

Further Qualification in Arboriculture

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Holders of a Further Qualification in Arboriculture have the vocational skills required to plan and implement tasks related to preparing the ground for and planting individual trees and groups of trees as well as other tasks indicated by the lifespan and functional purpose of a tree. They know how to prepare for and carry out an assignment and assess the results of their work. They know how to perform structural and restoration pruning, crown thinning and topiary trimming. Qualification holders know how to attend to the safety of the site and work tasks and to rescue an injured person from a tree. They are able to assess the condition of trees and remove trees using different techniques. Qualification holders may channel their professional competence to the management of urban forests, assessing the value of trees, demanding removal operations of trees, transplantation of large trees or tasks related to collecting tree propagation material. They may also channel their competence to instructing others in the arboriculture sector tasks or to working as an entrepreneur. Holders of a Further Qualification in Arboriculture may work in positions where they promote the health of trees and a pleasant and safe environment. They may be employed by cities, municipalities, parishes, housing cooperatives and other corporations controlling areas with trees within the built environment and urban forests or they may work as self-employed professionals.

Title of the requirements	Further Qualification in Arboriculture
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Qualification codes	Further Qualification in Arboriculture (364308)
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1. Composition of the qualification

The Further Qualification in Arboriculture consists of four compulsory and two optional units.

Compulsory units 4 units
Planting trees and managing planting areas, C
Pruning and bracing trees, C
Assessing the condition of trees, C
Removal of trees, C
Optional units 2 units
<i>The candidate selects two units</i>
Managing urban forests
Carrying out demanding tree removal operations
Assessing the value of trees and protecting them from damage
Transplanting large trees and preparing the substrate
Maintaining the propagation value of tree species
Providing guidance in arboriculture sector tasks
Working as an entrepreneur in the arboriculture sector
A unit from another further or specialist qualification
<i>Candidates for a Further Qualification in Arboriculture may also select a unit from some other further or specialist vocational qualification. Certificates for the completion of such units are awarded by the qualification committee for the qualification in question, and the qualification committee responsible for the Further Qualification in Arboriculture will recognise this unit as part of the qualification based on the certificate. The unit title used in the qualification from which it was selected will be used in the certificate.</i>

2. Units

2.1. Planting trees and managing planting areas

Vocational skills requirements

The candidate has competence to

- process a tree planting assignment
- prepare for a tree planting job
- obtain the planting materials
- prepare the soil on the planting site
- prepare the substrate
- plant trees in a built environment
- spread ground cover
- care for trees after planting
- restore the root zone of a planted tree
- put finishing touches on a site.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The vocational skills are demonstrated by managing planting areas to facilitate tree planting and promote the thriving of trees. In connection with the different tasks, the candidate prepares the documents required for the unit. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria.

Assessment

THE CANDIDATE PROCESSES A TREE PLANTING ASSIGNMENT.

Becoming acquainted with the site	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• becomes acquainted with previously prepared plans and documents• finds out about factors with a key impact on the planting and thriving of trees on the site• carefully analyses conditions that will affect the work• assesses the volume of planting material needed on the site• selects planting materials that are of a high quality in terms of their origin and properties and suitable for the environment, planting site and functional purpose following selection criteria applied in the field.
Preparing a quotation	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• assesses the workload and required personnel resources• prepares a cost calculation that includes the personnel, machinery and material costs of the different work phases• prepares a clear, realistic and profitable quotation on the basis of the cost calculation that includes an implementation schedule.

Agreeing upon work implementation	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • presents and justifies the actions included in the quotation to the customer • selects a suitable planting time, taking the delivery and warranty terms of the plants into consideration • agrees upon the implementation schedule and methods of the planting job with the customer • works in an expert role politely, with initiative and listening to the customer's wishes.

THE CANDIDATE PREPARES FOR A TREE PLANTING JOB.

Agreeing upon work implementation	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • plans the work phases of the planting job • organises the order of work on the site based on the plans, taking into consideration safety, disruptions and risk factors as well as any restrictions associated with the site • follows the plans and instructions related to the planting materials and working with substrata and ground cover accurately • selects and reserves the machinery, tools, accessories and materials for the planting job as indicated in the plan • draws up an effective plan for site waste management and logistics • ensures the availability of labour as indicated in the plan • liaises with various parties as necessary for carrying out the work • provides information on the work phases as agreed.

THE CANDIDATE PROVIDES THE PLANTING MATERIALS.

Reception of material deliveries	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • purchases planting materials meeting the quality requirements indicated in the plan • checks the materials as they are delivered and ensures that the delivery matches the order • checks the suitability, quality and vitality of the planting materials according to the quality requirements of the plants • makes complaints on any errors in the delivery following instructions and workplace practices.

Intermediate storage of materials	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • organises intermediate storage of materials and their management during intermediate storage when required • protects materials placed in intermediate storage appropriately, taking weather conditions and the duration of intermediate storage into account.

THE CANDIDATE PREPARES THE SOIL ON THE PLANTING SITE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • carefully shapes the subsoil surface to the level of the growing medium layer, avoiding any depressions that would accumulate water • constructs a water permeable or water retaining intermediate layer on top of the subsoil as required on the site • uses suitable machinery, equipment and tools for preparing the planting site following instructions.

THE CANDIDATE PREPARES THE SUBSTRATE FOR PLANTING.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • checks the location, extent, and depth of the substrate and the shape of the underlying layer • identifies soil types by visual inspection and assesses the need for soil improvement measures • if necessary, takes soil samples and has them analysed, and interprets soil type and nutrient analyses • restores the substrate on the site in compliance with the planning documents or general quality requirements • spreads and shapes the substrate up to the correct level • packs the substrate carefully using suitable equipment • creates borders around the substrate.

THE CANDIDATE PLANTS TREES IN A BUILT ENVIRONMENT.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • complies carefully with plans and documents related to the planting material, the growing medium and ground cover • uses tools and accessories safely and appropriately • anticipates factors that will threaten the welfare of the roots and the tree • plants saplings following species-specific planting instructions and quality requirements of the field and ensures that the root stock is planted in a natural position for growth and to the correct depth • selects a suitable staking method and stakes the planted tree following the quality requirements and techniques of the field • carries out initial care of the planted trees following general instructions of the field.

THE CANDIDATE SPREADS GROUND COVER AROUND PLANTED TREES.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • spreads ground cover as indicated by the ground cover material properties • spreads the ground cover material evenly across the entire planting area, ensuring that it does not get mixed with the substrate.

THE CANDIDATE CARES FOR TREES AFTER PLANTING.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • makes observations on the viability of planted trees • organises watering appropriately and as agreed • checks the condition of the stakes and repairs, replaces or removes them as necessary • cares for and maintains the stem base area of a tree • specifies further care actions and prepares care instructions for the party who owns the site or is responsible for it • protects the young tree against mechanical and biotic damage following instructions of the field.

THE CANDIDATE RESTORES THE ROOT ZONE OF A PLANTED TREE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • assesses the condition of a tree root zone and, on this basis, plans the required restoration measures • checks the planting depth of the tree and takes the required corrective action • removes harmful vegetation from the root zone • provides suitable ground cover material for the site if necessary • spreads ground cover on a root zone that is in need of restoration • organises watering as necessary • carries out corrective actions carefully and without damaging the tree.

THE CANDIDATE PUTS FINISHING TOUCHES ON THE SITE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • carries out verification measurements and documents them and the other work phases following the site’s practices • finishes and tidies up the site as agreed • assesses his or her work performance in comparison to the assignment and the plan • talks to the customer to gather feedback on the work and assesses any development needs.

2.2. Pruning and bracing trees

Vocational skills requirements

The candidate has competence to

- become familiarised with a tree management site and prepare a quotation
- plan the safety and operation of the site
- prepare the site
- carry out structural and restoration pruning of trees
- brace trees
- prune a tree to thin the crown
- carry out topiary trimming
- rescue an injured person from a tree
- put finishing touches on a pruning site.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The candidate plans the implementation of tree management tasks on the site and carries out structural and restoration pruning as well as crown thinning pruning and topiary trimming. The vocational skills are demonstrated by pruning young, fully grown and old trees. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria. The rescue of an injured person from a tree is demonstrated in a simulated situation.

Assessment

THE CANDIDATE BECOMES FAMILIARISED WITH A TREE MANAGEMENT SITE AND PREPARES A QUOTATION.

Becoming familiarised with the site	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • identifies the tree species on the site and determines the functional purpose of the trees • identifies any growth disorders, structural problems and damage in individual trees • based on observations, assesses the need for structural and restoration pruning of trees • identifies individual trees in need of special pruning and bracing • finds out about management recommendations given as part of any prior condition assessments • finds out about the customer's views and objectives • finds out about infrastructure that plays a role for selecting the technique used on the site • documents the observations following the usual practices of the site.

Preparing a quotation	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • based on the initial examination, selects the best methods for the work phases • plans the required machinery, equipment and personnel resources • finds out about the customer's views of the implementation schedule and methods • agrees with the customer upon preliminary arrangements, implementation schedule and finishing touches • prepares a cost calculation that includes the personnel, machinery and equipment costs of the different work phases • prepares a clear, realistic and profitable quotation on the basis of the cost calculation that includes an implementation schedule for the management work • works in an expert role politely, listening to the customer's wishes.

THE CANDIDATE PLANS SITE SAFETY AND OPERATION.

Preparation of an occupational safety and rescue plan	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • carries out a risk assessment on the site • assesses the appropriateness and safety of the working methods and equipment from the risk management perspective • takes into consideration any electric cables and structures that have a bearing on the work in the vicinity of the pruning site • assesses the need for warning signs and traffic safety equipment required by road safety provisions on the site • prepares an occupational safety and rescue plan.

Preparing a work plan	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • selects techniques indicated by the pruning and bracing needs of individual trees • plans site arrangements in accordance with the occupational safety plan • ensures that skilled and sufficient labour is available • prepares a work schedule • identifies structural factors and pests that create occupational safety risks in individual trees • selects the safest working methods for the tasks • reserves the machinery, equipment and accessories needed for the work.

THE CANDIDATE PREPARES THE SITE.

Preparing the site	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • prepares the site to avoid collateral damage • checks that any permits and notifications needed to carry out the work are in order • assesses the significance of weather conditions for safety at work • prevents unauthorised access to the site • takes care of temporary traffic arrangements • organises appropriate site warning signs and traffic safety equipment • carries out and documents initial inspections of equipment and machinery.

Acting in interactive situations	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • liaises with various parties as necessary for carrying out the work • ensures that work in a street or on a road is carried out by persons with the qualifications required by regulations • provides any assistants with induction training concerning the site and the tasks to be carried out on it, paying attention to occupational safety, schedules and financial questions • plans the work phases with his or her team • behaves appropriately and professionally when dealing with the customers • informs the customer and third parties of the work carried out on the site and its schedule as agreed.

THE CANDIDATE CARRIES OUT STRUCTURAL AND RESTORATION PRUNING.

Using equipment	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • uses tools and equipment suitable for the selected technique • ensures that the equipment used for climbing is officially approved and appropriately inspected every year • maintains and repairs tools.

Structural and restoration pruning

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • carries out structural and restoration pruning of trees appropriately from the ground or using climbing equipment or an aerial work platform • carries out structural pruning of young trees as indicated by their functional purpose • carries out structural and restoration pruning following a site-specific maintenance plan and the instructions given to him or her, or the general quality requirements and instructions of the landscaping sector • while working, takes into account the tolerance of individual species and trees regarding the number and size of pruning wounds • selects a suitable time for the actions on the basis of tree biology, practical considerations and aesthetic values • decides on the extent of the pruning depending on the growing site and the vitality of the trees • minimises actions that have a negative effect on tree health, taking the plant's defence mechanisms into account • takes into account the impacts of pruning on preserving organisms that depend on the tree species in question and biodiversity • reviews the implementation plan as the work progresses and changes it if necessary • avoids causing collateral damage during the work • carries out structural pruning to anticipate any harm to infrastructure that the tree may cause as it grows.
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Working as part of a team

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • works responsibly as part of a team • looks after his or her own and the team's occupational safety • works as an assistant on the ground, sending up tools, equipment and accessories on a supply rope • as an assistant, looks after occupational safety, site order, tools, information activities and guiding traffic.
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THE CANDIDATE BRACES TREES.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • selects and purchases bracing materials and equipment suitable for the tree to be braced • braces the tree using a suitable technique alone or together with his or her partner • complies with a site-specific plan and instructions or the general quality requirements and instructions of the field.
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THE CANDIDATE PRUNES TREES TO THIN OUT THE CROWN.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • selects the correct tools and uses them appropriately and safely • prunes a tree to thin out its crown using an appropriate method alone or with a partner • while pruning a tree, preserves the original and typical growth pattern and appearance of the tree species • complies with site-specific plans and instructions or the general quality requirements and instructions of the field.

THE CANDIDATE CARRIES OUT TOPIARY TRIMMING OF TREES.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • determines the previous trimming history and the desirable shape of the tree • assesses the biological starting points of the tree and the possibilities for topiary trimming • selects the correct tools and uses them appropriately and safely • carries out topiary trimming that is suitable for the site and the tree species • complies with site-specific plans and instructions or the general quality requirements and instructions of the field.

THE CANDIDATE RESCUES AN INJURED PERSON FROM A TREE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • instructs other persons working on the site in a rescue situation and assigns responsibility for tasks as required • rescues an injured person from a tree using a climbing technique that is suitable for the situation and justified • is capable of giving level II first aid.

THE CANDIDATE PUTS FINISHING TOUCHES ON A PRUNING SITE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • documents the actions following the usual practices of the site • carries out final tasks and puts finishing touches on the site as agreed • if necessary, uses machinery to finish a site • takes the waste wood created to the place reserved for it • removes the restriction and warning equipment from the site • checks and assesses the work quality compared to the plan together with the team • talks to the customer to collect feedback on the work and assesses any development needs • explains any future management needs of the site to the customer and offers the customer arboriculture services as indicated by his or her role.

2.3. Assessing the condition of trees

Vocational skills requirements

The candidate has competence to

- process an assignment that concerns assessing the condition of trees
- plan the implementation of a condition assessment and select the required equipment
- document the locations of the trees to be assessed
- make observations on factors that affect the condition of trees
- use condition assessment tools
- assess biodiversity on a site
- draw up proposals for measures for the assessed site
- prepare a report and file the results
- guide the customer in implementing the proposed measures.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The tasks include preparing a plan for and a quotation on a tree condition assessment, carrying out the condition assessment and making conclusions. The site must have a number of tree species of different ages. In connection with the different tasks, the candidate prepares the documents required for the unit. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria.

Assessment

THE CANDIDATE PROCESSES AN ASSIGNMENT THAT CONCERNS ASSESSING THE CONDITION OF TREES.

<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• becomes familiarised with the goals of the condition assessment set by the customer• chooses the most suitable assessment methods, taking the location of the trees to be assessed and the customer's needs into account• finds out about any infrastructure that affects the condition of the trees as a background factor of the growing site• assesses the equipment and personnel resources needed for the work• prepares a cost estimate for carrying out the work• agrees upon the schedule of the work• prepares an appropriate and clear quotation• works in an expert role politely, taking the customer's wishes into consideration.

THE CANDIDATE PLANS THE IMPLEMENTATION OF A CONDITION ASSESSMENT AND SELECTS THE REQUIRED EQUIPMENT.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • determines the aspects that affect occupational safety on the site • takes into account any risks and restrictions caused by traffic • plans information activities as agreed • assesses the need for climbing equipment and ladders • establishes the possibilities of utilising the machinery used in other management tasks on the site • selects the equipment needed for the site to be assessed • determines the need for using tree decay testing devices.

THE CANDIDATE DOCUMENTS THE LOCATIONS OF THE TREES TO BE ASSESSED.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • uses a documentation method that is appropriate for the site • carefully records the basic data of each tree and their locations using methods commonly utilised in the field • numbers the trees to be assessed and marks them on the map, using a geographical information system.

THE CANDIDATE MAKES OBSERVATIONS ON FACTORS THAT AFFECT TREE CONDITION.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • assesses the suitability of the growing site and any problems that building work in the surrounding area could cause for the trees to be assessed • assesses the vitality of a tree drawing on his or her knowledge of the properties of tree species • makes visual observations on the condition of individual trees and any problem areas in its base, stem and crown • observes and identifies key abiotic and biotic factors that affect the condition of the trees to be assessed • uses information sources that confirm the identifications as necessary • identifies symptoms caused by pests in a tree and assesses their significance to tree health • assesses the possibilities of the tree’s defence mechanism to repair the damage • records the observations on the condition assessment form for each tree.

THE CANDIDATE USES THE EQUIPMENT NEEDED FOR ASSESSING TREE CONDITION.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • obtains the equipment needed for the condition assessment for the site • ensures that the decay testing device is in good operating condition • plans the use of the decay testing device appropriately for each tree • carefully sets up the decay testing device • sets up the required peripheral devices • uses the decay testing device and other condition assessment equipment correctly • using the decay testing device, carefully checks critical areas of the stem for decay • files the measurement results appropriately for the making of conclusions.

THE CANDIDATE ASSESSES BIODIVERSITY ON THE SITE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • identifies habitats of specific organisms on the site and evaluates the possible biodiversity value of the trees to be assessed • identifies protected species that use the trees to be assessed as their habitat • uses source materials that confirm the species identifications as necessary • takes the significance of diverse deadwood as habitat for other organisms in the ecosystem into account in the condition assessment • documents the species observations accurately • if necessary, contacts experts on groups of species to confirm observations or the correctness of actions • assesses the possibilities of implementing cost-effective actions that promote biodiversity.

THE CANDIDATE PREPARES PROPOSALS FOR ACTIONS FOR THE ASSESSED TREES.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • assesses the risks caused by the condition of individual trees to the environment • prepares proposals for actions for trees based on visual observations, findings and an overall condition assessment • takes into account the possibilities of extending the life span of trees that are valuable for promoting biodiversity.

THE CANDIDATE PREPARES A REPORT AND FILES THE RESULTS.

<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• compiles instructions for actions in the report and justifies them• prepares an objective, polished and clearly worded report with a carefully finished layout whose contents match the assignment• uses informative illustrations to support the report• attaches tree-specific condition assessment forms to the report• if necessary, saves the data in the customer's tree register.

THE CANDIDATE GUIDES THE CUSTOMER IN IMPLEMENTING THE PROPOSED ACTIONS.

<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• submits the condition assessment report to the customer• presents the report's contents and the proposed actions to the customer as agreed• offers to implement the actions based on the condition assessment report for the customer.

2.4. Removal of trees

Vocational skills requirements

The candidate has competence to

- prepare a quotation and agree upon the implementation of a tree removal operation
- plan site safety
- remove a tree by direct felling
- remove a tree using climbing equipment
- work as an assistant when trees are felled using climbing equipment
- remove a tree using an aerial work platform
- rescue an injured person from a stem
- put finishing touches on the site.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The tasks include removing trees in a built environment by direct felling and using climbing equipment and an aerial work platform. The candidate also works as an assistant in tree felling on the site. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria. The rescue of an injured person from a stem is demonstrated in a simulated situation.

Assessment

THE CANDIDATE PREPARES A QUOTATION AND AGREES UPON IMPLEMENTING A TREE REMOVAL OPERATION.

Getting familiarised with the site	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • becomes familiarised with the site and finds out about the reasons for removing the trees • assesses the best practices for carrying out the work and takes the customer's needs into consideration • recognises sites that require special measures and assesses the need for additional work • assess the occupational safety risks arising from the environment
Preparing a quotation	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • draws up an estimate of the assignment, working time requirement and implementation costs • prepares a quotation, also clearly pricing any additional work

Agreeing upon the implementation of a tree removal operation	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • agrees with the customer upon the work schedule, methods, permits and the customer's role on the site • takes into account the impact of weather on the implementation schedule • agrees upon any information activities related to the actions • discusses the options for final tidy-up and site finishing work with the customer • works politely, taking the customer's wishes into consideration.

THE CANDIDATE PLANS SITE SAFETY.

Risk assessment	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • prepares a site risk assessment • assesses the appropriateness and safety of the working methods and tools from the risk management perspective • takes into consideration any electric cables and structures that have a bearing on the work in the vicinity of the tree removal site • assesses the risks associated with the tree to be removed

Planning occupational safety	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • plans the site arrangements as indicated by the occupational safety plan and the selected techniques • assesses the need for warning signs and traffic safety equipment required by road safety provisions on the site • plans and implements the required traffic arrangements • limits and marks the site with appropriate warning signs • prevents unauthorised access to the site • takes the vegetation and structures in the surrounding area that are to be preserved into account in the plans • ensures that skilled and sufficient labour is available.

THE CANDIDATE REMOVES A TREE AS A DIRECT FELLING.

Preparing for a direct felling	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • organises suitable machinery, equipment and accessories for the site • secures the surroundings of the tree to be removed so that the tree can be felled safely • prevents unauthorised access to the site • works safely and ergonomically, using the appropriate protective equipment • determines a safe felling direction, taking the space required by the length and width of the tree into account • recognises exceptional cases and flexibly uses a technique that is suitable for each situation.

Felling a tree	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • selects the direction of the felling notch correctly and leaves a sufficient amount of holding wood in the tree • makes the felling cut, using suitable tree felling equipment for the situation • fells the tree safely in the planned direction • delimits the tree and cuts it to lengths as agreed, meeting the customer's objectives.

THE CANDIDATE REMOVES A TREE USING CLIMBING EQUIPMENT.

Planning the work	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • plans the implementation of the work with an assistant • agrees with the assistant on signals to be used during the work • selects appropriate tools for the task • determines an appropriate direction for dropping the stem sections.

Climbing and cutting a tree	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • uses approved spike shoes and other suitable climbing equipment for climbing the tree • works safely and ergonomically • cuts the limbs and branches appropriately • uses cutting techniques suitable for the section to be removed • secures the safety rope appropriately before dropping the crown • uses rigging for dropping the crown if necessary • before making the felling cut, secures the surroundings of the tree to be removed so that the tree can be felled safely • ties knots suitable for the situation correctly • uses specialist techniques for removing the tree as necessary • works smoothly together with an assistant and expresses himself or herself clearly.

Felling a stem	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • fells a stem left at the desired length safely and to the specified direction using the required machinery • delimits the tree and cuts it to the agreed lengths to meet the customer's objectives.

THE CANDIDATE WORKS AS AN ASSISTANT IN A FELLING OPERATION WHERE CLIMBING EQUIPMENT IS USED.

Preparing a work plan	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • prepares a work plan for the individual tree together with the climber • agrees with his or her partner on signals to be used during the work.

Working as an assistant	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • sends a saw and other equipment up to the climber using the service rope • assists the climber in different work phases • works smoothly together with his or her partner and expresses himself or herself clearly • ties the appropriate knots for sending ropes and equipment up • engages and uses a friction break, rope hoist and other approved equipment • independently keeps the climber’s rigging and working ropes in order on the site • keeps the site in order • observes the climber’s alertness and work and ensures that he or she takes sufficient breaks.

THE CANDIDATE REMOVES A TREE USING AN AERIAL WORK PLATFORM.

Planning the work	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • plans the removal of a tree • determines the length of the stem to be left standing • determines the size and positioning of the aerial work platform to be used • selects the most appropriate other tools and equipment for the task.

Selection and inspection of the aerial work platform	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • orders a machine that is suitable for the intended use • carries out and documents an initial inspection of the aerial work platform • forwards the document on the site as agreed.

Using aerial work platforms and equipment	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • instructs the operator on the aerial work platform and the assistant on the ground in the work as required • selects correctly the equipment and machines needed to remove a tree • uses a safety harness and other fall protection equipment on the platform as well as personal protective equipment referred to in the occupational safety legislation • delimits the tree appropriately from the aerial work platform • uses suitable cutting techniques as indicated by the section to be removed, using split level cuts and the notch and back cut technique • if necessary, takes the initiative to change the plan.

Felling a stem	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • fells the stem onto the planned spot safely • delimits the tree and cuts the timber to the agreed dimensions.

THE CANDIDATE RESCUES AN INJURED PERSON FROM A STEM.

Rescuing an injured person from a stem	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • prepares for the risks relevant to the site • instructs others working on the site in a rescue situation and assigns responsibilities if necessary • rescues an injured person from a stem using a climbing technique that is suitable for the situation and justified • is capable of giving level II first aid.

THE CANDIDATE PUTS FINISHING TOUCHES ON THE SITE.

Finishing touches on the site	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • documents the actions taken following the practices of the site • tidies the site after the work has been completed as agreed • uses the required machines to finish the site • takes the waste wood created to the agreed place • removes the restriction and warning equipment • finishes the site professionally • assesses the results of his or her work and identifies any development needs • collects customer feedback and assesses development needs.

2.5. Managing urban forests

Vocational skills requirements

The candidate has competence to

- plan the management of an urban forest site
- manage the shrub layer and small trees
- carry out landscape management felling of large trees
- finish the site.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The tasks include getting familiarised with an urban forest site as well as planning and implementing its management. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria.

Assessment

THE CANDIDATE PLANS THE MANAGEMENT OF AN URBAN FOREST SITE.

Gathering background information	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • becomes familiarised with the site and any prior management plan and establishes the objectives of the management • finds out about planning regulations, legislation and permit procedures relevant to the site • measures and documents tree and shrub layer inventory data for the management plan.
Preparing a management plan	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • plans the management measures, taking into account the structure of the tree stand and development of landscape spaces as well as the location and functional purpose of the urban forest site • takes into consideration the conditions of the site, biodiversity, human well-being and cost-efficiency of the measures in the plan • prepares a management plan, taking the perspective of sustainable development into account • schedules the actions, selecting a suitable time span • has the management plan approved by the customer before planning the implementation of the measures • ensures that the required documents are filed as agreed.

Preparing a work plan	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • selects suitable techniques and equipment • selects the felling method as indicated by the site • determines the time of harvesting and the required machinery and equipment • plans the courses of driving tracks to fit in with the landscape, taking into account the space requirements and reach of the machinery and the slope • selects an appropriate processing method for harvest residues • prepares a financially feasible work plan and a map.

THE CANDIDATE MANAGES THE SHRUB LAYER AND SMALL TREES.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • selects the vegetation to be left on the site, taking into account growth site factors and the special features of the site • preserves the shrub layer and vegetation that protects the soil • uses a brush cutter and a chain saw as well as other necessary equipment following instructions • works safely, efficiently and ergonomically • services pieces of equipment following their maintenance schedules.
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THE CANDIDATE CARRIES OUT THE LANDSCAPE MANAGEMENT FELLING OPERATION OF LARGE TREES.

Preparing for the felling	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • prepares for the risks presented by the site by drawing up a safety plan • organises serviced and appropriate equipment for the site • checks the condition of auxiliary equipment used in the felling and services them as required • takes care of adequate protections and warnings, preventing unauthorised access to the site.

Carrying out a felling operation	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • carries out a felling operation following the work plan for the site • takes into account key structural factors of the landscape, avoiding formal placement of trees and tree groups • preserves the layered structure of the tree stand • uses suitable cutting techniques for different trees and the necessary auxiliary equipment for tree felling • makes felling cuts with sufficient accuracy • delimits the stems, using a suitable technique indicated by the thickness of the branches • cuts the timber in compliance with the agreed dimensions and quality requirements • stacks pulp wood for local transport • works ergonomically and safely.

THE CANDIDATE PUTS FINISHING TOUCHES ON THE SITE.

<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• finishes the site as agreed• uses suitable machinery to finish the site• looks after wood residues on the site as agreed• removes the restrictions and warning equipment• documents the actions carried out following the usual practices of the site• assesses the time spent on the site compared to the work plan• assesses his or her work performance.

2.6. Assessing the value of trees and protecting them from damage

Vocational skills requirements

The candidate has competence to

- assess the value of vegetation
- protect trees while building work is in progress.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. He or she determines the financial liability for a tree on a street or in a park that has been damaged or felled without permission. The candidate protects trees or provides instructions for protecting them while building is in progress. In connection with the different tasks, he or she prepares the documents required for the unit. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria.

Assessment

THE CANDIDATE ASSESSES THE VALUE OF VEGETATION.

Agreeing upon an assignment	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • finds out what the assignment contains • serves as a trusted person in a process of determining the extent of financial liability for damage to a tree • agrees upon the starting date of the work and the use of any specialist techniques • agrees upon a fee for the assessment job.
Assessing the value of vegetation	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • uses a value assessment method accepted in the field • accurately documents damage to the object of assessment • calculates the financial value of a damaged tree based on observations and measurements.
Preparing documents	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • collects information on the object in the assessment documents following a clear practice • includes in the documents any pictures taken of the object, drawings, any maps and other essential notes as attachments to the assessment form • prepares and submits to the customer a statement on the object's value • works impartially and professionally • files the documents on the case following the practices of the organisation.

THE CANDIDATE PROTECTS TREES WHILE BUILDING WORK IS IN PROGRESS.

Protecting trees	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • assesses the possibilities of preserving trees and other vegetation on a building site • ensures that individual trees to be protected have been marked • protects the stems, branches and root systems of trees by means of structural or other measures as required on the site • complies with the planning documents or general quality requirements of the landscaping sector when protecting a site • if necessary, instructs the builder or the owner in protecting the trees.

Finishing the site	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • ensures that the protective structures are removed once the actions have been completed • finishes the site as agreed • assesses his or her work performance • documents the measures taken following generally accepted practices in the field.

2.7. Carrying out demanding tree removal operations

Vocational skills requirements

The candidate has competence to

- draw up a work plan and prepare the site
- remove a fallen tree or group of trees leaning on other trees
- harvest a tree that has fallen with the root stock pulled out
- finish the site.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The tasks include planning and implementing the management of a tree or tree group damaged by a storm or a similar site. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria.

Assessment

THE CANDIDATE DRAWS UP A WORK PLAN AND PREPARES THE SITE.

Planning the site	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • prepares a situation-specific risk assessment • prepares an occupational safety plan for the site • plans the implementation and order of work for the site • finds out about the effects of regulations on managing the site and ensures that the required permits are obtained • reconciles any conservation instructions with the use of harvesting machinery and equipment that is suitable for the environment, taking the implementation time of the work and weather conditions into consideration • takes into account risks caused by power lines • ensures that his or her partner has the required vocational skills and safety equipment.
Preparing the site	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • carries out safety measures set out in the operating instructions and regulations • observes a safe working distance compliant with the instructions • prepares the working area and determines the placing of the equipment • clearly marks the hazardous area • selects the best tools and equipment for felling the tree considering its size • makes sure that the pieces of equipment to be used are compliant with regulations and that they have been inspected • agrees with his or her partner upon communication and signalling practices on the site.

THE CANDIDATE REMOVES A FALLEN TREE OR GROUP OF TREES LEANING ON OTHER TREES.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • plans the work stages of removing a leaning tree, selecting safe methods • assesses the condition of the trees in the surrounding area and the ensuing safety risks • looks after and complies with safety regulations on the site and in the vicinity of access routes • ensures that there are no unauthorised persons within the safety zone on site when removing a leaning tree • determines the direction in which the tree is felled • removes vegetation that hampers work and other risk factors from around the tree to be removed • uses auxiliary equipment for felling the tree as required • works with sound judgement, safely and ergonomically when using a chain saw and auxiliary equipment needed for felling the tree • removes leaning trees one at a time in the order of the risk they present • delimits the tree and cuts the stem to lengths, observing changes of tension in the stem.

THE CANDIDATE HARVESTS A FALLEN TREE WITH THE ROOT STOCK PULLED OUT.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • removes vegetation that hampers work and other risk factors from around the fallen tree that has pulled out the root stock • delimits the tree to observe tension in the stem • finds the stem sections with the lowest levels of tension and cuts the stem at the safest points • cuts the stem in compliance with the agreed dimensions and quality requirements • combines and uses the equipment correctly and safely • cuts the root stock from the stem, taking into account stem behaviour and the risk of the root stock falling • agrees with the customer on any further measures to be taken on the standing root stock.

THE CANDIDATE PUTS FINISHING TOUCHES ON THE SITE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • puts finishing touches on the site, carrying out the tasks included in the assignment • uses suitable machinery as required • removes the equipment and auxiliary equipment used for felling trees from the site • removes any restrictions and warning equipment from the site • documents the actions carried out following the usual practices of the site • assesses his or her work performance.

2.8. Transplanting trees and preparing the substrate

Vocational skills requirements

The candidate has competence to

- carry out preparatory work for transplanting a tree
- prepare the root zone of a large tree for transplanting
- protect a tree to be transplanted for lifting and transport
- plant a transplanted tree
- care for a transplanted tree
- restore the soil layer in the root zone.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The tasks comprise transplanting a large tree, including the preparatory work phases, restoration of the substrate and caring for the root zone. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria.

Assessment

THE CANDIDATE CARRIES OUT PREPARATORY WORK FOR TRANSPLANTING A TREE.

<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• becomes familiarised with a work plan or plans the preparatory work and work phases of transplanting a tree• assesses the possible occupational safety risks of the different phases of the task• draws up an occupational safety plan that minimises the risks• obtains the machinery, equipment, materials and accessories suitable for transplanting the tree• prepares the planting site following general quality requirements• receives deliveries of materials and accessories and inspects their suitability and quality.

THE CANDIDATE PREPARES THE ROOT ZONE OF A LARGE TREE FOR TRANSPLANTING.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • identifies an individual tree that is suitable for transplanting based on the growing site and quality requirements • checks that the roots of the tree to be transplanted have been cared for and that the tree has been pruned following general quality requirements • selects and books machinery and equipment suitable for lifting and moving the tree • assesses the size of the root ball that is sufficient for the tree • marks the line along which the roots are to be cut • prepares the root ball of the tree to be transplanted • protects the base section of the tree to be transplanted from the weather • tidies the outside edges of the root ball, cutting off broken and torn roots.

THE CANDIDATE PROTECTS A TREE TO BE TRANSPLANTED FOR LIFTING AND TRANSPORT.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • ties fabric around the root ball or otherwise protects it for successful transport • prepares for lifting the tree to be transplanted by selecting suitable hoisting equipment and lifting points on the stem • attaches the hoisting ropes to the stem and secures the branches to prevent damage • supervises the hoisting and provides instructions for the safe lifting of the tree.

THE CANDIDATE PLANTS A TRANSPLANTED TREE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • ensures that the position and planting depth of the root ball in the soil are correct • opens and removes balling materials as necessary • uses suitable staking methods and materials • ensures sufficient watering • tidies the surroundings of the planting area after the work.

THE CANDIDATE CARES FOR A TRANSPLANTED TREE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • assesses the vitality of a transplanted tree based on its foliage and annual growth • checks the correct planting depth • cares for and maintains the stem base area of a tree • checks the condition of the stakes and repairs, replaces or removes them as necessary • protects the tree against mechanical and biotic damage following general instructions of the field • specifies further care actions and prepares care instructions as required for the site owner or the party responsible for the site.

THE CANDIDATE RESTORES THE SOIL IN THE ROOT ZONE.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • assesses the need for restoration based on the volume and quality of the soil layer in the tree’s substrate • has the necessary analyses carried out on the condition of the soil layer • based on the observations, plans appropriate restoration measures • protects any structures while tree restoration work is in progress following the generally applicable instructions • provides instructions for the removal of the old substrate and topping up with new substrate as necessary • assesses the results of his or her work and documents the measures carried out following the usual practices of the site.

2.9. Maintaining the propagation value of tree species

Vocational skills requirements

The candidate has competence to

- assess the value of ligneous plants as propagation material
- send ligneous propagation material for nursery production
- prepare a maintenance plan for tree species.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The tasks include producing inventories of ligneous propagation plants, delivering propagation material for use in nursery production and preparing a maintenance plan for tree species. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria.

Assessment

THE CANDIDATE ASSESSES THE VALUE OF LIGNEOUS PLANTS AS PROPAGATION MATERIAL.

Carrying out an inventory of plants as sources of propagation material	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• becomes familiarised with the tree species of the operating area to establish their propagation value• assesses the value of trees in a selected area as sources of propagation material using appropriate methods• identifies source specimens with valuable structural and biological properties for nursery production• evaluates whether or not the properties of good quality specimen trees are hereditary• assesses the significance that the number of individual trees used as sources of seeds has for the usability of the propagation material• identifies sites that present an obvious risk of cross-breeding• documents interesting species and exceptionally good individuals and their locations• names the species, relying on expert assistance if necessary.

Compiling an image bank

<i>The candidate</i>	
Criteria for an acceptable performance	<ul style="list-style-type: none"> • obtains the required permits to take photographs • documents the notable features of propagation plant specimens by photographing them and taking notes • complies with good photography practices, respecting privacy in documentation • plans an appropriate structure and classification for the image bank of propagation plants • uses geographical information when putting the image bank together • presents his or her observations and the image bank to the customer as required.

THE CANDIDATE SENDS LIGNEOUS PROPAGATION MATERIAL FOR USE IN NURSERY PRODUCTION.

Agreeing upon collecting propagation material

<i>The candidate</i>	
Criteria for an acceptable performance	<ul style="list-style-type: none"> • agrees with a nursery producer upon the collection of propagation material and its delivery in compliance with the requirements of the selected nursery production method • determines the value of the propagation source on the basis of the properties required for the end use of the seedlings • establishes the details of the party that owns or controls the area and ensures that the required permissions are obtained.

Collecting propagation material

<i>The candidate</i>	
Criteria for an acceptable performance	<ul style="list-style-type: none"> • collects propagation material in compliance with the requirements set by the nursery's production method • collects high-quality propagation material in the correct season and at a suitable developmental phase of the mother tree • collects the propagation material without risking the well-being and typical appearance of the source plant • uses suitable techniques and equipment when collecting propagation material • collects the required amount of propagation material to grow the agreed batch of seedlings • observes occupational safety in his or her work • works systematically.

Documentation and delivery of propagation material

<i>The candidate</i>	
Criteria for an acceptable performance	<ul style="list-style-type: none"> • documents the locations of the propagation trees used • writes notes and labels the propagation material appropriately • handles and stores the material in a manner that is appropriate for its further processing • complies with up-to-date statutes on propagation materials and seedlings of decorative trees and shrubs • delivers the propagation material to the nursery producer as agreed.

THE CANDIDATE DRAWS UP A MAINTENANCE PLAN FOR TREE SPECIES.

<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none">• finds out about the customer’s goals for maintaining the propagation material value of the tree species on the site• assesses the current suitability and value of the tree species in terms of the location, extent and functional significance of the site• prepares a plan for maintaining the properties related to the value of the tree species on the site• describes the propagation sources, significance of the origin of the material, biological requirements and risks of failure in the plan.

2.10. Providing guidance in arboriculture sector tasks

Vocational skills requirements

The candidate has competence to

- instruct an employee in the operation of an arboriculture sector organisation
- plan and implement a work supervision situation
- plan and implement work induction
- assess himself or herself as a provider of work induction.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in genuine working life situations. The vocational skills are demonstrated in the induction, supervision and instruction situations of a new employee. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with interviews and other methods allowing the demonstration of the vocational skills requirements associated with the unit in accordance with the criteria.

Assessment

THE CANDIDATE INSTRUCTS AN EMPLOYEE IN THE OPERATION OF AN ARBORICULTURE SECTOR ORGANISATION.

The candidate instructs an employee in the operation of an arboriculture sector organisation	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • welcomes a new employee • explains the goals of the induction training • selects induction methods, taking the employee's prior competence into account • introduces the employee to the workplace, providing basic information on the organisation, its mission, values, customs and goals • introduces the employee to the machines, equipment, facilities, tools and rules of the work environment • introduces the employee to the other employees of the work community and key stakeholders • discusses his or her own and the employees' responsibilities in the work community • works interactively.

THE CANDIDATE PLANS AND IMPLEMENTS A WORK SUPERVISION SITUATION.

Planning a supervision situation	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • finds out about the employee's initial situation and learning needs • together with the employee, sets targets for the supervision situation • draws up a plan for the contents and structure of supervision situations.

Implementing a work supervision situation	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • supervises the employee as indicated by the set goals • applies different methods that support learning in the supervisory activities • when providing instruction, takes the special requirements of arboriculture tasks and the employee's prior experience of the topic into consideration • by his or her supervisory approach, promotes the creation of an encouraging and trustful atmosphere • takes an encouraging approach in supervisory situations.

THE CANDIDATE PLANS AND IMPLEMENTS WORK INDUCTION.

Planning a work induction situation	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • recognises situations where work induction is needed • plans the induction situation following the work induction model: preparation, instruction, testing the skills and assessment.

Implementing a work induction situation	
<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • uses diversely different methods that support work induction • guides the employee in working productively and to a high standard by showing an example • guides the employee in using correct and safe working methods and equipment in each task • guides the employee in working in the different phases of the arboriculture process and workplace situations • guides the employee in complying with occupational safety instructions • discusses the tasks and provides comprehensible instructions for completing them • helps the employee see the impacts of his or her work on the site and the environment • contributes to creating preconditions for a good workplace atmosphere • by his or her example, encourages and inspires the employee in continuous on-the-job-learning, developing the work, independent information acquisition and problem-solving • assesses the employee's work performance.

THE CANDIDATE ASSESSES HIMSELF OR HERSELF AS A PROVIDER OF WORK INDUCTION.

<i>The candidate</i> Criteria for an acceptable performance	<ul style="list-style-type: none"> • asks for and receives feedback and assesses his or her success in the work • specifies his or her development needs regarding instruction, induction and supervision situations • uses the feedback received to develop his or her work.

2.11. Working as an entrepreneur in the arboriculture sector

Vocational skills requirements

The candidate has competence to

- assess his or her capabilities for working as an entrepreneur in the arboriculture sector
- prepare or develop a business idea
- prepare or develop a business plan
- draw up a marketing plan.

Methods of demonstrating competence

The candidate demonstrates his or her vocational skills in different ways depending on whether he or she is starting a business or developing a working company. The candidate demonstrates his or her vocational skills by assessing his or her capabilities for enterprising and by preparing or developing a business plan for an arboriculture sector company. To the extent that the required vocational skills cannot be demonstrated in practical work duties, the demonstration is to be completed with other methods.

Assessment

THE CANDIDATE ASSESSES HIS OR HER CAPABILITIES FOR WORKING AS AN ENTREPRENEUR IN THE ARBORICULTURE SECTOR.

Assessing capabilities for entrepreneurship	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • realistically assesses his or her vocational competence and capabilities for working as an entrepreneur in the arboriculture sector • assess the personal benefits and risks related to enterprising as well as the adequacy of his or her resources • plans the acquisition of competence required in order to work as an entrepreneur in the sector.

Evaluation of the business environment	
<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • based on the future outlook, development in the sector and the market status, assesses external opportunities and threats as well as internal strengths and weaknesses related to enterprising (a SWOT analysis) • finds out about potential customers and the competitive situation in the arboriculture sector • determines and participates in the operation of key networks in the sector.

THE CANDIDATE PREPARES OR DEVELOPS A BUSINESS IDEA.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • develops a customer-oriented product or service concept • specifies the business idea to ensure that it is profitable • narrows down the customer group of the business idea • prepares a risk management analysis for the business idea relying on the operating environment analysis produced by him or her.

THE CANDIDATE PREPARES OR DEVELOPS A BUSINESS PLAN.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • prepares or develops a business plan relying on analyses of the operating environment, the market and the competitive situation • determines the goals and strategy of the business • selects the most suitable company form • determines the resources required for the business • as a start-up entrepreneur, draws up the documents needed to establish and run a company, obtaining help for their preparation if necessary • prepares a realistic financial plan and profit target • finds out about business aid practices and takes them into consideration in the plan • plans or specifies the competence and equipment related resources required by the business • plans or develops enterprising activities to ensure that they support the values of sustainable development • assesses recruitment needs and calculates the payroll costs • prepares the insurance cover needed by the business • prepares occupational safety instructions.

THE CANDIDATE DRAWS UP A MARKETING PLAN.

<p><i>The candidate</i></p> <p>Criteria for an acceptable performance</p>	<ul style="list-style-type: none"> • prices the products and services profitably • determines the target group of the products and services • selects marketing measures as indicated by the available budget and the target groups • plans marketing communications with the aim of standing out from the competition • relying on market research conducted by him or her, finds out about marketing channels and selects the most suitable ones for the business • networks with the required parties to improve marketing.

3. Vocational skills requirements of the qualification and assessment of competence

The vocational skills requirements of a unit specify the skills and competence that the candidate must have to complete the unit in question. The section on Methods of demonstrating competence specifies what the candidate has to do to demonstrate his or her vocational skills. The vocational skills demonstrated in a competence test are assessed in accordance to the criteria for an acceptable performance. The candidate's vocational skills are assessed by representatives of employers, employees and the education sector who have adequate vocational skills related to the qualification to be completed and sufficient familiarity with assessment and the requirements of the qualification to be completed.

4. Attachment. Description of the qualification (not part of the regulation)

Qualification requirements entered into force on 1 August 2015 (29/011/2015)

4.1. Composition of the qualification

The Further Qualification in Arboriculture consists of four compulsory and two optional qualification units.

The compulsory units are

- Planting trees and the management of planting sites
- Pruning and bracing trees
- Assessing the condition of trees
- Removal of trees.

The optional modules are

- Management of urban forests
- Assessing the value of trees and protecting them from damage
- Carrying out demanding tree removal operations
- Transplanting large trees and preparing the substrate
- Maintaining the propagation value of tree species
- Providing guidance in arboriculture tasks
- Working as an entrepreneur in the arboriculture sector.

Candidates may also select a module from some other further or specialist vocational qualification as an optional unit.

4.2. Vocational skills and competence required for completion of the qualification

Holders of a Further Qualification in Arboriculture have the vocational skills required to plan and implement tasks related to preparing the ground for and planting individual trees and groups of trees as well as other tasks indicated by the lifespan and functional purpose of a tree. Qualification holders know how to prepare and carry out an assignment and assess the results of their work. They know how to perform structural and restoration pruning, pruning to thin out the crown and trim topiaries. Qualification holders know how to attend to the safety of the site and work tasks and to rescue an injured person from a tree. They are able to assess the condition of trees and remove trees using different techniques. Qualification holders may channel their professional competence to the management of urban forests, assessing the value of trees, demanding removal operations of trees, transplantation of large trees or tasks related to collecting tree propagation material. They may also channel their competence to instructing others in the arboriculture sector tasks or to working as an entrepreneur.

4.3. Range of occupations accessible to the qualification holder

Holders of a Further Qualification in Arboriculture may work in positions where they promote the health of trees and a pleasant and safe environment. They may be employed by cities,

municipalities, parishes, housing cooperatives and other corporations controlling areas with trees within the built environment and urban forests or they may work as self-employed professionals.

4.4. Name and status of the body awarding the certificate

The qualification certificate is awarded by a qualification committee appointed by the Finnish National Board of Education.

4.5. Name and status of the national/regional authority providing accreditation/recognition of the certificate

Ministry of Education and Culture

Finnish National Board of Education, the national agency subordinate to the Ministry of Education and Culture

4.6. Level of the certificate (national or international)

ISCED 3

4.7. Grading scale/Pass requirements

Pass/fail

4.8. Access to the next level of education/training

Confers eligibility for higher education studies.

4.9. Legal basis

Vocational Adult Education Act (631/1998), Vocational Adult Education Decree 812/1998

4.10. Officially recognised ways of obtaining the certificate

The qualification is obtained in competence tests by demonstrating the vocational skills required in the competence-based qualifications defined by the Finnish National Board of Education. Preparatory training for the qualification is arranged when necessary. The education provider sees to the individualisation of (1) the enrolment to the competence-based qualification and the preparatory training, (2) the completion of competence tests as well as (3) the acquirement of the necessary vocational skills.

4.11. Entry requirements

Qualifications may be completed irrespective of how the vocational skills and competences have been obtained. No formal qualifications are required of the competence test participant.