

Formative Practical Assessment — Guidance for Tutors and Candidates

P404 - Air Sampling of Asbestos and MMMF and Requirements for a Certificate of Reoccupation Following Clearance of Asbestos

1 Overview

Candidates taking the P404 – Air Sampling of Asbestos and MMMF and Requirements for a Certificate of Reoccupation Following Clearance of Asbestos module are required to have the requisite skills to carry out the full procedure for taking air samples and determining site clearance following remediation works involving asbestos, including knowledge of PPE and RPE and decontamination procedures.

The formative practical assessment is designed to enable candidates to demonstrate that they have achieved the relevant skills by carrying out a number of practical tasks. All candidates must undertake the tasks at an appropriate time during the course under the supervision of the course tutor. The tutor may be assisted by other appropriately qualified and experienced people if necessary.

The assessment is open-book and candidates are permitted to access written reference materials and written procedures during the tasks but not electronic databases.

The course tutor is permitted to support candidates who are experiencing difficulties in carrying out one or more of the tasks, for example by providing verbal feedback or by demonstrating correct techniques. However, to complete the assessment, candidates must demonstrate a satisfactory level of proficiency in all tasks independently and without support.

Candidates who do not complete the tasks are permitted to take the written and practical examinations but will not be awarded the module. Candidates are permitted to re-sit the assessment with a training provider.

2 P403 – Asbestos Fibre Counting (PCM) (including Sampling Strategies)

Where the P404 module is run as a combined course with P403, the respective assessments can be carried out together but candidates' results must be reported against each module.

3 The Practical Requirements

Candidates must demonstrate proficiency in all of the following areas:

- the complete procedure for taking air samples for clearance purposes (the actual set up of the sampler itself and the conversion of filters is included in P403),
- selection, checking and wearing relevant PPE and RPE, including appropriate decontamination and removal procedures,
- a full understanding of all four stages of the process for site certification for reoccupation purposes including issuing of a certificate of reoccupation.

4 Marking and Reporting

The course tutor who assesses the candidates must complete a Formative Practical Assessment Report Form for each candidate, attached at the end of this document. The Report must clearly show if each candidate has achieved a satisfactory or unsatisfactory level of proficiency for each assessment element.

Candidates are required to achieve a satisfactory level of proficiency for each element to complete the assessment.

A copy of the relevant Report may be given to the candidate.

5 Results

The results for each candidate must be sent to BOHS within five working days of the end of the course.

6 Quality Assurance

The assessment is a mandatory part of the assessment and examination process for P404 and is subject to BOHS external quality assurance arrangements, to ensure compliance with requirements and to promote consistency and continuing improvement.

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Assessment Elements

The following three elements must be included in the formative practical assessment.

1 Procedure for taking samples

- calculation of the number of samples required in an area,
- positioning of samplers and sampling procedure,
- post-sampling recovery of samplers.

2 The four-stage site clearance for reoccupation procedure

- the requirements of the four stages,
- dust disturbance procedures,
- examples of failures and corrective actions.

3 Selection and use of RPE/PPE

- inspection and fit checking of a suitable respirator,
- demonstration of correct donning and removal of RPE, including decontamination,
- description/demonstration of correct donning and removal of other PPE.

Formative Practical Assessment Report

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Training Provider			
Course Start Date		Course End Date	
Location of Course			
Name of Candidate		Date of Birth	
Date of Assessment			

Assessment Element		Tutor Comment of Level of Proficiency¹
1	Procedure for taking samples	
2	Four-stage site clearance	
3	Selection and use of RPE/PPE	

I certify that the above candidate has been assessed in accordance with BOHS requirements and has achieved the level of proficiency for each element as shown.

Name of tutor		Signature of tutor	
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¹Tutor must enter 'Satisfactory' or 'Unsatisfactory' for each element, with additional comments if necessary relating to the candidate's ability and expertise in that element.