input type="checkbox"/> maintain stock security to avoid theft and misuse</li> <li><input type="checkbox"/> careful handling to reduce risk of spillage</li> <li><input type="checkbox"/> adequate containment facilities</li> <li><input type="checkbox"/> return unused concentrated pesticide to the store</li> <li><input type="checkbox"/> mobile storage is secure and meets current Codes of Practice</li> </ul>
Unit 101 5.1	Identify appropriate methods of reducing waste		May include: <ul style="list-style-type: none"> <li><input type="checkbox"/> accuracy of all calculations</li> <li><input type="checkbox"/> correct calibration of sprayer/applicator</li> <li><input type="checkbox"/> correct measuring and mixing of pesticides</li> <li><input type="checkbox"/> accurate application</li> </ul>
Unit 101 5.2	State how to manage and dispose of surplus pesticides		May include: <ul style="list-style-type: none"> <li><input type="checkbox"/> back on to the site/target as long as it is below the maximum dose rate</li> <li><input type="checkbox"/> treated by a specialist treatment facility on site (e.g. a lined biobed)</li> <li><input type="checkbox"/> collected by a licensed waste disposal contractor</li> <li><input type="checkbox"/> returned to supplier if currently approved</li> </ul>
Unit 101 5.3	State how to manage and dispose of waste materials		May include: <ul style="list-style-type: none"> <li><input type="checkbox"/> dealing appropriately with empty packaging and containers</li> <li><input type="checkbox"/> packaging - licensed waste disposal contractor</li> <li><input type="checkbox"/> triple rinse containers</li> <li><input type="checkbox"/> secure storage until disposal</li> <li><input type="checkbox"/> container disposal - licensed waste disposal contractor</li> <li><input type="checkbox"/> return to the supplier</li> <li><input type="checkbox"/> collected by a licensed waste disposal contractor for disposal if out of approval or suspect in any other way (e.g. counterfeit)</li> </ul>
Unit 101 6.1	Identify the records required to comply with legislation and best practice		May include: <ul style="list-style-type: none"> <li><input type="checkbox"/> training records</li> <li><input type="checkbox"/> environmental assessment records</li> <li><input type="checkbox"/> COSHH Assessment records</li> <li><input type="checkbox"/> control measure records (RPE)</li> <li><input type="checkbox"/> stock records</li> <li><input type="checkbox"/> pesticide treatment records</li> <li><input type="checkbox"/> waste transfer notes</li> </ul>
Unit 101 7.1	Identify the risks to the environment from pesticides		Risks may include: <ul style="list-style-type: none"> <li><input type="checkbox"/> pollution of water and the aquatic environment</li> <li><input type="checkbox"/> pollution of specially designated areas</li> <li><input type="checkbox"/> pollution and destruction of wildlife habitats</li> <li><input type="checkbox"/> effect on wildlife</li> <li><input type="checkbox"/> from off target application/contamination</li> </ul>

CRITERIA NUMBER	ASSESSMENT CRITERIA	ASSESSOR GUIDANCE	ASSESSMENT ACTIVITIES
Unit 101 7.2	Describe how to carry out pesticide application to minimise the risk to the environment		May include: <ul style="list-style-type: none"> <li><input type="checkbox"/> reasonable precautions must be taken to protect the environment</li> <li><input type="checkbox"/> application must be confined to the intended target</li> <li><input type="checkbox"/> preferred time of day</li> <li><input type="checkbox"/> protection of human health and the environment</li> <li><input type="checkbox"/> apply only in suitable weather conditions</li> <li><input type="checkbox"/> informing neighbours/other interested parties</li> </ul>
Unit 101 7.3	Explain appropriate procedures for dealing with environmental contamination		May include: <ul style="list-style-type: none"> <li><input type="checkbox"/> dealing with minor spillages – containment , collection and disposal</li> <li><input type="checkbox"/> dealing with major spillages – contain if possible, Inform appropriate Environmental Agency and the emergency services</li> <li><input type="checkbox"/> dealing with suspected animal/fish poisoning – phone Wildlife Incident Investigation Scheme/appropriate Environment Agency</li> </ul>

**For use by Internal Verifier ONLY** if the assessment process was internally verified  
(Internal Verifier to complete **ONE** of the boxes below)

I observed an assessment process taking place and I am satisfied that the assessment was conducted in line with the qualification requirements and that the judgement of the Assessor was appropriate.	<b>Tick</b> <input type="checkbox"/> <input type="checkbox"/>
I observed an assessment process taking place. The following were noted as areas of concern.	<b>Tick</b> <input type="checkbox"/> <input type="checkbox"/>
<b>Signed:</b> _____ <b>Date:</b> _____	