

4310/4390 SVQ and VRQ Heavy Vehicle Tracking Sheets

The tracking sheets originally produced for this qualification have recently been reviewed and this has resulted in further clarification being included regarding evidence requirements. In some cases the original information did not provide sufficient clarity and therefore allowed some differences of interpretation, these anomalies have now been addressed.

The tracking sheets for the competency units have now been combined with the relevant short-answer questions to provide individual assessment packs per level and pathway which includes the internally assessed documentation required, these are available to download from the City & Guilds website under [4310](#).

Some minor format changes have also been made in order to provide further clarity and consistency.

Two things to note:

1. The evidence requirements stated on the tracking sheets indicate the minimum evidence required to meet the assessment criteria. Depending on the situation additional evidence may be required.
2. Candidates completing both the SVQ & VRQ must meet the assessment requirements of both qualifications. For example, if the VCQ requires two observations and the VRQ three observations, then a minimum of three observations must be recorded. However only two of these need to be from the workplace the third can be produced within the centre but must meet current industry practice and standards.

The table below indicates the units where additional clarification has been given.

Unit	NoS	Comment re evidence requirement
001	G1	No change
002	G2	Revised sheet providing improved clarification of evidence requirements
003	G3	No change in requirement but additional clarification
004	G4	Working with plastics has been added
006	G6	No change
008	G8	Further clarification on VRQ evidence requirement
011	G11	No Change (Unit not in original pack)
201	HV01	No change
202	HV02	No change
203	HV03	Further clarification on VRQ evidence requirement, additional evidence may be required.
204	HV04	No change
205	HV05	No change
206	HV06	No change
207	HV07	No change
208	HV08	No change
211/221/231	HV11	No change
213	HV13	No change
406	AE06	VCQ & VRQ evidence to include starter motors and alternators

All candidates must be using these revised tracking sheets or amended previous versions to show how the Evidence Requirements are being met for both qualifications in full.