

Summary of Changes Log

Document title and version number	Overview of change	Date of the change
L3 Business Administrator AP03 Gateway Readiness Report was v4.3 is now v4.4	Updated formatting of Gateway Readiness Report	20/08/2024
L3 Business Administrator AP03 EPA Kit was v3.7 is now v4.0	Reviewed kit in line with internal processes. <ul style="list-style-type: none"> Updated amplification and guidance section of the kit in line with this review to ensure information remains up to date Updated tables in the kit for ease of use Streamlined assessment criteria within Project Management theme 	11/10/2024
L3 Business Administrator AP03 EPA Kit was v4.0 is now v4.1	Updated the amplification on page 21 in line with the release of the new Worker Protection (Amendments of Equality Act) Act	15/11/2024
L3 Business Administrator AP03 Portfolio Matrix was v4.4 is now v4.5	Updated wording relating to the project information in line with the assessment plan.	07/03/2025
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 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 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	Added ST number into title. Guidance on English and maths requirements updated in line with funding rules.	13/05/2025
L3 Business Administrator AP03 EPA Kit was v4.1 is now v4.2	Guidance on English and maths requirements updated in line with 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 funding rules.	13/05/2025