

1. Title of the certificate ^(en)

City & Guilds **City & Guilds Level 3 IVQ Advanced Diploma in Oil and Gas Operations
(Process Technician) (8510-10) (500/6071/5)**

⁽¹⁾ In the original language

2. Translated title of the certificate ⁽¹⁾

⁽¹⁾ If applicable. This translation has no legal status.

3. Profile of skills and competences

A typical holder of the certificate is able to:

Set up systems for start up

- Plan and prepare in order to carry out a production process
- Set up and start up the system.

Function, operate and check integrated systems

- Operate systems
- Check systems.

Organise integrated systems for shutdown

- Arrange systems for shutdown
- Practically shut down systems.

Isolate and restore plant equipment

- Make arrangements to ready the plant equipment for maintenance
- Isolate plant and equipment
- Restore (de-isolate) plant and equipment.

Check and uphold health and safety processes

- Manage the implementation of the Permit to Work system
- Ensure the required conditions for an effective and safe workplace.

Manage emergencies and critical circumstances

- Uphold a state of readiness
- Control critical situations
- Organise the response to emergency situations.

Develop, sustain and improve productive working relationships

- Create and enhance productive working relationships
- Develop productive working relationships with the immediate manager
- Conduct work handovers.

4. Range of occupations accessible to the holder of the certificate ⁽¹⁾

- Process Maintenance Technician.

Note: the above is an example only, other occupations may also be accessible to holders of the certificate.

⁽¹⁾ If applicable

⁽¹⁾ Explanatory note

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers. More information available at: <http://europass.cedefop.eu.int>.

5. Official basis of the certificate

<p>Name and status of the body awarding the certificate</p> <p>City & Guilds 1 Giltspur Street London EC1A 9DD United Kingdom T +44 (0)20 7294 2800 F +44 (0)20 7294 2400 www.cityandguilds.com</p> <p>City & Guilds was established in 1878 as a registered charity (no. 312832) and received Royal Charter (RC117) in 1900.</p> <p>City & Guilds is accredited as an awarding body by the Office of the Qualifications and Examinations Regulator (Ofqual) and the Scottish Qualifications Authority (SQA) to offer qualifications.</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>Office of the Qualifications and Examinations Regulator (Ofqual) Spring Place Coventry Business Park Herald Avenue Coventry CV5 6UB England T +44 (0)300 303 3344 F +44 (0)300 303 3348 www.ofqual.gov.uk</p>
<p>Level of the certificate (national or international)</p> <p>Level 3 – National Qualifications Framework of England, Wales and Northern Ireland (NQF)</p>	<p>Grading scale/Pass requirements</p> <p>Practical assessments are graded 'Pass' or 'Fail'.</p> <p>The overall qualification is not graded. A certificate will only be awarded on successful completion of the required number of units.</p>
<p>Access to next level of education/training</p> <p>We consider the following options to be a relevant progression routes from this qualification:</p> <ul style="list-style-type: none"> • Higher/further education • Management qualifications • Employment. 	<p>International agreements</p>
<p>Legal basis</p> <p>Not applicable.</p>	

6. Officially recognised ways of acquiring the certificate

<p>This qualification can only be offered by an institution/provider ('centre') that has been approved by City & Guilds and therefore meets its quality requirements for staff and centre resources and is subject to regular checks.</p> <p>The following assessment methods are used:</p> <ul style="list-style-type: none"> • Ongoing assessments carried out by the centre including observation, expert witness testimony, reflective accounts, case studies, knowledge testing/professional discussion, projects, assignments and work products • Knowledge based assessments. <p>All assessment practice is quality assured by City & Guilds verifiers.</p> <p>The vocational education and training is a combination of work based and/or realistic working environment based activities. Learners are required to build a portfolio of naturally occurring evidence in real working environments. As part of the assessment for this qualification is based on experience in the workplace, candidates must have access to an appropriate setting.</p> <p>The recommended Guided Learning Hours (GLHs) for this qualification are 270 hours.</p> <p>Entry requirements</p> <p>City & Guilds exercises a policy of open access and does not set formal entry requirements for its qualifications. Centres are however required to ensure that learners are registered for a programme of study and examination at the appropriate level.</p> <p>More information (including a description of the national qualifications system) available at: www.naric.org.uk.</p> <p>National reference point: www.uknlp.org.uk.</p>
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