



**National Qualifications 2014  
Internal Assessment Report  
Excavation and Reinstatement of  
Roads/Highways HAUC Awards**

The purpose of this report is to provide feedback to centres on verification in National Qualifications in this subject.

# National Qualifications (NQ) Units

## Operative Units

- F932 04 Location and Avoidance of Underground Apparatus
- F8M5 04 Signing, Lighting and Guarding
- F933 04 Excavation in the Road/Highway
- F934 04 Reinstatement and Compaction of Backfill Material
- F935 04 Reinstatement of Sub-base and Roadbase
- F936 04 Reinstatement in Cold-lay Bituminous Materials
- F937 04 Reinstatement in Hot-lay Bituminous Materials
- F938 04 Reinstatement of Concrete Slabs
- F939 04 Reinstatement of Modular and Concrete Footways

## Supervisor Units

- F932 04 Location and Avoidance of Underground Apparatus
- F8M4 04 Monitoring Signing, Lighting and Guarding
- F93A 04 Monitoring Excavation in the Road/Highway
- F93C 04 Monitoring Reinstatement & Compaction of Backfill
- F93D 04 Monitoring Reinstatement of Sub-base and Roadbase
- F93E 04 Monitoring Reinstatement in Bituminous Materials
- F93F 04 Monitoring Reinstatement of Concrete Slabs
- F93G 04 Monitoring Reinstatement of Modular and Concrete Footways

## General comments

Most centre staff have a good knowledge and understanding of the requirements of the awards listed above.

Centres are using the Centre Guidance Notes to comply with the national standards.

Centres are reminded that continuing professional development (CPD) is not a requirement for these awards, but is recommended as good practice.

Some centres were using assessors/internal verifiers who were unqualified or who had no subject knowledge or industry experience, but this issue has been resolved.

## Unit specifications, instruments of assessment and exemplification materials

Nationally-prepared Unit paperwork is used by all centres.

At most centres, assessors have good subject knowledge, are experienced in the delivery of these awards, and fully understand the requirements of the awards and the Unit standards.

There was an issue with five centres regarding section 4.3 where the candidate evidence did not meet the standards. This has been addressed.

### **Evidence Requirements**

Nationally-prepared Unit paperwork is provided for centres to record candidate assessment evidence, which is then produced at external verification visits.

Re-assessment consists of test papers and only applies in England at the moment. Test papers are produced as candidate evidence during external verification visits.

Centres should follow the Centre Guidance Notes for Re-assessments.

Centres that re-assess using the SOLAR system are not subject to verification.

### **Administration of assessments**

All centres used the Centre Guidance Notes for these awards and had a standard system for the administration of the assessments. This was carried out in a professional and robust manner.

The assessment paperwork for the Operative and Supervisor awards was audited by the internal verifiers to the requirements of SQA.

Centres held standardisation meetings during which the standard approach and administration of the awards were considered.

Paperwork was kept securely for external verification by SQA.

### **Areas of good practice**

Most centres have a good induction process for these awards which explains to candidates what will be required of them to achieve the assessment standards.

At most centres, paperwork for the assessments was well prepared and well presented.