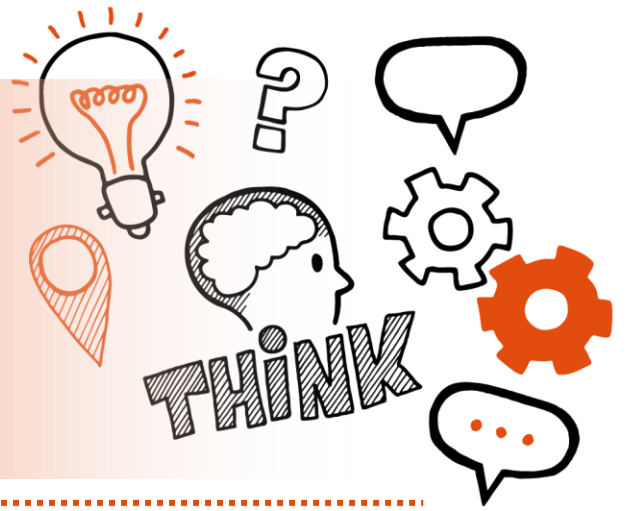


Think about  
Project report and presentation with  
questioning

Level 3 ST0550 Safety, Health and  
Environment Technician V1.2



On the day of this assessment you will carry out:



Typically a 20-minute presentation and a 20-minute  
questioning session (+10%)



Remote or face-to-face



In a suitable, controlled environment free from  
distraction



With an end-point assessor and a representative  
from Highfield if necessary for moderation purposes



### Key point

You will have already submitted your written project report and any  
presentation materials by the end of week 12 of your EPA.



## Do

- Review the criteria associated with the project report and presentation with questioning- this can be found in the EPA Kit and in the table at the end of this document
- Review relevant legislations, regulations and your organisation's policies and procedures
- Ensure a quiet room is available and that there are no interruptions
- Be prepared to answer at least 5 questions and any follow-up questions that your assessor may ask



## Don't

- Forget to bring your ID
- Forget to plan
- Forget to refer to your work project to demonstrate your knowledge



## Next steps

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



## Resits

- If you do not achieve a pass result on the project report and presentation with questioning, you can resit the assessment





## Use the table below to plan and prepare for the project report and presentation with questioning

**(P)** indicates pass criteria

**(D)** indicates distinction criteria

Assessment criteria	Key points to remember
<b>Company Health &amp; Safety and Environmental Policies including culture</b>	
<b>(P)</b> Describe how you support the development, management and implementation of a company's SHE Management Systems as well as how you have delivered training and coaching to relevant staff whilst embedding an ethos of teamwork (S2)	
<b>(P)</b> Provide advice on the practical implementation of the company's SHE policies and processes, work collaboratively in a team to apply generic industry guidance whilst ensuring that you 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)** Justify the need for new aspects of a management system to be implemented. (S2, S3)

**Hazards**

**(P)** Identify hazards and describe how to deal with them in accordance with workplace instructions and legal requirements; evaluate workplace instructions, working practices, aspects that could cause harm, and the highest elements of risk hazards relevant to own workplace. (S4)

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



## Presentation and Communication

**(P)** Describe how you use appropriate language to present a SHE message that is impactful and engages the audience's attention, ensuring you can deal with any challenges and reflect on your own performance. (S1, B1)

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

**(D)** Evaluate alternative presentation techniques for different audiences whilst ensuring the SHE message maintains its impact. (S1)



## Financial Implication

(P) Identify where decisions have a financial cost and describe where you have assisted to develop a budget. (S12)

V2.1

