



Assessment Evidence Guides

for

“Assistant Digger Operator”

Level-3

(Formative)

Assessment Evidence Guide

For

“Digger/Excavator Operator”

Level-3

Perform Pre-Digging Tasks
(Formative Assessment)

6th–10th September 2021



National Vocational & Technical
Training Commission

Title of Qualification: National Vocational Certificate Level 3, in (Digging Operation/Technology) "Digger/Excavator Operator"	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> • Perform Pre-digging tasks • Identify and implement Workplace Policies and Procedures • Apply work health and safety practices (WHS) • Communicate at workplace 	Assessment Date (DD/MM/YY): Assessment Time:		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> 1. Assessment Task 1: Candidate is required to perform Initial preparatory activities according to the instructions given by assessor. 2. Assessment Task 2: Candidate is required to prepare the worksite, select and prepare the required machinery/equipment according to the instructions given by assessor. <p>And complete:</p> <ol style="list-style-type: none"> 3. Knowledge assessment test (Written or Oral) 4. Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Assessment Task 1</p> <p>Performance Criteria 1: Interpret Work order/Requisition</p> <p>Performance Criteria 2: Interpret excavation drawing/sketch</p> <p>Performance Criteria 3: Plan task sequences for optimum efficiency</p> <p>Performance Criteria 4: Select PPEs according to the requirement</p> <p>Performance Criteria 5: Ensure the issuance of Permit To Work (PTW)</p> <p>Performance Criteria 6: Apply appropriate strategies that can be used to measure whether your workplace health and safety obligations are being met.</p> <p>Performance Criteria 7: Contribute to workplace meetings, inspections or other consultative activities</p>
	<p>Assessment Task 2</p> <p>Performance Criteria 1: Barricade the work area to prevent unauthorised entrance</p> <p>Performance Criteria 2: Identify different types of Soils and rocks</p> <p>Performance Criteria 3: Identify hazards at worksite and suggest a mitigation plan</p> <p>Performance Criteria 4: Implement strategies for continuous improvement in effective and efficient information</p> <p>Performance Criteria 5: Raise OHS (Occupational Health and Safety) issues with designated persons in accordance with organizational procedures</p>

	<p>Performance Criteria 6: Take actions to eliminate workplace hazards or to reduce risks</p> <p>Performance Criteria 7: Select machinery/equipment according to the work order</p> <p>Performance Criteria 8: Perform inspection of selected equipment according to the SOPs</p> <p>Performance Criteria 9: Ensure the availability of toolbox</p> <p>Performance Criteria 10: Communicate within a department</p> <p>Performance Criteria 11: Communicate with other departments.</p>
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Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement							

Each Assessment Task (with performance criteria)			
Assessment Task 1		Description of assessment task 1 Candidate is required to perform Initial preparatory activities according to the instructions given by assessor.	
During the practical assessment, candidate demonstrated the following:		Yes	No
1.	Interpret Work order/Requisition		
2.	Interpret excavation drawing/sketch		
3.	Plan task sequences for optimum efficiency		
4.	Select PPEs according to the requirement		
5.	Ensure the issuance of Permit To Work (PTW)		
6.	Apply appropriate strategies that can be used to measure whether your workplace health and safety obligations are being met.		
7.	Contribute to workplace meetings, inspections or other consultative activities		
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>	

Each Assessment Task (with performance criteria)				
Assessment Task 2		Description of assessment task 2 Candidate is required to prepare the worksite, select and prepare the required machinery/equipment according to the instructions given by assessor.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Barricade the work area to prevent unauthorised entrance			
2.	Identify different types of Soils and rocks			
3.	Identify hazards at worksite and suggest a mitigation plan			
4.	Implement strategies for continuous improvement in effective and efficient information			
5.	Raise OHS (Occupational Health and Safety) issues with designated persons in accordance with organizational procedures			
6.	Take actions to eliminate workplace hazards or to reduce risks			
7.	Select machinery/equipment according to the work order			
8.	Perform inspection of selected equipment according to the SOPs			
9.	Ensure the availability of toolbox			
10.	Communicate within a department			
11.	Communicate with other departments.			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Assessment Evidence Guide

for

“Assistant Digger Operator”

Level-2

Perform Basic Computer Operations
(Formative Assessment)

6th – 10th September 2021



National Vocational & Technical
Training Commission

Title of Qualification: National Vocational Certificate Level 2, in (Digging Operation Supervisor) "Assistant Digger Operator"	CS Code:	Level: 02	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> Perform Basic Computer Operations Maintain Personal Health, hygiene and safety Perform Basic Communication skills 	Assessment Date (DD/MM/YY): Assessment Time :		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> Assessment Task 1: Candidate is required to install MS Office application and prepare a formatted document using MS word, specified by assessor. Assessment Task 2: Candidate is required to prepare a presentation in Power Point, specified by assessor. Assessment Task 3: Candidate is required to prepare a spreadsheet in MS Excel, specified by assessor. <p>And complete:</p> <ol style="list-style-type: none"> Knowledge assessment test (Written or Oral) Portfolios at the time of assessment (if any)

Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Assessment Task 1</p> <p>Performance Criteria 1: Install drivers and applications according to the software specification</p> <p>Performance Criteria 2: Troubleshoot applications to trace and fix faults in a specific application to bring it in a running condition</p> <p>Performance Criteria 3: Compose a document as per the requirement.</p> <p>Performance Criteria 4: Format Word Document according to given requirements.</p> <p>Performance Criteria 5: Print Word Documents according to requirements.</p> <p>Performance Criteria 6: Recognize processes, tools, equipment and consumable materials that have the potential to cause harm</p> <p>Performance Criteria 7: Select personal protective equipment in terms of type and quantity according to work orders.</p> <p>Performance Criteria 8: Maintain cleanliness and hygiene as per organizational policy</p> <p>Performance Criteria 9: Follow organizational Health, hygiene and safety guidelines during work</p> <p>Performance Criteria 10: Treat team members with respect and maintain positive relationships to achieve common organizational goals</p> <p>Performance Criteria 11: Listen to instructions carefully & comply with those instructions</p> <p>Performance Criteria 12: Carefully listen and note down the instructions of Supervisor</p> <p>Performance Criteria 13: Carry out the instructions of the supervisor</p>
	<p>Assessment Task 2</p> <p>Performance Criteria 1: Insert Slides with different Layouts according to requirements of presentation.</p> <p>Performance Criteria 2: Insert text, tables, images, etc. according to the requirement.</p> <p>Performance Criteria 3: Apply a set of effects to animate the slide according to requirement.</p> <p>Performance Criteria 4: Apply Slide Transitions on Slides according to requirement.</p> <p>Performance Criteria 5: Apply Sound Effects on Objects/text/images according to requirement.</p> <p>Performance Criteria 6: Provide work related information to team members and identify interrelated work activities to avoid confusion</p> <p>Performance Criteria 7: Deal with resolvable problems according to prescribed procedures</p>

	<p>Assessment Task 3</p> <p>Performance Criteria 1: Develop a worksheet as per given data.</p> <p>Performance Criteria 2: Format the worksheet according to given criteria.</p> <p>Performance Criteria 3: Apply Formulas according to the requirement.</p> <p>Performance Criteria 4: Generate Charts/Graphs according to the given data.</p> <p>Performance Criteria 5: Print Worksheet according to requirements.</p> <p>Performance Criteria 6: Place the tools equipment etc. at their prescribed place after completion of work</p>
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Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement							

Each Assessment Task (with performance criteria)				
Assessment Task 1		Description of assessment task 1 Candidate is required to install MS Office application and prepare a formatted document using MS word, specified by assessor.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Install drivers and applications according to the software specification			
2.	Troubleshoot applications to trace and fix faults in a specific application to bring it in a running condition			
3.	Compose a document as per the requirement.			
4.	Format Word Document according to given requirements.			
5.	Print Word Documents according to requirements.			
6.	Recognize processes, tools, equipment and consumable materials that have the potential to cause harm			
7.	Select personal protective equipment in terms of type and quantity according to work orders.			
8.	Maintain cleanliness and hygiene as per organizational policy			
9.	Follow organizational Health, hygiene and safety guidelines during work			
10.	Treat team members with respect and maintain positive relationships to achieve common organizational goals			
11.	Listen to instructions carefully & comply with those instructions			
12.	Carefully listen and note down the instructions of Supervisor			
13.	Carry out the instructions of the supervisor			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Assessment Task 2		Description of assessment task 2 Candidate is required to prepare a presentation in Power Point, specified by assessor.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Insert Slides with different Layouts according to requirements of presentation.			
2.	Insert text, tables, images, etc. according to the requirement.			
3.	Apply a set of effects to animate the slide according to requirement.			
4.	Apply Slide Transitions on Slides according to requirement.			
5.	Apply Sound Effects on Objects/text/images according to requirement.			
6.	Provide work related information to team members and identify interrelated work activities to avoid confusion			
7.	Deal with resolvable problems according to prescribed procedures			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Assessment Task 3		Description of assessment task 3 Candidate is required to prepare a spreadsheet in MS Excel, specified by assessor.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Develop a worksheet as per given data.			
2.	Format the worksheet according to given criteria.			
3.	Apply Formulas according to the requirement.			
4.	Generate Charts/Graphs according to the given data.			
5.	Print Worksheet according to requirements.			
6.	Place the tools equipment etc at their prescribed place after completion of work			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Assessment Evidence Guide

For

“Digger/Excavator Operator”

Level-3

Operate Digging Machine/Excavator
(Formative Assessment)

6th–10th September 2021



National Vocational & Technical
Training Commission

Title of Qualification: National Vocational Certificate Level 3, in (Digging Operation/Technology) "Digger/Excavator Operator"	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> • Operate Digging Machine/Excavator • Identify and implement Workplace Policies and Procedures • Apply work health and safety practices (WHS) • Communicate at workplace 	Assessment Date (DD/MM/YY): Assessment Time:		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> 1. Assessment Task 1: Candidate is required to label the picture of Crawler and Wheeled Excavator given by assessor (see ANNEX-1 - ANNEX-2 - ANNEX-3). 2. Assessment Task 2: Candidate is required to operate Excavators (Crawler and Wheeled) according to the instructions given by assessor. <p>And complete:</p> <ol style="list-style-type: none"> 3. Knowledge assessment test (Written or Oral) 4. Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Assessment Task 1</p> <p>Performance Criteria 1: Identify Crawler Excavator</p> <p>Performance Criteria 2: Identify components of Excavator</p> <p>Performance Criteria 3: Identify Wheeled Excavator</p> <p>Performance Criteria 4: Identify components of Excavator</p>
	<p>Assessment Task 2</p> <p>Performance Criteria 1: Start and shut down the Crawler Excavator</p> <p>Performance Criteria 2: Use different components (Boom, arm, bucket, etc.) of Crawler Excavator</p> <p>Performance Criteria 3: Use different controls (Forward, reverse, etc.) of Crawler Excavator</p> <p>Performance Criteria 4: Use control panel of Crawler Excavator</p> <p>Performance Criteria 5: Attach/detach different attachments (Buckets, Auger, Breaker, etc.) of Crawler Excavator</p> <p>Performance Criteria 6: Coordinate with the banksman</p> <p>Performance Criteria 7: Mobilise the excavator according to the given instructions</p> <p>Performance Criteria 8: Communicate within a department</p>

	<p>Performance Criteria 9: Communicate with other departments.</p> <p>Performance Criteria 10: Identify hazards or WHS issues in the workplace to relevant personnel</p> <p>Performance Criteria 11: Assess and control risks according to own level of responsibility, in line with workplace procedures</p> <p>Performance Criteria 12: Report hazards or WHS issues in the workplace to relevant personnel</p> <p>Performance Criteria 13: Identify the workplace policy & procedures</p> <p>Performance Criteria 14: Implement strategies for continuous improvement in effective and efficient information</p>
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Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement							

Each Assessment Task (with performance criteria)

Assessment Task 1	Description of assessment task 1 Candidate is required to label the picture of Crawler and Wheeled Excavator given by assessor (see ANNEX-1 or ANNEX-2 or ANNEX-3).
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During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Identify Crawler Excavator			
2.	Identify components of Excavator			
3.	Identify Wheeled Excavator			
4.	Identify components of Excavator			

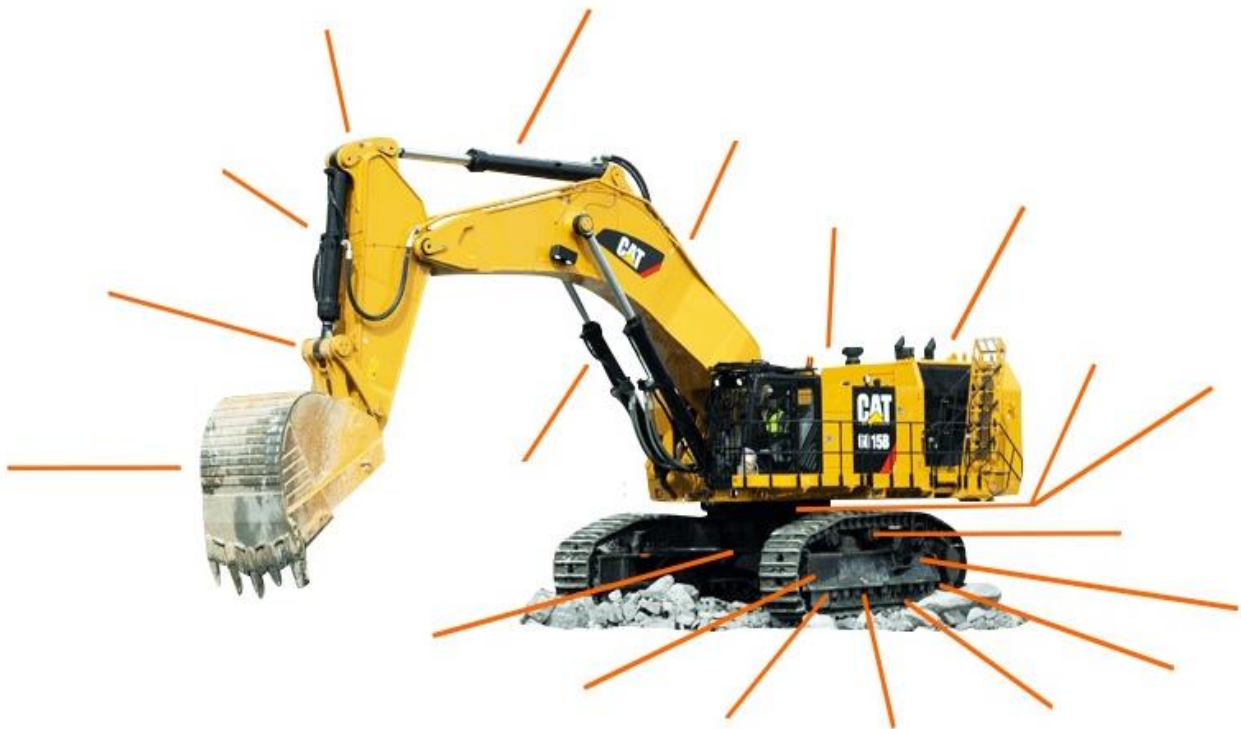
Competent <input type="checkbox"/>	Not Yet Competent <input type="checkbox"/>
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Each Assessment Task (with performance criteria)				
Assessment Task 2		Description of assessment task 2		
		Candidate is required to operate Excavators (Crawler/ Wheeled) according to the instructions given by assessor.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Start and shut down the Crawler Excavator			
2.	Use different components (Boom, arm, bucket, etc.) of Crawler Excavator			
3.	Use different controls (Forward, reverse, etc.) of Crawler Excavator			
4.	Use control panel of Crawler Excavator			
5.	Attach/detach different attachments (Buckets, Auger, Breaker, etc.) of Crawler Excavator			
6.	Coordinate with the banksman			
7.	Mobilise the excavator according to the given instructions			
8.	Communicate within a department			
9.	Communicate with other departments.			
10.	Identify hazards or WHS issues in the workplace to relevant personnel			
11.	Assess and control risks according to own level of responsibility, in line with workplace procedures			
12.	Report hazards or WHS issues in the workplace to relevant personnel			
13.	Identify the workplace policy & procedures			
14.	Implement strategies for continuous improvement in effective and efficient information			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

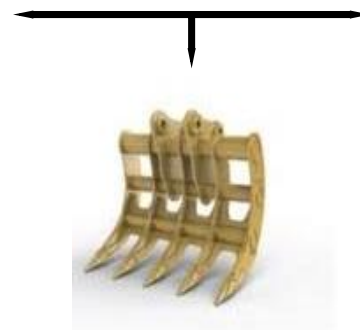
ANNEX-1



ANNEX-2



ANNEX-3



Assessment Evidence Guide

For

“Digger/Excavator Operator”

Level-3

Perform Digging/Excavation Operation
(Formative Assessment)

6th–10th September 2021



National Vocational & Technical
Training Commission

Title of Qualification: National Vocational Certificate Level 3, in (Digging Operation/Technology) "Digger/Excavator Operator"	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> • Perform Digging/Excavation Operation • Operate Digging Machine/Excavator • Identify and implement Workplace Policies and Procedures • Apply work health and safety practices (WHS) • Communicate at workplace 	Assessment Date (DD/MM/YY): Assessment Time:		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> 1. Assessment Task 1: Candidate is required to perform digging/excavation operation as per the plan given by assessor (see ANNEX-1 or ANNEX-2). 2. Assessment Task 2: Candidate is required to perform post digging/Excavation activities according to the requirement. <p>And complete:</p> <ol style="list-style-type: none"> 3. Knowledge assessment test (Written or Oral) 4. Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Assessment Task 1</p> <p>Performance Criteria 1: Unload equipment/machinery to the site</p> <p>Performance Criteria 2: Perform visual inspection of the equipment after unloading</p> <p>Performance Criteria 3: Verify excavation drawing/sketch with actual site condition</p> <p>Performance Criteria 4: Select PPEs according to the requirement</p> <p>Performance Criteria 5: Interpret benchmarks</p> <p>Performance Criteria 6: Fit appropriate attachment to the equipment according to the job requirement</p> <p>Performance Criteria 7: Move the equipment to the worksite</p> <p>Performance Criteria 8: Ensure the equipment is levelled</p> <p>Performance Criteria 9: Set the work equipment according to the job requirement</p> <p>Performance Criteria 10: Perform digging operations (digging, moving, dumping, etc.) in the worksite according to the given instructions</p>

	<p>Performance Criteria 11: Monitor equipment performance</p> <p>Performance Criteria 12: Coordinate activities with site team</p> <p>Performance Criteria 13: Submit the job completion report/PTW to the concern person</p> <p>Performance Criteria 14: Identify the workplace policy & procedures</p> <p>Performance Criteria 15: Implement strategies for continuous improvement in effective and efficient information</p> <p>Performance Criteria 16: Use personal protective equipment according to safe work practices</p> <p>Performance Criteria 17: Identify hazards or WHS issues in the workplace to relevant personnel</p> <p>Performance Criteria 18: Communicate within a department</p> <p>Performance Criteria 19: Communicate with other departments.</p>
	<p>Assessment Task 2</p> <p>Performance Criteria 1: Clear the work area according to the SOPs</p> <p>Performance Criteria 2: Ensure the cleanliness of equipment off site according to the SOPs</p> <p>Performance Criteria 3: Inspect the equipment according to the SOPs</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

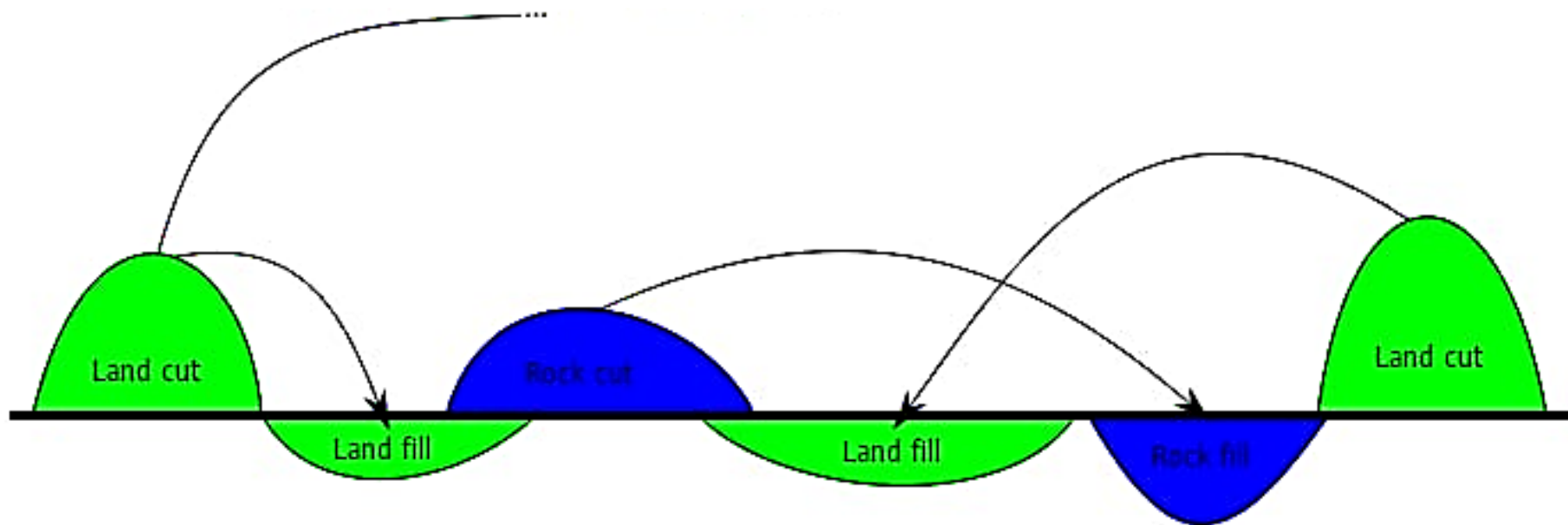
Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement							

Each Assessment Task (with performance criteria)				
Assessment Task 1		Description of assessment task 1		
		Candidate is required to perform digging/excavation operation as per the plan given by assessor (see ANNEX-1 or ANNEX-2).		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Unload equipment/machinery to the site			
2.	Perform visual inspection of the equipment after off loading			
3.	Verify excavation drawing/sketch with actual site condition			
4.	Select PPEs according to the requirement			
5.	Interpret benchmarks			
6.	Fit appropriate attachment to the equipment according to the job requirement			
7.	Move the equipment to the worksite			
8.	Ensure the equipment is levelled			
9.	Set the work equipment according to the job requirement			
10.	Perform digging operations (digging, moving, dumping, etc.) in the worksite according to the given instructions			
11.	Monitor equipment performance			
12.	Coordinate activities with site team			
13.	Submit the job completion report to the concern person			
14.	Identify the workplace policy & procedures			
15.	Implement strategies for continuous improvement in effective and efficient information			
16.	Use personal protective equipment according to safe work practices			
17.	Identify hazards or WHS issues in the workplace to relevant personnel			
18.	Communicate within a department			
19.	Communicate with other departments			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Each Assessment Task (with performance criteria)				
Assessment Task 2		Description of assessment task 2 Candidate is required to perform post digging/ Excavation activities according to the requirement.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Clear the work area according to the SOPs			
2.	Ensure the cleanliness of equipment off site according to the SOPs			
3.	Inspect the equipment according to the SOPs			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

ANNEX-1

The remaining land is hauled to a disposal area outside the road line



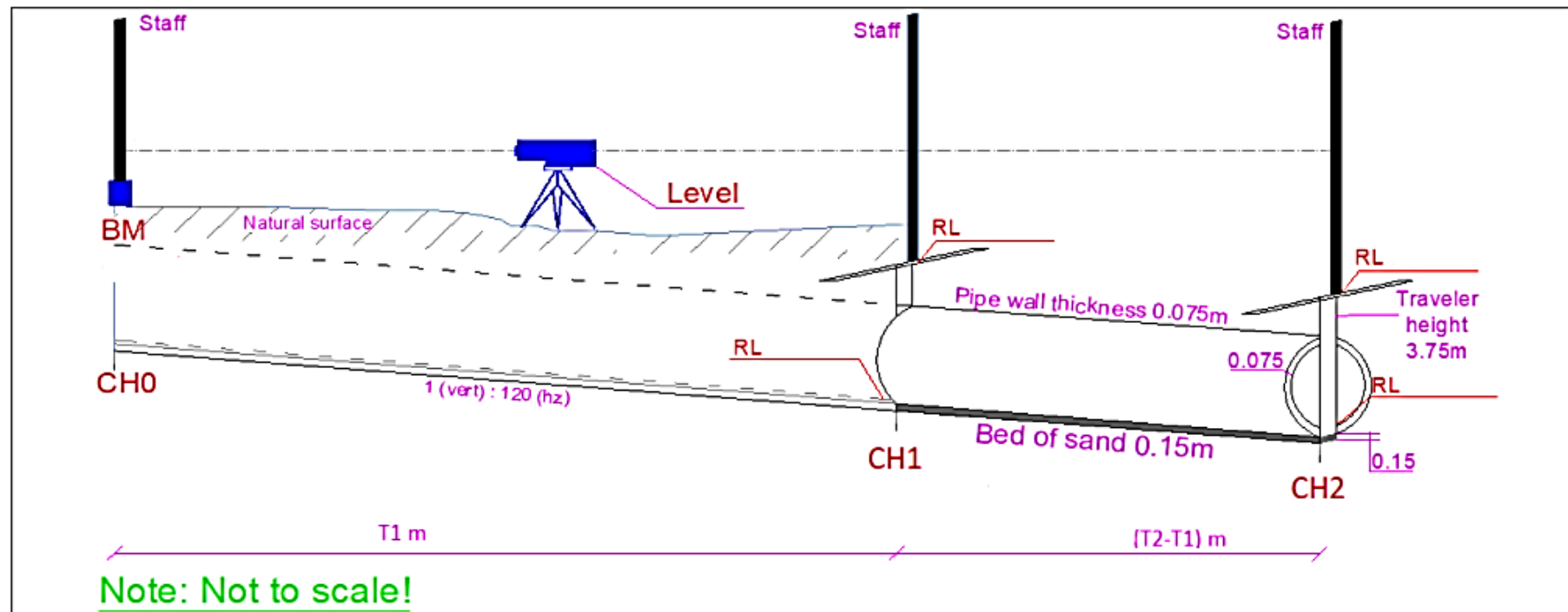
ANNEX-2

The following figure is used for Question 3.

Sight rails are to be established in order to control the excavation of a trench. Note: travellers are placed along the trench.

Trench Details:

The trench will be used for a large pipe of wall thickness 75 mm to be laid on a 150 mm bed of sand. The pipe has an invert level of 76.164 m at chainage 00 m and falls at 1:120 with increasing chainage.



Assessment Evidence Guide

For

“Digger/Excavator Operator”

Level-3

Perform Maintenance of Digging Equipment
(Formative Assessment)

6th–10th September 2021



National Vocational & Technical
Training Commission

Title of Qualification: National Vocational Certificate Level 3, in (Digging Operation/Technology) "Digger/Excavator Operator"	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> • Perform Maintenance of digging equipment • Operate Digging Machine/Excavator • Identify and implement Workplace Policies and Procedures • Apply work health and safety practices (WHS) • Communicate at workplace 	Assessment Date (DD/MM/YY): Assessment Time:		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <p>Assessment Task 1: Candidate is required to perform inspection of machine/equipment (assigned by assessor) and prepare an Inspection Report.</p> <p>Assessment Task 2: Candidate is required to perform preventive and corrective maintenance of machine/equipment as per instructions given by assessor.</p> <p>And complete:</p> <p>6. Knowledge assessment test (Written or Oral)</p> <p>7. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Assessment Task 1</p> <p>Performance Criteria 1: Check out Battery connections.</p> <p>Performance Criteria 2: Check Engine coolant level.</p> <p>Performance Criteria 3: Check Fuel Level.</p> <p>Performance Criteria 4: Check Engine Oil Level.</p> <p>Performance Criteria 5: Check Hydraulic oil level.</p> <p>Performance Criteria 6: Check belt tension of track chain.</p> <p>Performance Criteria 7: Check Air pressure for wheeled vehicle.</p> <p>Performance Criteria 8: Inspect Hydraulic Pipes.</p> <p>Performance Criteria 9: Test the current with Multimeter.</p> <p>Performance Criteria 10: Measure the Hydraulic Temperature using Thermistor Kit.</p> <p>Performance Criteria 11: Measure the Hydraulic Pressure using Hydraulic Pressure Gauge.</p> <p>Performance Criteria 12: Measure Compression using compression gauge.</p> <p>Performance Criteria 13: Measure Vacuum Pressure using Vacuum gauges</p> <p>Performance Criteria 14: Prepare and submit Inspection report</p> <p>Performance Criteria 15: Find out engine R.P.M using Tachometer.</p> <p>Performance Criteria 16: Identify the workplace policy & procedures</p>

	<p>Assessment Task 2</p> <p>Performance Criteria 1: Perform basic Preventive maintenance as per checklist</p> <p>Performance Criteria 2: Perform basic Corrective maintenance as per checklist</p> <p>Performance Criteria 3: Report the major faults to the supervisor for further action</p> <p>Performance Criteria 4: Use personal protective equipment according to safe work practices</p> <p>Performance Criteria 5: Identify hazards or WHS issues in the workplace to relevant personnel</p>
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Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement							

Each Assessment Task (with performance criteria)				
Assessment Task 1		Description of assessment task 1 Candidate is required to perform inspection of machine/equipment, assigned by assessor.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Check out Battery connections.			
2.	Check Engine coolant level.			
3.	Check Fuel Level.			
4.	Check Engine Oil Level.			
5.	Check Hydraulic oil level.			
6.	Check belt tension of track chain.			
7.	Check Air pressure for wheeled vehicle.			
8.	Inspect Hydraulic Pipes.			
9.	Test the current with Multimeter.			
10.	Measure the Hydraulic Temperature using Thermistor Kit.			
11.	Measure the Hydraulic Pressure using Hydraulic Pressure Gauge.			
12.	Measure Compression using compression gauge.			
13.	Measure Vacuum Pressure using Vacuum gauges			
14.	Prepare and submit Inspection report			
15.	Find out engine R.P.M using Tachometer.			
16.	Identify the workplace policy & procedures			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Each Assessment Task (with performance criteria)				
Assessment Task 2		Description of assessment task 2 Candidate is required to perform maintenance of machine/equipment, assigned by assessor.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Perform basic Preventive maintenance as per checklist			
2.	Perform basic Corrective maintenance as per checklist			
3.	Report the major faults to the supervisor for further			
4.	Use personal protective equipment according to safe work practices			
5.	Identify hazards or WHS issues in the workplace to relevant personnel			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Assessment Evidence Guide

For

“Digger/Excavator Operator”

Level-3

Perform Advance Technical Drawing
(Formative Assessment)

6th–10th September 2021



National Vocational & Technical
Training Commission

Title of Qualification: National Vocational Certificate Level 3, in (Digging Operation/Technology) "Digger/Excavator Operator"	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> Perform Advance Technical Drawing Apply work health and safety practices (WHS) 	Assessment Date (DD/MM/YY): Assessment Time:		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <p>Assessment Task 1: Candidate is required to draw a working plan and sections of a civil structure, assigned by assessor</p> <p>And complete:</p> <p>8. Knowledge assessment test (Written or Oral) 9. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Assessment Task 1</p> <p>Performance Criteria 1: Draw different types of dimensions.</p> <p>Performance Criteria 2: Draw different technical drawing symbols (material, survey, etc.)</p> <p>Performance Criteria 3: Draw different types of symbols (canal, trenches, tunnel, etc.)</p> <p>Performance Criteria 4: Draw different elements of building</p> <p>Performance Criteria 5: Draw layout plan of building</p> <p>Performance Criteria 6: Draw excavation/foundation plan</p> <p>Performance Criteria 7: Draw elevation of building</p> <p>Performance Criteria 8: Draw working drawing of building</p> <p>Performance Criteria 9: Draw sections of single storey building plan</p> <p>Performance Criteria 10: Draw section of roads</p> <p>Performance Criteria 11: Draw X sections of different types of foundations</p> <p>Performance Criteria 12: Draw sections of canals</p> <p>Performance Criteria 13: Draw sections of trenches</p> <p>Performance Criteria 14: Draw sections of tunnel</p> <p>Performance Criteria 15: Comply with duty of care requirements</p> <p>Performance Criteria 16: Identify the workplace policy & procedures</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement							

Each Assessment Task (with performance criteria)				
Assessment Task 1		Description of assessment task 1 Candidate is required to draw a working plan and sections of a civil structure, assigned by assessor (See ANNEX-1, ANNEX-2 and ANNEX-3).		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Draw different types of dimensions.			
2.	Draw different technical drawing symbols (material, survey, etc.)			
3.	Draw different types of symbols (canal, trenches, tunnel, etc.)			
4.	Draw different elements of building			
5.	Draw layout plan of building			
6.	Draw excavation/foundation plan			
7.	Draw elevation of building			
8.	Draw working drawing of building			
9.	Draw sections of single storey building plan			
10.	Draw section of roads			
11.	Draw X sections of different types of foundations			
12.	Draw sections of canals			
13.	Draw sections of trenches			
14.	Draw sections of tunnel			
15.	Comply with duty of care requirements			
16.	Identify the workplace policy & procedures			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

A blue geometric graphic consisting of several overlapping triangles and trapezoids, creating a layered, triangular shape that points to the right.

Assessment Evidence Guides

for

“Assistant Digger Operator”

Level-3

(Summative)

Assessment Evidence Guide

For

“Digger/Excavator Operator”

Level-3

(Summative Assessment)

6th–10th September 2021



**National Vocational & Technical
Training Commission**

Title of Qualification: National Vocational Certificate Level 3, in (Digging Operation Technology) "Digger/Excavator Operator"	CS Code:	Level: 03	Version: 01
Competency Standard Title: A. Identify and implement Workplace Policies and Procedures B. Apply work health and safety practices (WHS) C. Communicate at workplace D. Perform Basic Computer operations E. Perform Pre-digging tasks F. Operate Digging Machine/Excavator G. Perform Digging/Excavation Operation H. Perform Maintenance of digging equipment I. Perform Advance Technical Drawing	Assessment Date (DD/MM/YY): Assessment Time: 5 Hrs.		

Candidate Details	Name: Registration/Roll Number:.....
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> Assessment Task 1: Candidate is required to perform digging/excavation according to any drawing given by assessor. Assessment Task 2: Candidate is required to draw X-section of canal, assigned by assessor. <p>And complete:</p> <ol style="list-style-type: none"> Knowledge assessment test (Written or Oral) Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Assessment Task 1</p> <p>Performance Criteria 1: Identify the workplace policy & procedures</p> <p>Performance Criteria 2: Use personal protective equipment according to safe work practices</p> <p>Performance Criteria 3: Report emergencies or incidents promptly to relevant personnel</p> <p>Performance Criteria 4: Take actions to eliminate workplace hazards or to reduce risks</p> <p>Performance Criteria 5: Interpret Work order/Requisition</p> <p>Performance Criteria 6: Interpret excavation drawing/sketch</p> <p>Performance Criteria 7: Plan task sequences for optimum efficiency</p> <p>Performance Criteria 8: Ensure the issuance of Permit To Work (PTW)</p>

	<p>Performance Criteria 9: Barricade the work area to prevent unauthorised entrance</p> <p>Performance Criteria 10: Identify different types of Soils and rocks</p> <p>Performance Criteria 11: Identify hazards at worksite and suggest a mitigation plan</p> <p>Performance Criteria 12:</p> <p>Performance Criteria 13: Start and shut down the Excavator</p> <p>Performance Criteria 14: Use different components (Boom, arm, bucket, etc.) of Excavator</p> <p>Performance Criteria 15: Use different controls (Forward, reverse, etc.) of Excavator</p> <p>Performance Criteria 16: Use control panel of Crawler Excavator</p> <p>Performance Criteria 17: Attach/detach different attachments (Buckets, Auger, Breaker, etc.) of Excavator Coordinate with the banksman</p> <p>Performance Criteria 18: Mobilise the excavator according to the given instructions</p> <p>Performance Criteria 19: Verify excavation drawing/sketch with actual site condition</p> <p>Performance Criteria 20: Interpret benchmarks</p> <p>Performance Criteria 21: Set the work equipment according to the job requirement</p> <p>Performance Criteria 22: Perform digging operations (digging, moving, dumping, etc.) in the worksite according to the given instructions</p> <p>Performance Criteria 23: Submit the job completion report to the concern person</p> <p>Performance Criteria 24: Clear the work area according to the SOPs</p>
	<p>Assessment Task 2</p> <p>Performance Criteria 1: Draw different types of dimensions.</p> <p>Performance Criteria 2: Draw different technical drawing symbols (material, survey, etc.)</p> <p>Performance Criteria 3: Draw different types of symbols (canal, trenches, tunnel, etc.)</p> <p>Performance Criteria 4: Draw sections of canals</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance Criteria 1: File/folder of Basic Computer operations</p> <p>Performance Criteria 2: File/folder of Performing Pre-digging tasks</p> <p>Performance Criteria 3: File/folder of Digging/Excavation Operation</p> <p>Performance Criteria 4: File/folder of Maintenance of digging equipment</p> <p>Performance Criteria 5: File/folder of Advance Technical Drawing</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement							

Each Assessment Task (with performance criteria)				
Assessment Tasks 1		Description of assessment tasks		
		Candidate is required to perform digging/excavation according to any drawing assign by assessor		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Identify the workplace policy & procedures			
2.	Use personal protective equipment according to safe work practices			
3.	Report emergencies or incidents promptly to relevant personnel			
4.	Take actions to eliminate workplace hazards or to reduce risks			
5.	Interpret Work order/Requisition			
6.	Interpret excavation drawing/sketch			
7.	Plan task sequences for optimum efficiency			
8.	Ensure the issuance of Permit To Work (PTW)			
9.	Barricade the work area to prevent unauthorised entrance			
10.	Identify different types of Soils and rocks			
11.	Identify hazards at worksite and suggest a mitigation plan			
12.	Start and shut down the Excavator			
13.	Use different components (Boom, arm, bucket, etc.) of Excavator			
14.	Use different controls (Forward, reverse, etc.) of Excavator			
15.	Use control panel of Crawler Excavator			
16.	Attach/detach different attachments (Buckets, Auger, Breaker, etc.) of Excavator Coordinate with the banksman			
17.	Mobilise the excavator according to the given instructions			
18.	Verify excavation drawing/sketch with actual site condition			
19.	Interpret benchmarks			
20.	Set the work equipment according to the job requirement			
21.	Perform digging operations (digging, moving, dumping, etc.) in the worksite according to the given instructions			
22.	Submit the job completion report to the concern person			
23.	Clear the work area according to the SOPs			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Each Assessment Task (with performance criteria)			
Assessment Tasks 2		Description of assessment tasks Candidate is required to draw X-section of canal, assigned by assessor	
During the practical assessment, candidate demonstrated the following:		Yes	No
1.	Draw different types of dimensions.		
2.	Draw different technical drawing symbols (material, survey, etc.)		
3.	Draw different types of symbols (canal, trenches, tunnel, etc.)		
4.	Draw sections of canals		
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>	

Portfolio		Description of Portfolio Candidate is required to present a portfolio including:		
Current <input type="checkbox"/>	Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1.	File/folder of Basic Computer operations			
2.	File/folder of Performing Pre-digging tasks			
3.	File/folder of Digging/Excavation Operation			
4.	File/folder of Maintenance of digging equipment			
5.	File/folder of Advance Technical Drawing			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		