

**071306T4EIN**

**Electrical Installation Technician Level 6**

**ENG/OS/EIT/CR/03/6/A**

**Manage Electrical Installation Sites**

**July/August 2023**



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION  
COUNCIL (TVET CDACC)**

*easytvet.com*

### **INSTRUCTIONS TO THE ASSESSOR**

*You are required to mark the practical as the candidate performs the tasks.*

*Ensure the candidate has an identification tag pinned at the back and front near the shoulders showing Candidate's Name and Registration Code.*

**This guide consists of FIVE (5) printed pages.**

**OBSERVATION CHECKLIST**

<b>Candidate's Name &amp; Registration Code</b>			
<b>Assessor's Name &amp; Registration Code</b>			
<b>Venue of Assessment</b>			
<b>Date of Assessment</b>			
<b>Items to be evaluated:</b> <i>Award marks appropriately. Give a brief comment on your observation.</i>	<b>Marks available</b>	<b>Marks obtained</b>	<b>Comments</b>
<b>Observations Checklist</b>			
1. Wore PPEs (Helmet, gloves, safety boots, dustcoat, goggles and Knee pads). <i>(Award 1 mark for each PPE as per workplace procedures)</i>	5		
2. Observed safety standards during the exercise <i>(Award 2 or 0)</i>	2		
<b>Sub -total</b>	<b>7</b>		
<b>PRODUCT CHECKLIST</b>			
<b>TASK 1: Implement Safety Planning</b>			
3. Identified potential electrical hazards at the site <i>(Award 2 or 0)</i>	2		
4. Developed a comprehensive safety plan <i>(Award 2 or 0)</i>	2		
5. Ensured all workers are aware of safety protocols <i>(Award 2 or 0)</i>	2		
6. Workers used appropriate personal protective equipment (PPE) <i>(Award 2 or 0)</i>	2		
7. Workers followed safe work practices <i>(Award 2 or 0)</i>	2		
8. Implemented proper lockout/tagout procedures. <i>(Award 2 or 0)</i>	2		
<b>Sub-Total</b>	<b>12</b>		

<b>TASK 2: Implement Project Organization</b>			
9. Created a detailed project schedule; <ul style="list-style-type: none"> <li>• Schedule should outline <ul style="list-style-type: none"> <li>✓ Sequence of tasks (<i>Award 2 or 0</i>)</li> <li>✓ Milestones (<i>Award 2 or 0</i>)</li> <li>✓ Deadlines. (<i>Award 2 or 0</i>)</li> </ul> </li> </ul>	6		
10. Allocated resources effectively, considering the availability of manpower, tools, and materials. <i>(Award 2 or 0)</i>	2		
11. Coordinated with contractors, suppliers, and other stakeholders to ensure timely delivery of equipment and materials. <i>(Award 2 or 0)</i>	2		
<b>Sub-Total</b>	<b>10</b>		
<b>TASK 3: Implement Quality Control</b>			
12. Established quality control measures to ensure compliance with electrical codes, standards, and specifications. <i>(Award 2 or 0)</i>	2		
13. Conducted regular inspections of installed electrical systems. <i>(Award 2 or 0)</i>	2		
14. Tested to verify the integrity and functionality of installed electrical systems. <i>(Award 2 or 0)</i>	2		
15. Used appropriate tools/ instruments for testing <i>(Award 2 or 0)</i>	2		
16. Documented any deviations from the planned installation. <i>(Award 2 or 0)</i>	2		
17. Took corrective actions of any deviations promptly. <i>(Award 2 or 0)</i>	2		
<b>Sub-Total</b>	<b>12</b>		
<b>TASK 4: Implemented Team Management</b>			
18. Assigned responsibilities to the installation team members based on their skills and expertise.	2		

<i>(Award 2 or 0)</i>			
19. Provided clear instructions, guidance, and training as needed. <i>(Award 2 or 0)</i>	2		
20. Foster effective communication and collaboration among team members to enhance productivity and resolve issues promptly. <i>(Award 2 or 0)</i>	2		
<b>Sub-Total</b>	<b>6</b>		
<b>TASK 5: Documentated Reports</b>			
21. Maintained accurate records of installation activities, including material receipts, work progress, and any changes or modifications made. <i>(Award 2 or 0)</i>	2		
22. Generated regular progress reports. <i>(Award 2 or 0)</i>	2		
23. Shared regular progress reports with project stakeholders. <i>(Award 2 or 0)</i>	2		
24. Documented any incidents, accidents, or near misses and initiate appropriate corrective actions. <i>(Award 2 or 0)</i>	2		
<b>Sub-Total</b>	<b>8</b>		
<b>TASK 6: Implemented Regulatory Compliance</b>			
25. Ensured compliance with local electrical regulations, codes, and safety standards. <i>(Award 2 or 0)</i>	2		
26. Obtained necessary permits and approvals for the electrical installation work. <i>(Award 2 or 0)</i>	2		
27. Liaised with relevant authorities or inspectors for inspections and ensure any required corrections are addressed. <i>(Award 2 or 0)</i>	2		
<b>Sub-Total</b>	<b>6</b>		
<b>TASK 7: Performed Risk Management</b>			
28. Identified potential risks associated with the electrical installation work. <i>(Award 2 or 0)</i>	2		

29. Developed mitigation strategies for potential risks identified. ( <i>Award 2 or 0</i> )	2		
30. Conducted regular risk assessments. ( <i>Award 2 or 0</i> )	2		
31. Implemented necessary control measures to minimize hazards. ( <i>Award 2 or 0</i> )	2		
32. Monitored the work environment for potential safety risks. ( <i>Award 2 or 0</i> )	2		
33. Took corrective actions to maintain a safe site. ( <i>Award 2 or 0</i> )	2		
<b>Sub-Total</b>	<b>12</b>		
<b>TASK 8: Prepared a Report</b>			
34. Prepared a report; - Report should contain: - i. Safety planning ii. Project organization iii. Quality control measures iv. Team management v. Documentation vi. Regulatory compliance vii. Risk management. ( <i>Award 2 marks for each</i> )	12		
<b>Sub-Total</b>	<b>12</b>		
<b>Total marks</b>	<b>85</b>		
$\frac{x}{85} \times 100$			
<b>ASSESSMENT OUTCOME</b>			
<b>The candidate was found to be:</b>			
Competent <input type="checkbox"/> Not yet competent <input type="checkbox"/>			
<i>(Please tick as appropriate)</i>			
<i>(The candidate is competent if the candidate scores 50% and above)</i>			
<b>Feedback to candidate:</b>			
<b>Candidate's Signature</b>		<b>Date</b>	
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<b>Assessor's Signature</b>		<b>Date</b>	
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