



Change lives through learning

**Open Awards Level 2 Award, Certificate and
Diploma in**

Skills for Explosive Operatives (RQF)

Ofqual: Award 600/4975/3

Certificate 610/1159/9

Diploma 610/1160/5

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Version Control

| | |
|------|--|
| v1.0 | July 2022. New document. |
| v2.0 | June 2024 New Disposal optional units added, and the Rules of Combination have been updated accordingly. These pathway units will be available to learners from 1st June 2024. Document rebranding in line with new Open Awards branding guidance. |

About the Qualification

| | |
|---|---|
| Title | Open Awards Level 2 Award, Certificate and Diploma in Skills for Explosive Operatives (RQF) |
| Qualification Accreditation Number | Award 610/1158/7 Certificate 610/1159/9 Diploma 610/1160/5 |
| Sector | 7.2 Warehousing and Distribution |
| Level | Level Two (2) |
| Funding | Please click here for more information |
| Pricing Information | Please click here for more information |
| Review Date | 31/08/2027 |

| | |
|--------------------|---|
| Purpose | C - Prepare for employment |
| Sub-Purpose | C2 - Prepare for employment in a specific occupational area |

| Total Qualification Time/Guided Learning | |
|--|-----|
| Award | |
| Total Qualification Time (hours) | 80 |
| Guided Learning (hours) | 60 |
| Certificate | |
| Total Qualification Time (hours) | 260 |
| Guided Learning (hours) | 115 |
| Diploma | |
| Total Qualification Time (hours) | 370 |
| Guided Learning (hours) | 160 |

| Age Range and Restrictions | |
|---|------|
| Pre -16 | x |
| 16 – 18 | x |
| 18+ | ✓ |
| Any other restrictions specific to the qualification(s) | None |

Any Specified Entry Requirements

Learners should be over 18 at the time of commencing the qualification, due to the health and safety requirements and the nature of the qualifications.

It is desirable that they hold a GCSE in English and/or Maths but it is not a mandatory requirement.

Recommended Assessment Method Summary

Learners will be required to complete a portfolio of evidence set and marked by the education provider and externally quality assured by Open Awards.

Learners must provide sufficient evidence that they have the required knowledge, skills and understanding of the assessment criteria and that it is their own work.

Types of evidence could include:

- Reflective journals
- Questions/answers
- Worksheets
- Recorded discussions with your tutor
- Reports
- Formal documentation of experiences
- E-mails and internal memos
- Minutes of meetings (highlighting contribution and action point areas)
- Commendations
- Risk Assessments and other assessments
- Presentations
- Dated referral documentation
- Training plans
- A signed testimony (observed practice notes) by a manager, colleague or service user of work undertaken
- Professional discussion
- A copy of supervision notes where specific achievements have been discussed

The assessment methodology has been chosen to ensure that this qualification can be delivered on the job. Hence a range of work product has been listed, along with professional discussions and written work.

It is agreed that photographic evidence may be more difficult to obtain given the secure nature of the workplace.

Assessment practices must reflect the Equality and Diversity Policy of Open Awards.

National Occupational Standards

The qualification units have been mapped to the National Occupational Standards: Explosive Substances and Articles (ESA) (February 2006), except for unit H/650/2629 Understanding Environmental Factors that affect Explosive Substances and Articles Operations. Each unit contains reference(s) to the NOS. To view a full mapping of the qualification to the NOS please click [here](#).

However, these Standards are currently under review, and Open Awards is working with the team completing the review. We will further update the Guide when the details are known

Qualification Structure

Rules of Combination

| Award | |
|--|---|
| Credit Value of the Qualification: | 8 |
| Minimum Credits to be achieved at the Level of the Qualification: | 8 |
| Mandatory Units A: | 8 credits to be achieved |
| Certificate | |
| Credit Value of the Qualification: | 26 |
| Minimum Credits to be achieved at the Level of the Qualification: | 19 |
| Mandatory Units A: | 11 credits to be achieved |
| Option Group B – Power Skills | 4 credits to be achieved |
| Optional Group C – Logistics and Process Pathway | 11 credits to be achieved from any combination of units from optional groups C-D. |
| Optional Group D – Disposals Pathway | |
| Diploma | |
| Credit Value of the Qualification: | 37 |
| Minimum Credits to be achieved at the Level of the Qualification: | 30 |
| Mandatory Units A: | 11 credits to be achieved |
| Option Group B – Power Skills | 4 credits to be achieved |
| Optional Group C – Logistics and Process Pathway | 22 credits to be achieved from any combination of units from optional groups C-D. |
| Optional Group D – Disposals Pathway | |

Qualification Units

Open Awards Level 2 Award in Skills for Explosive Operatives (RQF)

Mandatory Units (all units must be achieved to be awarded the qualification)

| Unit Reference Number | Unit Name | Credits | Level |
|-----------------------|---|---------|-----------|
| F/650/2628 | Operating Safely with Explosive Substances and Articles (ESA) | 8 | Level Two |

Open Awards Level 2 Certificate and Diploma in Skills for Explosive Operatives (RQF)

Mandatory Units (all units must be achieved to be awarded the qualification)

| Unit Reference Number | Unit Name | Credits | Level |
|-----------------------|--|---------|-----------|
| F/650/2628 | Operating Safely with Explosive Substances and Articles (ESA) | 8 | Level Two |
| H/650/2629 | Understanding Environmental Factors that affect Explosive Substances and Articles Operations | 3 | Level Two |

Generic Skills Group B (4 credits to be achieved)

| Unit Reference Number | Unit Name | Credits | Level |
|-----------------------|---|---------|-----------|
| L/650/2630 | Communication in Explosives Substances and Articles Teamwork | 2 | Level Two |
| M/650/2631 | Develop Effective working Relationships with Colleagues in Explosive Substances and Articles Operations | 4 | Level Two |
| R/650/2632 | Resilience Skills in Explosive Substances and Articles Operations | 2 | Level Two |

Optional Unit Group C – Logistics and Processing Pathway

| Unit Reference Number | Unit Name | Credits | Level |
|-----------------------|--|---------|-------------|
| T/650/2633 | <u>Assemble Explosives Substances and Articles Orders for Dispatch</u> | 3 | Level Two |
| Y/650/2634 | <u>Keep Stock at Required Levels in Explosive Substances and Articles Operations</u> | 4 | Level Two |
| Y/650/2643 | <u>Keep Work Areas and Self Clean in Explosive Substances and Articles Operations</u> | 3 | Level Two |
| A/650/2644 | <u>Maintain the Cleanliness of Equipment in Explosive Substances and Articles Operations</u> | 3 | Level Two |
| H/650/2647 | <u>Maintain the Safety and Security of Hazardous Goods and Materials in Explosive Substances and Articles Operations</u> | 6 | Level Three |
| T/650/2651 | <u>Operate Equipment to Perform Work Requirements in Explosive Substances and Articles Operations</u> | 8 | Level Two |
| A/650/2653 | <u>Pick Goods in an Explosive Substances and Articles Operations</u> | 3 | Level Two |
| F/650/2655 | <u>Place Goods in Storage in Explosive Substances and Articles Operations</u> | 3 | Level Two |
| H/650/2656 | <u>Process Orders for Customers in Explosive Substances and Articles Operations</u> | 3 | Level Two |
| J/650/2657 | <u>Process Returned Goods in Explosive Substances and Articles Operations</u> | 3 | Level Two |
| K/650/2658 | <u>Receive Goods in Explosive Substances and Articles Operations</u> | 3 | Level Two |
| L/650/2659 | <u>Supervise the Receipt, Storage or Dispatch of Explosive Substances and Articles Goods</u> | 6 | Level Three |
| T/650/2660 | <u>Use Equipment to Move Goods in Explosive Substances and Articles Operations</u> | 3 | Level Two |
| Y/650/2661 | <u>Use Mechanical Handling Equipment Explosive Substances and Articles Operations</u> | 3 | Level Two |

Optional Unit Group D – Disposals

| Unit Reference Number | Unit Name | Credits | Level |
|-----------------------|--|---------|-------------|
| H/651/1539 | <u>Assemble Explosives Substances and Articles for Disposal</u> | 4 | Level Two |
| L/651/1540 | <u>Supervise the Disposal of Explosive Substances and Articles</u> | 7 | Level Three |
| M/651/1541 | <u>Contribute to Disposal Tasks for Explosive Substances and Articles</u> | 7 | Level Two |
| R/651/1542 | <u>Contribute to Post Disposal Tasks for Explosive Substances and Articles</u> | 7 | Level Two |

Delivering this Qualification

Becoming a Provider

To deliver this qualification you must be a recognised Open Awards Provider. For more information, head to our [website](#) or contact the team on 0151 494 2072.

How to Deliver

To request to deliver this qualification, please login to [the Portal](#) and then click on 'Tracking' and 'Initiate a Workflow'. You will then need to select 'Apply to Deliver Regulated Qualification(s)'.

For support with this process, please see the following document in the Portal 'Provider Portal Guidance – Qualification Approval' or contact the team on customerservices@openawards.org.uk or 0151 494 2072.

Registering Learners

Once you are ready to deliver this qualification, you will need to register your learners in line with the timescales below:

Short courses (15 weeks or less) within 25 working days of the course start date.

Long courses (over 15 weeks) within 60 working days of the course start date.

You will need to register your learners via [the Portal](#).

Quality Assurance and Standardisation

Delivery of this qualification must be done so in accordance with Ofqual regulatory guidelines and in line with Open Awards' quality assurance processes. Please see our website for more information.

Provider Staff Requirements

It is expected that Providers will have occupationally competent staff with relevant subject knowledge and/or sector experience for their role in the delivery of the units/qualifications being offered.

Providers are responsible for ensuring that their staff are occupationally competent and have access to appropriate training and support. They are also responsible for notifying Open Awards of staff changes.

In addition to staffing requirements covered in the [Provider Handbook](#), Providers should adhere to the following advice:

Tutors should have a background in teaching and assessing learners. They should have 2 years' experience or more of working with ESA. For Disposal unit delivery and assessment tutors must have specific experience of working in this discipline along with 2 years' experience within disposals of ESA. This could include Military experience in working with ESA.

Internal Verifiers will require suitable experience in teaching and learning, as well as knowledge of the subject matter to at least a level higher. Military or experience in working with ESA would be an advantage.

External Quality Assurers will require suitable experience in teaching and learning, as well as knowledge of the subject matter to at least a level higher. Military or experience in working with ESA would be an advantage.

Assessment

Open Awards units and qualifications have been designed around the principle that the learner will build evidence towards the achievement of the assessment criteria over a period of time. Each learner is required to build a portfolio of evidence to demonstrate that all the assessment criteria associated with each unit has been met.

Tutors and assessors need to ensure that all evidence presented in a portfolio is:

Valid: it should clearly demonstrate the knowledge or skills that are set out in the assessment criteria. It should also clearly be the work of the learner.

Reliable: it will in general, produce the same range of responses from learners, as long as they are used in similar circumstances and with similar groups of learners.

Inclusive: so that no individual learner is excluded from the opportunity to show their achievement because of their individual background or experience.

Assessors are required to review and assess all learner evidence and must be satisfied that learners have achieved all learning outcomes and assessment criteria relating to the unit being assessed prior to deciding the learner has completed the unit. Assessors will also ensure that the evidence produced by the learner is their own work.

Assessors retain records (e.g. Feedback Sheets, Individual Progress Record, Group Progress Record) on behalf of the Provider which are made available and used by the Provider's Internal Quality Assurer and Open Awards' Quality Assurance Team.

Training and support

Open Awards offers a variety of training and support to Providers. Our online training and support is free of charge and can be accessed on the following link [ehhttps://oalearn.org.uk/shop](https://oalearn.org.uk/shop). An everlasting coupon (PLUC code) will be issued to each Provider to gain free access to these resources.

Internal Quality Assurance (IQA)

All Providers delivering Open Awards provision must operate rigorous internal quality assurance systems. A Provider must identify how they will internally quality assure and standardise their delivery and assessment before delivering a course.

External Quality Assurance (EQA)

Provider approval, compliance monitoring and external quality assurance is carried out by the Open Awards Quality Assurance Team/ External Quality Assurers who will confirm that the Provider is assessing to standard and ensure that there are robust internal quality assurance systems embedded.

Standardisation

Providers are required to contribute to national standardisation as requested by Open Awards. Open Awards offers standardisation events that are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of training and standardisation events can be found on our website.

For further guidance on Quality Assurance and Standardisation, please refer to the [Provider Handbook](#).

Recognition of Prior Learning and Achievement (RPL)

RPL is a method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they may already possess. Evidence of learning must be sufficient, reliable and valid.

It is the responsibility of the Provider to inform Open Awards at registration of any exemptions and/or equivalences for which a claim may be made. These claims will be subject to external quality assurance by the Open Awards Quality Assurance Team.

For more information, please see our Recognition of Prior Learning Policy found on [the Portal](#).

Health, Safety and Security

Due to the practical requirements of some of the units within this qualification, Providers must ensure that appropriate risk assessments are in place for both the activities and individual learners to ensure learner and staff safety throughout the course. It is recommended that all learners complete a full induction, including relevant health and safety instruction.

Learning should take place in a suitable workplace environment that includes ESA warehousing facilities and equipment.

Learners will be accessing learning through the workplace, which should be safe and secure.

Provision will need to be made for registering learners securely and for final portfolios to be viewed by an External Verifier.

As part of this, Providers must ensure that learners and staff have access to suitable clothing and personal protective equipment (PPE) where appropriate.

Security Notice

Due to the secure nature of the work that learners will need to complete for this qualification, Providers will need to ensure that the following matters are agreed with Open Awards before commencing the qualification.

Data transfer – Open Awards will need to collect data regarding learners to be able to register and award learners. This is via a secure portal. Providers will need to ensure that they can release learner surnames, forenames, dates of birth, postcode, gender, ethnicity, employment status and ability status. This data collection is essential for our records and in compliance with Ofqual.

Viewing Learners Work – Open Awards will need to have access to all learners assessed work, which is viewed by the External Verifier. Providers must ensure that Open Awards has access to view learners' work fully, whether this is via an online secure portal or being allowed onsite to view paper copies of learners' work/evidence.

Appendices and Links

The following documents can be viewed on the Open Awards [website](#):

1. Provider Handbook
2. Enquiries, Complaints and Appeals Policy
3. Equality and Diversity Policy
4. Invoicing Policy
5. Privacy Policy

Further supporting information can be found on the Open Awards Portal.

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