

City & Guilds Level 2 Certificate of Competence in the Safe Use of Mowers (0014-35)

Version 1.2 (March 2025)

Assessment Pack – Candidate Version

Version and date	Change detail	Section
1.0 February 2020	First version	
1.1 March 2020	Checklists moved to appendices	Appendices
	Introduction updated	Introduction updated
1.2 March 2025	Formatted	Throughout
	Unit Numbers amended	

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Introduction

This assessment relates to the unit in the Qualification handbook. The assessment can be achieved at pass only. If any task is not yet met the candidate is unsuccessful.

This assessment has the following units and learning outcomes:

Unit 231 Prepare a pedestrian mower for operation

1. Know the requirements of risk assessment, legislation and safety when preparing a pedestrian mower
2. Know how to carry out a risk assessment

Unit 232 Operate a pedestrian mower

1. Operate a pedestrian mower

Unit 233 Prepare a ride-on mower for operation

1. Know the requirements of risk assessment, legislation and safety when preparing a ride-on mower
2. Carry out pre-use checks and maintain a ride-on mower

Unit 234 Operate a ride-on mower

1. Operate a ride-on mower

Unit 235 Prepare a tractor mounted/trailed mower for operation

1. Know the requirements of risk assessment, legislation and safety when preparing a tractor mounted/trailed mower
2. Carry out pre-use checks and maintain a tractor mounted/trailed mower

Unit 236 Operate a tractor mounted/trailed mower

1. Operate a tractor mounted/trailed mower

General guidance on the requirements for assessment can be found in the Assessor Guidance document available on the City & Guilds web site **www.nptc.org.uk**

The assessor must complete the Practical Table mark sheet for each candidate which should be kept by the assessor for a minimum period of twelve months.

This is not an open book assessment, however additional technical information may be sought from the relevant manufacture's operator manuals or any other appropriate training or safety publication.

Practical observation descriptor table

231 – Prepare a pedestrian mower for operation

Activity number and description from check list		Assessment Criteria
1	Carry out a site-specific hazard and risk assessment	<p>May include:</p> <ul style="list-style-type: none"> • slopes • ground conditions • contact with moving parts • manual handling • overhead obstructions • surface obstructions • people and/or animals • ditches/waterways • hot components • exhaust fumes • fuel and oil • bio hazards • dust/fungal spores • flying debris • contact with the cutting mechanism • insect bites/stings • fire
		<p>To include:</p> <ul style="list-style-type: none"> • evaluate risks • implement appropriate control measures • confirm that the condition of the site is acceptable • confirm who they would report to if the site condition is unsuitable
2	Describe the relevant health and safety legislation in relation to mower operations	<p>May include the following:</p> <ul style="list-style-type: none"> • Health and Safety at Work Etc. Act (HASAWA): <ul style="list-style-type: none"> ○ Duties imposed on the employer/employee/others • Provision and Use of Work Equipment Regulations (PUWER): <ul style="list-style-type: none"> ○ Machine must be suitable for the task ○ Machine must be properly maintained according to manufacturer's recommendations • Management of Health and Safety at Work Regulations (MHSWR): <ul style="list-style-type: none"> ○ Risk assessments must be completed and communicated to all relevant persons

		<ul style="list-style-type: none"> • Manual Handling Operations Regulations (MHOR): <ul style="list-style-type: none"> ○ Avoid manual handling where possible, use safe lifting techniques • Control of Substances Hazardous to Health (COSHH): <ul style="list-style-type: none"> ○ fuel handling and protection from contaminants • Personal Protective Equipment Regulations (PPE): <ul style="list-style-type: none"> ○ PPE must be provided, maintained and worn • The Control of Noise at Work Regulations: <ul style="list-style-type: none"> ○ Hearing protection must be used over 85 decibels (dB) • Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR): <ul style="list-style-type: none"> ○ Certain categories of injuries must be reported • Wildlife and Countryside Act (WCA): <ul style="list-style-type: none"> ○ Operations must be carried out avoiding disturbance to wildlife • Health & Safety (First Aid) Regulations: <ul style="list-style-type: none"> ○ Need for an accident book and knowledge of where it is kept • The Control of Vibration at Work Regulations: <ul style="list-style-type: none"> ○ to reduce the risk to health from vibrations
3	Select the appropriate Personal Protective Equipment (PPE) for mower operations	<p>May include (subject to risk assessment):</p> <ul style="list-style-type: none"> • eye protection • head protection • hearing protection • dust mask • hand protection • non-snag clothing • high visibility clothing • safety footwear
4	Identify the fuel requirements for the power unit and related safety precautions	<p>May include:</p> <ul style="list-style-type: none"> • Petrol • Diesel • Battery <p>May include:</p> <ul style="list-style-type: none"> • no smoking/naked flames • allowing engine to cool before re-fuelling • avoiding contact with hot surfaces • fuel topped up to correct level • any spillage is dealt with using the correct method • be kept away from any sources of ignition <p>May include:</p>

		<ul style="list-style-type: none"> • container specifically designed for fuel storage • have a non-spill spout • be clearly labelled • have securely fitting caps • be kept away from any sources of ignition
5	Identify the safety features of the equipment being used	To include: <ul style="list-style-type: none"> • all moving and hot parts must be guarded
		To include: <ul style="list-style-type: none"> • operator and bystander protection decals
		To include: <ul style="list-style-type: none"> • operator presence controls (OPC)
6	Identify and explain the function of all controls	To include: <ul style="list-style-type: none"> • all controls applicable to the mower being used for the assessment
7	Carry out daily pre-use checks to the mower	May include: <ul style="list-style-type: none"> • all pre-use checks applicable to the mower being used for the assessment – as specified in the manual
8	Explain how to refuel the mower	To include: <ul style="list-style-type: none"> • refuelled in accordance with manufacturer's handbook/operator's manual • checking the fuel level – allowing for expansion • cap correctly refitted
9	Maintain the cutting mechanisms	a) Cylinder Mowers
		To include: <ul style="list-style-type: none"> • check the bed knife and cylinder for wear and damage
		To include: <ul style="list-style-type: none"> • bed knife to cylinder clearance • carry out adjustments in accordance with manufacturer's handbook
		To include: <ul style="list-style-type: none"> • back lapping procedure explained
		b) Rotary Mowers
		To include: <ul style="list-style-type: none"> • blade(s) condition • blade(s) security
		<ul style="list-style-type: none"> • To include: • how to safely remove blade(s) from the mower • sharpening the blade • how to balance the blade • how to check that fitting is correct and tightness/torque setting is appropriate

		<p>May include:</p> <ul style="list-style-type: none"> • reducing vibration • reducing noise • reducing bearing wear • protecting the operator
		<p>c) Flail Mowers</p> <p>To include:</p> <ul style="list-style-type: none"> • flail condition • flail security
		<p>To include:</p> <ul style="list-style-type: none"> • how to safely remove/secure flail • sharpening/reversing/replacing the flail • how to check that fitting is correct and tightness/torque setting is appropriate
		<p>May include:</p> <ul style="list-style-type: none"> • reducing vibration • reducing noise • reducing bearing wear • protecting the operator
		<p>d) Reciprocating Knife Mower</p> <p>To include:</p> <ul style="list-style-type: none"> • knife condition • knife security
		<p>To include:</p> <ul style="list-style-type: none"> • how to safely remove knife from the mower • sharpening the knife sections • how to refit the knife to the mower • how to check that fitting is correct including adjustment of knife clips, ledger plates, wear plates and knife register

232 – Operate a pedestrian mower

Activity number and description from check list		Assessment Criteria
1	Carry out a test start and stop procedure	To include: <ul style="list-style-type: none"> start the machine check operator presence control(s) stop the machine
2	Describe and carry out the operating adjustments to the mower	May include <ul style="list-style-type: none"> height adjustment grass collection/recycling
3	Operate the mower safely and in accordance with agreed specification	To include: <ul style="list-style-type: none"> move the mower to the work site task started at an appropriate point appropriate forward speed maintained suitable engine speed work checked following 'trial' cut minimise overlap/misses
4	Carry out work in a manner which minimises environmental damage	To include: <ul style="list-style-type: none"> climatic conditions are acceptable ground conditions are acceptable turns made without excessive damage to the surface cut material disposed of/recycled in accordance with legislative and organisational requirements
5	Discuss the quality of the completed mowing operation	To include: <ul style="list-style-type: none"> finish complies with agreed specification
6	Clean and store equipment correctly after use	May include: <ul style="list-style-type: none"> prevents personal contamination prevents corrosion makes visual inspection for damage possible facilitates maintenance and adjustments
		May include (subject to risk assessment): <ul style="list-style-type: none"> eye protection safety footwear overall/coverall hand protection face shield dust mask
		May include: <ul style="list-style-type: none"> a brush compressed/blown air water/pressure washer

233 – Prepare a ride-on mower for operation

Activity number and description from check list		Assessment Criteria
1	Carry out a site-specific hazard and risk assessment	<p>May include:</p> <ul style="list-style-type: none"> • slopes • ground conditions • contact with moving parts • manual handling • overhead obstructions • surface obstructions • people and/or animals • ditches/waterways • hot components • exhaust fumes • fuel and oil • bio hazards • dust/fungal spores • flying debris • contact with the cutting mechanism • insect bites/stings • fire
		<p>To include:</p> <ul style="list-style-type: none"> • evaluate risks • implement appropriate control measures • confirm that the condition of the site is acceptable • confirm who they would report to if the site condition is unsuitable
2	Describe the relevant health and safety legislation in relation to mower operations	<p>May include the following:</p> <ul style="list-style-type: none"> • Health and Safety at Work Etc. Act (HASAWA): <ul style="list-style-type: none"> ○ Duties imposed on the employer/employee/others • Provision and Use of Work Equipment Regulations (PUWER): <ul style="list-style-type: none"> ○ Machine must be suitable for the task ○ Machine must be properly maintained according to manufacturer's recommendations • Management of Health and Safety at Work Regulations (MHSWR): <ul style="list-style-type: none"> ○ Risk assessments must be completed and communicated to all relevant persons • Manual Handling Operations Regulations (MHOR): <ul style="list-style-type: none"> ○ Avoid manual handling where possible, use safe lifting techniques • Control of Substances Hazardous to Health (COSHH): <ul style="list-style-type: none"> ○ fuel handling and protection from contaminants

		<ul style="list-style-type: none"> • Personal Protective Equipment Regulations (PPE): <ul style="list-style-type: none"> ○ PPE must be provided, maintained and worn • The Control of Noise at Work Regulations: <ul style="list-style-type: none"> ○ Hearing protection must be used over 85 decibels (dB) • Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR): <ul style="list-style-type: none"> ○ Certain categories of injuries must be reported • Wildlife and Countryside Act (WCA): <ul style="list-style-type: none"> ○ Operations must be carried out avoiding disturbance to wildlife • Health & Safety (First Aid) Regulations: <ul style="list-style-type: none"> ○ Need for an accident book and knowledge of where it is kept • The Control of Vibration at Work Regulations: <ul style="list-style-type: none"> ○ to reduce the risk to health from vibrations
3	Describe legal and safety requirements	<p>May include:</p> <ul style="list-style-type: none"> • be road legal • comply with the road vehicle lighting requirements • be registered and taxed • be approved for use on the road • appropriate insurance • orange flashing beacon when driven on unrestricted dual carriageways (other situations subject to individual Risk Assessment) • be operated by somebody holding a suitable driving licence • observe legal/manufacturers speed limit <p>May include:</p> <ul style="list-style-type: none"> • authorities should be informed about work • warning signs should be erected • high visibility clothing should be worn • an “exclusion zone” could be set up the road or dual carriageway lane could be closed or coned off
4	Select the appropriate Personal Protective Equipment (PPE) for mower operations	<p>May include (subject to risk assessment):</p> <ul style="list-style-type: none"> • eye protection • head protection • hearing protection • dust mask • hand protection • non-snag clothing • high visibility clothing • safety footwear
5		May include:

	Identify the fuel requirements for the power unit and related safety precautions	<ul style="list-style-type: none"> • Petrol • Diesel • Battery
		May include: <ul style="list-style-type: none"> • no smoking/naked flames • allowing engine to cool before re-fuelling • avoiding contact with hot surfaces • fuel topped up to correct level • any spillage is dealt with using the correct method • be kept away from any sources of ignition
		May include: <ul style="list-style-type: none"> • container specifically designed for fuel storage • have a non-spill spout • be clearly labelled • have securely fitting caps • be kept away from any sources of ignition
6	Identify the safety features of the equipment being used	To include: <ul style="list-style-type: none"> • all moving and hot parts must be guarded
		To include: <ul style="list-style-type: none"> • operator and bystander protection decals
		To include: <ul style="list-style-type: none"> • operator presence controls
7	Identify and explain the function of all controls	To include: <ul style="list-style-type: none"> • all controls applicable to the mower being used for the assessment
8	Carry out daily pre-use checks to the mower	May include: <ul style="list-style-type: none"> • all pre-use checks applicable to the mower being used for the assessment – as specified in the manual
9	Explain how to refuel the mower	To include: <ul style="list-style-type: none"> • refuelled in accordance with manufacturer's handbook/operator's manual • checking the fuel level – allowing for expansion • cap correctly refitted
10	Maintain the cutting mechanisms	a) Cylinder Mowers To include: <ul style="list-style-type: none"> • check the bed knife and cylinder for wear and damage
		To include: <ul style="list-style-type: none"> • bed knife to cylinder clearance • carry out adjustments in accordance with manufacturer's handbook
		To include: <ul style="list-style-type: none"> • back lapping procedure explained
		b) Rotary Mowers To include: <ul style="list-style-type: none"> • blade(s) condition

		<ul style="list-style-type: none"> blade(s) security
		a) Cylinder Mowers
		<p>To include:</p> <ul style="list-style-type: none"> how to safely remove blade(s) from the mower sharpening the blade how to balance the blade how to check that fitting is correct and tightness/torque setting is appropriate
		<p>May include:</p> <ul style="list-style-type: none"> reducing vibration reducing noise reducing bearing wear protecting the operator
		c) Flail Mowers
		<p>To include:</p> <ul style="list-style-type: none"> flail condition flail security
		<p>To include:</p> <ul style="list-style-type: none"> how to safely remove/secure flail sharpening/reversing/replacing the flail how to check that fitting is correct and tightness/torque setting is appropriate
		<p>May include:</p> <ul style="list-style-type: none"> reducing vibration reducing noise reducing bearing wear protecting the operator
		d) Reciprocating Knife Mower
		<p>To include:</p> <ul style="list-style-type: none"> knife condition knife security
		<p>To include:</p> <ul style="list-style-type: none"> how to safely remove knife from the mower sharpening the knife sections how to refit the knife to the mower how to check that fitting is correct including adjustment of knife clips, ledger plates, wear plates and knife register

234 – Operate a ride-on mower

Activity number and description from check list		Assessment Criteria
1	Carry out a test start and stop procedure	To include: <ul style="list-style-type: none"> start the machine check operator presence control(s) stop the machine
		To include: <ul style="list-style-type: none"> SAFE STOP procedure followed
2	Describe and carry out the operating adjustments to the mower	May include <ul style="list-style-type: none"> height adjustment grass collection/recycling
3	Operate the mower safely and in accordance with agreed specification	To include: <ul style="list-style-type: none"> move the mower to the work site task started at an appropriate point appropriate forward speed maintained suitable engine speed work checked following 'trial' cut minimise overlap/misses
4	Carry out work in a manner which minimises environmental damage	To include: <ul style="list-style-type: none"> climatic conditions are acceptable ground conditions are acceptable turns made without excessive damage to the surface cut material disposed of/recycled in accordance with legislative and organisational requirements
5	Discuss the quality of the completed mowing operation	To include: <ul style="list-style-type: none"> finish complies with agreed specification
6	Clean and store equipment correctly after use	May include: <ul style="list-style-type: none"> prevents personal contamination prevents corrosion makes visual inspection for damage possible facilitates maintenance and adjustments
		May include (subject to risk assessment): <ul style="list-style-type: none"> eye protection safety footwear overall/coverall hand protection face shield dust mask
		May include: <ul style="list-style-type: none"> a brush compressed/blown air water/pressure washer deck hose attachment

235 – Prepare a tractor mounted/trailed mower for operation

Activity number and description from check list	Assessment Criteria
<p>1</p> <p>Carry out a site-specific hazard and risk assessment</p>	<p>May include:</p> <ul style="list-style-type: none"> • slopes • ground conditions • contact with moving parts • manual handling • overhead obstructions • surface obstructions • people and/or animals • ditches/waterways • hot components • exhaust fumes • fuel and oil • biohazards • dust/fungal spores • flying debris • contact with the cutting mechanism • insect bites/stings • fire <p>To include:</p> <ul style="list-style-type: none"> • confirm the condition of the site as acceptable for the operation to take place • ongoing observation of site to identify hazards • report to the appropriate person if the site condition is unsuitable • ground conditions, sufficient to support machine, provide traction • weather conditions
<p>2</p> <p>Describe the relevant health and safety legislation in relation to mower operations</p>	<p>May include the following:</p> <ul style="list-style-type: none"> • Health and Safety at Work Etc. Act (HASAWA): <ul style="list-style-type: none"> ○ Duties imposed on the employer/employee/others • Provision and Use of Work Equipment Regulations (PUWER): <ul style="list-style-type: none"> ○ Machine must be suitable for the task ○ Machine must be properly maintained according to manufacturer's recommendations • Management of Health and Safety at Work Regulations (MHSWR): <ul style="list-style-type: none"> ○ Risk assessments must be completed and communicated to all relevant persons • Manual Handling Operations Regulations (MHOR): <ul style="list-style-type: none"> ○ Avoid manual handling where possible, use safe lifting techniques • Control of Substances Hazardous to Health (COSHH):

		<ul style="list-style-type: none"> ○ fuel handling and protection from contaminants • Personal Protective Equipment Regulations (PPE): <ul style="list-style-type: none"> ○ PPE must be provided, maintained and worn • The Control of Noise at Work Regulations: <ul style="list-style-type: none"> ○ Hearing protection must be used over 85 decibels (dB) • Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR): <ul style="list-style-type: none"> ○ Certain categories of injuries must be reported • Wildlife and Countryside Act (WCA): <ul style="list-style-type: none"> ○ Operations must be carried out avoiding disturbance to wildlife • Health & Safety (First Aid) Regulations: <ul style="list-style-type: none"> ○ Need for an accident book and knowledge of where it is kept
3	Describe the relevant legal and safety considerations when operating a tractor mower on or near a public highway	<p>May include:</p> <ul style="list-style-type: none"> • be road legal • comply with the road vehicle lighting requirements • be registered and taxed • be approved for use on the road • appropriate insurance • orange flashing beacon when driven on unrestricted dual carriageways (other situations subject to individual Risk Assessment) • be operated by somebody holding a suitable driving licence • observe legal/manufacturers speed limit <p>May include:</p> <ul style="list-style-type: none"> • four-wheel drive mode disengaged (if applicable) • differential lock disengaged • independent brakes locked together (if applicable) • cutting units locked in transport position <p>May include:</p> <ul style="list-style-type: none"> • authorities should be informed about work • warning signs should be erected • high visibility clothing should be worn • an “exclusion zone” could be set up the road or dual carriageway lane could be closed or coned off
4	Select the appropriate Personal Protective Equipment (PPE) for mower operations	<p>May include (subject to risk assessment):</p> <ul style="list-style-type: none"> • eye protection • head protection • hearing protection • dust mask

		<ul style="list-style-type: none"> • hand protection • non-snag clothing • high visibility clothing • safety footwear
5	Identify safety issues in relation to the preparation and use of tractors mowers	<p>May include:</p> <ul style="list-style-type: none"> • do not enter danger zones (e.g. between mower and tractor when attaching or removing) • If using a remote linkage control the operator must not be in a position whereby injury may be caused by the tractor or mower • clear communication is established between driver and assistant <p>To include: SAFE STOP procedure explained</p>
6	Identify and explain the function of all instruments and controls	<p>To include:</p> <ul style="list-style-type: none"> • candidates must safely mount and dismount from tractor cab/platform using hand and footholds provided (usually facing inwards) <p>To include:</p> <ul style="list-style-type: none"> • all internal/external controls and instrumentation applicable to the tractor being used for the assessment <p>To include:</p> <ul style="list-style-type: none"> • interpretation of information and warning symbols • interpretation of decals
7	State how to maintain the efficiency of tractor and attachment performance	<p>May include:</p> <ul style="list-style-type: none"> • ensure air filter is clean • effective use of engine speed control • appropriate gear selection • effective use of engine/transmission management systems (if applicable) • use differential lock to prevent wheel slip • ensure appropriate tyre pressures for the task • use of economy PTO mode
8	Carry out checks to the tractor to ensure that it is safe to use	<p>May include:</p> <ul style="list-style-type: none"> • horn working • all lights working • cab glass undamaged and clean, • wipers in working order • mirrors clean and undamaged • indicators clearly visible and undamaged • operator presence controls • wheel nuts tight and secure (visual check only) • tyre pressures (visual check only) • tyres free from excessive wear and damage • lubrication sites identified • absence/severity of oil leaks • battery isolation devices working

		<ul style="list-style-type: none"> tractor guarding – as appropriate for the task
		<p>To include:</p> <ul style="list-style-type: none"> all pre-start checks applicable to the tractor being used for the assessment – as specified in the manual
		<p>May include:</p> <ul style="list-style-type: none"> mirrors adjusted for clear view steering wheel adjusted to suit operator seat adjusted to suit operator condition and function of seatbelt
		<p>To include:</p> <ul style="list-style-type: none"> controls in neutral cold starting technique demonstrated or explained engine started SAFE STOP procedures followed
		<p>May include:</p> <ul style="list-style-type: none"> the PTO stub shaft is fully enclosed when not in use all guards are secure and undamaged as identified in operator's manual exhaust heat shield is in place and undamaged
		<p>To include:</p> <ul style="list-style-type: none"> all round observation before moving off brakes checked by driving short distance on level, smooth ground and apply foot brake
9	State the statutory guarding and safety requirements for PTO shafts	<p>To Include:</p> <ul style="list-style-type: none"> the PTO shaft is fully enclosed when attached the PTO shaft guard is secured to tractor and implement to prevent rotation
		<p>May include:</p> <ul style="list-style-type: none"> tractor and PTO mower are compatible correct speed stated for mower correct drawbar length to ensure adequate PTO shaft length/overlap/angle correct overlap of sliding shaft and the guards shaft is adequately lubricated use of 'economy mode' explained tractor stub shaft is fully enclosed when no shaft is attached
		<p>May include</p> <ul style="list-style-type: none"> excess wear on mower excess vibration in cab increased risk of stones/debris being thrown up mower may not achieve desired result
10	Identify the safety features of the equipment being used	<p>To include:</p> <ul style="list-style-type: none"> all moving and hot parts must be guarded

		To include:
		<ul style="list-style-type: none"> operator and bystander protection decals
11	Identify and explain the function of all controls	To include:
		<ul style="list-style-type: none"> operator presence controls
12	Carry out daily pre-use checks to the mower	<p>May include:</p> <ul style="list-style-type: none"> all pre-use checks applicable to the mower being used for the assessment – as specified in the manual
13	Maintain the cutting mechanisms	<p>a) Cylinder Mowers</p> <p>To include:</p> <ul style="list-style-type: none"> check the bed knife and cylinder for wear and damage
		<p>To include:</p> <ul style="list-style-type: none"> bed knife to cylinder clearance carry out adjustments in accordance with manufacturer's handbook
		<p>To include:</p> <ul style="list-style-type: none"> back lapping procedure explained
		<p>b) Rotary Mowers</p> <p>To include:</p> <ul style="list-style-type: none"> blade(s) condition blade(s) security
		<p>To include:</p> <ul style="list-style-type: none"> how to safely remove blade(s) from the mower sharpening the blade how to balance the blade how to check that fitting is correct and tightness/torque setting is appropriate
		<p>May include:</p> <ul style="list-style-type: none"> reducing vibration reducing noise reducing bearing wear protecting the operator
		<p>c) Flail Mowers</p> <p>To include:</p> <ul style="list-style-type: none"> flail condition flail security
		<p>To include:</p> <ul style="list-style-type: none"> how to safely remove/secure flail sharpening/reversing/replacing the flail how to check that fitting is correct and tightness/torque setting is appropriate
		<p>May include:</p>

		<ul style="list-style-type: none"> • reducing vibration • reducing noise • reducing bearing wear • protecting the operator
		d) Reciprocating Knife Mower To include: <ul style="list-style-type: none"> • knife condition • knife security
		To include: <ul style="list-style-type: none"> • how to safely remove knife from the mower • sharpening the knife sections • how to refit the knife to the mower • how to check that fitting is correct including adjustment of knife clips, ledger plates, wear plates and knife register

236 – Operate a tractor mounted/trailed mower

Activity number and description from check list		Assessment Criteria
1	Carry out a test start and stop procedure	To include: <ul style="list-style-type: none"> start the machine check operator presence control(s) stop the machine
2	Describe and carry out the operating adjustments to the mower	May include <ul style="list-style-type: none"> height adjustment
3	Operate the mower safely and in accordance with agreed specification	To include: <ul style="list-style-type: none"> move the mower to the work site task started at an appropriate point appropriate forward speed maintained suitable engine speed work checked following 'trial' cut minimise overlap/misses
4	Carry out work in a manner which minimises environmental damage	To include: <ul style="list-style-type: none"> climatic conditions are acceptable ground conditions are acceptable turns made without excessive damage to the surface
5	Discuss the quality of the completed mowing operation	To include: <ul style="list-style-type: none"> finish complies with agreed specification
6	Clean and store equipment correctly after use	May include: <ul style="list-style-type: none"> prevents personal contamination prevents corrosion makes visual inspection for damage possible facilitates maintenance and adjustments
		May include (subject to risk assessment): <ul style="list-style-type: none"> eye protection safety footwear overall/coverall hand protection face shield dust mask
		May include: <ul style="list-style-type: none"> a brush compressed/blown air water/pressure washer

Appendix 1 Practical tables

231 – Prepare a pedestrian mower for operation

All criteria must be achieved.

Activity number and description		Achieved
1. Carry out a site-specific hazard and risk assessment		
2. Describe the relevant health and safety legislation in relation to mower operations		
3. Select the appropriate Personal Protective Equipment (PPE) for mower operations		
4. Identify the fuel requirements for the power unit and related safety precautions		
5. Identify the safety features of the equipment being used		
6. Identify and explain the function of all controls		
7. Carry out daily pre-use checks to the mower		
8. Explain how to refuel the mower		
9. Maintain the cutting mechanisms		
Grade (P/X)		
Candidate signature and date		
Assessor signature and date		
Endorsement (cutting type)		
Assessor Feedback:		

232 – Operate a pedestrian mower

All criteria must be achieved.

Activity number and description		Achieved		
1.	Carry out a test start and stop procedure			
2.	Describe and carry out the operating adjustments to the mower			
3.	Operate the mower safely and in accordance with agreed specification			
4.	Carry out work in a manner which minimises environmental damage			
5.	Discuss the quality of the completed mowing operation			
6.	Clean and store equipment correctly after use			
Grade (P/X)				
Candidate signature and date				
Assessor signature and date				
Endorsement (cutting type)				
Assessor Feedback:				

233 – Prepare a ride-on mower for operation

All criteria must be achieved.

Activity number and description		Achieved
1. Carry out a site-specific hazard and risk assessment		
2. Describe the relevant health and safety legislation in relation to mower operations		
3. Describe legal and safety requirements		
4. Select the appropriate Personal Protective Equipment (PPE) for mower operations		
5. Identify the fuel requirements for the power unit and related safety precautions		
6. Identify the safety features of the equipment being used		
7. Identify and explain the function of all controls		
8. Carry out daily pre-use checks to the mower		
9. Explain how to refuel the mower		
10. Maintain the cutting mechanisms		
Grade (P/X)		
Candidate signature and date		
Assessor signature and date		
Endorsement (cutting type)		
Assessor Feedback:		

234 – Operate a ride-on mower

All criteria must be achieved.

Activity number and description		Achieved
1. Carry out a test start and stop procedure		
2. Describe and carry out the operating adjustments to the mower		
3. Operate the mower safely and in accordance with agreed specification		
4. Carry out work in a manner which minimises environmental damage		
5. Discuss the quality of the completed mowing operation		
6. Clean and store equipment correctly after use		
Grade (P/X)		
Candidate signature and date		
Assessor signature and date		
Endorsement (cutting type)		
Assessor Feedback:		

235 – Prepare a tractor mounted/trailed mower for operation

All criteria must be achieved.

Activity number and description		Achieved
1. Carry out a site-specific hazard and risk assessment		
2. Describe the relevant health and safety legislation in relation to mower operations		
3. Describe the relevant legal and safety considerations when operating a tractor mower on or near a public highway		
4. Select the appropriate Personal Protective Equipment (PPE) for mower operations		
5. Identify safety issues in relation to the preparation and use of tractors mowers		
6. Identify and explain the function of all instruments and controls		
7. State how to maintain the efficiency of tractor and attachment performance		
8. Carry out checks to the tractor to ensure that it is safe to use		
9. State the statutory guarding and safety requirements for PTO shafts		
10. Identify the safety features of the equipment being used		
11. Identify and explain the function of all controls		
12. Carry out daily pre-use checks to the mower		
13. Maintain the cutting mechanisms		
Grade (P/X)		
Candidate signature and date		
Assessor signature and date		
Endorsement (cutting type)		
Assessor Feedback:		

236 – Operate a tractor mounted/trailed mower

Candidates are **not** permitted to use the checklist to work from when completing the practical tasks but may familiarise themselves with it prior to the observation. **All** criteria must be achieved.

Activity number and description		Achieved
1. Carry out a test start and stop procedure		
2. Describe and carry out the operating adjustments to the mower		
3. Operate the mower safely and in accordance with agreed specification		
4. Carry out work in a manner which minimises environmental damage		
5. Discuss the quality of the completed mowing operation		
6. Clean and store equipment correctly after use		
Grade (P/X)		
Candidate signature and date		
Assessor signature and date		
Endorsement (cutting type)		
Assessor Feedback:		

Appendix 2 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to **www.cityandguilds.com** or click on the links below:

Centre handbook: quality assurance standards

This document is for all approved centres and provides guidance to support their delivery of our qualifications. It includes information on

- centre quality assurance criteria and monitoring activities
- administration and assessment systems
- centre-facing support teams at City & Guilds/ILM
- centre quality assurance roles and responsibilities.

The Centre Handbook should be used to ensure compliance with the terms and conditions of the Centre Contract.

Centre assessment: quality assurance standards

This document sets out the minimum common quality assurance requirements for our regulated and non-regulated qualifications that feature centre assessed components. Specific guidance will also be included in relevant qualification handbooks and/or assessment documentation.

It incorporates our expectations for centre internal quality assurance and the external quality assurance methods we use to ensure that assessment standards are met and upheld. It also details the range of sanctions that may be put in place when centres do not comply with our requirements, or actions that will be taken to align centre marking/assessment to required standards. Additionally, it provides detailed guidance on the secure and valid administration of centre-assessments.

Access arrangements: when and how applications need to be made to City & Guilds

Provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The **centre document library** also contains useful information on such things as:

- conducting examinations
- registering learners
- appeals and malpractice.

Useful contacts

Please visit the Contact Us section of the City & Guilds website, **Contact us**.

City & Guilds

For over 140 years, we have worked with people, organisations and economies to help them identify and develop the skills they need to thrive. We understand the life-changing link between skills development, social mobility, prosperity and success. Everything we do is focused on developing and delivering high-quality training, qualifications, assessments and credentials that lead to jobs and meet the changing needs of industry.

We partner with our customers to deliver work-based learning programmes that build competency to support better prospects for people, organisations and wider society. We create flexible learning pathways that support lifelong employability because we believe that people deserve the opportunity to (re)train and (re)learn again and again – gaining new skills at every stage of life, regardless of where they start.

The City & Guilds community of brands includes Gen2, ILM, Intertrain, Kineo and The Oxford Group.

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