

Summary of Changes Log

Document title and version number	Overview of change	Date of the change
L3 Business Administrator AP02 EPA Kit was v2.4 is now v2.5	Updated the amplification on page 22 in line with the release of the new Worker Protection (Amendments of Equality Act) Act	14/11/2024
L3 Business Administrator AP02 Portfolio Matrix was v2.5 is now v3.0	Standardised document in line with other standards. Updated project information section in line with the assessment plan.	07/03/2025
L3 Business Administrator AP02 Think About Project Presentation was v1.0 is now v1.1	Guidance on employer/training provider representation at assessment methods updated in line with the assessment plan.	02/04/2025
L3 Business Administrator AP03 Think About Portfolio-based Interview was v1.0 is now v1.1	Guidance on employer/training provider representation at assessment methods updated in line with the assessment plan.	02/04/2025
L3 Business Administrator AP03 Timeline was v1.1 is now v1.2	Guidance on employer/training provider representation at assessment methods updated in line with the assessment plan.	02/04/2025
L3 Business Administrator AP03 Factsheet was v1.0 is now v1.1	Guidance on English and maths requirements updated in line with the funding rules. Added ST number into title.	13/05/2025
L3 Business Administrator AP03 EPA Kit was v2.5 is now v2.6	Guidance on English and maths requirements updated in line with the funding rules.	13/05/2025
L3 Business Administrator AP03 Timeline was v1.2 is now v1.3	Guidance on English and maths requirements updated in line with the funding rules.	13/05/2025