

SVQ UPDATE

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Whilst the information contained in SVQ Update is correct at time of going to print, the Scottish Qualifications Authority cannot accept responsibility for any subsequent changes. Centres should check information before enrolling candidates.

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1: FEATURES

Who's who in the Accreditation Unit?

The Accreditation Unit is based in Epic House and has 21 members of staff. The Head of Unit is Aileen Ponton. In addition to having overall responsibility for the Unit, Aileen is responsible for ensuring that the Unit's policies and procedures are implemented. Aileen is supported in this by George Brown (Accreditation Manager) and Moira McGowan (Accreditation Officer). George is responsible for the team of Accreditation Advisers, Technical Officers and the SVQ Information Officer. He is responsible for ensuring that there is consistency in interpretation of the SVQ Criteria. Moira is responsible for the Administration Team and for ensuring that accreditation submissions follow the correct procedures and are brought to committee in a timely manner.

There are 10 Accreditation Advisers. With one exception, all Accreditation Advisers have responsibility for a number of NTOs and Awarding Bodies. The one exception, Billy Murdoch (Accreditation Adviser Quality Assurance), has no NTO responsibility and focuses on quality assurance activities across all awarding bodies. In working with the NTOs, the Accreditation Adviser shares responsibility with colleagues in the Qualifications & Curriculum Authority. This includes the monitoring of standards development projects and ensuring that the final outcome meets the relevant criteria. The Accreditation Advisers also have responsibility for taking accreditation submissions to committee on behalf of awarding bodies. The submissions will be taken on the basis of the NTO sectors where they have responsibility. The following shows the current allocation of NTOs and awarding bodies:

Adviser	NTO
Brian Humphrey	Financial Services NTO British Ports Industry Training Limited Council for Administration Electricity Training Association Engineering & Marine Training Authority Engineering Construction Industry Training Board Merchant Navy Training Board Motor Industry Training Council Property Services NTO Rail Industry Training Council Seafish Training
Carole Brown	Accountancy NTO British Plumbing Employers Council Board for Education and Training in the Water Industry Furniture, Furnishings and Interiors NTO Engineering Services Training Trust Limited Gas Industries NTO National Electrotechnical Training NTO for Sport, Recreation & Allied Occupations Waste Management Industry Advisory Board
David Waddell	Central Government NTO Custodial Care NTO Distributive NTO E-Skills.NTO Hairdressing and Beauty Industry Authority Institute of Customer Service Local Government NTO Army nto tele.com Police Training Council Security Industry Training Organisation

Elaine Snell	Construction Industry Training Board Employment NTO Small Firms Enterprise Development Initiative
Lilian Stubbs	Cleaning and Support Services NTO Hospitality Training Foundation TTENTO
Linda McCourt	Footwear and Leather NTO CAPITB Lantra National Textile Training Organisation Photo Imaging NTO Printing & Graphic Communications NTO Publishing NTO Road Haulage and Distribution Training Council TRANSFED
Liz Rooney	Glass Training Limited Association for Ceramic Training & Development OPITO Extractives & Mineral Processing Industries Training Organisation Paper Education & Training Council Petroleum Industries National Training Organisation Pharmaceutical Industry Polymers & Associated Industries NTO Refactories and Building Products Training Science, Technology & Mathematics NTO Steel Industry NTO Chemical, Manufacturing and Processing NTO
Paul Coffey	Dairy Training and Development Council Further Education NTO Information Services NTO Languages NTO Meat Training Council Metier Seafish Training Skillset The Higher Education Training Organisation Bakery Training Council Cultural Heritage NTO Food and Drink NTO
Sharon McGuigan	Healthwork UK Training Organisation for Personal Social Services Community Justice NTO Voluntary Sector NTO Key Potential UK PAULO NTO for Early Years

The Technical Officer Amanda Laing, supports the Accreditation Advisers and conduct technical scrutinies of national occupational standards, assessment strategies and awarding bodies' submissions.

The SVQ Information Officer, Allison Watters, prepares statistical reports on SVQ take up across all awarding bodies and by awarding bodies. Sheena Phillips, SVQ Accreditation Administrator, supports her in this.

Linda Kelly, Accreditation Assistant, supports Moira with respect to the accreditation committee and also provides administrative support. There are a further three Accreditation Administrators, Katherine Young, Gemma Watt and Toni Donald, who provide administrative support to the Unit.

How does an SVQ become an SVQ?

All SVQs are based on national occupational standards, developed by National Training Organisations (NTOs). Each NTO is responsible for producing the national occupational standards for its own sector.

NTOs can submit a request for the development of national occupational standards to the Projects and Standards Approval Group (PSAG), which will approve the request providing that it is within the agreed strategy and priorities. The monies used to fund standards development is based on a levy system — for each SVQ (and NVQ) certificated, SQA (and QCA) invoices the relevant awarding body for £10. This money is ring-fenced by SQA and QCA for use in the standards development programme.

Once the NTO has received approval for its project request, it can start developing the national occupational standards. As part of the development process, the NTO will liaise with employers within the sector, and in so doing it must ensure that discussions take place with small and medium-sized employers as well as the large national employers. The NTO maintains close links with SQA and QCA during this development phase.

Once the NTO has produced a set of national occupational standards, a qualification structure and an assessment strategy, these will be presented to PSAG for approval.

Once PSAG has approved the national occupational standards, structures and assessment strategy, awarding bodies can then pick these up and prepare a submission for accreditation, though before they do this, they have to consider whether there will be sufficient demand for the proposed SVQ.

An awarding body's submission is made to SQA's Accreditation Unit, where it will be judged against the *Criteria for SVQs*. This involves looking at the awarding body's quality assurance arrangements, assessment methodology, assessment guidance materials, and marketing information.

The first step in accreditation is for the submission to be considered by an Accreditation Adviser to ensure that the awarding body has included all the information necessary to meet SQA's criteria. It will then be considered by an internal officer group to ensure that the criteria are being applied consistently. Finally, the submission will be presented to the Accreditation Committee, which will make the decision. The Accreditation Committee is external to SQA and is made up of people from industry, all of whom have a strong interest in SVQs.

Once the Accreditation Committee has approved the submission and agreed a life span for the SVQ, awarding bodies can promote the SVQ and can approve centres who wish to offer it.

Awarding Bodies' Audits

The Accreditation Unit has the responsibility to ensure that there is consistency in delivery and assessment within and between Awarding Bodies. To assist in the achievement of this, all Awarding Bodies are required to comply with the requirements of '*SVQ Criteria and Guidance for Awarding Bodies*' (available on the Accreditation section of the SQA website); in particular Awarding Bodies are required to meet the criteria specified within the '*Criteria for SVQ Awarding Bodies*'. The Accreditation Unit achieves its aim of ensuring consistency in two ways: i) annual audit of Awarding Bodies; ii) monitoring visits to samples of approved centres.

Annual audit of Awarding Bodies

All newly approved Awarding Bodies will receive an audit within six months of gaining approval. Thereafter the audits are conducted on an annual basis. Every Awarding Body is allocated to an Accreditation Adviser, Accreditation Officer, Accreditation Manager or Head of Accreditation for auditing purposes. All Accreditation Auditors are trained and qualified to conduct audits.

The audit has three main stages: desktop; audit; and report. During the desktop stage, the Accreditation Auditor will review the Awarding Body's documentation eg Centre Approval Guidance, to ensure that he/she understands the Awarding Body's systems. In addition, he/she will develop a checklist which will be used to assist in the audit and which will be used to determine whether: a) the Awarding Body's systems continue to meet the relevant criteria; and b) the Awarding Body is following its own systems and procedures.

The audit stage is conducted at the Awarding Body's premises and a thorough review of its systems and procedures is conducted. The Accreditation Auditor will, as part of this review, inspect centre files, candidate records and external verification reports. These are used to build up a picture as to how the Awarding Body is performing against the relevant criteria.

The final stage is the report. The Accreditation Auditor produces a report which summarises the areas audited and details the findings. The Accreditation Unit bases its approach to auditing on the ISO model, thus where an Awarding Body's system does not meet the relevant criteria or the Awarding Body's systems have not been followed then a non-compliance is recorded.

Similarly, where the system is found to be in compliance but could be improved then an observation is recorded. The Accreditation Audit reports contain an action plan which details any non-compliances and observations recorded during the audit, the agreed action to resolve the non-compliance and the date by which the non-compliances must be resolved. The audit report is signed by a representative from the Awarding Body and by SQA's Head of Accreditation. SQA's Accreditation Committee considers each Awarding Body's performance against the criteria and in resolving its action plan when considering the Awarding Body's SVQ submission.

The Accreditation Unit does not, currently, publish the findings of its audits. However, in the year 2001–2002, the Accreditation Unit will be consulting with Awarding Bodies and other interested stakeholders as to how best this information could be made public.

Centre Monitoring Visits

The Accreditation Unit conducts visits to a sample of each Awarding Body's approved centres. The visits to the centres serves two purposes; a) confirms whether the Awarding Body is implementing the necessary systems at centre level; b) permits the Accrediting Body to confirm that the assessment methods used are consistent within and between Awarding Bodies.

The section of the sample is based partly upon those centre files selected at the Awarding Body audit. In selecting the centres to be visited, every effort is made to ensure that the centre has not been visited as part of another Awarding Body sample thereby minimising the potential for two or more visits in a calendar year. The Accreditation Unit does not inform the Awarding Bodies which centres have been selected for visit.

Using the information gathered at the centre visits, a second report is prepared for the awarding body and, again, may include an action plan detailing any non-compliances and/or observations that were noted. This is in addition to any action plan identified at the main Awarding Body audit. Given that the report focuses on the Awarding Bodies' systems, it is sent only to the Awarding Bodies and not to the centres. This issue will be considered in 2001–2002 as part of our consultation on Public Reporting.

What is an Assessment Strategy ?

The Projects and Standards Approvals Group (PSAG) has established the development of assessment strategies for N/SVQs as a key funding priority. By December 2003, it is required that the majority of NVQs and SVQs within the framework will have an assessment strategy attached to them. Milestones in moving towards this position are as follows:

April 2002

All Standards setting bodies to have commenced work in the development of full assessment strategies for all N/SVQs in their sector which are planned to remain in the framework.

July 2002

No N/SVQ will be accredited which does not have an assessment strategy.

Standards setting bodies are responsible for the determination of the assessment strategy to be adopted for an N/SVQ, working in close co-operation with the Awarding Bodies concerned. These responsibilities are formally recognised¹ in the regulations governing accreditation of qualifications and are detailed below. Specifically, they require that standards setting bodies must:

1. **recommend** how external quality control of assessment will be achieved. This will normally be through the use of independent assessment. Where independent assessment is not recommended, other equally effective measures must be given
2. **define** which aspects of the national occupational standards must always be assessed through performance in the workplace
3. **define** the extent to which simulated working conditions may be used to assess competence and any characteristics that simulation should have, including definitions of what would constitute a 'realistic working environment' for the qualifications concerned
4. **define** the occupational expertise requirements for assessors and verifiers in consultation with awarding bodies

Standards setting bodies are required to submit their recommendations for an assessment strategy to PSAG² for approval, along with supporting evidence. Usually this will be done at the same time as they submit the national occupational standards and qualification frameworks for approval.

In submitting an SVQ to SQA, awarding bodies must, among other criteria, 'adopt the general principles for assessment and external quality control specified by the relevant standards setting body, and approved by the regulatory bodies, including,' implementation of the assessment strategy specifications proposed by the standards setting body in respect of points 1 to 4 above.

¹ See documents, *Guide to the arrangements for the statutory regulation of external qualification in England, Wales and Northern Ireland, QCA/99/367, in particular Criterion 13 of the criteria for NVQs and SQA Accreditation Criteria, SQA/1999/D0688, in particular criterion 2.5 of the Criteria for Scottish Vocational Qualifications*

² This group comprises representatives of the Qualifications and Curriculum Authority (QCA), Scottish Qualifications Authority (SQA), Awdurdod Cymwysterau Cwricwlwm ac Asesu Cymru (ACCAC), the Training and Employment Northern Ireland Agency (T&EANI), the Department for Education and Employment (DfEE), the Scottish Executive and the Office of the Welsh Assembly.

Review of the Standards Development Programme

It is over two years since responsibility for the day to day management of the standards development programme was transferred from DfEE to SQA and QCA. Since then the Projects and Standards Approval Group (PSAG) has distributed some £9.4 million pounds and approved 158 sets of national occupational standards. However, it was agreed that the current arrangements would be subject to review after two years and this process is now underway.

Following the transfer of responsibility for the programme from the DfEE there was an initial emphasis on stability and ensuring a smooth transition. This was in recognition of the fact that there were general expectations and there would be no major disruptions to existing programmes of work.

Although the existing arrangements have been subject to some criticism, it is important to recall that before April 1998 there were no formal arrangements for approving national occupational standards outside of qualifications. It is inevitable that responsibility for the stewardship of the programme, which distributes large sums of public money and confers official recognition on national occupational standards, needs to be supported by rigorous and robust arrangements.

However, given the increasing importance which is being attached to the use of national occupational standards outside of qualifications it is important for the review to consider whether the existing arrangements are still appropriate. In doing so the review will consider all aspects of the programme including its funding.

The independence of the review will be guaranteed by its steering group which will guide the exercise. The group comprises key partners, including of course, NTO nominated employer representatives and is being chaired by John Hillier, Head of Personnel at Weetabix Limited, nominated by the CBI. His report will make recommendations to government in August 2001.

A major part of the review is a consultation exercise which is currently underway and will be added to early in the New Year. All NTOs and awarding bodies will have an opportunity to respond individually to the consultation. However, in addition we will be consulting with a sample of employers, training providers and other key organisations including funding bodies.

What type of information can I get from the Accreditation Section of the SQA website

The site contains a great deal of information on the development of National Occupational Standards and the accreditation of Scottish Vocational Qualifications.

The site is split into four main sections containing the following information:

PSAG

- About PSAG
- National Occupational Standards currently under review or being developed by National Training Organisations.
- A list of approved National Occupational Standards, qualification titles and assessment strategies which have been approved and are available for awarding bodies to submit SVQs for accreditation.
- Guidance documents produced to help National Training Organisations.
- A list of all National Training Organisations.

Accreditation Process

- Information on SQA's Accreditation Committee and dates of their meetings. This Committee approves new awarding bodies, accredits new SVQs, re-accredits existing SVQs, approves extensions, amendments and withdrawals of SVQs.

- SVQ Criteria and Guidance for Awarding bodies, Criteria for National Occupational Standards, SVQs and Awarding Bodies together with a guidance document produced to help awarding bodies make their submission for approval to award SVQs.
- A list of specific and general guidance documents to help you work through and understand the accreditation process; and a list of all awarding bodies currently accredited to offer SVQs.

SVQ News

- A list of decisions from the last three Accreditation Committee meetings — this will include all new SVQs, re-accredited SVQs, SVQs extended, amended and withdrawn.
- The latest issue of *SVQ Update* — including a wide range of information on all SVQs in the framework.
- Any consultation documents or new developments related to SVQs.

SVQ Information Sheets

- An Information Sheet is produced for every SVQ accredited; each sheet includes details of the group award number, the awarding body or bodies, unit titles and numbers, element titles and where to obtain a copy of the National Occupational Standards.
- Use the search facility to help you find the SVQ you are looking for.

FAQs (frequently asked questions)

The Accreditation section of the SQA website (www.sqa.org.uk) contains a range of information relating to SVQs. Upon entering the SQA website, you will find 'Accreditation' situated at the foot of the left-hand column. Clicking on 'Accreditation' opens the Accreditation section of the website in the main frame. There are currently four main sections to the Accreditation website: PSAG, Accreditation Process, SVQ News and SVQ Information Sheets. We have listed below some of the most frequently asked questions in relation to the accreditation of SVQs. The answers will give you an indication as to where on the website similar information can be found.

Q I am currently approved to offer Electrical and Electronic Servicing Levels 2 and 3. I know that these were due to be re-accredited at the end of June. How do I find out what has happened to them?

A If you know that these SVQs had a re-accreditation date for 30 June 2000 then you can select 'SVQ News' then click on 'AC Committee Decision Lists', then select 'June 2000'. This opens the decision list for June's Accreditation Committee. Locating Electrical and Electronic Servicing Levels 2 & 3 shows that an extension of two years (ie Until 31 July 2002) has been granted. You can search for any qualification on the decision lists if you know its re-accreditation date.

Q I am considering seeking approval to offer the Personnel Management Level 4 SVQ. How can I find out more information about this SVQ?

A Select 'SVQ Information Sheets' from the main frame of the Accreditation website. This will take you to the SVQ Information Sheet Section, and if you click on 'SVQ Information Sheet's you will be taken to a Search Facility. If you know the APS Code for the SVQ then you can enter this. Alternatively enter the SVQ title (and level if you know it). In the case of Personnel Management this returns a one line result. Clicking on Personnel Management opens the corresponding information sheet. This details the

awarding bodies that are accredited to award this SVQ, the accreditation period, where the standards can be obtained, and the structure of the SVQ.

Q How can I find out which awarding body is accredited to offer the Management SVQs?

A You can either use this paper copy of *SVQ Update* or the electronic version which can be found in the SVQ News section of the Accreditation website.

Q I am aware that new standards have been developed for X. How do I find out if these have been approved?

A Select PSAG from the main Accreditation section. You can then select decision lists and this will give you a list of the PSAG monthly decision lists. Unless you know which month the national occupational standards were approved you will need to select each month in turn. The decision list is usually in two parts: firstly, project requests that have been approved at PSAG; secondly, Standards and Structures approved at PSAG. The latter section details the approval of any standards and structures.

Q I know that PSAG has approved standards and structures for X, but I cannot find any awarding bodies accredited to award the SVQ. Why is this?

A There are two reasons for this:

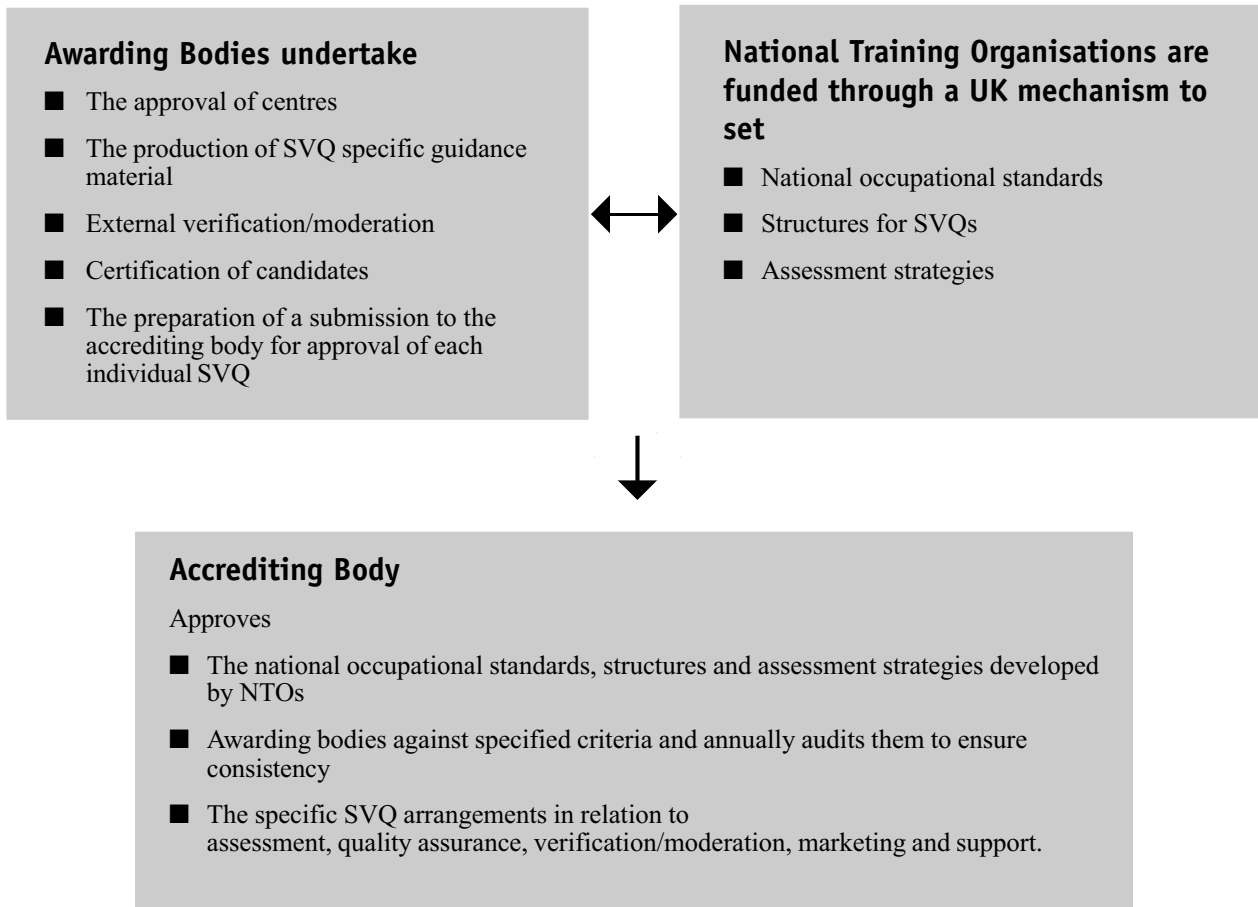
- The Accreditation Unit has received a submission from an awarding body, but the submission has not yet been presented to the Accreditation Committee.
- The Accreditation Unit has not yet received a submission from an awarding body.

Where you still have queries you can telephone us on 0141-242 2492. Alternatively, you can e-mail us at accreditation@sqa.org.uk

2: THE SVQ SYSTEM: WHO DOES WHAT

Scottish Vocational Qualifications, or SVQs, are qualifications which combine skills, knowledge and ability within a specific occupational area.

To maintain the high standard of development many organisations are involved in the SVQ process. The following gives a brief outline of those organisations involved.



Footnote

At present there are 74 National Training Organisations, 29 approved SVQ awarding bodies and SQA is the accrediting body for SVQs. Full contact details for awarding bodies are found in section 10.

Scottish Executive

The Scottish Executive is the government in Scotland for all devolved matters. It is accountable to the Scottish Parliament. The Executive consists of the First Minister plus a team of Scottish Ministers including Law Officers. The statutory powers and duties exercised by UK Ministers in Scotland, in relation to devolved matters, have been transferred to Scottish Ministers.

The Scottish Executive consists of six main Departments; the Scottish Executive Justice Department (SEJD), the Scottish Executive Health Department (SEHD), the Scottish Executive Rural Affairs Department (SERAD), the Scottish Executive Development Department (SEDD), the Scottish Executive Education Department (SEED), the Scottish Executive Enterprise and Lifelong Learning Department (SEELLD), together with Executive Secretariat (SES), Corporate Services (SECS) and Finance (SEF). It is SEELD which has responsibility for NTOs, national occupational standards and SVQs.

Scottish Qualifications Authority

Established in April 1997, SQA provides advice to the First Minister on qualifications and is the statutory awarding body for qualifications in the Scottish Education system; the main awarding body in Scotland for work-related and work-based qualifications; and the national accrediting body in Scotland for SVQs. The accreditation function is discharged by the Accreditation Unit. The accreditation process involves approving awarding bodies to award SVQs. The Accreditation Unit also conducts annual audits of all awarding bodies to ensure that the awarding bodies are discharging their responsibilities effectively.

National Training Organisations

National Training Organisations (NTOs) are the recognised voice of employers on the skills and people development needs of UK industry and employment sectors. NTOs work to enhance the competitiveness and prosperity of the UK by improving the skills and competence of people in all sectors of the economy. NTOs are responsible for the production of national occupational standards upon which SVQs are based. There are currently 74 NTOs recognised by government across the UK.

Awarding Bodies

Awarding bodies are approved by SQA's Accreditation Unit to award SVQs. Awarding bodies are responsible for approving centres and have responsibility for conducting external verification of centres to ensure that the centres are delivering SVQs to the required standard. Awarding bodies therefore have a responsibility to provide centres with guidance relating to assessment and internal verification. Awarding bodies are required to liaise with the Accreditation Unit and NTOs to ensure that the SVQs remain current and valid. There are currently 29 awarding bodies approved to offer SVQs.

Other organisations associated with the SVQ System

Projects and Standards Approval Group

The Projects and Standards Approval Group (PSAG) is the UK-wide forum responsible for the management of the standards development programme. The membership of the Group comprises:

- Scottish Qualifications Authority
- Qualifications and Curriculum Authority
- Qualifications, Curriculum and Assessment Authority for Wales
- Council for Curriculum, Examination and Assessment

In addition, representatives from the Department of Education and Employment, the Scottish Executive, Training and Employment Agency, Northern Ireland and the Office for the Welsh Assembly have observer status at the Group's meetings.

PSAG approves and funds individual project proposals from NTOs in relation to the standards development programme in accordance with agreed strategy and priorities, and approves national occupational standards, structures and assessment strategies against agreed criteria.

Scottish Council of National Training Organisations

Established in 1997, the Scottish Council of National Training Organisations (SCONTO) supports and represents the interests of NTOs in Scotland. SCONTO's aim is to assist in the development of a competitive Scotland through increasing the skills of the Scottish workforce by providing a focus for information exchange, development and promotional activities. In particular, SCONTO seeks to assist its NTO members to play a significant role in upskilling the Scottish workforce. SCONTO also provides the secretariat for the Scottish Modern Apprenticeship Implementation Group.

Qualifications and Curriculum Authority

The Qualifications and Curriculum Authority's (QCA) prime duty is to advise the Secretary of State for Education and Employment on all matters affecting the school curriculum, pupil assessment and publicly funded qualifications offered in schools, colleges and workplaces. Although QCA has no remit in Scotland, QCA liaises closely with SQA to maintain NVQs and SVQs as a UK-wide framework of work-based qualifications.

Scottish Enterprise and Highlands and Islands Enterprise

Scottish Enterprise (SE) and Highlands and Islands Enterprise (HIE) are statutory bodies established in 1991 and are responsible to the First Minister. Their functions include safeguarding employment, enhancing skills, promoting Scotland's Industrial efficiency and international competitiveness, and further improvement of the environment. In addition, HIE has responsibility for the social development in the Highlands.

Local Enterprise Companies

Local Enterprise Companies (LEC) are the local bodies, operating under the umbrella of SE and HIE, with responsibilities for business development, government-funded training programmes, inward investment and environment in Scotland.

3: THE SCOTTISH CREDIT AND QUALIFICATIONS FRAMEWORK

The Scottish Credit and Qualifications Framework (SCQF) has been created by bringing together all Scottish mainstream qualifications into a single unified framework — higher education qualifications; HNCs and HNDs; SQA National Qualifications; and SVQs. There are 12 levels ranging from Access 1 (National Qualification) at SCQF level 1 to Doctorate at SCQF level 12. Each qualification — Unit, group of Units or larger group award — has also been allocated a number of SCQF points representing 10 notional hours of learner effort. The SCQF also offers a means to allocate levels and credit values to other assessed and quality assured learning.

12		Doctorate		12
11		Masters		11
10		Honours degree		10
9		Ordinary degree		9
8		Scottish degree 2	HND	8
7	Advanced Higher	Scottish degree 1	HNC	7
6	Higher			6
5	Intermediate 2		SVQ 3	5
4	Intermediate 1		SVQ 2	4
3	Access 3		SVQ 1	3
2	Access 2			2
1	Access 1			1

4: ACCREDITATION NEWS

New SVQs

Since the last issue of *SVQ Update*, SVQs have been accredited in the following areas. For more information, please see the main SVQ listing. Updates can also be found at the SVQ website at the Accreditation Section on www.sqa.org.uk

ROADSIDE ASSISTANCE AND RECOVERY (AREA 004)

TEAM LEADING (AREA 009)

ENGINEERED SYSTEMS MAINTENANCE (AREA 004)

PERFORMING ENGINEERING OPERATIONS (AREA 004)

Extensions

The re-accreditation dates for SVQs in these areas have been extended since the last issue of *SVQ Update*. See main listing for details.

MEAT PROCESSING (AREA 005)

OWNER MANAGER (AREA 009)

SECURITY (AREA 009)

PROCESSING OPERATIONS: HYDROCARBONS (AREA 002)

OFFSHORE DRILLING OPERATIONS (AREA 002)

SAFETY SERVICES: OFFSHORE (AREA 002)

WELL SERVICES (AREA 002)

ENGINEERING (AREA 004)

ELECTRONIC SYSTEMS AND SOFTWARE (AREA 009)

CONSTRUCTION CONTRACTING (AREA 003)

HORSE CARE (AREA 001)

ANIMAL CARE AND WELFARE (AREA 001)

DOG GROOMING (AREA 001)

HOUSING (AREA 009)

SPECIAL NEEDS HOUSING (AREA 008)

PARKING CONTROL (AREA 008)

PUBLIC SERVICES: ARMED SERVICES (AREA 008)

DISTRIBUTION (AREA 007)

Re-accreditations

Since the last issue of *SVQ Update*, the following have been re-accredited.

IT SERVICES (AREA 009)

IT Services: Customer System Support	Level 2
IT Services: Customer System Support	Level 3
IT Services: Customer System Support	Level 4
IT Services: Repair Centre	Level 2
IT Services: Repair Centre	Level 3
IT Services: Customer Response Centre	Level 2
IT Services: Customer Response Centre	Level 3

Re-accredited until 31 Dec 2003

MOTOR VEHICLE (CITY & GUILDS) (AREA 004)

Vehicle Fitting	Level 1
Vehicle Fitting	Level 2
Vehicle Maintenance	Level 1
Vehicle Maintenance and Repair	Level 2
Vehicle Maintenance and Repair	Level 3
Vehicle Body and Paint Operations	Level 2
Vehicle Body and Paint Operations	Level 3

Re-accredited until 31 Jul 2005

MOTOR VEHICLE (IMI) (AREA 004)

Vehicle Fitting	Level 1
Vehicle Fitting	Level 2
Vehicle Maintenance	Level 1
Vehicle Maintenance and Repair	Level 2
Vehicle Maintenance and Repair	Level 3
Vehicle Body and Paint Operations	Level 2
Vehicle Body and Paint Operations	Level 3

Re-accredited until 31 Jul 2005

Amendments

DISTRIBUTION (AREA 007)

Distribution and Warehousing	Level 2
Retail Operations	Level 2

The range categories of the following units have been amended to widen the scope of their corresponding SVQs.

Distribution and Warehousing Operations — Contribute to security of the workplace.

Retail Operations — Process payments for purchases.

Deletions

The term ‘deleted’ means the SVQ has been overtaken by a new SVQ or has reached the end of its accreditation period. Candidates currently undertaking a deleted SVQ will be able to complete it.

INVESTIGATION (AREA 008)

Investigation	Level 3
Investigation	Level 4

Deleted

MANUFACTURING JEWELLERY AND RELATED PRODUCTS (AREA 005)

Manufacture Jewellery and Related Products	Level 1
Manufacture Jewellery and Related Products	Level 2
Manufacture Specialised Jewellery and Related Products	Level 3

Deleted

NEWSPAPER (AREA 010)

Newspaper Journalism: Graphics Journalism	Level 3
Newspaper Journalism: Press Photography	Level 4
Newspaper Journalism: Production Journalism	Level 4
Newspaper Journalism: Writing	Level 4

Deleted

ENGINEERING (AREA 004)

Rigging	Level 1
Rigging	Level 2
Rigging	Level 3
Cabling and Wiring Loom Manufacture	Level 1
Engineering Maching	Level 1
Engineering Maintenance	Level 1

Deleted

IT SERVICES (AREA 009)

Receipt and Despatch of Service Calls	Level 1
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Replaced by IT Services: Customer Response Centre at Level 2

Servicing Software (Support Centre)	Level 2
Servicing Electronic Systems (Field)	Level 2

Replaced by IT Services: Customer Systems Support at the same level

Servicing Software (Support Centre) or (Field)	Level 3
Servicing Electronic Systems (Field)	Level 3

Replaced by IT Services: Customer Systems Support at the same level

Co-ordinate the Provision of Servicing Activities	Level 2
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Replaced by IT Services: Customer Response Centre at Level 3

Servicing Electronic Systems (Workshop)	Level 2
Servicing Electronic Systems (Workshop)	Level 3

Replaced by IT Services: Repair Centre at the same level

MOTOR VEHICLE (AREA 004)

Vehicle Valeting	Level 1
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Vehicle Maintenance: Service Replacement	Level 1
Vehicle Maintenance: Service Replacement	Level 2

Vehicle Body Refitting	Level 2
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Vehicle Mechanical and Electronic Systems: Unit replacement: Light Vehicle	Level 2
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Contact the Accreditation unit for replacement awards

Vehicle Mechanical and Electronic Systems: Maintenance and Repair: Light Vehicle	Level 2
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Vehicle Mechanical and Electronic Systems: Maintenance and Repair: Heavy Vehicle	Level 3
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Vehicle Mechanical and Electronic Systems: Maintenance and Repair:	Level 3
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Replaced by Vehicle Maintenance and Repair at the same level

Vehicle Body Repair	Level 3
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Vehicle Body Refinishing	Level 3
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Replaced by Vehicle Body and Paint Operations at the same level

SAWMILLING OPERATIONS (AREA 003)

Sawmilling Operations	Level 2
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Deleted

DESIGN (AREA 001)

Design: Ceramics Design	Level 1
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Design: Constructed Textile Design	Level 2
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Design: Exhibition Design	Level 2
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Design: Fashion Design	Level 2
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Design: Furniture Design	Level 2
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Design: Graphic	Level 2
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Design: Interior Design	Level 2
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Design: Product Design	Level 2
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Design: Surface Pattern Textile Design	Level 2
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Design	Level 3
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Design	Level 4
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Deleted

LIFT TRUCK OPERATIONS (AREA 006)

Lift Truck Operations

Deleted

5: SVQs — EXPLANATION OF LEVELS

The definitions below offer a guide to the levels at which SVQs may be accredited. They are intended to be indicative rather than prescriptive.

LEVEL 1

Competence which involves the application of knowledge and skills in the performance of a range of varied work activities, most of which may be routine or predictable.

LEVEL 2

Competence which involves the application of knowledge and skills in a significant range of varied work activities, performed in a variety of contexts. At this level, there must be activities, which are complex or non-routine and there is some individual responsibility and autonomy. Collaboration with others, perhaps through membership of a work group or team, may often be a requirement.

LEVEL 3

Competence which involves the application of knowledge and skills in a broad range of varied work activities performed in a wide variety of contexts, most of which are complex and non-routine. There is considerable responsibility and autonomy and control or guidance of others is often required.

LEVEL 4

Competence which involves the application of knowledge and skills in a broad range of complex technical or professional work activities performed in a wide variety of contexts and with a substantial degree of personal responsibility and autonomy. Responsibility for the work of others and the allocation of resources is often present.

LEVEL 5

Competence which involves the application of skills and a significant range of fundamental principles across a wide and often unpredictable variety of contexts. Very substantial personal autonomy and often significant responsibility for the work of others and for the allocation of substantial resources feature strongly, as do personal accountability for analysis and diagnosis, design, planning, execution and evaluation.

6: FEES INFORMATION

The fees listed below are all standard Scottish Qualification Authority charges. They apply to all SVQs which are awarded solely by the Scottish Qualifications Authority. However, fees may vary when the Scottish Qualifications Authority jointly awards an SVQ — it should also be noted that the other awarding partner may charge additional fees. The Scottish Qualifications Authority's actual fee per candidate (inclusive of any additional fees) is listed under each SVQ in Section 8.

From 1 August 2000, SQA entry charges are as follows.

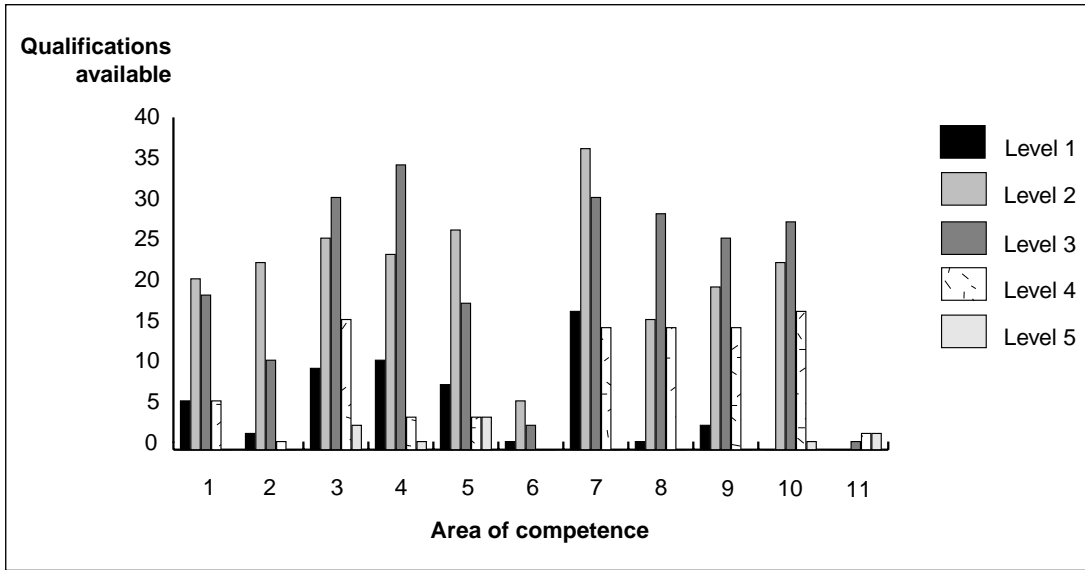
Where the Scottish Qualifications Authority is not the sole or principal awarding body, information regarding costs should be sought from the appropriate organisation — in the SVQ listing the principal awarding body is listed first. Addresses for each awarding body are listed in Section 10.

GROUP AWARD FEES (applicable to all SVQs based on Workplace-Assessed Units)	FREESTANDING OR ADDITIONAL UNITS AT LEVELS 1-4
Level 1 £28.00	£4.25 per Unit
Level 2 £30.00	
Level 3 £33.00	FREESTANDING OR ADDITIONAL UNITS AT LEVEL 5
Level 4 £38.50	£9.75 per Unit
Level 5 £76.00	
SVQs BASED ON NATIONAL UNITS	FEE FOR INITIAL APPROVAL AS AN SQA APPROVED CENTRE
£4.25 x the number of Units within the SVQ	£50.00
	FEE FOR APPROVAL TO OFFER A SPECIFIC SVQ
SVQs BASED ON HIGHER NATIONAL UNITS	£50.00
£9.75 x the number of Units within the SVQ	

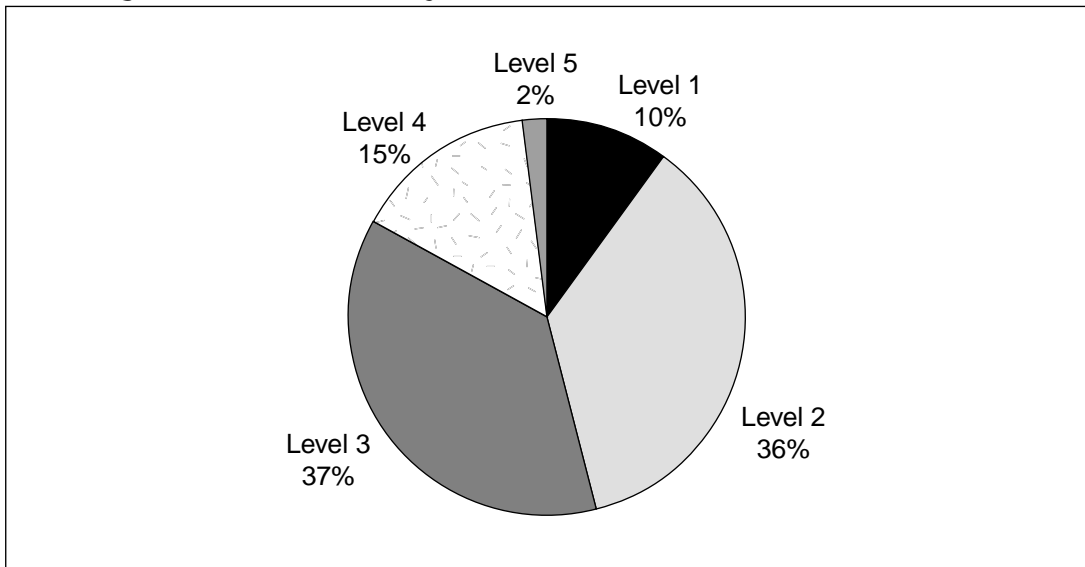
7: SVQ STATISTICS

Since the introduction of SVQs in 1988, entries have continued to grow and certifications reflect a similar picture. The following graphs show details of some of SQA's most requested statistical information.

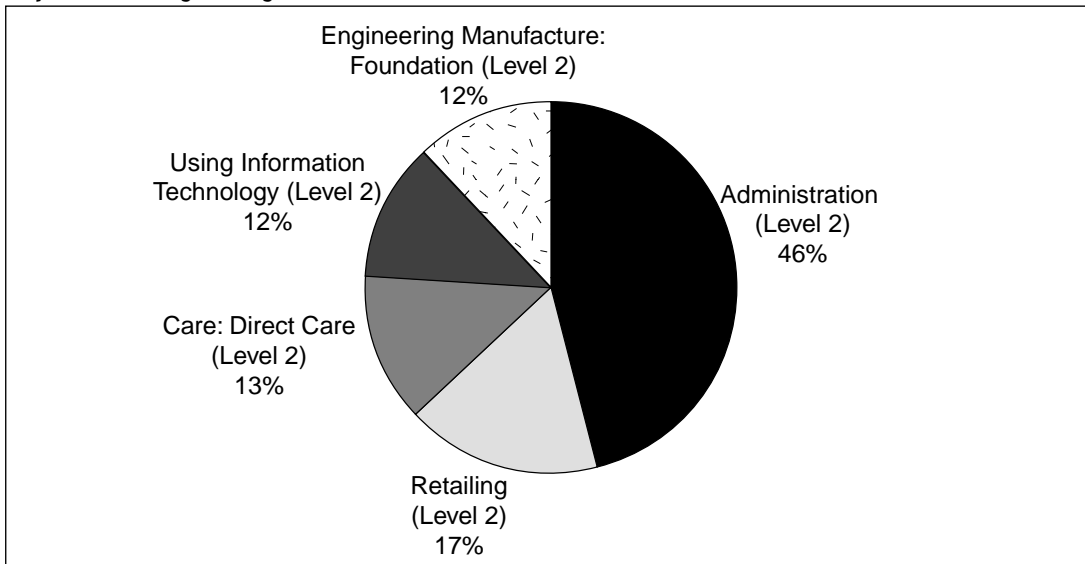
SVQs available by area



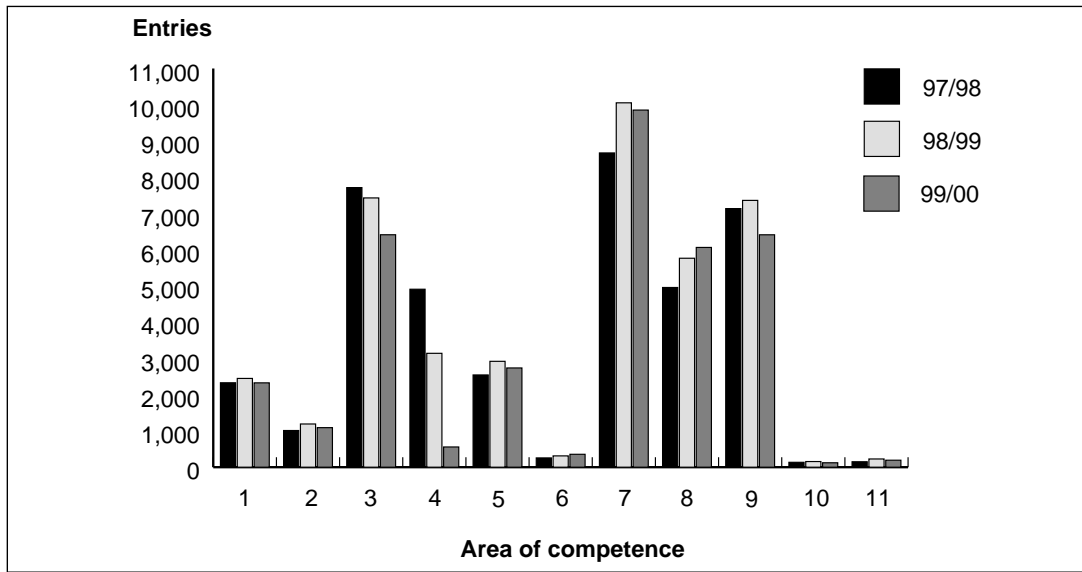
Percentage of SVQs available by level



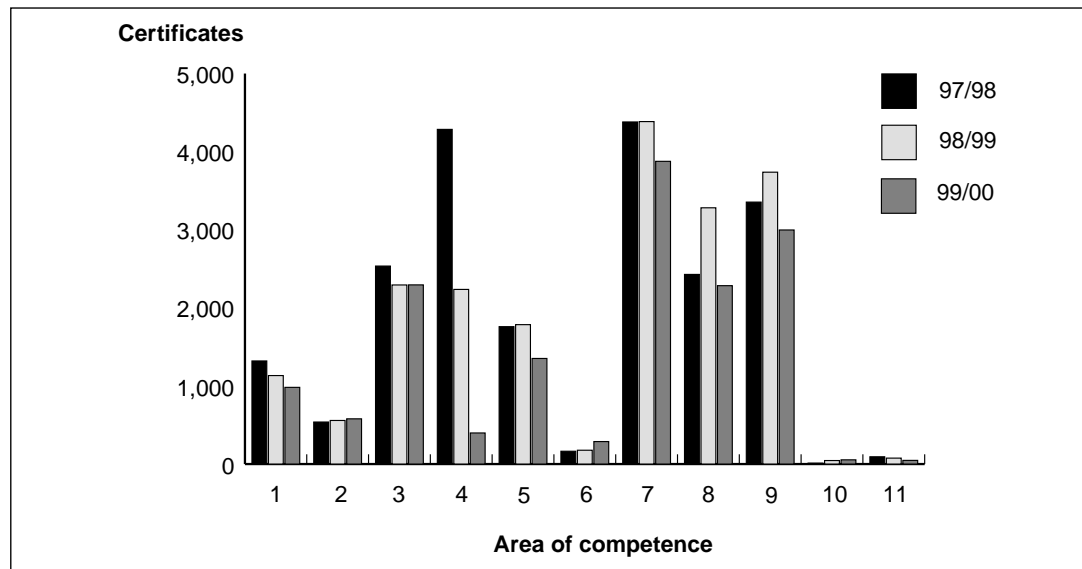
Top 5 SVQs by entry



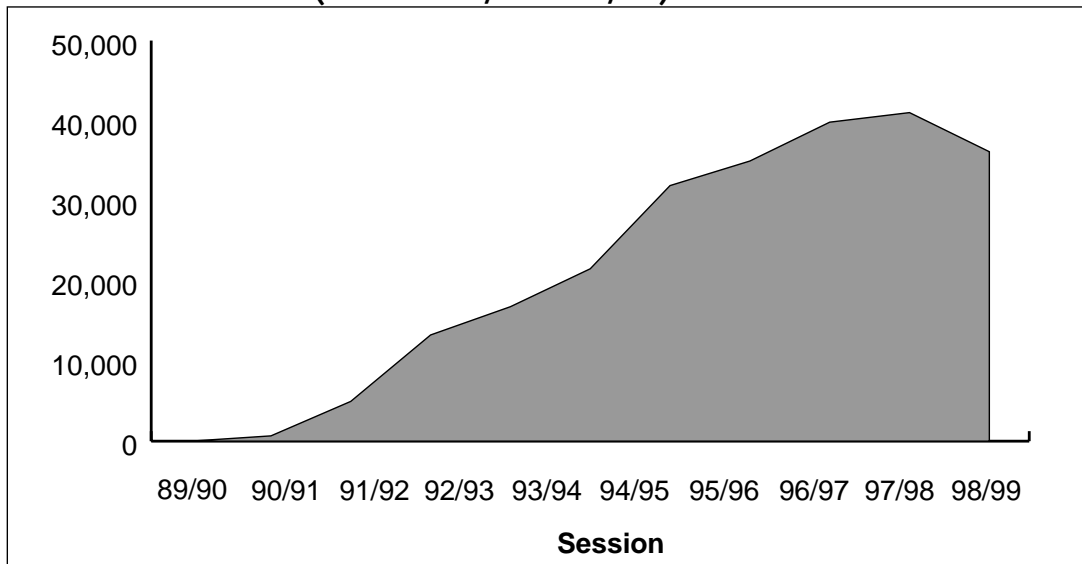
Entries for sessions 97/98, 98/99 and 99/00



Certifications for sessions 97/98, 98/99 and 99/00



Growth in SVQ entries (sessions 89/90 – 99/00)



8: SVQ LISTING

Scottish Vocational Qualifications — SVQs for short — have been developed to cover a wide range of occupations in Scotland. All of them are listed in this issue of *SVQ Update*, which also contains information about the SVQs which will be accredited in the near future.

The SVQs are grouped together by occupational area under a series of broad headings. The headings are:

- 001 Tending animals, plants and land
- 002 Extracting and providing natural resources
- 003 Constructing
- 004 Engineering
- 005 Manufacturing
- 006 Transporting
- 007 Providing goods and services
- 008 Providing health, social care and protective services
- 009 Providing business services
- 010 Communicating and entertaining
- 011 Developing and extending knowledge and skill

Where it will help you to see what is available in an occupational area, SVQs which are listed in the text are cross-referenced to other, similar SVQs which appear elsewhere. There is also an alphabetical index of the occupations covered by the SVQs at the end of *SVQ Update*.

The following pages list all SVQs accredited at the time of publication of this issue of *SVQ Update*. The listing is alphabetical in each area of competence. Where the alphabetical listing has separated SVQs in very similar occupational areas ('Assembled Furniture Production' from 'Upholstered Furniture Production', for instance) a 'see also' reference is given below the entry.

A sample entry is listed below, with an explanation beside each line. Some entries are ruled _____ . This indicates that the SVQ is available via different routes — for example, National Units or Workplace-Assessed Units — or via different awarding bodies.

SQA DEVOLVED AUTHORITY FOR EXTERNAL VERIFICATION AND FOR APPROVAL TO OFFER SVQS

Some centres have devolved authority from SQA as an awarding body for approving themselves to operate their own external verification system and/or to offer SVQs. This authority has been given to them in a quality contract, issued following a successful quality audit. Whether this devolved authority applies to SVQs depends on their individual quality assurance requirements. If it does apply, this is indicated to the left of the group award code by this symbol: ■ As an example, Commercial Horticulture at level 1, shown below, is devolvable.

When an SVQ is devolvable, centres with quality contracts giving authority for external verification and/or approval can carry out these functions themselves. Otherwise, the Scottish Qualifications Authority will be responsible for both these elements of quality assurance.

Sample SVQ listing

COMMERCIAL HORTICULTURE	= TITLE OF THE SVQ
Level 1	= level of the SVQ
SVQ	= content — SVQ Units, National Units, HN (Higher National Units)
31.12.2003	= date of review
■ G2RD 21	= code — as used in the Awards Processing System — and ■ to indicate the SVQ is devolvable
SQA	= awarding body or bodies — full names and addresses are listed in Section 10
£28.00	= fees information where available — see Section 6 for more information

AMENITY HORTICULTURE Level 1 SVQ 31.07.2002 G2RE 21 SQA & ILBAH £30.00	ANIMAL TRAINING Level 3 SVQ 31.07.2001 G3NV 23 SQA £33.00	ENVIRONMENTAL MANAGEMENT Level 4 SVQ 30.09.2002 G606 24 SQA & MCI & IM £60.50	FISHING VESSEL OPERATIONS Level 2 SVQ 30.06.2001 G30Y 22 SQA £30.00
AMENITY HORTICULTURE Level 2 SVQ 31.07.2002 Contact SQA for code SQA & ILBAH £32.00	G3NS 23 QFI & SQA Contact first awarding body	G60D 24 NEBS Management Contact awarding body	FISHING VESSEL OPERATIONS: INSHORE AREA Level 3 SVQ 30.06.2001 G3NX 23 SQA £33.00
AMENITY HORTICULTURE Level 3 SVQ 31.07.2002 Contact SQA for code SQA & ILBAH £35.00	ANIMAL WELFARE AND MANAGEMENT Level 3 SVQ 31.07.2001 G3NW 23 SQA £33.00	Management <i>For these qualifications, see area 009</i>	FISHING VESSEL OPERATIONS: LIMITED AREA Level 4 SVQ 30.06.2001 G4C4 24 SQA £38.50
AMENITY HORTICULTURE Level 4 SVQ 31.07.2002 G4C3 24 SQA & ILBAH £40.50	G3NT 23 QFI & SQA Contact first awarding body	EXTENSIVE CROP PRODUCTION Level 2 SVQ 31.07.2002 ■ G2YW 22 SQA £30.00	FISHING VESSEL OPERATIONS: UNLIMITED AREA Level 3 SVQ 30.06.2001 G3NY 23 SQA £33.00
AMENITY HORTICULTURE Level 2 SVQ 31.07.2002 G30J 22 SQA & ILBAH £32.00	CARING FOR ANIMALS Level 2 National Units 31.07.2001 G30T 22 SQA Cost of units	EXTENSIVE CROP PRODUCTION Level 3 SVQ 31.07.2002 ■ G3MW 23 SQA £33.00	FISHING VESSEL OPERATIONS: UNLIMITED AREA Level 4 SVQ 30.06.2001 G4C5 24 SQA £38.50
AMENITY HORTICULTURE: INTERIOR LANDSCAPING Level 2 SVQ 31.07.2002 G30H 22 SQA & ILBAH £32.00	G30W 22 QFI & SQA Contact first awarding body	FISH HUSBANDRY Level 2 SVQ 31.12.2000 ■ G310 22 SQA £30.00	FISHING VESSEL OPERATIONS: UNLIMITED AREA Level 4 SVQ 30.06.2001 G30E 22 SQA £30.00
AMENITY HORTICULTURE: SPORTS TURF Level 2 SVQ 31.07.2002 G30H 22 SQA & ILBAH £32.00	COMMERCIAL HORTICULTURE Level 1 SVQ 31.07.2002 ■ G2RD 21 SQA £28.00 <i>See also Mixed Farming — Area 001</i>	FISH HUSBANDRY Level 3 SVQ 31.12.2000 ■ G3PI 23 SQA £33.00	FLORISTRY Level 2 SVQ 31.05.2002 G30E 22 SQA £30.00
AMENITY HORTICULTURE: SPORTS TURF MAINTENANCE Level 3 SVQ 31.07.2002 G3NJ 23 SQA & ILBAH £35.00	DOG GROOMING Level 2 SVQ 31.07.2001 G5D0 22 QFI Contact awarding body	FISHING VESSEL ENGINEERING Level 2 SVQ 30.06.2001 G311 22 SQA £30.00	FLORISTRY Level 3 SVQ 31.05.2002 G3NF 23 SQA £33.00 <i>For Floristry qualification at Level 1 see Distributive Operations — area 007</i>
ANIMAL CARE Level 1 SVQ 31.07.2001 G2RG 21 SQA £28.00	ENVIRONMENTAL CONSERVATION: LANDSCAPES AND ECOSYSTEMS Level 2 SVQ 31.12.2000 G30G 22 SQA & ETO £42.10	FISHING VESSEL ENGINEERING Level 3 SVQ 30.06.2001 G3PO 23 SQA £33.00	FLORISTRY Level 4 SVQ 30.06.2001 G4C6 24 SQA £38.50
G2RK 21 QFI & SQA Contact first awarding body	ENVIRONMENTAL CONSERVATION: LANDSCAPES AND ECOSYSTEMS Level 3 SVQ 31.12.2000 G3NH 23 SQA & ETO £45.10		

FORESTRY
Level 1 SVQ 31.05.2001 G2PW 21 SQA & FASTCo £30.00
FORESTRY
Level 4 SVQ 31.05.2001 ■ G4BY 24 SQA & FASTCo £40.50
FORESTRY: CONTRACTING
Level 3 SVQ 31.05.2001 ■ G3MT 23 SQA £35.00
FORESTRY: ESTABLISHMENT AND MAINTENANCE
Level 2 SVQ 31.05.2001 ■ G2YS 22 SQA & FASTCo £32.00
FORESTRY: HARVESTING
Level 2 SVQ 31.05.2001 ■ G2YT 22 SQA & FASTCo £32.00
FORESTRY: SUPERVISING AND OPERATING
Level 3 SVQ 31.05.2001 ■ G3MS 23 SQA & FASTCo £35.00
GAMEKEEPING
Level 2 SVQ 31.05.2002 ■ G30V 22 SQA £30.00
GAMEKEEPING
Level 3 SVQ 31.05.2002 ■ G3NR 23 SQA £33.00

GENERAL AGRICULTURE
Level 1 SVQ 31.07.2002 ■ G2R9 21 SQA £28.00 <i>See also Mixed Farming — Area 001</i>
HORSE CARE
Level 1 SVQ 31.07.2001 G2RH 21 BHS Contact awarding body
HORSE CARE
Level 2 SVQ 31.07.2001 G30R 22 BHS Contact awarding body
HORSE CARE AND MANAGEMENT
Level 3 SVQ 31.07.2001 G3NN 23 BHS Contact awarding body
INTENSIVE CROP PRODUCTION
Level 2 SVQ 31.07.2002 ■ G2YV 22 SQA £30.00
INTENSIVE CROP PRODUCTION
Level 3 SVQ 31.07.2002 ■ G3MV 23 SQA £33.00
LIVESTOCK MARKETS: DROVING LIVESTOCK
Level 2 SVQ 30.09.2001 G306 22 NPTC & MTC Contact either awarding body
LIVESTOCK PRODUCTION
Level 2 SVQ 31.07.2002 ■ G2YX 22 SQA £30.00

LIVESTOCK PRODUCTION
Level 3 SVQ 31.07.2002 ■ G3MX 23 SQA £33.00
MIXED FARMING
Level 2 SVQ 31.07.2002 ■ G300 22 SQA £30.00
MIXED FARMING
Level 3 SVQ 31.07.2002 ■ G3NO 23 SQA £33.00 <i>See also General Agriculture/ Commercial Horticulture — area 001</i>
PET CARE AND SUPPLY
<i>For these qualifications see area 007</i>
POULTRY PRODUCTION
Level 2 SVQ 31.07.2002 ■ G2YY 22 SQA £30.00
POULTRY PRODUCTION
Level 3 SVQ 31.07.2002 ■ G3MY 23 SQA £33.00
SERVICE ENGINEERING (AGRICULTURAL AND GROUND CARE MACHINERY)
<i>For this qualification see area 004</i>
VETERINARY NURSING
Level 2 SVQ 31.12.2000 G30X 22 RCVS Contact awarding body
VETERINARY NURSING
Level 3 SVQ 31.12.2000 G3X1 23 RCVS Contact awarding body

BULK LIQUID WAREHOUSING

Level 2
SVQ
31.03.2001
G31F 22
SQA & PINTO
£32.00

CONTROLLING WATER OPERATIONS: PROCESS

Level 3
SVQ
31.03.2002
G3RO 23
SQA & CABWI
£38.00

DRILLING OPERATIONS: EXTRACTIVE AND MINERAL PROCESSING INDUSTRIES

Level 2
SVQ
31.08.2005
G5KJ 22
Epic Awarding Body
Contact awarding body

See also Construction and Civil Engineering: Roadbuilding — area 003

ELECTRICITY DISTRIBUTION AND TRANSMISSION ENGINEERING SUPPORT

Level 2
SVQ
31.08.2001
G325 22
ETA & SQA
Contact SQA

ELECTRICITY DISTRIBUTION AND TRANSMISSION ENGINEERING

Level 3
SVQ
31.08.2001
G3PY 23
ETA & SQA
Contact SQA

ENGINEERING TECHNOLOGY MANAGEMENT

Level 4
SVQ
31.08.2001
G4C7 24
OU
Contact awarding body

LABORATORY AND ASSOCIATED TECHNICAL ACTIVITIES

Level 2
SVQ
31.12.2001
G6J0 22
SQA & FDQC
£34.00

LABORATORY AND ASSOCIATED TECHNICAL ACTIVITIES

Level 3
SVQ
31.12.2001
G6J1 23
SQA & FDQC
£37.00

LABORATORY AND ASSOCIATED TECHNICAL ACTIVITIES

Level 4
SVQ
31.12.2001
G6J2 24
SQA & FDQC
£42.50

MAINTAINING ELECTRICITY GENERATION SYSTEMS

Level 2
SVQ
31.08.2001
Contact SQA for code
ETA & SQA
Contact SQA

MAINTAINING ELECTRICITY GENERATION SYSTEMS

Level 3
SVQ
31.08.2001
Contact SQA for code
ETA & SQA
Contact SQA

METER PROVING

Level 3
SVQ
31.10.2001
G3P9 23
SQA & PINTO
£35.00

MONITORING THE WATER ENVIRONMENT

Level 2
SVQ
31.03.2001
G322 22
SQA & CABWI
£35.00

NUCLEAR DECOMMISSIONING

Level 2
SVQ
31.12.2001
G324 22
ETA & SQA
Contact SQA

OFFSHORE DRILLING OPERATIONS

Level 1
SVQ
31.03.2001
G2RP 21
SQA & OPITO
£40.00

OFFSHORE DRILLING OPERATIONS

Level 2
SVQ
31.03.2001
G317 22
SQA & OPITO
£42.00

OFFSHORE DRILLING OPERATIONS

Level 3
SVQ
31.03.2001
G3P5 23
SQA & OPITO
£45.00

OPERATING HYDRO GENERATION SYSTEMS

Level 2
SVQ
31.08.2001
G615 22
ETA & SQA
Contact SQA

OPERATING MULTIPLE ELECTRICITY GENERATION SYSTEMS

Level 3
SVQ
31.08.2001
Contact SQA for code
ETA & SQA
Contact SQA

See also Operating Single Electricity Generation Systems — area 002

OPERATING PROCESS PLANT: SLUDGE

Level 2
SVQ
31.03.2005
G5HC 22
SQA & CABWI
£35.00

OPERATING PROCESS PLANT: WASTE WATER

Level 2
SVQ
31.03.2005
G5HD 22
SQA & CABWI
£35.00

OPERATING PROCESS PLANT: WATER

Level 2
SVQ
31.03.2005
G5HE 22
SQA & CABWI
£35.00

OPERATING SINGLE ELECTRICITY GENERATION SYSTEMS

Level 2
SVQ
31.08.2001
G31R 22
ETA & SQA
Contact SQA

See also Operating Multiple Electricity Generation Systems — area 002

PROCESS OPERATIONS

Level 2
SVQ
31.08.2005
G5K7 22
EPIC Awarding Body
Contact awarding body

See also Specialised Plant and Machinery Operations — area 002

PROCESSING OPERATIONS: HYDROCARBONS

Level 1
SVQ
31.03.2001
G2RM 21
SQA & OPITO
£40.00

PROCESSING OPERATIONS: HYDROCARBONS

Level 2
SVQ
31.03.2001
G316 22
SQA & OPITO
£42.00

PROCESSING OPERATIONS: HYDROCARBONS

Level 3
SVQ
31.03.2001
G3P3 23
SQA & OPITO
£45.00

PUBLIC UTILITIES DISTRIBUTION

Level 2
SVQ
31.03.2001
G31N 22
SQA & CABWI
£35.00

RADIATION PROTECTION SUPPORT

Level 2
SVQ
31.12.2001
G326 22
SQA
£30.00

See also Health and Safety — area 008

REFINERY CONTROL ROOM OPERATIONS
Level 3 SVQ 31.12.2000 G3P6 23 SQA & PINTO £35.00
REFINERY FIELD OPERATIONS
Level 2 SVQ 31.12.2000 G319 22 SQA & PINTO £32.00
SHOTFIRING OPERATIONS
Level 3 SVQ 31.08.2005 G5KH 23 Epic Awarding Body Contact Awarding Body <i>See also Construction and Civil Engineering: Roadbuilding — area 003</i>
SAFETY SERVICES: OIL AND GAS EXTRACTION
Level 2 SVQ 31.12.2001 ■ G60X 22 SQA & OPITO £42.00
SAFETY SERVICES: OFFSHORE
Level 3 SVQ 31.03.2001 ■ G3P4 23 SQA & OPITO £45.00
SPECIALISED PLANT AND MACHINERY OPERATIONS
Level 2 SVQ 31.08.2005 G5K6 22 Epic Awarding Body Contact awarding body
WATER INDUSTRY OPERATIONS: SEWERAGE MAINTENANCE
Level 2 SVQ 31.03.2002 G31P 22 SQA & CABWI £35.00

WELL SERVICES: ELECTRIC LOGGING
Level 2 SVQ 31.03.2001 Contact SQA for code SQA & OPITO £42.00
WELL SERVICES: ELECTRIC LOGGING
Level 3 SVQ 31.03.2001 Contact SQA for code SQA & OPITO £45.00
WELL SERVICES: MECHANICAL WIRELINE
Level 2 SVQ 31.03.2001 G315 22 SQA & OPITO £42.00
WELL SERVICES: TUBING OPERATIONS
Level 2 SVQ 31.03.2001 Contact SQA for code SQA & OPITO £42.00

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ARCHITECTURAL TECHNOLOGY Level 4 SVQ 31.07.2002 G5F7 24 SQA/CIOB/ICE/BIAT £42.50	BUILDING SITE MANAGEMENT Level 4 SVQ 31.07.2001 G6FV 24 SQA & CIOB & ICE £40.50	CONSTRUCTION AND CIVIL ENGINEERING SERVICES: PUBLIC UTILITIES DISTRIBUTION Level 2 SVQ 31.08.2005 G5K4 22 SQA & CITB £35.00	CONSTRUCTION: BRICKLAYING Level 3 SVQ 31.05.2001 G3S0 23 SQA & SBATC £35.00
BUILDING CONTROL Level 4 SVQ 28.02.2001 G4CF 24 SQA & ABBE £40.50	BUILDING SITE MANAGEMENT: CONSERVATION Level 4 SVQ 31.07.2002 G5HW 24 SQA & CIOB & ICE & COTAC £40.50	CONSTRUCTION AND CIVIL ENGINEERING SERVICES: GENERAL BUILDING OPERATIONS Level 2 SVQ 31.08.2005 G5K2 22 SQA & SBTAC £32.00 <i>See also Drilling Operations: Extractive and Mineral Processing Industries — area 002</i>	CONSTRUCTION: CARPENTRY AND JOINERY Level 2 SVQ 31.05.2001 G33D 22 SQA £30.00
BUILDING SERVICES ENGINEERING: BUYING Level 3 SVQ 31.07.2002 G3SW 23 SQA & SUMMIT & CIBSE £55.00	BUILDING SITE SUPERVISION Level 3 SVQ 31.07.2001 G6FT 23 SQA & CIOB & ICE £35.00	CONSERVATION CONSULTANCY Level 5 SVQ 31.07.2002 G5HV 25 SQA & CIOB & ICE & COTAC £78.00	CONSTRUCTION: CARPENTRY AND JOINERY Level 3 SVQ 31.05.2001 G3S4 23 SQA & SBATC £35.00
BUILDING SERVICES ENGINEERING: DESIGN Level 4 SVQ 31.07.2002 G4CM 24 SQA & SUMMIT & CIBSE £60.50	CONSTRUCTION AND CIVIL ENGINEERING SERVICES Level 1 SVQ 31.08.2005 G5K5 21 SQA & CITB £33.00	CONSTRUCTION CONTROL Level 4 SVQ 31.07.2002 G5HT 24 SQA & CIOB & ICE & COTAC £40.50	CONSTRUCTING CONTRACTING Level 3 SVQ 31.07.2002 Contact SQA for code SQA & CIOB & ICE £35.00
BUILDING SERVICES ENGINEERING: ESTIMATING Level 3 SVQ 31.07.2002 G3SX 23 SQA & SUMMIT & CIBSE £55.00	CONSTRUCTION AND CIVIL ENGINEERING SERVICES: CONSTRUCTION OPERATIONS Level 2 SVQ 31.08.2005 G5K1 22 SQA & CITB £35.00	CONSTRUCTION: ACCESSING OCCUPATIONS Level 1 SVQ 31.12.2000 G2S2 21 SQA & CITB £33.00	CONSTRUCTING CONTRACTING Level 4 SVQ 31.07.2002 Contact SQA for code SQA & CIOB & ICE £40.50
BUILDING SERVICES ENGINEERING: SERVICE AND MAINTENANCE MANAGEMENT Level 4 SVQ 31.07.2002 G4CN 24 SQA & SUMMIT & CIBSE £60.50	CONSTRUCTION AND CIVIL ENGINEERING SERVICES: HIGHWAYS MAINTENANCE Level 2 SVQ 31.08.2005 G5K3 22 SQA & CITB £35.00	CONSTRUCTION: APPLIED WATERPROOF MEMBRANES Level 2 SVQ 31.12.2000 G32W 22 SQA & CITB £35.00	CONSTRUCTION: DECORATIVE OCCUPATIONS Level 1 SVQ 31.05.2001 G2SE 21 SQA £28.00
BUILDING SERVICES ENGINEERING: SITE MANAGEMENT Level 4 SVQ 31.07.2002 G4CP 24 SQA & SUMMIT & CIBSE £60.50	CONSTRUCTION AND CIVIL ENGINEERING SERVICES: ROADBUILDING Level 2 SVQ 31.08.2005 G5K0 22 SQA & CITB £35.00	CONSTRUCTION: BRICKLAYING Level 2 SVQ 31.05.2001 G339 22 SQA £30.00	CONSTRUCTION: FACADE MAINTENANCE Level 2 SVQ 31.12.2000 G33P 22 SQA & CITB £35.00
BUILDING SERVICES ENGINEERING: SUPERVISION Level 3 SVQ 31.07.2002 G3SY 23 SQA & SUMMIT & CIBSE £55.00	G5KK 22 Epic Awarding Body Contact awarding body		CONSTRUCTION: FLOORCOVERING OCCUPATIONS Level 1 SVQ 31.12.2000 Contact SQA for code SQA & CITB £33.00

CONSTRUCTION: FLOORCOVERING OCCUPATIONS Level 2 SVQ 31.12.2000 Contact SQA for code SQA & CITB £35.00	CONSTRUCTION PLANT AND EQUIPMENT MANAGEMENT Level 4 SVQ 31.03.2002 ■ G4C9 24 SQA £38.50	CONSTRUCTION: ROOF SHEETING AND CLADDING Level 2 SVQ 31.12.2000 G32N 22 SQA & CITB £35.00	CONSTRUCTION: STONEMASONRY Level 2 SVQ 31.05.2001 G33B 22 SQA £30.00
CONSTRUCTION: FORMWORKING Level 2 SVQ 31.12.2000 G32M 22 SQA & CITB £35.00	CONSTRUCTION PLANT AND EQUIPMENT SUPERVISION Level 3 SVQ 31.03.2002 ■ G3R2 23 SQA £33.00	CONSTRUCTION: ROOF SLATING, TILING AND CEMENT WORK Level 2 SVQ 31.05.2001 G33A 22 SQA £30.00	CONSTRUCTION: STONEMASONRY Level 3 SVQ 31.05.2001 G3S2 23 SQA & SBATC £35.00
CONSTRUCTION: FORMWORKING Level 3 SVQ 31.12.2000 G3RV 23 SQA & CITB £38.00	CONSTRUCTION: PLANT MAINTENANCE Level 1 SVQ 31.07.2002 G62X 21 SQA & CITB £33.00	CONSTRUCTION: ROOF SLATING, TILING AND CEMENT WORK Level 3 SVQ 31.05.2001 G3S1 23 SQA & SBATC £35.00	CONSTRUCTION: THATCHING Level 2 SVQ 31.12.2000 G33E 22 SQA & CITB £35.00
CONSTRUCTION: GLAZING Level 1 SVQ 31.05.2001 G2SD 21 SQA £28.00	CONSTRUCTION: PLANT MAINTENANCE Level 2 SVQ 31.07.2002 G62B 22 SQA & CITB £35.00	CONSTRUCTION: SCAFFOLDING Level 2 SVQ 31.03.2001 G32X 22 SQA & CITB £35.00	CONSTRUCTION: TRACKWORKING Level 2 SVQ 31.07.2001 G608 22 SQA & CITB £35.00
CONSTRUCTION: GLAZING Level 2 SVQ 31.05.2001 G341 22 SQA £30.00	CONSTRUCTION: PLANT MAINTENANCE Level 3 SVQ 31.07.2002 G62C 23 SQA & CITB £38.00	CONSTRUCTION: SCAFFOLDING Level 3 SVQ 31.03.2001 G3RX 23 SQA & CITB £38.00	CONSTRUCTION: TROWEL OCCUPATIONS Level 1 SVQ 31.05.2001 G2S6 21 SQA £28.00
CONSTRUCTION: GLAZING Level 3 SVQ 31.05.2001 G3SF 23 SQA & SBATC £35.00	CONSTRUCTION: PLASTERING Level 2 SVQ 31.05.2001 G340 22 SQA £30.00	CONSTRUCTION: SPECIALIST OPERATIONS Level 3 SVQ 31.07.2001 G3S5 23 SQA & CITB £38.00	CONSTRUCTION: WALL AND FLOOR TILING Level 2 SVQ 31.05.2001 G342 22 SQA £30.00
CONSTRUCTION: PAINTING AND DECORATING Level 2 SVQ 31.05.2001 G33Y 22 SQA £30.00	CONSTRUCTION: PLASTERING Level 3 SVQ 31.05.2001 G3SE 23 SQA & SBATC £35.00	CONSTRUCTION: SPECIALISED PLANT AND MACHINERY OPERATIONS Level 1 SVQ 31.07.2002 G5F8 21 SQA & CITB £33.00	CONSTRUCTION: WALL AND FLOOR TILING Level 3 SVQ 31.05.2001 G3SG 23 SQA & SBATC £35.00
CONSTRUCTION: PAINTING AND DECORATING Level 3 SVQ 31.05.2001 G3SD 23 SQA & SBATC £35.00	CONSTRUCTION PROJECT MANAGEMENT Level 5 SVQ 31.12.2000 G4KP 25 CPMG Contact awarding body	CONSTRUCTION: SPECIALISED PLANT AND MACHINERY OPERATIONS Level 2 SVQ 31.07.2002 G5F8 22 SQA & CITB £35.00	CONSTRUCTION: WOOD MACHINING Level 1 SVQ 31.05.2001 G2S5 21 SQA £28.00

CONSTRUCTION: WOOD MACHINING
Level 2 SVQ 31.05.2001 G33C 22 SQA £30.00
CONSTRUCTION: WOOD MACHINING
Level 3 SVQ 31.05.2001 G3S3 23 SQA & SBATC £35.00
CONSTRUCTION: WOOD OCCUPATIONS
Level 1 SVQ 31.05.2001 G2S4 21 SQA £28.00
FENCE ERECTION
Level 2 SVQ 31.12.2000 G33X 22 NFTA/SQA Contact first awarding body
GAS NETWORK ENGINEERING
Level 3 SVQ 31.07.2001 G5F9 23 SQA £33.00
HIGHWAYS MAINTENANCE
Level 3 SVQ 31.12.2001 ■ G3RT 23 SQA £33.00
HIGHWAYS MAINTENANCE
Level 4 SVQ 31.12.2001 G4CK 24 SQA & TVG £40.50 <i>See also Construction: Roadbuilding — area 003</i>
INSTALLING AND COMMISSIONING ELECTROTECHNICAL SYSTEMS: ELECTRICIAN
Level 3 SVQ 31.05.2004 G6H6 23 SQA & SJIB £35.00

MECHANICAL ENGINEERING SERVICES: DOMESTIC GAS APPLIANCES: INSTALLATION
Level 2 SVQ 31.07.2001 G6HG 22 SQA £28.00
MECHANICAL ENGINEERING SERVICES: DOMESTIC GAS APPLIANCES: INSTALLATION
Level 3 SVQ 31.07.2001 G6HN 23 SQA £33.00
MECHANICAL ENGINEERING SERVICES: DOMESTIC GAS APPLIANCES: MAINTENANCE
Level 2 SVQ 31.07.2001 G6HF 22 SQA £30.00
MECHANICAL ENGINEERING SERVICES: DOMESTIC GAS APPLIANCES: MAINTENANCE
Level 3 SVQ 31.07.2001 G6HH 23 SQA £33.00
MECHANICAL ENGINEERING SERVICES: HEATING AND VENTILATING INSTALLATION
Level 2 SVQ 31.07.2001 Contact SQA for code SQA & ESTTL Contact first awarding body
MECHANICAL ENGINEERING SERVICES: HEATING AND VENTILATING INSTALLATION
Level 3 SVQ 31.07.2001 Contact SQA for code SQA & ESTTL Contact first awarding body
MECHANICAL ENGINEERING SERVICES: MAINTENANCE OF SYSTEM COMPONENTS
Level 2 SVQ 31.07.2001 G34C 22 SQA & ESTTL Contact first awarding body

MECHANICAL ENGINEERING SERVICES: PLUMBING
Level 2 National Units 31.07.2001 G347 22 SQA & SNIJIB Cost of units + £4.00
MECHANICAL ENGINEERING SERVICES: PLUMBING
Level 3 National Units 31.07.2001 G3SM 23 SQA & SNIJIB Cost of units + £4.00
MECHANICAL ENGINEERING SERVICES: RECTIFICATION OF SYSTEMS
Level 3 SVQ 31.07.2001 G3SS 23 SQA & ESTTL Contact first awarding body Mechanical Engineering Services <i>See also area 004</i>
PROPERTY MANAGEMENT
Level 4 SVQ 28.02.2001 G4CH 24 SQA & ABBE £40.50
ROAD SAFETY
Level 3 SVQ 31.01.2002 SQA & TVG G6HA 23 £35.00
ROAD SAFETY
Level 4 SVQ 31.01.2002 SQA & TVG G6HB 24 £40.50
SITE INSPECTION
Level 3 SVQ 28.02.2001 Contact SQA for code SQA & ICoW £35.00
SPATIAL DATA MANAGEMENT
Level 4 SVQ 28.02.2001 G4CG 24 SQA & ABBE £40.50

SURVEYING SUPPORT
Level 3 SVQ 30.06.2002 Contact SQA for code SQA & ABBE £35.00
TOWN PLANNING SUPPORT
Level 3 SVQ 28.02.2001 Contact SQA for code SQA & ABBE £35.00
TRAFFIC MANAGEMENT AND SYSTEMS ENGINEERING
Level 4 SVQ 31.12.2001 G4CA 24 SQA & TVG £40.50
TRANSPORT PLANNING
Level 5 SVQ 31.12.2001 G4KR 25 SQA & TVG £78.00
VALUATION
Level 4 SVQ 28.02.2001 G4CJ 24 SQA & ABBE £40.50

BOAT OUTFITTING Level 2 SVQ 31.07.2002 G36R 22 EAL Contact awarding body	ENGINEERING ASSEMBLY Level 1 SVQ 30.09.2001 G2SX 21 EAL Contact awarding body	ENGINEERING CONSTRUCTION: MAINTAINING PLANT AND EQUIPMENT Level 3 SVQ 31.07.2002 G3XO 23 ECITB Contact awarding body	ENGINEERING INSTALLATION AND COMMISSIONING Level 3 SVQ 31.07.2002 G6G5 23 EAL Contact awarding body
BOAT REPAIR Level 2 SVQ 31.07.2002 G36S 22 EAL Contact awarding body	ENGINEERED SYSTEMS MAINTENANCE Level 3 SVQ ● 31.07.2002 Contact SQA for code EAL Contact awarding body	ENGINEERING CONSTRUCTION: NON-DESTRUCTIVE TESTING Level 3 SVQ 31.07.2002 G624 23 ECITB Contact awarding body	ENGINEERING MAINTENANCE Level 2 SVQ 31.07.2002 G36B 22 SQA & OPITO £42.00
BOATBUILDING Level 2 SVQ 31.07.2002 G36P 22 EAL Contact awarding body	ENGINEERING CONSTRUCTION: CONSTRUCTING CAPITAL PLANT STEEL STRUCTURES Level 3 SVQ 30.09.2001 G3X5 23 ECITB Contact awarding body	G6FG 23 TWI Contact awarding body	G364 22 EAL Contact awarding body
CO-ORDINATING AUTOMOTIVE MAINTENANCE Level 4 SVQ 31.07.2002 G4CS 24 AMD Contact awarding body	ENGINEERING CONSTRUCTION: DESIGN AND DRAUGHTING Level 3 SVQ 31.07.2002 G3X3 23 ECITB Contact awarding body	ENGINEERING CONSTRUCTION: SUPPORTING ENGINEERING Level 2 SVQ 31.07.2002 G623 22 ECITB Contact awarding body	G367 22 EAL & MOD Contact first awarding body
DIRECTING AUTOMOTIVE MAINTENANCE Level 5 SVQ 31.07.2002 G4KS 25 AMD Contact awarding body	ENGINEERING CONSTRUCTION: FABRICATING STEEL STRUCTURES Level 3 SVQ 31.07.2002 G3WX 23 ECITB Contact awarding body	ENGINEERING DESIGN Level 3 SVQ 31.07.2002 G3X4 23 EAL Contact awarding body	G6FW 22 City & Guilds Contact awarding body
ELECTRICAL AND ELECTRONICS SERVICING Level 2 SVQ 31.07.2002 ■ G36L 22 SQA £30.00	ENGINEERING CONSTRUCTION: INSTALLING PLANT AND SYSTEMS Level 3 SVQ 31.07.2002 G3WY 23 ECITB Contact awarding body	ENGINEERING FINISHING Level 1 SVQ 30.09.2001 G2SV 21 EAL Contact awarding body	ENGINEERING MAINTENANCE Level 3 SVQ 31.07.2002 G3X2 23 SQA & OPITO £45.00
G36M 22 EAL Contact awarding body	ENGINEERING CONSTRUCTION: JOINING MATERIALS BY WELDING Level 3 SVQ 31.07.2002 G3WK 23 ECITB Contact awarding body	ENGINEERING FOUNDATION Level 2 SVQ 31.03.2001 G352 22 EAL Contact awarding body	G3WL 23 EAL Contact awarding body
ELECTRICAL AND ELECTRONICS SERVICING Level 3 SVQ 31.07.2002 ■ G3XP 23 SQA £33.00	See also <i>Joining Materials by Welding</i> — area 004	G35P 22 EAL & MOD Contact first awarding body	G3WP 23 EAL & MOD Contact first awarding body
G3XR 23 EAL Contact awarding body		ENGINEERING INSTALLATION AND COMMISSIONING Level 2 SVQ 31.07.2002 G6G4 22 EAL Contact awarding body	G6FX 23 City & Guilds Contact awarding body
ELECTRONIC PRODUCT ASSEMBLY Level 1 SVQ 30.09.2001 G2TH 21 EAL Contact awarding body			ENGINEERING MANUFACTURE: FOUNDATION Level 2 SVQ 31.03.2001 G38E 22 EAL Contact awarding body

ENGINEERING PRODUCTION
Level 2 SVQ 31.07.2002 G365 22 EAL Contact awarding body
G368 22 EAL & MOD Contact first awarding body
G6FY 22 City & Guilds Contact awarding body
ENGINEERING PRODUCTION
Level 3 SVQ 31.07.2002 G3WM 23 EAL Contact awarding body
G3WR 23 EAL & MOD Contact first awarding body
G6GO 23 City & Guilds Contact awarding body
<i>Fishing Vessel Engineering For these qualifications see area 001</i>
FRP LAMINATION
Level 2 SVQ 31.07.2002 G370 22 EAL Contact awarding body
INSTALLING AND MAINTAINING AERIAL EQUIPMENT AND ASSOCIATED FEEDERS
Level 2 SVQ 31.12.2000 G36H 22 SQA & Intellect £42.00
INSTALLING FIBRE OPTIC COMMUNICATIONS LINKS
Level 1 SVQ 31.12.2000 G2TK 21 SQA & Intellect £40.00
<i>See also Operating and Maintaining the Performance of Telecommunications Equipment/Repair Cellular Terminal Equipment — area 004</i>

JOINING MATERIALS BY WELDING
Level 1 SVQ 30.09.2001 G2SN 21 EAL Contact awarding body
G2TD 21 City & Guilds Contact awarding body
<i>See also Engineering Construction: Joining Materials by Welding — area 004</i>
MAINTAINING AUTOMOTIVE VEHICLES
Level 1 SVQ 31.07.2002 G2TE 21 AMD Contact awarding body
MAINTAINING AUTOMOTIVE VEHICLES
Level 2 SVQ 31.07.2002 G36A 22 AMD Contact awarding body
MAINTAINING AUTOMOTIVE VEHICLES: BODY STRUCTURES AND CLADDINGS
Level 3 SVQ 31.07.2002 G3WW 23 AMD Contact awarding body
MAINTAINING AUTOMOTIVE VEHICLES: ELECTRICAL/ELECTRONIC
Level 3 SVQ 31.07.2002 G3WV 23 AMD Contact awarding body
MAINTAINING AUTOMOTIVE VEHICLES: MECHANICAL
Level 3 SVQ 31.07.2002 G3WT 23 AMD Contact awarding body

MECHANICAL ENGINEERING SERVICES: AMMONIA REFRIGERATION SYSTEMS
Level 3 SVQ 31.07.2001 G3WG 23 SQA & ESTTL & ACRIB £52.75
MECHANICAL ENGINEERING SERVICES: COMMERCIAL AND INDUSTRIAL AIR CONDITIONING SYSTEMS
Level 3 SVQ 31.07.2001 G3WJ 23 SQA & ESTTL & ACRIB £52.75
MECHANICAL ENGINEERING SERVICES: COMMERCIAL AND INDUSTRIAL REFRIGERATION SYSTEMS OTHER THAN AMMONIA
Level 3 SVQ 31.07.2001 G3WH 23 SQA & ESTTL & ACRIB £52.75
MECHANICAL ENGINEERING SERVICES: SMALL COMMERCIAL REFRIGERATION AND AIR CONDITIONING SYSTEMS
Level 2 SVQ 31.07.2001 G363 22 SQA & ESTTL & ACRIB £49.75
<i>Mechanical Engineering Services See also area 003</i>
MERCHANT VESSEL ENGINEERING
Level 3 SVQ 30.06.2001 G3XY 23 SQA £33.00
MERCHANT VESSEL ENGINEERING
Level 4 SVQ 30.06.2001 G4CX 24 SQA £38.50

MERCHANT VESSEL OPERATIONS
Level 2 SVQ 30.06.2001 G371 22 SQA £30.00
MERCHANT VESSEL OPERATIONS
Level 3 SVQ 30.06.2001 G3XX 23 SQA £33.00
MERCHANT VESSEL OPERATIONS
Level 4 SVQ 30.06.2001 G4CW 24 SQA £38.50
<i>See also Fishing Vessel Engineering/Operations — area 001</i>
MOTORCYCLE MECHANICAL AND ELECTRONIC SYSTEMS: MAINTENANCE AND REPAIR
Level 3 SVQ 31.12.2000 ■ G3W9 23 SQA £33.00
G3VL 23 City & Guilds Contact awarding body
G3VS 23 IMI Contact awarding body
OPERATING AND MAINTAINING THE PERFORMANCE OF TELECOMMUNICATIONS EQUIPMENT
Level 3 SVQ 31.12.2000 G3XJ 23 SQA & Intellect £45.00
<i>See also Installing and Maintaining Aerial Equipment/Repair Cellular Terminal Equipment — area 004</i>

<p>PERFORMING ENGINEERING OPERATIONS</p> <p>Level 1 SVQ ● 31.07.2002 SQA G5KY 21 £28.00</p> <hr/> <p>G5L0 21 EAL Contact awarding body</p>	<p>PROVIDING A TELECOMMUNICATIONS SERVICE</p> <p>Level 2 SVQ 31.12.2000 G36K 22 SQA & Intellect £42.00</p>	<p>ROADSIDE ASSISTANCE AND RECOVERY</p> <p>Level 2 SVQ ● 31.07.2005 Contact SQA for code City & Guilds Contact awarding body</p> <hr/> <p>Contact SQA for code IMI Contact awarding body</p>	<p>TECHNICAL SERVICES</p> <p>Level 2 SVQ 31.07.2002 G366 22 EAL Contact awarding body</p> <hr/> <p>G369 22 EAL & MOD Contact first awarding body</p> <hr/> <p>G6G1 22 City & Guilds Contact awarding body</p>
<p>PERFORMING ENGINEERING OPERATIONS</p> <p>Level 2 SVQ ● 31.07.2002 SQA G5KY 22 £30.00</p> <hr/> <p>G5L0 22 EAL Contact awarding body</p>	<p>PROVIDING A TELECOMMUNICATIONS SERVICE</p> <p>Level 3 SVQ 31.12.2000 G3XN 23 SQA & Intellect £45.00</p> <p>Rail Transport Engineering Maintenance <i>For these qualifications see area 006</i></p>	<p>ROADSIDE ASSISTANCE AND RECOVERY</p> <p>Level 3 SVQ ● 31.07.2005 Contact SQA for code City & Guilds Contact awarding body</p> <hr/> <p>Contact SQA for code IMI Contact awarding body</p>	<p>TECHNICAL SERVICES</p> <p>Level 3 SVQ 31.07.2002 G3WS 23 EAL & MOD Contact first awarding body</p> <hr/> <p>G3WN 23 EAL Contact awarding body</p>
<p>PRINTED CIRCUIT BOARD ASSEMBLY</p> <p>Level 1 SVQ 30.09.2001 G2TF 21 EAL Contact awarding body</p> <p><i>See also Surface Mount Technology — area 004</i></p>	<p>REPAIR CELLULAR TERMINAL EQUIPMENT</p> <p>Level 3 SVQ 31.12.2000 G3XK 23 SQA & Intellect £45.00</p> <p><i>See also Installing and Maintaining Aerial Equipment/Operating and Maintaining the Performance of Telecommunications Equipment — area 004</i></p>	<p>SERVICE ENGINEERING (AGRICULTURE AND GROUND CARE MACHINERY)</p> <p>Level 2 SVQ 31.07.2002 Contact SQA for code SQA & BAGMA £37.00</p>	<p>TECHNICAL SERVICES</p> <p>G6G2 23 City & Guilds Contact awarding body</p>
<p>PROCESS ENGINEERING MAINTENANCE</p> <p>Level 2 SVQ 31.07.2002 G6K9 22 VQSET & SQA Contact first awarding body</p>	<p>RIGGING</p> <p>Level 1 SVQ 30.09.2001 G2T2 21 EAL Contact awarding body</p>	<p>SERVICE ENGINEERING (AGRICULTURE AND GROUND CARE MACHINERY)</p> <p>Level 3 SVQ 31.07.2002 Contact SQA for code SQA & BAGMA £40.00</p> <p><i>See also Amenity Horticulture/Commercial Horticulture — area 001</i></p>	<p>VEHICLE BODY AND PAINT OPERATIONS</p> <p>Level 2 SVQ ● 31.07.2005 Contact SQA for code City & Guilds Contact awarding body</p> <hr/> <p>Contact SQA for code IMI Contact awarding body</p>
<p>PROCESS ENGINEERING MAINTENANCE</p> <p>Level 3 SVQ 31.07.2002 G6KA 23 VQSET & SQA Contact first awarding body</p>	<p>RIGGING</p> <p>Level 2 SVQ 30.09.2001 G355 22 EAL Contact awarding body</p>	<p>SURFACE MOUNT TECHNOLOGY AND AUTOMATIC ASSEMBLY OF PCBs</p> <p>Level 1 SVQ 30.09.2001 G2TG 21 EAL Contact awarding body</p> <p><i>See also Printed Circuit Board Assembly — area 004</i></p>	<p>VEHICLE BODY AND PAINT OPERATIONS</p> <p>Level 3 SVQ ● 31.07.2005 Contact SQA for code City & Guilds Contact awarding body</p> <hr/> <p>Contact SQA for code IMI Contact awarding body</p>
<p>PROJECT CONTROL</p> <p>Level 4 SVQ 31.12.2000 G4CR 24 ECITB Contact awarding body</p>	<p>RIGGING</p> <p>Level 3 SVQ 30.09.2001 G3TX 23 EAL Contact awarding body</p>		<p>VEHICLE BODY FITTING</p> <p>Level 2 SVQ 31.12.2000 ■ G361 22 SQA £30.00</p>

VEHICLE BODY REFINISHING

Level 3
SVQ
31.12.2000
■ G3WB 23
SQA
£33.00
City & Guilds

VEHICLE BODY REPAIR

Level 3
SVQ
31.12.2000
■ G3WA 23
SQA
£33.00

VEHICLE FITTING

Level 1
SVQ
● 31.07.2005
Contact SQA for code
City & Guilds
Contact awarding body

Contact SQA for code
IMI
Contact awarding body

VEHICLE FITTING

Level 2
SVQ
● 31.07.2005
Contact SQA for code
City & Guilds
Contact awarding body

Contact SQA for code
IMI
Contact awarding body

**VEHICLE MAINTENANCE
(VEHICLE VALETING)**

Level 1
31.07.2005
● G5L8 21
City & Guilds
Contact awarding body

G5M4 21
IMI
Contact awarding body

**VEHICLE MAINTENANCE AND
REPAIR**

Level 2
SVQ
● 31.07.2005
Contact SQA for code
City & Guilds
Contact awarding body

Contact SQA for code
IMI
Contact awarding body

**VEHICLE MAINTENANCE AND
REPAIR**

Level 3
SVQ
● 31.07.2005
Contact SQA for code
City & Guilds
Contact awarding body

Contact SQA for code
IMI
Contact awarding body

**VEHICLE MAINTENANCE:
SERVICE REPLACEMENT**

Level 1
SVQ
31.12.2000
G2T3 21
SQA & MITC
£34.00

**VEHICLE MAINTENANCE:
SERVICE REPLACEMENT**

Level 2
SVQ
31.12.2000
G35B 22
SQA & MITC
£36.00

**VEHICLE MECHANICAL AND
ELECTRONIC SYSTEMS:
MAINTENANCE AND REPAIR:
HEAVY VEHICLE**

Level 3
SVQ
31.12.2000
■ G3WD 23
SQA
£33.00

**VEHICLE MECHANICAL AND
ELECTRONIC SYSTEMS:
MAINTENANCE AND REPAIR:
LIGHT VEHICLE**

Level 3
SVQ
31.12.2000
■ G3WC 23
SQA
£33.00

**VEHICLE MECHANICAL AND
ELECTRONIC SYSTEMS UNIT
REPLACEMENT: LIGHT VEHICLE**

Level 2
SVQ
31.12.2000
■ G362 22
SQA
£30.00

*See also Vehicle Parts
Distribution and Supply —
area 007*

ANALYTICAL CHEMISTRY Level 5 SVQ 31.07.2002 G5HL 25 VQSET & SQA Contact first awarding body	FENESTRATION INSTALLATION AND SURVEYING Level 2 SVQ 31.03.2002 G6FJ 22 GQA Contact awarding body	GLASS MANUFACTURING Level 2 SVQ 31.03.2002 G6FP 22 GQA Contact awarding body	LABORATORY TECHNICIAN: WORKING IN EDUCATION Level 3 SVQ 31.08.2001 G61C 23 VQSET & SQA Contact first awarding body
AUTOMOTIVE GLAZING Level 2 SVQ 31.03.2002 G6FN 22 GQA Contact awarding body	FENESTRATION INSTALLATION AND SURVEYING Level 3 SVQ 31.03.2002 G6FK 23 GQA Contact awarding body	GLASS MANUFACTURING Level 3 SVQ 31.03.2002 G6FL 23 GQA Contact awarding body	LEATHER PRODUCTION Level 2 SVQ 31.12.2001 G389 22 LPIVQB Contact awarding body
AUTOMOTIVE GLAZING Level 3 SVQ 31.03.2002 G6FH 23 GQA Contact awarding body	FOOD AND DRINK MANUFACTURING OPERATIONS Level 1 SVQ 31.03.2001 G2VC 21 SQA & FDQC £32.00	GLASS PROCESSING Level 2 SVQ 31.03.2002 G6FR 22 GQA Contact awarding body	MANAGING WASTE COLLECTION OPERATIONS Level 4 SVQ 31.12.2002 G610 24 SQA & WAMITAB £45.50
BAKERY SERVICES Level 2 SVQ 31.12.2001 G37S 22 SAMB & SQA £21.30 Contact SAMB for centre fees	FOOD AND DRINK MANUFACTURING OPERATIONS Level 2 SVQ 31.03.2001 G38C 22 SQA & FDQC £34.00	GLASS PROCESSING Level 3 SVQ 31.03.2002 G6FM 23 GQA Contact awarding body	MANUFACTURING SEWN PRODUCTS Level 1 SVQ 31.08.2002 Contact SQA for code SQA & NTTG £35.00
CARTON MANUFACTURE Level 2 SVQ 31.01.2001 G37P 22 SQA & SPEF £37.00	FOOD AND DRINK MANUFACTURING OPERATIONS Level 3 SVQ 31.03.2001 G3YM 23 SQA & FDQC £37.00	LABORATORY AND ASSOCIATED TECHNICAL ACTIVITIES Level 2 SVQ 31.12.2001 G6H7 22 VQSET & SQA Contact first awarding body	QFI & SQA Contact first awarding body G2V0 21
CARTON MANUFACTURE Level 3 SVQ 31.01.2001 G3YE 23 SQA & SPEF £40.00	FOOD AND DRINK MANUFACTURING OPERATIONS Level 4 SVQ 30.04.2001 G4D7 24 SQA & FDQC £42.50	LABORATORY AND ASSOCIATED TECHNICAL ACTIVITIES Level 3 SVQ 31.12.2001 G6H8 23 VQSET & SQA Contact first awarding body	MANUFACTURING SEWN PRODUCTS Level 2 SVQ 31.08.2002 Contact SQA for code SQA & NTTG £37.00
CRAFT BAKING Level 2 SVQ 28.02.2002 G37R 22 SAMB & SQA £21.30 Contact SAMB for centre fees	FOOD AND DRINK MANUFACTURING OPERATIONS: DISTILLING Level 1 SVQ 30.06.2001 G2VD 21 SQA & DIVQ £37.30	LABORATORY AND ASSOCIATED TECHNICAL ACTIVITIES Level 4 SVQ 31.12.2001 G6H9 24 VQSET & SQA Contact first awarding body	QFI & SQA Contact first awarding body G382 22
CRAFT BAKING: TECHNICAL OPERATIONS Level 3 SVQ 31.03.2001 G3YD 23 SAMB & SQA £24.20 Contact SAMB for centre fees	FOOD AND DRINK MANUFACTURING OPERATIONS: DISTILLING Level 2 SVQ 30.06.2001 G38D 22 SQA & DIVQ £39.30	LABORATORY TECHNICIAN: WORKING IN EDUCATION Level 2 SVQ 31.08.2001 G61B 22 VQSET & SQA Contact first awarding body	MANUFACTURING TEXTILES Level 1 SVQ 31.03.2001 G2V9 21 SQA & NTTG £35.00
ENGINEERING MANUFACTURE <i>For these qualifications see area 004</i>			MANUFACTURING TEXTILES Level 2 SVQ 30.04.2001 G388 22 SQA & NTTG £37.00
			G383 22 QFI & SQA Contact first awarding body

MANUFACTURING TEXTILES Level 3 SVQ 31.08.2003 G607 23 SQA & NTTG £40.00	MEAT PROCESSING TECHNICAL OPERATIONS Level 3 SVQ 31.03.2001 G3YF 23 SQA & MTC £40.00	POLYMER PROCESSING AND RELATED OPERATIONS Level 2 SVQ 31.03.2001 G5EG 22 BPTA Contact awarding body	PROCESS OPERATIONS: TECHNICAL SUPPORT — CHEMICAL AND PHARMACEUTICAL Level 3 SVQ 31.12.2001 G3YR 23 VQSET & SQA Contact first awarding body
G60T 23 QFI & SQA 31.01.2003 Contact first awarding body	PAPER MANUFACTURING Level 2 SVQ 31.12.2001 G37T 22 SQA & PETC £41.10	POLYMER PROCESSING AND RELATED OPERATIONS Level 3 SVQ 31.03.2001 G5EG 23 BPTA Contact awarding body	PRODUCTION OF GLASS SUPPORTING FABRICATIONS Level 2 SVQ 31.03.2002 G6FS 22 GQA Contact awarding body
MEAT AND POULTRY BUTCHERY OPERATIONS Level 2 SVQ 31.12.2001 G6HK 22 SQA & MTC £37.00	PAPER MANUFACTURING Level 3 SVQ 31.07.2001 G3YG 23 SQA & PETC £44.10	PROCESS MANUFACTURE: CHEMICALS Level 2 SVQ 31.07.2001 G38X 22 VQSET & SQA Contact first awarding body	SIGNMAKING Level 2 SVQ 31.07.2002 G397 22 BPTA & BSA Contact first awarding body
MEAT AND POULTRY PLANT OPERATIONS Level 2 SVQ 31.12.2001 G6HJ 22 SQA & MTC £37.00	PERFORMING MANUFACTURING OPERATIONS Level 1 SVQ 31.12.2001 G2VE 21 SQA £28.00	PROCESS MANUFACTURE: CHEMICALS Level 3 SVQ 31.07.2001 G3YX 23 VQSET & SQA Contact first awarding body	SIGNMAKING Level 3 SVQ 30.06.2001 G609 23 BPTA & BSA Contact first awarding body
MEAT AND MEAT BASED PRODUCTS SALES AND DISTRIBUTION Level 2 SVQ 31.12.2001 Contact SQA for code SQA & MTC £37.00	G2VJ 21 QFI & SQA Contact first awarding body	PROCESS OPERATIONS: CHEMICAL AND PHARMACEUTICAL Level 1 SVQ 31.12.2001 G2VK 21 VQSET & SQA Contact first awarding body	WASTE MANAGEMENT OPERATIONS Level 1 SVQ 31.03.2002 G612 21 SQA & WAMITAB £35.00
MEAT AND POULTRY PROCESSING AND MANUFACTURING OPERATIONS Level 2 SVQ 31.08.2005 G6HL 22 SQA & MTC £37.00	G2VF 21 EAL Contact awarding body	PROCESS OPERATIONS: CHEMICAL AND PHARMACEUTICAL Level 2 SVQ 31.12.2001 G38P 22 VQSET & SQA Contact first awarding body	WASTE MANAGEMENT OPERATIONS Level 2 SVQ 31.03.2002 G613 22 SQA & WAMITAB £37.00
MEAT PROCESSING Level 1 SVQ 31.03.2001 G2TS 21 SQA & MTC £35.00	PERFORMING MANUFACTURING OPERATIONS Level 2 SVQ 31.12.2001 G38J 22 SQA £30.00	PROCESS OPERATIONS: CHEMICAL AND PHARMACEUTICAL Level 3 National Units 31.12.2001 G3YP 23 VQSET & SQA Contact first awarding body	WASTE MANAGEMENT SUPERVISION Level 3 SVQ 31.03.2002 G611 23 SQA & WAMITAB £40.00
MEAT PROCESSING MANAGEMENT: TECHNICAL AND PRODUCTION Level 4 SVQ 31.10.2001 G4D6 24 SQA & MTC £45.50	G2VH 21 City & Guilds Contact awarding body	PROCESS OPERATIONS: CHEMICAL AND PHARMACEUTICAL Level 1 SVQ 31.03.2001 G5EG 21 BPTA Contact awarding body	

ASSISTING IN ROAD HAULAGE AND DISTRIBUTION OPERATIONS

Level 1
SVQ
31.12.2000

- G2VW 21
SQA & RHDTC
£49.10

See also Organising Road Transport/Transporting Goods by Road — area 006, Performing Road Haulage & Distribution Operations — area 007

DRIVING INSTRUCTION

Level 3
SVQ
31.03.2001

- G405 23
SQA
£33.00

G403 23
AMD
Contact awarding body

ORGANISING ROAD TRANSPORT OPERATIONS

Level 2
SVQ
31.12.2000

- G39L 22
SQA & RHDTC
£51.10

See also Assisting in Road Haulage/Transporting Goods by Road — area 006, Performing Road Haulage & Distribution Operations — area 007

PASSENGER SUPPORT SERVICES

Level 2
SVQ
31.03.2001

G39K 22
AMD
Contact awarding body

RAIL TRANSPORT ENGINEERING MAINTENANCE

Level 2
SVQ
31.07.2001
Contact SQA for code
SQA & RITC
£34.00

RAIL TRANSPORT ENGINEERING MAINTENANCE

Level 3
SVQ
31.07.2001
Contact SQA for code
SQA & RITC
£37.00

RAIL TRANSPORT OPERATIONS

Level 2
SVQ
31.07.2001
Contact SQA for code
SQA & RITC
£34.00

TRANSPORTING GOODS BY ROAD

Level 2
SVQ
31.12.2000

- G39M 22
SQA & RHDTC
£51.10

See also Assisting in Road Haulage/Organising Road Transport Operations — area 006, Performing Road Haulage & Distribution Operations — area 007

TRANSPORTING PASSENGERS BY ROAD: SHORT ITINERARIES

Level 2
SVQ
31.03.2001

G39J 22
AMD
Contact awarding body

TRANSPORTING PASSENGERS BY ROAD: LONG ITINERARIES

Level 3
SVQ
31.03.2001

G404 23
AMD
Contact awarding body

<p>ACCOMMODATION MANAGEMENT</p> <p>Level 4 SVQ 31.12.2001 G4E6 24 SQA & HAB & HCIMA £54.50</p>	<p>CLEANING: BUILDING INTERIORS</p> <p>Level 2 SVQ 31.12.2000 G3BS 22 SQA & BICS £42.00</p>	<p>CUSTOMER SERVICE</p> <p>Level 2 SVQ 31.12.2000 ■ G3AW 22 SQA £30.00</p>	<p>DISTRIBUTION AND WAREHOUSING OPERATIONS</p> <p>Level 2 SVQ 31.07.2001 G3A9 22 SQA £30.00</p>
<p>ACCOMMODATION SUPERVISION</p> <p>Level 3 SVQ 31.12.2001 G41V 23 SQA & HAB & HCIMA £49.00</p>	<p>G3C2 22 SQA & HAB £45.75</p>	<p>G3B6 22 QFI & SQA Contact first awarding body</p>	<p>G3AD 22 QFI & SQA Contact first awarding body</p>
<p>BAR SERVICE</p> <p>Level 2 SVQ 28.02.2004 G63G 22 SQA & HAB £45.75</p>	<p>CLEANING: CARE OF CARPETS AND SOFT FURNISHINGS</p> <p>Level 2 SVQ 31.12.2000 G3BX 22 SQA & BICS £42.00</p>	<p>G3AX 22 City & Guilds Contact awarding body</p>	<p>G3AA 22 City & Guilds Contact awarding body</p>
<p>G6KM 22 City & Guilds Contact awarding body</p>	<p>CLEANING: HIGHWAYS AND LAND</p> <p>Level 1 SVQ 31.12.2000 G2X8 21 SQA & BICS £40.00</p>	<p>G3BO 22 IMI Contact awarding body</p>	<p>G3AF 22 EAL Contact awarding body</p>
<p>BEAUTY THERAPY</p> <p>Level 2 SVQ 31.03.2003 G60M 22 SQA £30.00</p>	<p>CLEANING: HIGHWAYS AND LAND</p> <p>Level 2 SVQ 31.12.2000 G3C3 22 SQA & BICS £42.00</p>	<p>G3B7 22 ISM Contact awarding body</p>	<p>G3AE 22 EAL & MOD Contact first awarding body</p>
<p>G60K 22 VTCT Contact awarding body</p>	<p>CLEANING: WINDOWS, GLASS AND FACADE SURFACES</p> <p>Level 2 SVQ 31.12.2000 G3BY 22 SQA & BICS £42.00</p>	<p>G3AY 22 SQA & HAB £45.75</p>	<p>DISTRIBUTION AND WAREHOUSING OPERATIONS</p> <p>Level 3 SVQ 31.07.2001 G40J 23 SQA £33.00</p>
<p>BEAUTY THERAPY</p> <p>Level 3 SVQ 31.03.2003 G60N 23 SQA £33.00</p>	<p>CLEANING: WITHIN FOOD PREMISES</p> <p>Level 2 SVQ 31.12.2000 G3C0 22 SQA & BICS £42.00</p>	<p>CUSTOMER SERVICE</p> <p>Level 3 SVQ 31.12.2000 ■ G416 23 SQA £33.00</p>	<p>G40L 23 QFI & SQA Contact first awarding body</p>
<p>G60L 23 VTCT Contact awarding body</p>	<p>CLEANING: BUILDING INTERIORS</p> <p>Level 1 SVQ 31.12.2000 G2X6 21 SQA & BICS £40.00</p>	<p>G41E 23 QFI & SQA Contact first awarding body</p>	<p>G40K 23 City & Guilds Contact awarding body</p>
<p>G2X7 21 SQA & HAB £43.75</p>		<p>G417 23 City & Guilds Contact awarding body</p>	<p>G40N 23 EAL Contact awarding body</p>
		<p>G418 23 ISM Contact awarding body</p>	<p>G40M 23 EAL & MOD Contact first awarding body</p>
		<p>G41A 23 IMI Contact awarding body</p>	<p>DISTRIBUTION AND WAREHOUSING OPERATIONS</p> <p>Level 4 SVQ 31.07.2001 G4DH 24 SQA £38.50</p>
		<p>G419 23 SQA & HAB £48.75</p>	<p>G4DJ 24 City & Guilds Contact awarding body</p>
		<p>G627 23 VTCT Contact awarding body</p>	

DISTRIBUTIVE OPERATIONS Level 1 SVQ 31.07.2001 G2VY 21 SQA £28.00	FOOD AND DRINK SERVICE Level 2 SVQ 28.02.2004 G63B 22 SQA & HAB £45.75	FOOD SERVICE ADVANCED CRAFT Level 3 SVQ 31.12.2001 G41Y 23 SQA & HAB & HCIMA £49.00	HAIRDRESSING Level 2 SVQ 30.06.2003 G3CE 22 SQA £30.00
G2W1 21 QFI & SQA Contact first awarding body	G6KT 22 City & Guilds Contact awarding body	FORECOURT OPERATIONS Level 2 SVQ 31.12.2000 G3B5 22 SQA & PINTO £32.00	G3CF 22 City & Guilds & HTB Contact first awarding body
G2W0 21 City & Guilds Contact awarding body	<i>See also Bar Service — area 007</i>	FRONT OFFICE MANAGEMENT Level 4 SVQ 31.12.2001 G4E5 24 SQA & HAB & HCIMA £54.50	G3CG 22 VTCT Contact awarding body
G2W3 21 EAL Contact awarding body	FOOD PREPARATION AND COOKING Level 1 SVQ 28.02.2004 G637 21 SQA & HAB £43.75	FRONT OFFICE SUPERVISION Level 3 SVQ 31.12.2001 G41T 23 SQA & HAB & HCIMA £49.00	HAIRDRESSING Level 3 SVQ 30.06.2003 G42J 23 SQA £33.00
G2W2 21 EAL & MOD Contact first awarding body	G6KF 21 City & Guilds Contact awarding body	GUEST SERVICE Level 1 SVQ 28.02.2004 G63F 21 SQA & HAB £43.75	G42K 23 City & Guilds & HTB Contact first awarding body
DRINK SERVICE ADVANCED CRAFT Level 3 SVQ 31.12.2001 G420 23 SQA & HAB & HCIMA £49.00	<i>See also Preparing and Serving Food — area 007</i>	G6KL 21 City & Guilds Contact awarding body	G42L 23 VTCT Contact awarding body
EVENTS Level 2 SVQ 30.04.2002 G5GM 22 SQA £30.00	FOOD PREPARATION AND COOKING Level 2 SVQ 28.02.2004 G638 22 SQA & HAB £45.75	HAIRDRESSING Level 1 SVQ 30.06.2003 G2XD 21 SQA £28.00	HERITAGE CARE AND VISITOR SERVICES Level 2 SVQ 31.08.2002 G3EM 22 SQA & CHNTO Contact first awarding body £34.00 <i>See also Museums, Galleries and Heritage — area 010</i>
EVENTS Level 3 SVQ 30.04.2002 G5GM 23 SQA £33.00	G6KV 22 C&G Contact awarding body	G2XE 21 City & Guilds & HTB Contact first awarding body	HOSPITALITY: QUICK SERVICE Level 2 SVQ 28.02.2004 G63J 22 SQA & HAB £45.75
EVENTS Level 4 SVQ 30.04.2002 G5GM 24 SQA £38.50	FOOD PREPARATION AND COOKING — GENERAL Level 3 SVQ 28.02.2004 G6FC 23 SQA & HAB & HCIMA £49.00	G2XF 21 VTCT Contact awarding body	G6KS 22 City & Guilds Contact awarding body
FOOD AND DRINK SERVICE Level 1 SVQ 28.02.2004 G63A 21 SQA & HAB £43.75	FOOD PREPARATION AND COOKING — KITCHEN AND LARDER Level 3 SVQ 28.02.2004 G6FA 23 SQA & HAB & HCIMA £49.00	HOSPITALITY SERVICE Level 2 SVQ 28.02.2004 G63H 22 SQA & HAB £45.75	G6KR 22 City & Guilds Contact awarding body
G6KH 21 City & Guilds Contact awarding body	FOOD PREPARATION AND COOKING — PATISSERIE AND CONFECTIONERY Level 3 SVQ 28.02.2004 G6FB 23 SQA & HAB & HCIMA £49.00		

<p>HOUSEKEEPING</p> <p>Level 1 SVQ 28.02.2004 G63C 21 SQA & HAB £43.75</p> <hr/> <p>G6KJ 21 City & Guilds Contact awarding body</p>	<p>KITCHEN MANAGEMENT</p> <p>Level 4 SVQ 31.12.2001 G4E4 24 SQA & HAB & HCIMA £54.50</p>	<p>ON LICENSED PREMISES MANAGEMENT</p> <p>Level 4 SVQ 31.12.2001 G4EB 24 SQA & HAB & HCIMA & BIIAB £56.50</p>	<p>PÂTISSERIE AND CONFECTIONERY SPECIALIST</p> <p>Level 4 SVQ 31.12.2001 G4E9 24 SQA & HAB & HCIMA £54.50</p>
<p>HOUSEKEEPING</p> <p>Level 2 SVQ 28.02.2004 G63D 22 SQA & HAB £45.75</p> <hr/> <p>G6KP 22 City & Guilds Contact awarding body</p>	<p>KITCHEN PORTERING</p> <p>Level 1 SVQ 28.02.2004 G639 21 SQA & HAB £43.75</p> <hr/> <p>G6KG 21 City & Guilds Contact awarding body</p>	<p>ON LICENSED PREMISES SUPERVISION</p> <p>Level 3 SVQ 31.12.2001 G421 23 SQA & HAB & HCIMA & BIIAB £51.00</p>	<p>PERFORMING ROAD HAULAGE AND DISTRIBUTION OPERATIONS</p> <p>Level 3 SVQ 31.01.2002 G61N 23 SQA & RHDTC £54.10</p> <p><i>See also Assisting in Road Haulage/Organising Road Transport Operations/ Transporting Goods by Road — area 006</i></p>
<p>INTERNATIONAL TRADE AND SERVICES</p> <p>Level 2 SVQ 31.12.2001 ■ G3A4 22 SQA £30.00</p>	<p>KITCHEN SUPERVISION</p> <p>Level 3 SVQ 31.12.2001 G41S 23 SQA & HAB & HCIMA £49.00</p>	<p>OUTDOOR EDUCATION, DEVELOPMENT TRAINING, RECREATION: DEVELOPMENT TRAINING</p> <p>Level 3 SVQ 31.12.2003 G60S 23 SQA £33.00</p>	<p>PET CARE AND SUPPLY</p> <p>Level 3 SVQ 31.07.2001 G41B 23 QFI & SQA Contact first awarding body</p> <hr/> <p>G41D 23 SQA £33.00</p>
<p>INTERNATIONAL TRADE AND SERVICES</p> <p>Level 3 SVQ 31.12.2001 ■ G40F 23 SQA £33.00</p>	<p>LICENSED GAMING</p> <p>Level 1 SVQ 31.07.2001 G2XJ 21 SQA £28.00</p>	<p>OUTDOOR EDUCATION, DEVELOPMENT TRAINING, RECREATION: OUTDOOR EDUCATION</p> <p>Level 3 SVQ 31.12.2003 G60R 23 SQA £33.00</p>	<p>PLAYWORK</p> <p>Level 2 SVQ 31.12.2001 G3ES 22 SQA £30.00</p>
<p>INTERNATIONAL TRADE AND SERVICES</p> <p>Level 4 SVQ 31.12.2001 ■ G4DE 24 SQA £38.50</p>	<p>LICENSED GAMING</p> <p>Level 2 SVQ 31.07.2001 G3DK 22 SQA £30.00</p>	<p>OUTDOOR EDUCATION, DEVELOPMENT TRAINING, RECREATION: RECREATION</p> <p>Level 3 SVQ 31.12.2003 G60P 23 SQA £33.00</p>	<p>PLAYWORK</p> <p>Level 3 SVQ 31.12.2003 G60W 23 SQA £33.00</p> <p><i>See also Sport and Recreation — area 007</i></p>
<p>KEY ACCOUNT MANAGEMENT</p> <p>Level 4 SVQ 31.12.2002 G6HX 24 SQA & CIM £52.50</p>	<p>MAIL OPERATIONS</p> <p>Level 2 SVQ 31.07.2001 G3AB 22 SQA £30.00</p> <hr/> <p>G3AC 22 City & Guilds Contact first awarding body</p>	<p>PACKAGING OPERATIONS</p> <p>Level 1 SVQ 31.12.2003 G61X 21 VQSET & SQA Contact first awarding body</p>	<p>PORTER SERVICE</p> <p>Level 1 SVQ 28.02.2004 G636 21 SQA & HAB £43.75</p> <hr/> <p>G6KE 21 City & Guilds Contact awarding body</p>
<p>KITCHEN AND LARDER SPECIALIST</p> <p>Level 4 SVQ 31.12.2001 G4EA 24 SQA & HAB & HCIMA £54.50</p>	<p>MULTI-SKILLED HOSPITALITY SUPERVISION</p> <p>Level 3 SVQ 31.12.2001 G41X 23 SQA & HAB & HCIMA £49.00</p>	<p>PACKAGING OPERATIONS</p> <p>Level 2 SVQ 31.12.2003 G61Y 22 VQSET & SQA Contact first awarding body</p>	
	<p>MULTI-SKILLED HOSPITALITY MANAGEMENT</p> <p>Level 4 SVQ 31.12.2001 G4E8 24 SQA & HAB & HCIMA £54.50</p>		

<p>PREPARING AND SERVING FOOD</p> <p>Level 1 SVQ 28.02.2004 G63E 21 SQA & HAB £43.75</p> <hr/> <p>G6KK 21 City & Guilds Contact awarding body</p> <p><i>See also Food Preparation and Cooking — area 007</i></p> <p>PROCUREMENT</p> <p>Level 2 SVQ 31.12.2001</p> <p>■ G3A5 22 SQA £30.00</p> <p>PROCUREMENT</p> <p>Level 3 SVQ 31.12.2001</p> <p>■ G40G 23 SQA £33.00</p> <p>PROCUREMENT</p> <p>Level 4 SVQ 31.12.2001</p> <p>■ G4DF 24 SQA £38.50</p> <p>RECEPTION</p> <p>Level 1 SVQ 28.02.2004 G634 21 SQA & HAB £43.75</p> <hr/> <p>G6KD 21 City & Guilds Contact awarding body</p> <p>RECEPTION</p> <p>Level 2 SVQ 28.02.2004 G635 22 SQA & HAB £45.75</p> <hr/> <p>G6KN 22 City & Guilds Contact awarding body</p>	<p>RESIDENTIAL SERVICE</p> <p>Level 2 SVQ 28.02.2004 G63K 22 SQA & HAB £45.75</p> <hr/> <p>G6KW 22 City & Guilds Contact awarding body</p> <p>RESTAURANT MANAGEMENT</p> <p>Level 4 SVQ 31.12.2001 G4E7 24 SQA & HAB & HCIMA £54.50</p> <p>RESTAURANT SUPERVISION</p> <p>Level 3 SVQ 31.12.2001 G41W 23 SQA & HAB & HCIMA £49.00</p> <p>RETAIL OPERATIONS</p> <p>Level 2 SVQ 31.07.2001 G3B2 22 SQA £30.00</p> <hr/> <p>G3B4 22 City & Guilds Contact first awarding body</p> <p>RETAIL OPERATIONS</p> <p>Level 3 SVQ 31.07.2001 G414 23 SQA £33.00</p> <hr/> <p>G41C 23 City & Guilds Contact first awarding body</p> <p>RETAIL OPERATIONS</p> <p>Level 4 SVQ 31.07.2001 G4DV 24 SQA £38.50</p> <hr/> <p>G4DX 24 City & Guilds Contact first awarding body</p>	<p>RETAIL SALES DELIVERY</p> <p>Level 2 SVQ 31.07.2001 G3B1 22 SQA £30.00</p> <hr/> <p>G3B3 22 City & Guilds Contact first awarding body</p> <p>SALES</p> <p>Level 2 SVQ 31.12.2002 G6HS 22 SQA & CIM £44.00</p> <p>SALES</p> <p>Level 3 SVQ 31.12.2002 G6HT 23 SQA & CIM £47.00</p> <p>SALES MANAGEMENT</p> <p>Level 4 SVQ 31.12.2002 G6HW 24 SQA & CIM £52.50</p> <p>SPORT, RECREATION AND ALLIED OCCUPATIONS</p> <p>Level 1 SVQ 31.12.2001 G2XK 21 SQA £28.00</p> <p>SPORT, RECREATION AND ALLIED OCCUPATIONS: ACTIVITY LEADERSHIP</p> <p>Level 2 SVQ 31.12.2001 G3EP 22 SQA £30.00</p> <p>SPORT, RECREATION AND ALLIED OCCUPATIONS: COACHING, TEACHING AND INSTRUCTION</p> <p>Level 2 SVQ 31.12.2001 Contact SQA for code SQA £30.00</p>	<p>SPORT, RECREATION AND ALLIED OCCUPATIONS: OPERATIONAL SERVICES</p> <p>Level 2 SVQ 31.12.2001 Contact SQA for code SQA £30.00</p> <p>SPORT, RECREATION AND ALLIED OCCUPATIONS: OPERATIONS AND DEVELOPMENT</p> <p>Level 3 SVQ 31.12.2003 G61E 23 SQA £33.00</p> <p>TELESALES</p> <p>Level 2 SVQ 31.12.2002 G6HV 22 SQA & CIM £44.00</p> <p>TELESALES</p> <p>Level 3 SVQ 31.12.2002 G6HY 23 SQA & CIM £47.00</p> <p>TOURIST INFORMATION</p> <p>Level 2 SVQ 31.12.2000 G3C4 22 SQA £30.00</p> <p>TOURIST INFORMATION</p> <p>Level 3 SVQ 31.12.2000 G425 23 SQA £33.00</p> <p>VEHICLE PARTS DISTRIBUTION AND SUPPLY</p> <p>Level 1 SVQ 31.12.2000 G2W5 21 SQA & MITC £34.00</p> <hr/> <p>G2W6 21 City & Guilds Contact awarding body</p>
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VEHICLE PARTS DISTRIBUTION AND SUPPLY

Level 2
SVQ
31.12.2000
G3AM 22
SQA & MITC
£36.00

G3AP 22
City & Guilds
Contact awarding body

VEHICLE PARTS DISTRIBUTION AND SUPPLY

Level 3
SVQ
31.12.2000
G412 23
SQA & MITC
£39.00

G412 23
City & Guilds
Contact awarding body

See also Vehicle Mechanical and Electronic Systems — area 004

VEHICLE SELLING

Level 2
SVQ
31.12.2000
G3AN 22
SQA & MITC
£36.00

VEHICLE SELLING

Level 3
SVQ
31.12.2000
G411 23
SQA & MITC
£39.00

VEHICLE VALETING

Level 1
SVQ
31.12.2000
G2X3 21
SQA & MITC
£34.00

VISUAL MERCHANDISING

Level 2
SVQ
31.03.2001
G3B8 22
SQA
£30.00

<p>ADVICE</p> <p>Level 3 SVQ 31.12.2000 Contact SQA for code SQA £33.00</p>	<p>CIVIC AMENITY SITE OPERATIONS</p> <p>Level 3 SVQ 31.03.2002 G466 23 SQA & WAMITAB £40.00</p>	<p>CUSTODIAL CARE</p> <p>Level 3 SVQ 31.12.2000 G605 23 SQA & Scottish Prison Service £35.00</p>	<p>EMERGENCY FIRE SERVICES: FIRE FIGHTING</p> <p>Level 2 SVQ 31.07.2001 G3J7 22 SQA & IDA £39.00</p>
<p>ADVICE</p> <p>Level 4 SVQ 31.12.2000 Contact SQA for code SQA £38.50</p>	<p>COMMUNITY WORK</p> <p>Level 2 SVQ 31.07.2001 G3HN 22 SQA £30.00</p>	<p>DIAGNOSTIC AND THERAPEUTIC SUPPORT</p> <p>Level 3 SVQ 31.03.2003 G44V 23 SQA £33.00</p>	<p>EMERGENCY FIRE SERVICES: OPERATIONS</p> <p>Level 3 SVQ 31.07.2001 G464 23 SQA & IDA £42.00</p>
<p>BLOOD DONOR SUPPORT</p> <p>Level 2 SVQ 31.01.2003 G3H4 22 SQA £30.00</p> <p>G3H6 22 City & Guilds Contact awarding body</p>	<p>COMMUNITY WORK</p> <p>Level 3 SVQ 31.07.2001 G45B 23 SQA £33.00</p>	<p>G452 23 City & Guilds Contact awarding body</p>	<p>EMERGENCY FIRE SERVICES: SUPERVISION AND COMMAND</p> <p>Level 3 SVQ 31.07.2001 G465 23 SQA & IDA £42.00</p>
<p>CARE</p> <p>Level 2 SVQ 31.01.2003 G3HT 22 SQA £30.00</p> <p>G3HX 22 City & Guilds Contact awarding body</p>	<p>COMMUNITY WORK</p> <p>Level 4 SVQ 31.07.2001 G4ER 24 SQA £38.50</p>	<p>DIALYSIS SUPPORT</p> <p>Level 3 SVQ 31.03.2003 G44T 23 SQA £33.00</p>	<p>FIRE, SECURITY AND EMERGENCY ALARM SYSTEMS</p> <p>Level 2 SVQ 31.12.2002 Contact SQA for code SQA & SITO £32.00</p>
<p>CARE</p> <p>Level 3 SVQ 31.01.2003 G45P 23 SQA £33.00</p> <p>G45W 23 City & Guilds Contact awarding body</p>	<p>COMMUNITY JUSTICE WORK WITH OFFENDING BEHAVIOUR</p> <p>Level 3 SVQ 30.09.2003 G461 23 SQA £33.00</p>	<p>G453 23 City & Guilds Contact awarding body</p>	<p>GUIDANCE</p> <p>Level 3 SVQ 31.12.2000 G46G 23 SQA £33.00</p> <p>G5FB 23 ICG/SQA Contact first awarding body</p>
<p>CARE</p> <p>Level 4 SVQ 31.01.2003 G4EW 24 SQA £38.50</p> <p>G4EY 24 City & Guilds Contact awarding body</p>	<p>COMMUNITY JUSTICE WORK WITH OFFENDING BEHAVIOUR</p> <p>Level 4 SVQ 30.09.2003 G4FO 24 SQA £38.50</p>	<p>G3HY 22 City & Guilds Contact awarding body</p>	<p>GUIDANCE</p> <p>Level 4 SVQ 31.12.2000 G4FC 24 SQA £38.50</p> <p>G5FB 24 ICG/SQA Contact first awarding body</p>
<p>CARING FOR CHILDREN AND YOUNG PEOPLE</p> <p>Level 3 SVQ 31.01.2003 G6H3 23 SQA £33.00</p>	<p>COUNSELLING</p> <p>Level 3 SVQ 31.12.2003 Contact SQA for code SQA £33.00</p>	<p>EMERGENCY FIRE SERVICES CONTROL</p> <p>Level 3 SVQ 31.07.2001 Contact SQA for code SQA & IDA £42.00</p>	<p>HEALTH CARE PHYSIOLOGICAL MEASUREMENT: AUDIOLOGY</p> <p>Level 3 SVQ 31.01.2001 G44X 23 SQA £33.00</p>

HEALTH CARE PHYSIOLOGICAL MEASUREMENT: NEUROPHYSIOLOGY
Level 3 SVQ 31.01.2001 G44Y 23 SQA £33.00
HEALTH CARE PHYSIOLOGICAL MEASUREMENT: RESPIRATORY
Level 3 SVQ 31.01.2001 G450 23 SQA £33.00
HEALTH CARE PHYSIOLOGICAL MEASUREMENT: TECHNICAL CARDIOLOGY
Level 2 SVQ 31.01.2001 G3H7 22 SQA £30.00
HEALTH CARE PHYSIOLOGICAL MEASUREMENT: TECHNICAL CARDIOLOGY
Level 3 SVQ 31.01.2001 G451 23 SQA £33.00
LANDFILL OPERATIONS: INERT WASTE
Level 3 SVQ 31.03.2002 G467 23 SQA & WAMITAB £40.00 <i>See also Managing Landfill Operations — area 008</i>
MANAGING INCINERATOR OPERATIONS: SPECIAL WASTE
Level 4 SVQ 31.03.2002 G4F6 24 SQA & WAMITAB £45.50
MANAGING LANDFILL OPERATIONS: BIODEGRADABLE WASTE
Level 4 SVQ 31.03.2002 G4F3 24 SQA & WAMITAB £45.50

MANAGING LANDFILL OPERATIONS: SPECIAL WASTE
Level 4 SVQ 31.03.2002 G4F2 24 SQA & WAMITAB £45.50 <i>See also Landfill Operations — area 008</i>
MANAGING TRANSFER OPERATIONS: BIODEGRADABLE WASTE
Level 4 SVQ 31.03.2002 G4F8 24 SQA & WAMITAB £45.50
MANAGING TRANSFER OPERATIONS: CLINICAL OR SPECIAL WASTE
Level 4 SVQ 31.03.2002 G4F5 24 SQA & WAMITAB £45.50
MANAGING TREATMENT OPERATIONS: BIODEGRADABLE WASTE
Level 4 SVQ 31.03.2002 G4F7 24 SQA & WAMITAB £45.50
MANAGING TREATMENT OPERATIONS: CLINICAL OR SPECIAL WASTE
Level 4 SVQ 31.03.2002 G4F4 24 SQA & WAMITAB £45.50
OCCUPATIONAL HEALTH AND SAFETY PRACTICE
Level 3 SVQ 31.12.2001 G46A 23 SQA £33.00
OCCUPATIONAL HEALTH AND SAFETY PRACTICE
Level 4 SVQ 31.12.2001 G4F9 24 SQA £38.50

OCCUPATIONAL HEALTH AND SAFETY REGULATION
Level 4 SVQ 31.12.2001 G4EN 24 SQA £38.50
OPERATING DEPARTMENT PRACTICE
Level 3 SVQ 31.01.2003 G60H 23 SQA £33.00
G60J 23 City & Guilds Contact awarding body
OPERATING DEPARTMENT SUPPORT
Level 2 SVQ 31.01.2003 G3H5 22 SQA £30.00
G3H8 22 City & Guilds Contact awarding body
OPTICAL SUPPORT SERVICES
Level 2 SVQ 31.12.2001 ■ G3H3 22 SQA £30.00
PARKING CONTROL
Level 2 SVQ 31.12.2001 G3JG 22 SQA & SITO £32.00
PEST CONTROL
Level 2 SVQ 31.07.2002 G5J5 22 SQA £30.00
PEST CONTROL SUPERVISION
Level 3 SVQ 31.07.2002 G5J6 23 SQA £33.00
PHARMACY SERVICES
Level 3 SVQ 31.08.2001 ■ G44S 23 SQA £33.00

PROMOTING INDEPENDENCE
Level 3 SVQ 31.01.2003 G45S 23 SQA £33.00
G45X 23 City & Guilds Contact awarding body
PUBLIC SERVICE: ARMED SERVICES
Level 1 SVQ 31.10.2001 G2XM 21 SQA £20.00
RETAIL AND LEISURE SECURITY
Level 2 SVQ 31.12.2000 G3JE 22 SQA & SITO £32.00
SECURITY, SAFETY AND LOSS PREVENTION
Level 2 SVQ 30.06.2001 G3JD 22 SQA & SITO £32.00 <i>See also Investigation — area 008</i>
SECURITY SYSTEMS: TECHNICAL SERVICES
Level 3 SVQ 30.06.2001 G46E 23 SQA & SITO £35.00
SERVICE SUPPORT: ADVICE, GUIDANCE, COUNSELLING AND PSYCHOTHERAPY
Level 2 SVQ 31.12.2000 G3JH 22 SQA £30.00
G5FA 22 ICG/SQA Contact first awarding body
SPECIAL NEEDS HOUSING
Level 2 SVQ 31.07.2001 G3HS 22 SQA & CIH £44.00

<p>SPECIAL NEEDS HOUSING</p> <p>Level 3 SVQ 31.07.2001 G45N 23 SQA & CIH £47.00</p>			
<p>SPECIAL NEEDS HOUSING</p> <p>Level 4 SVQ 31.07.2001 G4EV 24 SQA & CIH £52.50</p>			
<p>TRANSFER OPERATIONS: INERT WASTE</p> <p>Level 3 SVQ 31.03.2002 G469 23 SQA & WAMITAB £40.00</p>			
<p>TREATMENT OPERATIONS: INERT WASTE</p> <p>Level 3 SVQ 31.03.2002 G468 23 SQA & WAMITAB £40.00</p> <p><i>See also Managing Treatment Operations — area 008</i></p>			

<p>ACCOUNTING</p> <p>Level 2 National Units 31.03.2001</p> <p>■ G3JV 22 SQA Cost of units</p> <hr/> <p>SVQ G3JW 22 AAT Contact awarding body</p>	<p>ADMINISTRATION</p> <p>Level 3 SVQ 31.03.2001</p> <p>■ G472 23 SQA £33.00</p> <hr/> <p>G476 23 City & Guilds Contact awarding body</p>	<p>CO-ORDINATE THE PROVISION OF SERVICING ACTIVITIES</p> <p>Level 2 SVQ 31.12.2000 G3K8 22 SQA £30.00</p> <hr/> <p>DEVELOPING IT PROGRAMMES</p> <p>Level 2 SVQ 31.12.2003 G5EB 22 City & Guilds Contact awarding body</p> <hr/> <p>G5F3 22 SQA & e-skills NTO £34.00</p>	<p>HOUSING</p> <p>Level 2 National Units 31.07.2001 G3KS 22 SQA & CIH Cost of units + £14.00</p> <hr/> <p>HOUSING</p> <p>Level 3 National Units 31.07.2001 G4A3 23 SQA & CIH Cost of units + £14.00</p> <hr/> <p>HOUSING</p> <p>Level 4 HN 31.07.2001 G4J9 24 SQA & CIH £88.50 or cost of units + £14.00</p>
<p>ACCOUNTING</p> <p>Level 3 SVQ 30.06.2003</p> <p>■ G485 23 SQA £33.00</p> <hr/> <p>G486 23 AAT Contact awarding body</p>	<p>ADMINISTRATION</p> <p>Level 4 SVQ 31.03.2001</p> <p>■ G4FY 24 SQA £38.50</p>	<p>DEVELOPING IT SYSTEMS</p> <p>Level 3 SVQ 31.12.2003 G5EC 23 City & Guilds Contact awarding body</p> <hr/> <p>G5F3 22 SQA & e-skills NTO £37.00</p>	<p>INSTALLING AND SUPPORTING IT SYSTEMS</p> <p>Level 2 SVQ 31.12.2003 G5EA 22 City & Guilds Contact awarding body</p> <hr/> <p>G5F2 22 SQA & e-skills NTO £34.00</p>
<p>ACCOUNTING</p> <p>Level 4 SVQ 30.06.2003</p> <p>■ G4HD 24 SQA £38.50</p> <hr/> <p>G4HE 24 AAT Contact awarding body</p>	<p>AUDIT (INTERNAL)</p> <p>Level 3 SVQ 31.08.2003 G5D2 23 AAT Contact awarding body</p> <hr/> <p>G5HA 23 SQA £33.00</p>	<p>DEVELOPING IT SYSTEMS</p> <p>Level 4 SVQ 31.12.2003 G5EC 24 City & Guilds Contact awarding body</p> <hr/> <p>G5F3 24 SQA & e-skills NTO £42.50</p>	<p>INSTALLING AND SUPPORTING IT SYSTEMS</p> <p>Level 3 SVQ 31.12.2003 G5EA 23 City & Guilds Contact awarding body</p> <hr/> <p>G5F2 23 SQA & e-skills NTO £37.00</p>
<p>ADMINISTRATION</p> <p>Level 1 National Units 31.03.2001</p> <p>■ G2XN 21 SQA Cost of units</p> <hr/> <p>SVQ G2XP 21 EAL Contact awarding body</p>	<p>AUDIT (INTERNAL)</p> <p>Level 4 SVQ 31.08.2003 G5D2 24 AAT Contact awarding body</p> <hr/> <p>G5HA 24 SQA £38.50</p>	<p>ENERGY MANAGEMENT</p> <p>Level 4 SVQ 30.09.2002 G4GC 24 SQA & MCI & IM £60.50</p> <hr/> <p>G4GV 24 EAL Contact awarding body</p>	<p>INSURANCE: GENERAL</p> <p>Level 2 SVQ 31.03.2001 G3JR 22 SQA & IITC & CII £34.50</p>
<p>ADMINISTRATION</p> <p>Level 2 National Units 31.03.2001</p> <p>■ G3JK 22 SQA Cost of units</p> <hr/> <p>SVQ G3JL 22 EAL Contact awarding body</p>	<p>BUSINESS COUNSELLING</p> <p>Level 4 SVQ 31.03.2001 G4G1 24 SQA & IBA £45.50</p> <hr/> <p>G4H2 24 NEBS Management Contact awarding body</p>	<p>G4GN 24 IM Contact awarding body</p> <hr/> <p>G4GK 24 NEBS Management Contact awarding body</p>	<p>INSURANCE: GENERAL</p> <p>Level 3 SVQ 31.03.2001 G47Y 23 SQA & IITC & CII £37.50</p>
<p>ADMINISTRATION</p> <p>Level 2 National Units 31.03.2001</p> <p>■ G3JK 22 SQA Cost of units</p> <hr/> <p>SVQ G3JL 22 EAL Contact awarding body</p>	<p>BUSINESS INFORMATION</p> <p>Level 3 SVQ 31.03.2001 G477 23 SQA & IBA £40.00</p> <hr/> <p>G47P 23 NEBS Management Contact awarding body</p>	<p>G4GF 24 OCR Contact awarding body</p>	

INSURANCE: INTERMEDIARIES Level 2 SVQ 31.03.2001 G3JS 22 SQA & IITC & CII £34.50	IT SERVICES: REPAIR CENTRE Level 3 SVQ ● 31.12.2002 G5KM 23 City & Guilds Contact awarding body	MANAGEMENT Level 4 SVQ 30.09.2002 G4GB 24 SQA & MCI & IM £60.50	OPERATING IT SYSTEMS Level 3 SVQ 31.12.2003 G5E9 23 City & Guilds Contact awarding body
INSURANCE: INTERMEDIARIES Level 3 SVQ 31.03.2001 G47W 23 SQA & IITC & CII £37.50	IT SERVICES: CUSTOMER RESPONSE CENTRE Level 2 SVQ ● 31.12.2003 G5KN 22 City & Guilds Contact awarding body	G4GX 24 ECITB Contact awarding body	G5F1 23 SQA & e-skills NTO £37.00
INSURANCE: LIFE OFFICES Level 2 SVQ 31.03.2001 G3JT 22 SQA & IITC & CII £34.50	IT SERVICES: CUSTOMER RESPONSE CENTRE Level 3 SVQ ● 31.12.2003 G5KN 23 City & Guilds Contact awarding body	G4GW 24 EAL Contact awarding body	OPERATIONAL MANAGEMENT Level 5 SVQ 30.09.2002 G4L5 25 SQA & MCI & IM £98.00
INSURANCE: LIFE OFFICES Level 3 SVQ 31.03.2001 G482 23 SQA & IITC & CII £37.50	MANAGEMENT Level 3 SVQ 30.09.2002 G47B 23 SQA & MCI & IM £55.00	G4GM 24 IM Contact awarding body	G4LG 25 ECITB 30.10.2002 Contact awarding body
IT SERVICES: CUSTOMER SYSTEMS SUPPORT Level 2 SVQ ● 31.12.2003 G5KL 22 City & Guilds Contact awarding body	G47J 23 ECITB Contact awarding body	G4GH 24 ISM Contact awarding body	G4LE 25 EAL Contact awarding body
IT SERVICES: CUSTOMER SYSTEMS SUPPORT Level 3 SVQ ● 31.12.2003 G5KL 23 City & Guilds Contact awarding body	G47H 23 EAL Contact awarding body	G4GR 24 MVC Contact awarding body	G4LB 25 IM Contact awarding body
IT SERVICES: CUSTOMER SYSTEMS SUPPORT Level 4 SVQ ● 31.12.2003 G5KL 24 City & Guilds Contact awarding body	G47F 23 IM Contact awarding body	G4GJ 24 NEBS Management Contact awarding body	G4LC 25 MVC Contact awarding body
IT SERVICES: REPAIR CENTRE Level 2 SVQ ● 31.12.2003 G5KM 22 City & Guilds Contact awarding body	G47D 23 ISM Contact awarding body	G4HO 24 OU Contact awarding body	G4L8 25 NEBS Management Contact awarding body
	G47G 23 MVC Contact awarding body	G4GE 24 OCR Contact awarding body	G4LJ 25 OU 30.12.2002 Contact awarding body
	G47E 23 NEBS Management Contact awarding body	MANAGING INFORMATION TECHNOLOGY FOR TELEWORKING Level 3 SVQ 31.12.2003 G5EE 23 City & Guilds Contact awarding body	G4L6 25 OCR Contact awarding body
	G47L 23 OU Contact awarding body	G5F5 23 SQA & e-skills NTO £37.00	OWNER MANAGEMENT: BUSINESS PLANNING Level 3 SVQ 31.12.2000 ■ G475 23 SQA £33.00
	G47C 23 OCR Contact awarding body	MANAGING IT SYSTEMS Level 4 SVQ 31.12.2003 G5EF 24 City & Guilds Contact awarding body	G47A 23 IM Contact awarding body
		G5F6 24 SQA & e-skills NTO £42.50	G47R 23 NEBS Management Contact awarding body
		OPERATING IT SYSTEMS Level 2 SVQ 31.12.2003 G5E9 22 City & Guilds Contact awarding body	
		G5F1 22 SQA & e-skills NTO £34.00	

OWNER MANAGER: BUSINESS MANAGEMENT AND DEVELOPMENT
Level 4 SVQ 31.12.2000 ■ G4G2 24 SQA £38.50
G4G5 24 IM Contact awarding body
G4H3 24 NEBS Management Contact awarding body
PAYROLL ADMINISTRATION
Level 2 SVQ 31.08.2003 G5D1 22 AAT Contact awarding body
G5HF 22 SQA £30.00
PAYROLL ADMINISTRATION
Level 3 SVQ 31.08.2003 G5D1 23 AAT Contact awarding body
G5HF 23 SQA £33.00
PENSIONS ADMINISTRATION
Level 4 SVQ 31.12.2004 G5H9 24 PMI Contact awarding body
PERSONNEL MANAGEMENT
Level 4 SVQ 31.12.2001 G4G3 24 CIPD Contact awarding body
G6FE 24 NEBS Management Contact awarding body
PERSONNEL STRATEGY
Level 5 SVQ 31.12.2001 G4KY 25 CIPD Contact awarding body
G6FF 25 NEBS Management Contact awarding body

PERSONNEL SUPPORT
Level 3 SVQ 31.12.2001 G478 23 CIPD Contact awarding body
G6FD 23 NEBS Management Contact awarding body
<i>See also Training and Development — area 011</i>
PROJECT MANAGEMENT
Level 4 SVQ 31.07.2001 G4GA 24 ECITB Contact awarding body
G4G6 24 IM Contact awarding body
G4G8 24 EAL Contact awarding body
PROJECT MANAGEMENT
Level 5 SVQ 31.07.2001 G4L3 25 ECITB Contact awarding body
G4L0 25 IM Contact awarding body
G4L2 25 EAL Contact awarding body
PROVIDING FINANCIAL ADVICE (EXCLUDING DIRECT INVESTMENT)
Level 3 SVQ 31.03.2001 G481 23 SQA & IITC & CII £37.50
PROVIDING FINANCIAL SERVICES
Level 2 SVQ 31.12.2002 G6HP 22 SQA & CIOBS £37.00
PROVIDING FINANCIAL SERVICES
Level 3 SVQ 31.12.2002 G6HR 23 SQA & CIOBS £40.00

PUBLIC SECTOR PENSIONS ADMINISTRATION
Level 3 SVQ 31.07.2002 G5GL 23 PMI Contact awarding body
QUALITY MANAGEMENT
Level 4 SVQ 30.09.2002 G4GD 24 SQA & MCI & IM £60.50
G4GT 24 EAL Contact awarding body
G4GP 24 IM Contact awarding body
G4GS 24 MVC Contact awarding body
G4GL 24 NEBS Management Contact awarding body
G4GG 24 OCR Contact awarding body
RECEIPT AND DESPATCH OF SERVICE CALLS
Level 1 SVQ 31.12.2000 G2XX 21 SQA £28.00
RECRUITMENT CONSULTANCY
Level 3 SVQ 31.08.2003 G47S 23 SQA £33.00
RESIDENTIAL ESTATE AGENCY
Level 2 SVQ 31.12.2000 G3KT 22 SQA & REATEA £42.00
RESIDENTIAL ESTATE AGENCY
Level 3 SVQ 31.12.2000 G4A4 23 SQA & REATEA £45.00

RESIDENTIAL PROPERTY LETTING AND MANAGEMENT AGENCY
Level 2 SVQ 30.09.2001 G3KV 22 SQA & REATEA £42.00
RESIDENTIAL PROPERTY LETTING AND MANAGEMENT AGENCY
Level 3 SVQ 30.09.2001 G4A5 23 SQA & REATEA £45.00
SERVICING ELECTRONIC SYSTEMS (FIELD)
Level 2 SVQ 31.12.2000 G3K5 22 SQA £30.00
SERVICING ELECTRONIC SYSTEMS (FIELD)
Level 3 SVQ 31.12.2000 G49C 23 SQA £33.00
SERVICING ELECTRONIC SYSTEMS (WORKSHOP)
Level 2 SVQ 31.12.2000 G3K6 22 SQA £30.00
SERVICING ELECTRONIC SYSTEMS (WORKSHOP)
Level 3 SVQ 31.12.2000 G49D 23 SQA £33.00
SERVICING SOFTWARE (SUPPORT CENTRE)
Level 2 SVQ 31.12.2000 G3K7 22 SQA £30.00
SERVICING SOFTWARE (SUPPORT CENTRE) OR (FIELD)
Level 3 SVQ 31.12.2000 G49E 23 SQA £33.00

STRATEGIC MANAGEMENT
Level 5 SVQ 30.09.2002 ■ G4L4 25 SQA & MCI & IM £98.00
G4LF 25 EAL Contact awarding body
G4LA 25 IM Contact awarding body
G4LD 25 MVC Contact awarding body
G4L9 25 NEBS Management Contact awarding body
G4LK 25 OU Contact awarding body
G4L7 25 OCR Contact awarding body
TEAM LEADING
Level 2 SVQ 30.10.2005 ● G5L1 22 ISM Contact awarding body
USING INFORMATION TECHNOLOGY FOR TELEWORKING
Level 2 SVQ 31.12.2003 G5F4 22 SQA & e-skills NTO £34.00
City & Guilds G5ED 22 Contact awarding body
USING IT
Level 1 SVQ 31.12.2003 G5E8 21 City & Guilds Contact awarding body
G5F0 21 SQA & e-skills NTO £32.00

USING IT
Level 2 SVQ 31.12.2003 G5E8 22 City & Guilds Contact awarding body
G5F0 22 SQA & e-skills NTO £34.00
USING IT
Level 3 SVQ 31.12.2003 G5E8 23 City & Guilds Contact awarding body
G5F0 23 SQA & e-skills NTO £37.00

BROADCAST ENGINEERING MAINTENANCE
Level 2 SVQ 31.01.2002 G6J6 22 OU & Skillset Contact either awarding body
BROADCAST ENGINEERING
Level 3 SVQ 31.01.2002 G6J7 23 OU & Skillset Contact either awarding body
BROADCAST SYSTEMS ENGINEERING
Level 4 SVQ 31.01.2002 G6J8 24 OU & Skillset Contact either awarding body
BROADCAST JOURNALISM
Level 4 SVQ 31.01.2002 G6J9 24 OU & Skillset Contact either awarding body
CAMERA ASSISTANCE
Level 2 SVQ 31.01.2002 G6JA 22 OU & Skillset Contact either awarding body
CAMERA OPERATIONS
Level 3 SVQ 31.01.2002 G6JB 23 OU & Skillset Contact either awarding body
CAMERA DIRECTION
Level 4 SVQ 31.01.2002 G6JC 24 OU & Skillset Contact either awarding body
CONTROLLING MINILAB OPERATIONS
Level 3 SVQ 31.12.2001 G4AJ 23 SQA & PPPITO £40.00 <i>See also Operating Minilab Equipment — area 010</i>

COSTUME
Level 2 SVQ 31.01.2002 G6JD 22 OU & Skillset Contact either awarding body
COSTUME
Level 3 SVQ 31.01.2002 G6JE 23 OU & Skillset Contact either awarding body
COSTUME DESIGN
Level 4 SVQ 31.01.2002 G6JF 24 OU & Skillset Contact either awarding body
CULTURAL HERITAGE MANAGEMENT
Level 5 SVQ 31.01.2003 G5JY 25 SQA & CHNTO £76.00
CULTURAL HERITAGE
Level 3 SVQ 31.01.2003 G5JX 23 SQA & CHNTO £33.00
CULTURAL HERITAGE
Level 4 SVQ 31.01.2003 G5JX 24 SQA & CHNTO £38.50
CULTURAL VENUE ADMINISTRATION
Level 3 SVQ 31.07.2001 G4B5 23 SQA & METIER £40.00
CULTURAL VENUE OPERATIONS AND SUPPORT
Level 2 SVQ 31.07.2001 G3LH 22 SQA & METIER £37.00

DELIVERING ARTFORM DEVELOPMENT PROGRAMMES
Level 4 SVQ 31.07.2001 G4K2 24 SQA & METIER £45.50
DELIVERING ARTFORM DEVELOPMENT SESSIONS
Level 3 SVQ 31.07.2001 G4B7 23 SQA & METIER £40.00
DESK TOP PUBLISHING
Level 2 SVQ 31.01.2001 G3L6 22 SQA & SPEF £37.00
DESK TOP PUBLISHING
Level 3 SVQ 31.01.2001 G4AK 23 SQA & SPEF £40.00
DIGITAL IMAGING
Level 2 SVQ 31.12.2001 G3L8 22 SQA & PPPITO £37.00
DIGITAL IMAGING
Level 3 SVQ 31.12.2001 G4AL 23 SQA & PPPITO £40.00 <i>See also Origination — area 010</i>
EDITING (ELECTRONIC POST PRODUCTION EDITING)
Level 2 SVQ 31.01.2002 G6JG 22 OU & Skillset Contact either awarding body
EDITING (FILM EDITING)
Level 2 SVQ 31.01.2002 G6JH 22 OU & Skillset Contact either awarding body

EDITING
Level 3 SVQ 31.01.2002 G6JJ 23 OU & Skillset Contact either awarding body
EDITING
Level 4 SVQ 31.01.2002 G6JK 24 OU & Skillset Contact either awarding body
FILM, TELEVISION & VIDEO PRODUCTION
Level 2 SVQ 31.01.2002 G6JL 22 OU & Skillset Contact either awarding body
FILM, TELEVISION & VIDEO PRODUCTION
Level 3 SVQ 31.01.2002 G6JM 23 OU & Skillset Contact either awarding body
FILM, TELEVISION & VIDEO PRODUCTION
Level 4 SVQ 31.01.2002 G6JN 24 OU & Skillset Contact either awarding body
INFORMATION AND LIBRARY SERVICES
Level 2 SVQ 31.03.2003 G5HB 22 SQA £30.00
INFORMATION AND LIBRARY SERVICES
Level 3 SVQ 31.03.2003 G5HB 23 SQA £33.00
INFORMATION AND LIBRARY SERVICES
Level 4 SVQ 31.03.2003 G5HB 24 SQA £38.50

<p>LIGHTING DIRECTION</p> <p>Level 4 SVQ 31.01.2002 G6JR 24 OU & Skillset Contact either awarding body</p>	<p>MECHANISED BINDING</p> <p>Level 3 SVQ 31.01.2001 ■ G4AC 23 SQA & SPEF £40.00</p> <p><i>See also Print Finishing — area 010</i></p>	<p>PHOTOGRAPHIC PROCESSING</p> <p>Level 3 SVQ 31.12.2001 G4AH 23 SQA & PPPITO £40.00</p>	<p>PRODUCTION RESEARCH</p> <p>Level 3 SVQ 31.01.2002 G6JX 23 OU & Skillset Contact either awarding body</p>
<p>LIGHTING OPERATIONS</p> <p>Level 3 SVQ 31.01.2002 G6JP 23 OU & Skillset Contact either awarding body</p>	<p>MUSIC PERFORMANCE</p> <p>Level 4 SVQ 31.07.2001 G4K3 24 SQA & METIER £45.50</p>	<p>PHOTOGRAPHY</p> <p>Level 2 SVQ 31.12.2001 G3L3 22 SQA & PPPITO £37.00</p>	<p>RADIO PRODUCTION</p> <p>Level 3 SVQ 31.01.2002 G6JY 23 OU & Skillset Contact either awarding body</p>
<p>LIGHTING PROVISION & CO-ORDINATION</p> <p>Level 4 SVQ 31.01.2002 G6JS 24 OU & Skillset Contact either awarding body</p>	<p>NON-IMPACT PRINTING</p> <p>Level 2 SVQ 31.01.2001 G3L7 22 SQA & SPEF £37.00</p> <p><i>See also Origination/Print Commercial — area 010</i></p>	<p>PHOTOGRAPHY</p> <p>Level 3 SVQ 31.12.2001 G4AG 23 SQA & PPPITO £40.00</p>	<p>RADIO PRODUCTION</p> <p>Level 4 SVQ 31.01.2002 G6K0 24 OU & Skillset Contact either awarding body</p>
<p>MACHINE PRINTING</p> <p>Level 2 SVQ 31.01.2001 G3L0 22 SQA & SPEF £37.00</p>	<p>OPERATING MINILAB EQUIPMENT</p> <p>Level 2 SVQ 31.12.2001 G3L5 22 SQA & PPPITO £37.00</p> <p><i>See also Controlling Minilab Operations — area 010</i></p>	<p>PHOTOGRAPHY</p> <p>Level 4 SVQ 31.12.2001 G4JH 24 SQA & PPPITO £45.50</p>	<p>SOUND ASSISTANCE</p> <p>Level 2 SVQ 31.01.2002 G6K1 22 OU & Skillset Contact either awarding body</p>
<p>MACHINE PRINTING</p> <p>Level 3 SVQ 31.01.2001 ■ G4AA 23 SQA & SPEF £40.00</p>	<p>OPERATING PHOTOFINISHING SYSTEMS</p> <p>Level 2 SVQ 31.12.2001 G3L4 22 SQA & PPPITO £37.00</p>	<p>PRINT COMMERCIAL</p> <p>Level 2 SVQ 31.01.2001 G3KY 22 SQA & SPEF £37.00</p>	<p>SOUND OPERATIONS</p> <p>Level 3 SVQ 31.01.2002 G6K2 23 OU & Skillset Contact either awarding body</p>
<p>MAKE UP & HAIR</p> <p>Level 2 SVQ 31.01.2002 G6JT 22 OU & Skillset Contact either awarding body</p>	<p>ORIGINATION</p> <p>Level 2 SVQ 31.01.2001 G3KX 22 SQA & SPEF £37.00</p>	<p>PRINT COMMERCIAL</p> <p>Level 3 SVQ 31.01.2001 ■ G4AE 23 SQA & SPEF £45.50</p>	<p>SOUND DIRECTION</p> <p>Level 4 31.01.2002 G6K3 24 OU & Skillset Contact either awarding body</p>
<p>MAKE UP & HAIR</p> <p>Level 3 SVQ 31.01.2002 G6JV 23 OU & Skillset Contact either awarding body</p>	<p>ORIGINATION</p> <p>Level 3 SVQ 31.01.2001 ■ G4AD 23 SQA & SPEF £40.00</p> <p><i>See also Desk Top Publishing — area 010</i></p>	<p>PRINT FINISHING</p> <p>Level 2 SVQ 31.01.2001 G3L1 22 SQA & SPEF £37.00</p>	<p>TECHNICAL OPERATIONS</p> <p>Level 2 SVQ 31.01.2002 G6K4 22 OU & Skillset Contact either awarding body</p>
<p>MAKE UP & HAIR DESIGN</p> <p>Level 4 SVQ 31.03.2002 G6JW 24 OU & Skillset Contact either awarding body</p>	<p>ORIGINATION</p> <p>Level 3 SVQ 31.01.2001 ■ G4AB 23 SQA & SPEF £40.00</p> <p><i>See also Mechanised Binding/Non Impact Printing — area 010</i></p>	<p>PRINT FINISHING</p> <p>Level 3 SVQ 31.01.2001 ■ G4AB 23 SQA & SPEF £40.00</p>	<p>TECHNICAL OPERATIONS</p> <p>Level 3 SVQ 31.01.2002 G6K5 23 OU & Skillset Contact either awarding body</p>
<p>MECHANISED BINDING</p> <p>Level 2 SVQ 31.01.2001 G3L2 22 SQA & SPEF £37.00</p>			

VIDEO TAPE OPERATIONS

Level 2
 SVQ
 31.01.2002
 G6K6 22
 OU & Skillset
 Contact either awarding body

VISION CONTROL

Level 3
 SVQ
 31.01.2002
 G6K7 23
 OU & Skillset
 Contact either awarding body

VISION MIXING

Level 3
 SVQ
 31.01.2002
 G6K8 23
 OU & Skillset
 Contact either awarding body

VISUAL ARTS PRACTICE

Level 3
 SVQ
 31.07.2001
 G4B8 23
 SQA & METIER
 £40.00

VISUAL ARTS PRACTICE

Level 4
 SVQ
 31.07.2001
 G4K4 24
 SQA & METIER
 £45.50

<p>TRAINING AND DEVELOPMENT</p> <p>Level 3 SVQ 31.12.2001 G4BE 23 SQA & CIPD £45.00</p> <hr/> <p>G4BG 23 QFI & SQA Contact first awarding body</p> <hr/> <p>G4BH 23 City & Guilds Contact awarding body</p> <hr/> <p>G4BJ 23 OU Contact awarding body</p>			
<p>TRAINING AND DEVELOPMENT: HUMAN RESOURCE DEVELOPMENT</p> <p>Level 4 SVQ 31.12.2001 G4KC 24 SQA & CIPD £50.50</p> <hr/> <p>G4KH 24 QFI & SQA Contact first awarding body</p> <hr/> <p>G4KK 24 City & Guilds Contact awarding body</p>			
<p>TRAINING AND DEVELOPMENT: LEARNING DEVELOPMENT</p> <p>Level 4 SVQ 31.12.2001 G4KD 24 SQA & CIPD £50.50</p> <hr/> <p>G4KG 24 QFI & SQA Contact first awarding body</p> <hr/> <p>G4KJ 24 City & Guilds Contact awarding body</p>			
<p>TRAINING AND DEVELOPMENT STRATEGY</p> <p>Level 5 SVQ 31.12.2001 G4MN 25 SQA & CIPD £88.00</p> <p><i>See also Personnel Management — area 009</i></p>			

9: WHAT'S DUE FOR ACCREDITATION

The following list provides details on national occupational standards under development or review for which, proposal submissions are anticipated in the near future.

ANIMAL CARE	LEVEL 4	GAMEKEEPING	LEVEL 3
ANIMAL TECHNICIANS	LEVEL 2	GAMEKEEPING	LEVEL 4
ANIMAL TECHNICIANS	LEVEL 3	OPTICAL MANUFACTURING	LEVEL 2
ANIMAL TECHNICIANS	LEVEL 4	OPTICAL MANUFACTURING	LEVEL 3
CARING FOR CHILDREN AND YOUNG PEOPLE	LEVEL 3	SPORT, RECREATION AND ALLIED OCCUPATIONS: COACHING, TEACHING	LEVEL 3
EARLY YEARS CARE AND EDUCATION	LEVEL 4		
GAMEKEEPING	LEVEL 2		

10: AWARDING BODIES

AAT

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154 Clerkenwell Road
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Tel 0207-837 8600
Fax 0207-837 6970
e-mail fmcperson@icas.org.uk
website www.aat.co.uk

ABBE

Awarding Body for the Built Environment
Room B415
Baker Building
Faculty of Built Environment
University of Central England
Perry Barr
BIRMINGHAM
Tel 0121-331 5174
Fax 0121-331 5172

ACRIB

Air Conditioning & Refrigeration Industry Board
Kelvin House
76 Mill Lane
CARSHALTON
Surrey
SM5 2JR
Tel 0208-647 7033
Fax 0208-773 0165
e-mail acrib@acrib.org.uk

AITT VQ Ltd

Association of Industrial Truck Trainers
Waterloo House
9a Huntingdon Court
North Street
ASHBY-DE-LA-ZOUCH
Leicestershire
LE65 1HS
Tel 01530 563234
Fax 01530 563699
email kathy@aittvq.co.uk

AMD

Automotive Management & Development Ltd
Imperial House
15-19 Kingsway
LONDON
WC2 6UN
Tel 0207-240 3131
Fax 0207-240 6565
e-mail company@amd.org.uk

BAGMA

British Agricultural & Garden Machinery Association
Church Street
RICKMANSWORTH
Hertfordshire
WD3 1RQ
Tel 01923 720241
Fax 01923 896063

BFM

British Furniture Manufacturers Ltd
30 Harcourt Street
LONDON
W1H 2AA
Tel 0207-724 0851
Fax 0207-706 1924

BHS

The British Horse Society
Stoneleigh Deer Park
KENILWORTH
Warwickshire
CU8 2XZ
Tel 01926 707700
Fax 01926 707800
e-mail exams@bhs.org.uk
website www.bhs.org.uk

BIAT

British Institute of Architectural Technologists
397 City Road
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EC1V 1NH
Tel 0207-278 2206
Fax 0207-837 3194
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website www.biat.org.uk

BICS

The British Institute of Cleaning Science
18 Moulton Court
Anglia Way
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NN3 6JA
Tel 01604 678710
Fax 01604 629239
e-mail chrisjames@bics.org.uk
website www.bics.org.uk

BIAB

Wessex House
80 Park Street
CAMBERLEY
Surrey
GU15 3PT
Tel 01276 684449
Fax 01276 23045

BPTA

British Polymer Training Association
Coppice House
Hailsfield 7
TELFORD
Shropshire
TF7 4NA
Tel 01952 587020
Fax 01952 582065
e-mail katyphillips@bpta.co.uk
website www.bpta.co.uk

BSA

British Sign Association
5 Orton Enterprise Centre
2 Bakewell Road
Orton South Gate
PETERBOROUGH
PE2 6XU
Tel 01733 230033
Fax 01733 230993
e-mail bsa@sign.u-net.com
website
www.british-sign-assoc.co.uk

CABWI

CABWI Awarding Body
1 Queen Annes Gate
LONDON
SW1H 9BT
Tel 0207-957 4523
Fax 0207-957 4641
e-mail cabwi@aol.com
website www.members.aol.com/cabwi

CHNTO

Cultural Heritage National Training Organisation
1st Floor
Glyde House
Glyde Gate
BRADFORD
BD5 0UP
Tel 01274 391092
Fax 01274 394890

CIBSE

Chartered Institute of Building Services Engineering
222 Balham High Road
LONDON
SW12 9BS
Tel 0208-675 5211
Fax 0208-675 5449
e-mail info@cibse.org.uk
website www.cibse.org.uk

CIH

Chartered Institute of Housing
Octavia House
Westwood Business Park
Westwood Way
COVENTRY
CU4 8JP
Tel 02476 851700
Fax 02476 695110
e-mail housing.educ@cih.org
website www.cih.org

CII

Chartered Insurance Institute
20 Aldermanbury
LONDON
EC2V 7HY
Tel 0207-606 3835
Fax 0207-726 0131
e-mail tony.tudor@cii.co.uk

CIM

Chartered Institute of Marketing
Moor Hall
Cookham
MAIDENHEAD
Berkshire
SL6 9QH
Tel 01628 427500
Fax 01628 472499
email karenbeamish@cim.co.uk
website www.cim.co.uk

CIOB

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Englemere
King's Ride
ASCOT
Berkshire
SL5 7TB
Tel 01344 630700
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Chartered Institute of Bankers in Scotland
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Fax 0131-473 7788
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website www.ciobs.org.uk

CIPD

Chartered Institute of Personnel & Development
CIPD House
35 Camp Road
Wimbeldon
LONDON
SW19 4UX
Tel 0208-971 9000
Fax 0208-263 3333

CITB

Construction Industry Training Board (Construction)
Bircham Newton
Kings Lynn
NORFOLK
PE31 6RH
Tel 01485 577577
Fax 01485 577793
website www.citb.org.uk

City & Guilds (Scotland)

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EDINBURGH
EH3 7HR
Tel 0131-226 1556
Fax 0131-226 1558
e-mail
lynns@city-and-guilds.co.uk
website www.city-and-guilds.co.uk

COTAC
Conference on Training in Architectural Conservation
St Pancras Station
Euston Road
LONDON
NW1 2QP
Tel 0171 713 0135

CPMG
Construction Project Management Group
The Institution of Civil Engineers
Great George Street
Westminster
LONDON
SW1P 3AA
Tel 0207-222 7722
Fax 0207-222 7500

DIVQ
Distilling Industry Vocational Qualifications Group
20 Atholl Crescent
EDINBURGH
EH3 8HF
Tel 0131-222 9207
Fax 0131-222 9210
e-mail agalbraith@swa.org.uk

ECITB
Engineering Construction Industry Training Board
Blue Court
Church Lane
KINGS LANGLEY
Hertfordshire
WD4 8JP
Tel 01923 260000
Fax 01923 270969
e-mail ecitb@ecitb.org.uk
website www.ecitb.org.uk

EAL
EMTA Awards Ltd
14 Upton Road
WATFORD
Hertfordshire
WD1 7EP
Tel 01923 652400
Fax 01923 652401
e-mail
customercare@emta.org.uk
website www.eal.org.uk

EPIC Awarding Body
Ground Floor
Longmire House
36-38 London Road
ST ALBANS
Hertfordshire
AL1 1NG
Tel 01727 869008
Fax 01727 843318
e-mail epicnto@aol.com

e-skills NTO
16 Bemers Street
LONDON
W1 3DD
Tel 0990 134404
Fax 01252 720845

ESTTL
Engineering Services Training Trust Ltd
Esca House
34 Palace Court
LONDON
NE8 3AH
Tel 0207-313 4929
Fax 0207-792 8682
email info@esttl.org.uk
website www.esttl.org.uk

ETA
Electricity Training Association
30 Millbank
LONDON
SW1P 4RD
Tel 0207-963 5770
Fax 0207-963 5999
e-mail
blane_judd@electricity.org.uk
website www.eta.org.uk

ETO
Environmental Training Organisation
The Red House
Pillows Green
STAUNTON
Gloucestershire
GL19 3NU
Tel 01452 840825
Fax 01452 840824

FASTCo
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Room 323
231 Corstorphine Road
EDINBURGH
EH12 7AT
Tel 0131-314 6193
Fax 0131-316 4344
e-mail fastco@forestry.gov.uk

FDQC
Food & Drink Qualifications Council
Federation House
6 Catherine Street
LONDON
WC2B 5JJ
Tel 0207-836 2460
Fax 0207-836 0580
e-mail rebecca.stiles@fdf.org.uk

FSAB*
Fire Services Awarding Body
Please see note below

GQA
Glass Qualifications Authority
BGMC Building
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S10 2UA
Tel 01142 661494
Fax 01142 660738
e-mail gqa@glass-training.co.uk
website www.glass-training.co.uk

HAB
The Hospitality Awarding Body
International House
High Street
Ealing
LONDON
W5 5DB
Tel 0208-579 2400
Fax 0208-840 6217
e-mail info@HAB.org.uk

HCIMA
Hotel Catering & International Management Association
191 Trinity Road
LONDON
SW17 7HN
Tel 0208-672 4251
Fax 0208-682 1707

HTB
Hairdressing Training Board
2nd Floor
Frazer House
Nether Hall Road
DONCASTER
DN1 2AA
Tel 01302 342837
Fax 01302 380028
e-mail enquiries@habia.org.uk
website www.habia.org.uk

IBA
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CHESTERFIELD
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S41 9YE
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Fax 01246 453300
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ICE
The Institute of Civil Engineering
Great George Street
Westminster
LONDON
SW1P 3AA
Tel 0207 222 7722

ICG
Institute of Careers Guidance
27a Lower High Street
STOWBRIDGE
West Midlands
DY8 1TA
Tel 01384 376464
Fax 01384 440830

ICoW
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Ealing
LONDON
W5 3TJ
Tel 0208-579 2917
Fax 0208-579 0554
e-mail
gensec@icwgb.sagehost.co.uk
website www.icwgb.sagehost.co.uk

IDA
Improvement and Development Agency
Layden House
76-86 Turnmill Street
LONDON
EC1M 5QU
Tel 0207-296 6600
Fax 0207-296 6666

IITC
Insurance Industry Training Council
20 Aldermanbury
LONDON
EC2V 7HY
Tel 0207-417 4403
Fax 0207-726 0131
e-mail tom.evans@cii.co.uk
website www.cii.co.uk

ILBAH
Industry Lead Body for Amenity Horticulture
Rocks East Woodland Education & Training Centre
Ashwicke
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Wiltshire
SN14 8AP
Tel 01225 852518
Fax 01225 852518

IM
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Cottingham Road
CORBY
Northamptonshire
NN17 1TT
Tel 01536 204222
Fax 01536 201651
e-mail
sharon.desthirdge@imgt.org.uk
website www.inst-mgt.org.uk

IMI
Institute of the Motor Industry
Fanshaws
Brickendon
HERTFORD
SG13 9PQ
Tel 01992 511521
Fax 01992 511548
e-mail imi@motor.org.uk
website www.motor.org.uk

Intellect
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MILTON KEYNES
MK9 2PG
Tel 01908 232200
Fax 01908 236630
e-mail info@intellect.uk.com

*Note: the awarding body functions of both FSAB and LGMB have been transferred to the IDA

IOM
Institute of Materials
1 Carlton House Terrace
LONDON
SW1Y 5DB
Tel 0207-839 4071
Fax 0207-839 1702
website www.materials.org.uk

ISM
Institute for Supervision & Management
Stowe House
Netherstowe
Lichfield
STAFFS
WS13 6TJ
Tel 01543 251346
Fax 01543 415804
e-mail
ism@ismstowe.demon.co.uk
website
www.ismstowe.demon.co.uk

LCCI
London Chamber of Commerce and Industry Examinations Board
Athena House
SIDCUP
Kent
DA15 7BJ
Tel 0208-302 0261
Fax 0208-302 4169
website www.lccieb.org.uk

LGMB*
Local Government Management Board
Please see note below

LPIVQB
Leather Producing Industry Vocational Qualifications Board
C/o BLC Leather Technology Centre
Leather Trade House
Kings Park Road
MOULTON PARK
Northamptonshire
NN3 1JD
Tel 01604 679999
Fax 01604 679998
e-mail
richard@blclearthertech.com

MCI
National Forum for Management Education Development
Russell Square House
10/12 Russell Square
LONDON
WC1B 5BZ
Tel 0207-872 9000
Fax 0207-872 9099

METIER
Glyde House
Glyde Gate
BRADFORD
BD5 0BQ
Tel 01274 738800
Fax 01274 391566
e-mail pauline@metier.org.uk
website www.metier.org.uk

MITC
Motor Industry Training Council
201 Great Portland Street
LONDON
WIN 6AB
Tel 0207-436 6373
Fax 0207-436 5108
e-mail ian@mitc.co.uk
website www.mitc.co.uk

MOD
Ministry of Defence
CM(S) 2BIVT
Room 2307
Kentigern House
65 Brown Street
GLASGOW
G2 8EX
Tel 0141-248 7890
Fax 0141-224 2176

MTC
Meat Training Council
PO Box 141
Winterhill House
Snowdon Drive
MILTON KEYNES
MK6 1YY
Tel 01908 231062
Fax 01908 231063
e-mail
info@meattraining.org.uk
website www.meattraining.org.uk

MVC
Management Verification Consortium Ltd
Management House
Cottingham Road
CORBY
Northants
NN17 1TY
Tel 01536 403831
Fax 01536 403918

NCC
NCC Education Services Ltd
The Towers
The Towers Business Park
Wilmslow Road
Didsbury
MANCHESTER
M20 2EZ
Tel 0161-438 6200
Fax 0161-438 6240

NEBS Management
National Examining Board for Supervisory Management
1 Giltspur Street
LONDON
EC1A 9DD
Tel 0207-294 2470
Fax 0207-294 2402
e-mail
nebsmgt@city-and-guilds.co.uk
website www.nebsmgt.co.uk

NFTA
National Fencing Training Authority
National Agricultural Centre
KENILWORTH
Warwickshire
CV8 2CG
Tel 02476 419703
Fax 02476 696732
e-mail awards@lantra.co.uk

NPTC
National Proficiency Test Council
National Agriculture Centre
KENILWORTH
Warwickshire
CV8 2LG
Tel 02476 696553
Fax 02476 696128
e-mail information@nptc.org.uk

NQC
Newspaper Qualifications Council
The Newspaper Society
Bloomsbury House
Bloomsbury Square
74-77 Great Russell Street
LONDON
WC1B 3DA
Tel 0207-636 7014
Fax 0207-631 5119

NTTG
National Textile Training Group
Suite 18
Jarodale House
7 Gregory Boulevard
NOTTINGHAM
NG7 9LD
Tel 0115-953 1866
Fax 0115-962 5450

OCR
Oxford, Cambridge & RSA Examinations
1 Regent Street
CAMBRIDGE
CB2 1GG
Tel 01223 552552
Fax 01223 460278

OPITO
Offshore Petroleum Industry Training Organisation
Minerva House
Bruntland Road
Portlethen
ABERDEEN
AB12 4QL
Tel 01224 787800
Fax 01224 787830
e-mail opito@opito.co.uk
website www.opito.com

OU
Open University Validation Services
344-354 Gray's Inn Road
LONDON
WC1X 8BP
Tel 0207-278 4411
Fax 0207-833 1012
e-mail VQ-Awards@open.ac.uk
website www.open.ac.uk/validate

PETC
The Paper Education & Training Council
Papermakers House
Rivenhall Road
Westlea
SWINDON
SN5 7BD
Tel 01793 889600
Fax 01793 886182

PINTO
Petroleum Industry NTO
8 Fulton Road
WEMBLEY
HA9 0ND
Tel 0208-982 1550
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PMI
Pensions Management Institute (Sub-Group)
PMI House
4-10 Artillery Lane
LONDON
E1 7LS
Tel 0207-247 1452
Fax 0207-375 0603
e-mail
qpa@pensions-pmi.org.uk
website www.pensions-pmi.org.uk

PPPITO
Photography & Photographic Processing Industry Training Organisation
Ambassador House
Brigstock Road
Thornton Heath
SURREY
CR7 7JG
Tel/Fax 0208-665 1110
e-mail
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website
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*Note: the awarding body functions of both FSAB and LGMB have been transferred to the IDA

QFI
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62-64 Horseferry Road
LONDON
SW1P 2AF
Tel 0207-222 2005
Fax 0207-222 2004
e-mail vetnursing@rcvs.org.uk
website www.rcvs.org.uk

REATEA
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18 Southernhay West
EXETER
Devon
EX1 1PR
Tel 01392 423399
Fax 01392 423373
e-mail psnto@eclipse.co.uk

RHDC
Road Haulage & Distribution Training Council
14 Warren Yard
Warren Farm Office Village
Stratford
MILTON KEYNES
MK12 5NW
Tel 01908 313360
Fax 01908 313006
e-mail
john.rhdte@dial.pipex.com
website www.rhdte.co.uk

RITC
Rail Industry Training Council
B118 MacMillan House
Paddington Station
LONDON
W2 1FT
Tel 0207-313 1035
Fax 0207-313 1074
e-mail enquiries@ritc.org.uk
website www.ritc.org.uk

SAMB
Scottish Association of Master Bakers
Atholl House
4 Torphicen Street
EDINBURGH
EH3 8JQ
Tel 0131-229 1401
Fax 0131-229 8239
e-mail master.bakers@samb.co.uk
website www.samb.co.uk

SASLI
Scottish Association of Sign Language Interpreters
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EDINBURGH
EH2 3NS
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Fax 0131-225 9932
e-mail mail@sasli.org.uk
website www.sasli.org.uk

SBATC
Scottish Building Apprenticeship & Training Council
Carron Grange
Carron Grange Avenue
STENHOUSEMUIR
FK5 3BQ
Tel 01324 555550
Fax 01324 555551

Scottish Prison Service
Calton House
5 Redheughs Riggs
EDINBURGH
EH12 9HW
Tel 0131-244 8745
Fax 0131-244 8774

SITO
Security Industry Training Organisation Limited
Security House
Barbourne Road
WORCESTER
WR1 1RS
Tel 01905 20004
Fax 01905 724949
website www.sito.co.uk

SJIB
Scottish Joint Industry Board of the Electrical Contracting Industry
Bush House
Bush Estate
MIDLOTHIAN
EH26 0SB
Tel 0131-445 5577
Fax 0131-445 5548
e-mail
bill.anderson@select.org.uk
website www.select.org.uk

Skillset
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LONDON
W1V 5RA
Tel 0207-534 5309
Fax 0207-534 5333

SNIJIB
Scottish & Northern Ireland Joint Industry Board for the Plumbing Industry
2 Walker Street
EDINBURGH
EH3 7LB
Tel 0131-225 2255
Fax 0131-226 7638

SPEF
Scottish Print Employers Federation
48 Palmerston Place
EDINBURGH
EH12 5DE
Tel 0131-220 4353
Fax 0131-220 4344
e-mail bstark@spfef.org.uk

SQA
The Scottish Qualifications Authority
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24 Douglas Street
GLASGOW
G2 7NQ
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Fax 0141-242 2244
website www.sqa.org.uk

SUMMIT Group
c/o 64 Mortons Fork
Bluebridge
MILTON KEYNES
MK13 0LA
Tel 01908 314608

TTF
Timber Trade Federation
Clareville House
26/27 Oxendon Street
LONDON
SW1Y 4EL
Tel 0207-839 1891
Fax 0207-930 0094

TUC
Trades Union Congress
Congress House
77 Crouch End Hill
LONDON
N8 8DG
Tel 0208-341 6161
Fax 0208-348 3961

TVG
Transportation Vocational Group
11-12 Buckingham Gate
LONDON
SW1E 6LB
Tel 01536 740100
Fax 01536 740101

TWI
TWI Certification Ltd
Granta Park
Great Abington
CAMBRIDGE
CB1 6AL
Tel 01223 891162
Fax 01223 892588
e-mail twicertification@twi.co.uk
website www.twi.co.uk

VQSET
Vocational Qualifications in Science Engineering & Technology
Kings Building
Smith Square
LONDON
SW1P 3JJ
Tel 0207-834 3399
Fax 0207-834 4469
e-mail VQSET@cia.org.uk
website www.cia.org.uk

VTCT
Vocational Training Charitable Trust
Customer Services Unit
Unit 11, Brickfield Trading Estate
Brickfield Lane
CHANDLERS FORD
Hampshire
Tel 0238 027 1733
Fax 0238 027 0566

WAMITAB
Waste Management Industry Training Advisory Board
PO Box 176
NORTHAMPTON
NN1 1SB
Tel 01604 231950
Fax 01604 232457
e-mail
info.admin@wamitab.org.uk
website www.wamitab.org.uk

11: GLOSSARY

Term	Definition
Accreditation	The process by which national occupational standards and structures become SVQs for specific awarding bodies.
Accreditation Period	Each SVQ is accredited for a finite period, this is usually between three and five years.
APS	Awards Processing System – the information system used by SQA to record all data related to qualifications.
APS Code	The code used to identify qualifications on APS which all awarding bodies are required to use. The code is comprised of four digits plus a further two digits. In the case of SVQs, the last 2 digits determine the level, for example 21 = Level 1, 22 = Level 2, 23 = Level 3, 24 = Level 4, and 25 = Level 5.
Area of Competence	There are 11 occupational areas of competence. These range from Tending Animals, Plants and Land to Engineering to Developing and Extending Knowledge and Skill. All SVQs are organised by the area of competence to which they belong.
Candidate	The individual who has been entered by his/her centre for an SVQ.
Centre	An organisation that has been approved by an awarding body to offer SVQs. A centre could be an employer, a training provider, a college, or a consortium.
Certification	This can be used in one of two ways: i) The process by which a centre requests an SVQ certificate for a candidate who has completed the full SVQ (or a Unit). ii) When referring to statistical information, it refers to the number of full SVQs that have been awarded.
Deletion	When an SVQ enters its lapsing period it is defined as being deleted and is known as a deletion. When an SVQ is deleted, no new candidates should be entered for the SVQ but existing candidates can complete (see also 'Lapsing Period').
Entry	The process by which a centre informs an awarding body that a candidate has commenced working towards an SVQ.
Expiry Date	The date after which no further candidates can be certificated. This date is calculated using the accreditation 'to' date plus the lapsing period (see 'Lapsing Period'). Thus, if an SVQ Level 2 is accredited to 31 July 2001, then its expiry date is 31 July 2003.
Extension	An extension may be granted to an SVQ at the end of its accreditation period if the revised SVQ is not yet available for accreditation.
Lapsing Period	When an SVQ reaches the end of its accreditation period and has been overtaken by another SVQ or has been withdrawn, it is said to be in its 'Lapsing Period'. The lapsing period is also known as the 'run-on period'. The length of the lapsing period is dependant upon the Level of an SVQ. For example, a Level 1 or Level 2 SVQ has a two year lapsing period, a Level 3 has three years, Level 4 & 5 have four years. Thus if an SVQ at Level 2 enters its lapsing period at 31 July 2001 then the lapsing period ends at 31 July 2003. During the lapsing period no new centres should be approved for the SVQ, nor should any new candidate be entered. However, candidates who have been entered for the SVQ prior to the lapsing period can complete and be certificated during this period.

Re-Accreditation	This refers to the situation where an SVQ has been updated (due to revision work on the national occupational standards) and the new SVQ replaces the previous SVQ. A re-accredited SVQ may replace more than one current SVQ.
Re-Accreditation Date	When an SVQ is Accredited, it has a finite period (see 'Accreditation Period'). The period is in the format 'From' and 'To'. This last date is the re-accreditation date and is the date by which a revised SVQ should be available for re-accreditation. In some cases, it is necessary to extend the accreditation period (see 'Extension').
Run-on-Period	See 'Lapsing Period'.

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