



## **Level 2 Award in Working in Low Risk Confined Spaces**

### **Qualification Specification**

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## Introduction

The **Level 2 Award in Working in Low Risk Confined Spaces** is aimed at those working in an environment with low risk entry with adequate natural or mechanical ventilation. Candidates will develop the necessary skills and competencies to assess risks, control hazards to work safely.

The qualification has been developed using National Occupational Standards for Working in Low Risk Confined Spaces.

The awarding organisation for this qualification is ProQual Awarding Body and the regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual). This qualification has been accredited onto the Regulated Qualifications Framework (RQF).

## Qualification Profile

Qualification title	<b>ProQual Level 2 Award in Working in Low Risk Confined Spaces</b>
Ofqual qualification number	603/3696/1
Level	Level 2
Total qualification time	10 hours
Guided learning hours	7
Assessment	Pass or fail Internally assessed and verified by centre staff External quality assurance by ProQual verifiers
Qualification start date	15/10/2018
Qualification end date	

## Entry Requirements

There are no formal entry requirements for this qualification.

Centres should carry out an **initial assessment** of candidate skills and knowledge to identify any gaps and help plan the assessment.

## Qualification Structure

Candidates must complete the Mandatory unit.

Mandatory			
Unit Reference Number	Unit Title	Unit Level	GLH
Y/617/2693	Working in Low Risk Confined Spaces	2	7

## Centre Requirements

Centres must be approved to offer this qualification. If your centre is not approved please complete and submit form **ProQual Additional Qualification Approval Application**.

### Staff

Staff delivering this qualification must be appropriately qualified and occupationally competent.

### Assessors/Internal Quality Assurance

For each competence-based unit centres must be able to provide at least one assessor and one internal quality assurance verifier who are suitably qualified for the specific occupational area. Assessors and internal quality assurance verifiers for competence-based units or qualifications will normally need to hold appropriate assessor or verifier qualifications, such as:

- Award in Assessing Competence in the Work Environment
- Award in Assessing Vocationally Related Achievement
- Certificate in Assessing Vocational Achievement
- Award in the Internal Quality Assurance of Assessment Processes and Practices
- Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practices

## Support for Candidates

Materials produced by centres to support candidates should:

- enable them to track their achievements as they progress through the learning outcomes and assessment criteria;
- provide information on where ProQual's policies and procedures can be viewed;
- provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence

## Assessment

Candidates must demonstrate the level of knowledge described in the unit. Assessment is the process of measuring a candidate's knowledge and understanding against the standards set in the qualification.

Assessment guidance is included to assure consistency.

Each candidate is required to produce evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for each unit.

Evidence can include:

- assignments/projects/reports
- worksheets
- portfolio of evidence
- record of oral and/or written questioning
- candidate test papers

**Learning outcomes** set out what a candidate is expected to know, understand or be able to do.

**Assessment criteria** specify the standard a candidate must meet to show the learning outcome has been achieved.

*Learning outcomes and assessment criteria for this qualification can be found from page 7 onwards.*

## Internal Quality Assurance

An internal quality assurance verifier confirms that assessment decisions made in centres are made by competent and qualified assessors, that they are the result of sound and fair assessment practice and that they are recorded accurately and appropriately.

## Adjustments to Assessment

Adjustments to standard assessment arrangements are made on the individual needs of candidates. ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements.

Centres should contact ProQual for further information or queries about the contents of the policy.

## Results Enquiries and Appeals

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

## Certification

Candidates who achieve the requirements for qualifications will be awarded:

- A certificate listing the unit achieved, and
- A certificate giving the full qualification title -

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### Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the requirements for a qualification. All certificates will be issued to the centre for successful candidates.

### Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement certificates.

## Learning Outcomes and Assessment Criteria

### Unit Y/617/2693

### Working in Low Risk Confined Spaces

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Understand how to work safely in confined spaces	<ol style="list-style-type: none"><li>1.1 Identify the main principles of health and safety and environmental legislation and regulations</li><li>1.2 Use guidance relating to identifying a confined space and assessing risk for working safety in confined spaces</li><li>1.3 Identify the types of spaces that could become confined due to the presence of a hazard</li><li>1.4 Identify hazards which can produced a confined space</li><li>1.5 Demonstrate knowledge of how to deal with emergency situations in confined spaces in terms of:<ul style="list-style-type: none"><li>• Roles and responsibilities</li><li>• Injuries to personnel and the general public</li><li>• Dealing with irregularities and abnormal situations</li><li>• Types of emergency situations</li></ul></li><li>1.6 Demonstrate knowledge of working safely in confined spaces in term of:<ul style="list-style-type: none"><li>• manufacturers instructions relating to use of equipment</li><li>• Understanding the roles when working as part of a team</li><li>• classification schemes and how to identify the confined space classification</li><li>• entry procedures for low risk confined spaces</li><li>• carrying out real-time assessment of risks and hazards</li><li>• Procedures and methods of working suitable to the confined space classification and local conditions</li><li>• Reducing the risk to an acceptable level for the work to be carried out</li><li>• Understand and using local site procedures</li><li>• Monitoring of conditions and work activity</li></ul></li></ol>

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
	<ul style="list-style-type: none"> <li>• Resolving problems speedily and with the designated personnel where other people or organisations are involved</li> <li>• Precautions to take when working alone</li> <li>• Communications methods for keeping in contact with other people</li> </ul> <p>1.7 Prepare and check tools and equipment</p> <p>1.8 Describe reporting systems for routine and non-routine work activities and resolving problems</p> <p>1.9 Identify procedures for dealing with emergencies, including communications and reporting systems for emergency situations</p>
2 Be able to prepare to enter and work safely in low risk confined spaces	<p>2.1 Prepare and check all equipment is in good order and electrical equipment is fully charged before entering the work site</p> <p>2.2 Obtain authorisation for entry and relevant health and safety information where there are designated personnel for supervising the work</p> <p>2.3 Arrange adequate communication for lone-working situations</p> <p>2.4 Maintain a safety zone in situations where other people need to be kept clear</p> <p>2.5 Carry out a real-time risk assessment before starting work</p>
3 Be able to enter and exit confined spaces safely	<p>3.1 Check atmospheric conditions are safe</p> <p>3.2 Set up and inspect access equipment to make sure it is safe before using it</p> <p>3.3 Enter and exit the space in line with procedures for working in low risk confined spaces</p> <p>3.4 Resolve any problems of work or team member with the designated personnel</p>
4 Be able to use equipment and tools safely and in accordance with manufacturers' specifications	<p>4.1 Check all equipment and tools are suitable for the job before using them</p> <p>4.2 Check all personal protective equipment (PPE) is suitable before using it</p> <p>4.3 Use the specified method to introduce equipment and tools into the confined space</p> <p>4.4 Ensure equipment and tools are recovered from site when work is finished</p>
5 Be able to follow procedures and work safely	<p>5.1 Set up and use communication methods which are suitable for the job</p>

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
	<ul style="list-style-type: none"> <li>5.2 Inform at least one other person in advance of starting work where it involves lone-working</li> <li>5.3 Control access of people and vehicles around the entry point</li> <li>5.4 Resolve any problems connected to the work with the designated personnel</li> <li>5.5 Follow employer's safe working procedures and equipment manufacturers' instructions</li> <li>5.6 Act immediately to remedy any unsafe activity, equipment and environmental conditions</li> <li>5.7 Regularly monitor atmospheric conditions within the confined space</li> <li>5.8 Control risks adequately which arise during working</li> <li>5.9 Use PPE specified for the job</li> <li>5.10 Respond to information from monitoring equipment</li> <li>5.11 Close down and make the work area safe when work is finished</li> <li>5.12 Complete all documentation and reports before filing them in the designated place or passing them to designated personnel</li> </ul>
<p>6 Be able to deal with emergencies</p>	<ul style="list-style-type: none"> <li>6.1 Start emergency exit procedures immediately a dangerous situation arises</li> <li>6.2 Exit self safely</li> <li>6.3 Record and report the emergency incident and its circumstances</li> </ul>

## Assessment

All learning outcomes in this unit must be assessed using appropriate methods. There must be valid, authentic and sufficient for all the assessment criteria. However, one piece of evidence may be used to meet the requirements of more than one learning outcome or assessment criterion.



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