

British Occupational Hygiene Society
Faculty of Occupational Hygiene

Requirements for Practical Assessments of
Proficiency Module

P602 – Basic Design Principles of Local Exhaust Ventilation Systems

General:

1. The course provider is responsible for providing all of the suitable facilities, including all safety provisions, for the practical assessment for this Module.
2. The practical assessment is an examination and comprises several elements. The assessment of all the elements must take place at the date, time and location declared. Unapproved changes may result in the examination being declared void. Candidates may have access to relevant reference material during the examinations but must not be allowed to communicate with each other.
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4. The room(s) and other locations in which this assessment is conducted must be suitable for the purpose.
5. The assessment must be supervised throughout by an approved assessor(s) who must be satisfied that the facilities and equipment provided are suitable for the practical assessment.
6. Assessors must ensure that candidates complete and sign the Practical Assessment Attendance Form before the examination begins. This form must be returned to the BOHS office within five working days of the date of the examination.
7. The practical assessment for each candidate must contain the essential elements as detailed in the syllabus and described below.
8. These requirements are intended to provide assessors with more details to ensure that all assessors are operating to similar standards.
9. Assessors must be confident, as far as is reasonably practicable, that all candidates passing this assessment are competent to carry out all aspects of the essential elements as detailed in the syllabus. *{P602 – Basic Design Principles of Local Exhaust Ventilation Systems GJ.1 (101007)}*
10. It is unacceptable to carry out this assessment verbally on a group basis, as for example, there is a risk of not identifying individual weak candidates who may remain hidden within the group.
11. Each candidate must be assessed individually. This can be on a one to one basis with the assessor or by asking each candidate to prepare individual notes on a selection of scenarios which can then be marked against a marking schedule.
12. All assessors must keep adequate records of all candidates and their performance throughout this assessment. This best achieved by using a detailed marking schedule.
13. Where the group of candidates is large [more than seven or eight] then, in order to assess the practical capabilities of all candidates properly, there may be a need for more than one assessor to cover the practical assessment in a reasonable time.

Safety Responsibility:

14. The assessor is responsible for the safety arrangements during the practical examination and must satisfy him/herself that all arrangements are adequate and that they are observed by all those present.

Assessment:

15. The assessment must test the candidates ability in the following areas:
 - Design of systems: Two LEV system design studies for the control of hazardous material from example processes. These should be presented as case studies which will need to contain drawings, photographs and all relevant data.
 - Fault Diagnosis: Evaluation of poor system designs by the use of case studies using photographs and questions [Should include drawings of systems with data provided along with photographs] which must test the candidates abilities to evaluate whether adequate control has been achieved. This must include a full understanding of the numbers produced by the tests (e.g. what is an acceptable capture velocity for the application? What duct velocity would prevent dust deposition in this situation? What is likely cause of the static pressure going up or down to a significant degree compared to the last test? etc).

The testing of knowledge will normally be divided into two parts. One will involve the evaluation of diagrams and photographs with data to provide a system design and the other will involve discussion on a one to one basis with the practical assessor.[Part of Fault diagnosis] All testing must be evaluated using marking schedules and check lists.