

Think about
Project Report and Presentation with
Questioning - Level 3 Safety, Health and
Environment (SHE) Technician AP03



On the day of assessment, you will carry out:



A 20-minute presentation and a 20-minute Q&A session based on your work project



Remote or face-to-face



Under exam conditions



With an end-point assessor



Key point

You will have already submitted your work project report that covers the required criteria for the work project in advance of your presentation. Your presentation and answers to questions **MUST** relate to your work project.



Do

- Review the criteria associated with the work project and associated presentation – this can be found in the EPA kit
- Remember that if you include audio evidence in your presentation, this must not exceed 2 minutes (10%) of the time allocated
- Make sure you have a quiet room available where you will not be disturbed
- Ensure that you bring your project report and presentation resources with you to the interview
- Be prepared to answer open questions and relate your all of your responses to the work project you have undertaken



Don't

- Forget to plan
- Forget to refer to the evidence provided in your work project to demonstrate your knowledge in practice, skills and behaviours
- Forget to refer to equality, diversity and inclusion
- Forget to bring your ID



Next steps

- Results can take up to 7 working days to be confirmed
- Your manager/training provider will inform you of the results



Resits

- If you do not achieve a pass result on the work project and associated presentation you can resit the assessment



Use the table below and your work project report to plan and prepare for the associated presentation with Q&A.

(P) indicates pass criteria

(D) indicates distinction criteria

Assessment criteria	Key points to remember
(P) C5 Describes how they support the development, management and implementation of a company's SHE Management Systems as well as how they have delivered training and coaching to relevant staff whilst embedding an ethos of teamwork (S2)	

(P) C6 Provides advice on the practical implementation of the company's SHE policies and processes, working collaboratively in a team to apply generic industry guidance whilst ensuring that they positively adapt to change and positively influence behaviour in others to achieve desired outcomes, to resolve conflicts and commit to a policy of equality and diversity (S3, B2, B3, B7)

(D) C7 Justifies the need for new aspects of a management system to be implemented (S2, S3)

(P) H4 Identifies hazards and describes how to deal with them in accordance with workplace instructions and legal requirements; evaluates workplace instructions, working practices, aspects that could cause harm, and the highest elements of risk hazards relevant to own workplace (S4)

(D) H5 Evaluates the prioritisation of hazard control measures implemented to reduce risk to the workforce. (S4)

(P) P1 Describes how they use appropriate language to present a SHE message that is impactful and engages the audience's attention, ensuring they can deal with any challenges and reflect on their own performance (S1, B1)

(P) P2 Outlines how to write and present a business justification e.g., cost/benefit analysis to influence managers (K11)

(D) P3 Evaluates alternative presentation techniques for different audiences whilst ensuring the SHE message maintains its impact (S1)

(P) F1 Identifies where decisions have a financial cost and describes where they have assisted to develop a budget (S12)