

# CITY & GUILDS NPTC LEVEL 2 AWARD IN PIG BREEDING



## QUALIFICATION GUIDANCE

**Independently Assessed**

### Essential Qualification Information

**Not to be used by the Candidate during Assessment**

You will require some of this information to accurately complete the Record of Assessment (ROA)

|  |                           |                                     |
|--|---------------------------|-------------------------------------|
| <b>Qualification Group No</b>          | 0   1   4   1             | Livestock                           |
| <b>Qualification Programme No</b>      | 0   1   4   1   -   1   4 | L2 Award in Pig Breeding            |
| <b>Unit(s)</b>                         | 2   0   2                 | Breeding operation and care         |
| <b>Learning Time (LT)</b>              | 2   0   2                 | LT 40 hrs<br>(* see note on page 2) |
| <b>Recommended Assessment Duration</b> |                           | 1.5 – 3 hours per Candidate         |

# City and Guilds Level 2 Award in Pig Breeding Qualification Guidance

## Introduction

The scheme will be administered by City & Guilds

City & Guilds will:

- Publish
  - Scheme regulations
  - Qualification guidance
  - Training materials
  - Trainers support materials
- Approve centres to co-ordinate and administer the scheme
- Set standards for the training of Verifiers and Assessors
- Recruit, train and deploy Verifiers
- Issue certificates to successful Candidates

## The Qualification

The qualification will be awarded to Candidates who achieve the required level of competence in the units to which their certificate relates.

## Instruction

Attendance at a course of instruction is not a pre-requisite for an application for an assessment but potential Candidates are strongly advised to ensure that they are up to the standards that will be expected of them when they are assessed.

### \* Learning Time (LT)

**Learning Time (LT)** is a better indicator of the time requirement needed for a candidate to achieve competence in this qualification. It has replaced Guided Learning Hours (GLH) which are defined as *“tutor or teacher led hours”*. LT is defined as **“a notional measure of the learning time a typical learner might be expected to take to complete and achieve all learning outcomes”**. It takes into account prior learning and encompasses: formal learning (including classes, tutorials, on line tuition), coaching and mentoring, practical work, relevant IT activity, information retrieval, expected private study and revision, work-based activity which leads to assessment, practice to achieve competence, formative assessment, programme planning and feedback.

## Access to Assessment

Assessment centres will be responsible for arranging assessment on behalf of the Candidate.

The minimum age limit for Candidates taking Certificates of Competence is 16 years. There is no upper age limit.

The assessment is **one** Mandatory unit:

|          |  |
|----------|--|
| Unit 202 | Breeding operation and care<br><b>Outcomes</b>   |
|          | 1. Be able to assess the suitability of an animal for breeding and recommend the appropriate outcome <b>(Criteria 1.1 – 1.3)</b> |
|          | 2. Be able to supervise the service or insemination of a sow and confirm pregnancy <b>(Criteria 2.1 – 2.2)</b>                   |
|          | 3. Know the requirements for boar accommodation <b>(Criteria 3.1 – 3.1)</b>  |
|          | 4. Know the feeding requirements for dry sows and boars <b>(Criteria 4.1 – 4.1)</b>  |

Candidates must successfully achieve **all** assessment activities in the above unit.

## Quality Assurance

Verification is a process of monitoring assessment; it is an essential check to confirm that the assessment procedures are being carried out in the way City & Guilds has laid down. The overall aim of verification is to establish a system of quality assurance that is acceptable in terms of both credibility and cost effectiveness.

Approved Assessors will be subject to a regular visit by the verifier at a time when assessments are being undertaken.

A selection of assessment reports completed by the Assessor will be evaluated by a City & Guilds approved verifier.

Compliance with the verification requirements is a pre-requisite for Assessors remaining on the list of approved Assessors.

After assessment has been completed the Qualification Guidance is to be forwarded to the centre and retained by the centre until after the annual centre visit has taken place by a Quality Systems Consultant (QSC).

## Performance Evaluation

The result of each assessment activity is evaluated against the following criteria:

- M =** Met Meets or exceeds the assessment criteria by displaying a level of practical performance and/or underpinning knowledge. If the Criterion has been MET, a tick  is to be put in the box provided in the bottom right-hand column of each section.
- NM =** Not Met Does not satisfy the requirements of the assessment criteria, being unable to perform the practical task satisfactorily or safely or being deficient in underpinning knowledge. If the Criterion is NOT MET, a cross  is to be put in the box provided in the bottom right-hand column of each section.

## Appeals and Equal opportunities

Centres must have their own auditable, appeals procedures. If a Candidate is not satisfied with the examination conditions or a Candidate feels the opportunity for examination is being denied, the Centre Manager should, in the first instance, address the problem. If, however the problem cannot be resolved, City & Guilds will arbitrate and an external verifier may be approached to offer independent advice. All appeals must be clearly documented by the Centre Manager and made available to the external verifier or City & Guilds if advice is required.

Should occasions arise when centres are not satisfied with any aspect of the external verification process, they should contact Verification Services at City & Guilds.

Access to the qualification is open to all, irrespective of gender, race, creed, age or special needs. Subject to H&S restrictions the Centre Manager should ensure that no learner is subjected to unfair discrimination on any grounds in relation to access to assessment and to the fairness of the assessment. QCA requires City & Guilds to monitor centres to check whether equal opportunities policies are being adhered to.

## Validation of Equipment

A Manufacturer's instruction book or other operator's manual should be available for the Candidate to use during the assessment if required.

All equipment being used for this assessment must comply with the relevant requirements of the Provision and Use of Work Equipment Regulations (PUWER) 1998.

Vehicles must comply with department of Transport and road Traffic acts where relevant.

Any appropriate item of machinery complying with current legal requirements is acceptable for the assessment, provided it is suitably equipped for all assessment activities to be carried out.

## Safe Practice

### **Appropriate Personal Protective Equipment (PPE) must be worn at all times.**

The Assessor must ensure that a site specific risk assessment is carried out.

All equipment must be operated in such a way that the Candidate, Assessor, other persons, or other equipment are not endangered.

All ancillary equipment, when detached, must be safely parked.

Failure to operate safely and comply with these requirements will result in the Candidate not meeting the required standard.

Warning signs stating that an assessment is in progress should be available.

The Assessor may stop the assessment on the grounds of safety at any time at his/her discretion.

Before any assessments take place, Assessor & Candidate should to be aware of any local or national issues to prevent breach of security, safety and any cross contamination or damage to the local environment.

**A breach of Health and Safety that puts any person at risk during the assessment process will result in the assessment being terminated and the Candidate not meeting the required standard.**

## Additional Information

May be sought from the relevant manufacturer's operator manuals or any other appropriate training or safety publication e.g. **Code of Recommendations for the Welfare of Livestock**.

Questions should be related to the background or employment aspirations of the candidate.

Candidates who undertake this assessment and have met the requirements are reminded of their legal obligation to receive/undertake appropriate additional training in the use of any equipment that differs from that used during the assessment, but which they are nevertheless qualified to use.

## Assessment Guidance for the Assessor

This qualification can only be assessed by an Assessor who is suitably qualified and meets the requirements of the awarding body. The Assessor must be independent **and cannot have been involved with the training of the Candidate**. Please see City & Guilds Centre Manual for guidance.

The Candidate is to be notified of the place and time of assessment and when formal assessment commences and ceases.

Assessors are reminded that assessment is a formal process and that assessment must be carried out using this Qualification Guidance. All relevant assessment criteria must be assessed against the criterion as specified in the Qualification Guidance. Assessment will be carried out by direct observation and by oral questioning of the Candidate. **Where a specific number of responses are required these may include other suitable answers not specified if they are deemed to be correct by the Assessor**. The performance of the Candidate is to be recorded on the Qualification Guidance as directed by completing the tick boxes. Space has been provided on the Qualification Guidance for the person assessing to record relevant information which can be utilised to provide feedback to the Candidate. After assessment has been completed the Qualification Guidance document is to be retained by the assessor and provided if required by a Quality Systems consultant (QSC).

## Assessment Guidance for Candidate

A list of registered assessment centres is available from City & Guilds NPTC. ([www.nptc.org.uk](http://www.nptc.org.uk))

Assessment is a process by which it is confirmed that the candidate is competent in the unit(s) within the award to which the assessment relates. It is the process of collecting evidence about his/her capabilities and judging whether that evidence is sufficient to attribute competence.

The Candidate must be registered through the City & Guilds approved assessment centre for this qualification prior to the assessment.

The results of the assessment will be recorded on the Record of Assessment form (ROA).

## Assessment Guidance for Candidate continued...

The qualification guidance contains criteria relating to:

- Observation of practical performance
- Assessment of underpinning knowledge

### Animal Welfare

*Throughout this assessment a high emphasis is placed on animal welfare, which will underpin the whole of this qualification.*

The “Five Freedoms” and their interpretation by the RSPCA appear as below.

During their assessment, candidates are reminded that they should carry out all the activities to comply with the animal welfare codes.

#### The Five Freedoms

The ‘Five Freedoms’ as defined by the Farm Animal Welfare Council, define ideal states, but provide a comprehensive framework for animal welfare on farm, in transit and at the place of slaughter.

They are:

- **Freedom from fear and distress**
- **Freedom from pain, injury and disease**
- **Freedom from hunger and thirst**
- **Freedom from discomfort**
- **Freedom to express normal behaviour**

#### What the Five Freedoms mean:-

**FREEDOM from fear and distress** by providing conditions and care, whether on farm, in transit or at the abattoir, which avoid mental suffering. For instance, staff involved in handling livestock need to be aware of the welfare problems associated with animal handling and understand the behaviour characteristics and likely reactions of the species in question, so that potentially stressful events such as loading/unloading and moving animals can be carried out quietly and calmly.

**FREEDOM from pain, injury and disease** by prevention or rapid diagnosis and treatment. The design of accommodation for farm animals should be such that a high or regular occurrence of injury and disease as the consequence of poorly designed facilities is avoided. Stock-keepers should be sufficiently skilled and alert to detect incidents of injury and disease early, to act appropriately to reduce or avoid them in future.

**FREEDOM from hunger and thirst** by providing ready access to fresh water and a diet to maintain full health and vigour. Feed must be satisfying, appropriate for the species/age of animal and safe. Other measures (such as minimizing bullying and competition at feed time by ensuring appropriate placement and numbers of feeders/drinkers) should also be employed to achieve this ‘freedom’.

**FREEDOM from discomfort** by providing an appropriate environment including shelter and a comfortable resting area. The provision of a safe, clean, dry bedded lying area helps to achieve this and space allowances should ensure that all animals have adequate space to lie comfortably, groom themselves, get up and get down easily without injuring themselves or others. The design of flooring and unbedded areas along with drainage and manure handling, should be such that they do not result in injuries or diseases of the feet.

**FREEDOM to express normal behaviour** by providing sufficient space, proper facilities and company of the animals' own kind. The proven needs of different species of animals must be met. For example, the provision of straw bedding or other material for manipulation for pigs, can not only provide a comfortable lying place, but also enriches a potentially barren environment by providing an opportunity for pigs to satisfy their strong instinct for exploration, rooting behaviour and play. Allowing expression of natural behaviour helps to reduce the occurrence of unnatural, potentially harmful behaviours and improves mental well-being.

Published by  
City & Guilds  
Building 500  
Abbey Park  
Stareton  
Warwickshire  
CV8 2LY

T +44 (0)24 7685 7300

F +44 (0)24 7669 6128

[www.nptc.org.uk](http://www.nptc.org.uk)

e-mail: [information@cityandguilds.com](mailto:information@cityandguilds.com)

City & Guilds is a registered charity established to promote education and training

|             |       |       |             |           |
|-------------|-------|-------|-------------|-----------|
| Candidate A | Name: | Date: | Start Time: | Duration: |
| Candidate B | Name: | Date: | Start Time: | Duration: |
| Candidate C | Name: | Date: | Start Time: | Duration: |
| Candidate D | Name: | Date: | Start Time: | Duration: |

| CRITERIA NUMBER | ASSESSMENT CRITERIA  | ASSESSOR GUIDANCE  | ASSESSMENT ACTIVITIES  | CANDIDATE                |                          |                          |                          |
|-----------------|--|--|--|--------------------------|--------------------------|--------------------------|--------------------------|
|                 |  |  |  | A                        | B                        | C                        | D                        |
| Unit 202<br>1.1 | Asses the condition of a gilt or sow and make recommendations                        | <p>The candidate is required to condition score <b>five</b> animals at two of the following stages:</p> <ul style="list-style-type: none"> <li>• Mid gestation</li> <li>• Late gestation</li> <li>• Weaning to service</li> </ul> <p>Candidate to <b>state three</b> reasons when an animal should be culled</p>   | <p>Premise is that animals should be "Fit not fat"</p> <p>Candidate to state expected scores:</p> <ul style="list-style-type: none"> <li>• Mid gestation– expected condition score 3 -3.5</li> <li>• Late gestation - expected condition score 3 -3.5</li> <li>• Weaning to service - expected condition score 2.5 -3</li> </ul> <p>May include:</p> <ul style="list-style-type: none"> <li>• age (according to herd protocols)</li> <li>• "returning to service"</li> <li>• poor condition</li> <li>• history of abortion</li> <li>• poor reproductive performance</li> <li>• affected by disability, disease or disorder</li> </ul> <p style="text-align: right;"><b>Met✓ Not Met X</b></p>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Unit 202<br>1.2 | Identify the visual signs indicating the various stages of a sows reproductive cycle | <p><b>Sows at various stages of the reproductive cycle should be available for the candidate to visually assess</b></p> <p>Candidate to <b>identify three</b> signs at oestrus and state when first oestrus would occur</p> <p>Candidate to <b>state</b> what might indicate that the first service was not successful and the sow has returned to service</p> <p>Candidate to <b>identify three</b> signs just prior to farrowing</p> | <p>To include, at oestrus:</p> <ul style="list-style-type: none"> <li>• swollen pink vulva</li> <li>• possible signs of fluid discharge</li> <li>• displaying sexual behaviour</li> <li>• scratch marks on the flanks</li> <li>• stands when "ridden"</li> <li>• occur at five days post weaning</li> <li>• 150 days of age</li> </ul> <p>May include:</p> <ul style="list-style-type: none"> <li>• signs of oestrus as above</li> </ul> <p>To include, "in pig" just prior to farrowing:</p> <ul style="list-style-type: none"> <li>• extended swollen vulva</li> <li>• change of body shape</li> <li>• udder size increases</li> <li>• milk discharge from teats</li> <li>• nesting behaviour exhibited</li> </ul> <p style="text-align: right;"><b>Met✓ Not Met X</b></p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Unit 202<br>1.3 | Select an on-heat sow/gilt from a group of at least five sows                        | <p><b>Note to the Assessor:</b><br/>Candidate must be presented with a group of at least five animals, one of which must be showing visual signs of oestrus</p>  | <p>Candidate to select:</p> <ul style="list-style-type: none"> <li>• correct sow/gilt</li> </ul> <p style="text-align: right;"><b>Met✓ Not Met X</b></p>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



| CRITERIA NUMBER             | ASSESSMENT CRITERIA  | ASSESSOR GUIDANCE  | ASSESSMENT ACTIVITIES  | CANDIDATE                |                          |                          |                          |
|-----------------------------|--|--|--|--------------------------|--------------------------|--------------------------|--------------------------|
|                             |  |  |  | A                        | B                        | C                        | D                        |
| Cont....<br>Unit 202<br>2.1 |  |  | <ul style="list-style-type: none"> <li>open lips of vulva with left hand (right handed operator)</li> <li>insert catheter slightly upwards</li> <li>when pressure is felt when catheter reaches the cervix gently push it so that it passes into uterus</li> <li>prepare and connect pack(may be done before insertion of catheter)</li> <li>squeeze pack so that semen pressure extends catheter and semen flow directly into uterus</li> <li>remove empty pack</li> <li>dispose of all equipment safely &amp;/or return to correct store area after cleaning</li> <li>ensure that all records are correctly completed</li> </ul> <p style="text-align: right;"><b>Met✓ Not Met X</b></p>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Unit 202<br>2.2             | Know how to detect pregnancy                               | Candidate is to <b>state</b> how to detect pregnancy<br><br><b>Assessor note:</b> Pregnant and non pregnant animals must be presented to the candidate for diagnosis | To include: <ul style="list-style-type: none"> <li>test from 28 days post-mating</li> <li>pregnancy detection equipment</li> <li>ensure correct animals are identified (correct batch/group)</li> <li>visual observation at eight weeks plus after mating</li> <li>mark &amp; record after testing</li> </ul> <p style="text-align: right;"><b>Met✓ Not Met X</b></p>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Unit 202<br>3.1             | Know the factors which affect boar accommodation           | Candidate to state <b>six</b> factors which affect boar accommodation  | May include: <ul style="list-style-type: none"> <li>permanent access to water</li> <li>adequate feed</li> <li>sight sound and smell of other pigs but, preferably, not other boars</li> <li>facilities to take sow to boar accommodation</li> <li>clean dry resting area</li> <li>min of 6m<sup>2</sup> unobstructed floor area</li> <li>when for service 10m<sup>2</sup> of unobstructed floor area</li> <li>partitions high enough to stop boars jumping over</li> <li>plenty of bedding</li> <li>non slip floor</li> <li>adequate ventilation</li> <li>providing correct temperature to avoid temporary infertility</li> <li>rectangular pen shape e.g. 5m x 2m</li> <li>vertical bars for pen divisions</li> <li>no obstructions likely to cause damage in pen/area that mating takes place</li> <li>provide adequate lighting for at least 8 hrs/day</li> </ul> <p style="text-align: right;"><b>Met✓ Not Met X</b></p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Unit 202<br>4.1             | Recommend changes in diet to maintain or improve condition | The candidate is required to make recommendations after determining the condition score of the animals assessed in 1.1   | May include: <ul style="list-style-type: none"> <li>increase amount of food</li> <li>decrease amount of food</li> <li>change diet</li> <li>provide mineral supplements</li> </ul> <p style="text-align: right;"><b>Met✓ Not Met X</b></p>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**Summary of Assessment** (*The Assessor is to complete the following as appropriate*)

|             |   |   |   |   |
|-------------|---|---|---|---|
| Candidate A | Candidate <b>has met</b> all of the assessment criteria | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> | The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> ) | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> |
|             | Signed:   |   | Date:   |   |

|             |   |   |   |   |
|-------------|---|---|---|---|
| Candidate B | Candidate <b>has met</b> all of the assessment criteria | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> | The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> ) | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> |
|             | Signed:   |   | Date:   |   |

|             |   |   |   |   |
|-------------|---|---|---|---|
| Candidate C | Candidate <b>has met</b> all of the assessment criteria | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> | The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> ) | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> |
|             | Signed:   |   | Date:   |   |

|             |   |   |   |   |
|-------------|---|---|---|---|
| Candidate D | Candidate <b>has met</b> all of the assessment criteria | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> | The Candidate <b>has not</b> met all of the assessment criteria; ( <b>state reason(s)</b> ) | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> |
|             | Signed:   |   | Date:   |   |

**For use by Internal Verifier ONLY** if the assessment process was internally verified  
 (Internal Verifier to complete **ONE** of the boxes below)

|  |   |
|--|---|
| I observed an assessment process taking place and I am satisfied that the assessment was conducted in line with the qualification requirements and that the judgement of the Assessor was appropriate. | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> |
| I observed an assessment process taking place. The following were noted as areas of concern.   | Tick<br><input checked="" type="checkbox"/><br><input type="checkbox"/> |
| Signed:  |   |
| Date:  |   |