



**BCATS**

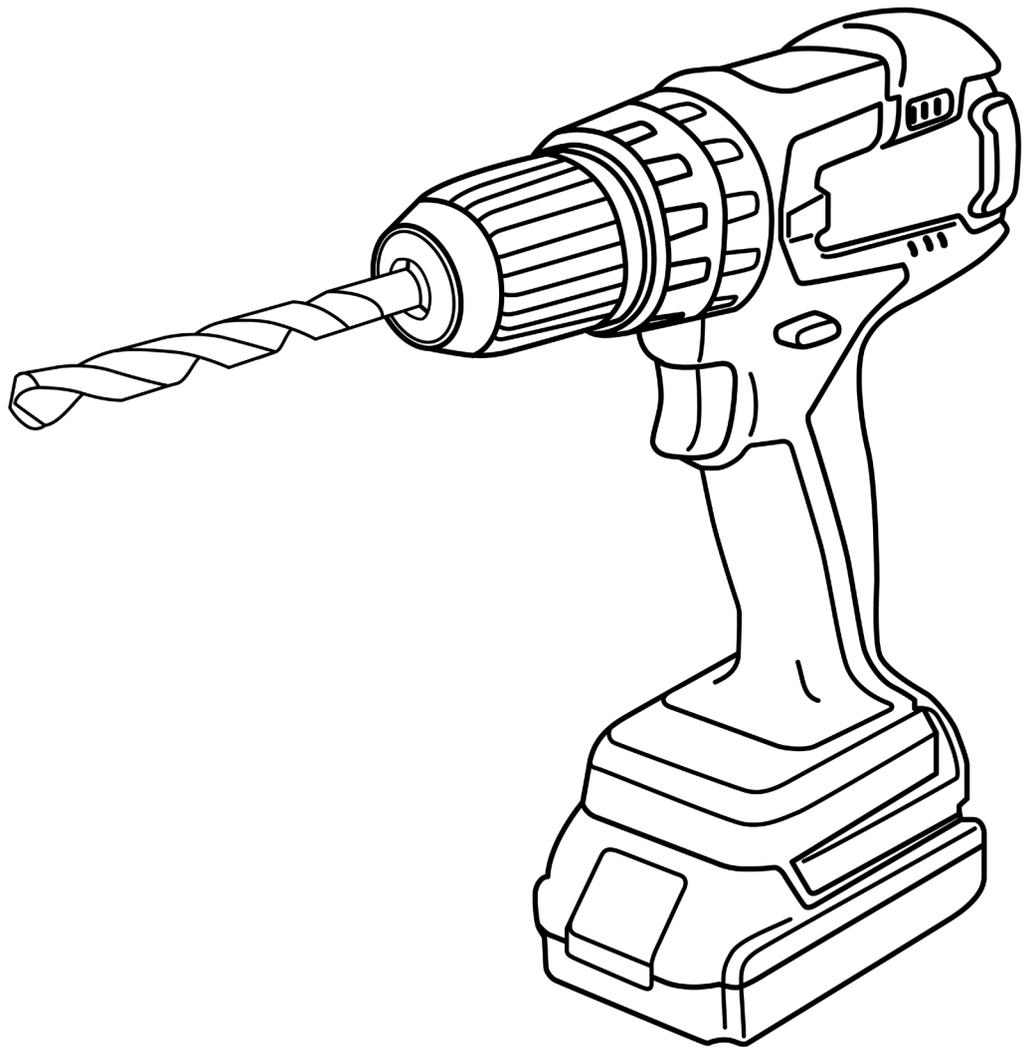
BUILDING, CONSTRUCTION  
AND ALLIED TRADES SKILLS

**Level**

**3**

# Working with tools

Assessment resource



**5 credits**

Skill Standard 40571 (v1)

**Manage the use of tools, equipment, and machinery for a BCATS project**

Learner name: \_\_\_\_\_

BCATS project: \_\_\_\_\_

**BCITO**  
He Hunga Hanga Mātou  
building people

## Assessment: Working with tools

### Learner instructions

This assessment is about using a range of tools, equipment, and machinery for your BCATS project.

You need to show you can:

- choose ideal tools, equipment, and machinery for your project tasks
- set up, inspect, and use the items safely, easily, and skilfully for project tasks
- maintain and store tools, equipment, and machinery after use, and report any issues.

Over the page, you will see what you need to do for this assessment.



Your teacher will observe you using and maintaining the tools, equipment, and machinery. They will provide comments in this assessment resource as evidence to support their observations.

You will need to provide the following evidence to support this. Submit it using myBCITO or the process at your school/organisation.



Completed *Progress record* templates, including your notes on specific tools, equipment and machinery used for project tasks, and your safe practices (in the *Level 3 project diary*).



A completed maintenance checklist (based on the process at your school/organisation).

Record of any damaged or faulty items you reported to your teacher (if needed).

Photos of you setting up the tools, equipment, and machinery safely according to manufacturer's instructions (if needed).



Photos that clearly show you using the tools, equipment, and machinery for your project tasks, and the PPE you wore when you were using them (if needed).

Photos of your workplace and storage areas, clearly showing tools, equipment, and machinery safely stored after use (if needed).

Use the assessment checklist in this resource to keep track of the evidence you have collected.

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The grade you are awarded will be based on your ability to select ideal tools, equipment, and machinery for project tasks, use them with precision and control, and maintain them in optimal condition.

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## Use tools, equipment, and machinery

You need to show you can do these things for your project without being prompted.

- Choose ideal tools, equipment, and machinery for your project tasks.
- Use appropriate safety practices for all items.
- Set up the tools, equipment, and machinery according to manufacturer's instructions.
- Use the items with precision to complete the project tasks.

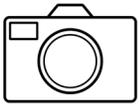


Your teacher will observe you using the tools, equipment, and machinery for your project.

Below is the other evidence you need to collect during your practical work. You should work with your teacher to make sure you've provided everything needed.



Completed *Progress record* templates, including your notes on specific tools, equipment and machinery used for project tasks, and your safe practices



Photos of you setting up the tools, equipment, and machinery safely according to manufacturer's instructions (if needed).

Photos that clearly show you using the tools, equipment, and machinery for your project tasks, and the PPE you wore when you were using them (if needed).

## Maintain tools, equipment, and machinery

You need to show you can do these things for your project without being prompted.

- Inspect the tools, equipment, and machinery for safety and correct operation.
- Carry out cleaning and maintenance activities, and store the items safely after use to make sure they stay in the best condition possible.
- Report any damaged or faulty items to your teacher (if needed).



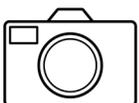
Your teacher will observe you maintaining the tools, equipment, and machinery for your project.

Below is the other evidence you need to collect during your practical work. You should work with your teacher to make sure you've provided everything needed.



A completed maintenance checklist (based on the process at your school/organisation).

Record of any damaged or faulty items you reported to your teacher (if needed).



Photos of your workplace and storage areas, clearly showing tools, equipment, and machinery safely stored after use (if needed).

## Assessment checklist: Working with tools

To be completed by the learner and the teacher.

Assessment activity	Evidence needed	Date all evidence collected (Learner to complete)	Teacher sign-off
Use tools, equipment, & machinery	Completed <i>Progress record</i> templates, including specific tools, equipment and machinery used for project tasks, and safe practices.		
	Photos of you setting up the tools, equipment, and machinery safely according to manufacturer's instructions (if needed).		
	Photos that clearly show you using the tools, equipment, and machinery for your project tasks, and the PPE you wore when you were using them (if needed).		
Maintain tools, equipment, & machinery	Maintenance checklist completed.		
	Record of any damaged or faulty items you reported to your teacher (if needed).		
	Photos of your workplace and storage areas, clearly showing tools, equipment, and machinery safely stored after use (if needed).		
<p><b>Note:</b> A copy of the project brief must also be included in your overall portfolio of evidence.</p>			

## Teacher observation: Working with tools

Learner name: \_\_\_\_\_

Project: \_\_\_\_\_

### Teacher instructions

Below are criteria for the available grades.

Not Achieved	Achieved	Merit	Excellence
Tools, equipment, and machinery are not managed appropriately for a BCATS project.	Manage the use of tools, equipment, and machinery for a BCATS project.	Efficiently manage the use of tools, equipment, and machinery for a BCATS project.	Skilfully manage the use of tools, equipment, and machinery for a BCATS project.



**Provide comments on the learner's ability to meet the following assessment criteria, considering everything you observed throughout the project.**

Appropriate tools, equipment, and machinery are chosen, set up and used safely for project tasks.	
Tools, equipment, and machinery are inspected for safety, maintained and stored after use, and any issues are reported.	

## Grade awarded: Working with tools

### Teacher instructions

After considering all the evidence collected, enter the grade you will award for Skill Standard 40571, with comments that explain your decision.

Final grade		Date	
<p><b>Justification for final grade</b> (Provide overall comments, considering all evidence collected)</p>			

### Teacher and learner sign-off

		Date
<p><b>Learner signature</b> (Grade received and accepted)</p>		
<p><b>Teacher sign-off</b></p>	<p>Name: _____ Signature: _____</p>	