

Issued: August 8, 2013

Program: UPDATE TO UTILITY ARBORIST PROGRAM

To: ITA Training Providers
HortEducationBC (HEBC)
All School Districts

RE: OPSN 2013 013
ITA STANDARDIZED LEVEL EXAMS

Timing: Effective: August 15, 2013

Information: Please be advised that an updated program standard for the Utility Arborist apprenticeship program has been approved by Industry Training Authority (ITA). An updated program profile and a program outline are posted on the ITA website at www.itabc.ca.

The HortEducation BC (HEBC) has completed a review of the standards for the Utility Arborist apprenticeship program. After extensive consultation with industry and training providers the review has resulted in:

- a change in the in-school technical training duration for Level 1 from 4-weeks to 6-weeks;
- competencies and content changes in Level 1 and Level 2 in-school technical training;
- adding a Standardized Level Exam for Level 1;
- a discontinuation of the home study package which was a pre-requisite for apprentices prior to attending the Level 2 in-school technical training session;
- added time for the "Faller & Bucker Training" as required by WSBC.

Delivery of training for the Utility Arborist apprenticeship program is to be based on the updated program outline as of April 1, 2013.

A letter will be sent to all registered Utility Arborist apprentices and their sponsors, informing them of the changes to the program.

In 2012, ITA started launching ITA Standardized Level Examinations for a number of programs. For each level of technical training that includes an ITA Standardized Level Exam, a training provider in-school percentage score and a standardized level exam

percentage score will be blended to produce a final percentage score. The in-school percentage score will be multiplied by 80% and the exam percentage score will be multiplied by 20%. The two blended (80/20) scores will be added by ITA Direct Access to produce a final percentage score for the level of training.

SLE Background information

The Utility Arborist Level 1 exam is to be launched by ITA. The Level 1 exam should be requested by training providers via the usual ITA procedure. Training providers are required to complete an ITA Examination Request form six weeks prior to the exam scheduled date.

Utility Arborist classes will write the standardized level exam through an online computer-based platform or by requesting a paper-based level exam writing if a computer laboratory is unavailable. The benefits of have apprentices write through an online platform include:

- Immediate processing of exam results and a quicker turnaround for exam marks,
- Increased exam protection and security with the removal of paper-based exams,
- The ability to “scramble” questions which enhances security of the exam as questions will be presented in a different sequence for each candidate,
- Colour diagrams can be easily reproduced,
- Diagrams in the exams can be manipulated to clarify details, i.e., zoom-in capabilities, and

A consistent evaluation process for all examinations with the ability to quickly modify or remove questions as required.

Scheduling the Utility Arborist Level 1 exam

Requesting a class writing of online exams must be noted on the ITA Examination Request form. Scheduling and booking an appropriate computer laboratory facility with internet access for the planned exam date must be undertaken by the training provider. The computer facility is required for a minimum of four hours and the room location of the computer laboratory must be noted on the ITA Examination Request form.

Transition of current apprentices

Apprentices who did not enroll in a Utility Arborist Level 1 class prior to April 1, 2013 will be transitioned into the new Utility Arborist apprenticeship model.

Current apprentices who have completed Utility Arborist Level 1 technical training will be expected to complete the home-study package prior to enrolling the Level 2 in-school technical training session.

Apprentices who have completed Level 2 technical training but have not acquired certification will be expected to complete the current program requirements.

Training Provider Component

Instructors are expected to follow the *Grading Sheet: Subject Competencies and Weightings* table found on pages 5 & 6 to calculate the final in-school percentage score. Instructors then enter the final in-school percentage score in ITA Direct Access.

Training providers delivering Utility Arborist Levels 1 & 2 in-school technical training are required to enter an in-school percentage score for each apprentice into ITA Direct Access.

***In-School
Technical
Training
Percentage
Score***

As per the *Grading Sheet: Subject Competencies and Weightings* table, the in-school percentage score for Utility Arborist Levels 1 & 2 is calculated from a percentage weighting of theory and practical assessments within each level training topic.

To calculate the in-school percentage score for:

Utility Arborist Levels 1 & 2:

- Total the level theory column competency score as noted in the competencies and weightings tables and multiplying the total by 40% to produce a weighted theory score;
- Total the level practical column competency results as noted in the competencies and weightings tables and multiplying the total by 60% to produce a weighted practical score;
- Add the weighted theory and practical competency scores together to determine the final in-school percentage score for each level;
- After completing the final percentage score for the level on each apprentice enter the score into ITA Direct Access.

***ITA Component:
Utility Arborist
Standardized
Levels 1 Exam
Percentage
Score***

ITA will enter the standard level examination percentage score in ITA Direct Access.

***Calculating the
Final Percentage
Mark for Level 1***

Once the training provider has entered the in-school percentage score and ITA has entered the exam percentage score, ITA Direct Access will automatically calculate the final percentage score. This final percentage score is calculated by blending the standardized level exam percentage score and the in-school technical training percentage score.

The in-school technical training percentage score is multiplied by 80% and the ITA Standardized Level Exam percentage score is multiplied by 20%. These two scores are combined to determine the final level percentage score. This result is the final percentage score that is recorded in ITA Direct Access.

A score of 70% or greater is required to pass Utility Arborist Level 1 when the final in-school percentage score and the final ITA Standardized Level Exam percentage score are blended.

***Calculating the
Final Percentage
Score for Level 2***

The Utility Arborist Level 2 technical training does not have an ITA Standardized Level Exam. The final percentage score for each apprentice is based on the in-school technical training mark. Instructors are expected to follow the *Grading Sheet: Subject Competencies and Weightings* table to produce a final percentage score for each apprentice.

Program Results and Eligibility

After the in-school percentage score and the exam percentage score are blended and a final percentage score is placed into ITA Direct Access, there will be situations where an apprentice will have to repeat one of or both the in-school training and exam in order to achieve the required 70% to pass Utility Arborist Level 1.

In the event that this does occur, the following table outlines the three scenarios an apprentice may encounter once the 80/20 blending is applied and the final score is less than 70%.

<p>Scenario 1</p> <p>The apprentice receives less than 70% for the in-school session and 70% or greater on the Utility Arborist level exam resulting in a final score of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> • Re-take the Utility Arborist level in-school technical training. • Receive credit for the exam.
<p>Scenario 2</p> <p>The apprentice receives 70% or greater for the in-school session and less than 70% on the Utility Arborist level exam resulting in a final score of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> • Receive credit for the in-school technical training. • Re-write the Utility Arborist level exam per ITA exam re-write policy.
<p>Scenario 3</p> <p>The apprentice receives less than 70% for the in-school session and less than 70% on the Utility Arborist level exam resulting in a final score of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> • Re-take the Utility Arborist level in-school technical training. • Re-write the Utility Arborist level exam per ITA exam re-write policy.

Utility Arborist Certificate of Qualification Exam

In order to achieve certification, Utility Arborist apprentices are required to write the Utility Arborist Certificate of Qualification (CofQ) exam after completing all levels of in-school technical training.

Apprentices must have passed all levels of in-school technical training to sit the exam. A score of 70% or greater is required for a pass.

The Utility Arborist CofQ exams should be requested by training providers via the usual ITA procedure.

The ITA will administer and invigilate the Utility Arborist CofQ exams and score and record exam results in ITA Direct Access.

For more information contact:

Diane Evans
 Manager, Program Standards
 Industry Training Authority
 Tel: 778-785-2418
 Email: devans@itabc.ca

cc: ITA Staff

Grading Sheet: Subject Competency and Weightings

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS CODE:		UTILITY ARBORIST LEVEL 1 0192TTSE01	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
A	Regulations and Other Occupational Skills (5%)	10%	2%
B	Powered Equipment (12%)	12%	12%
C	Hand Tools & Small Power Tools (6%)	6%	6%
D	Tree Work & Management (12%)	12%	0%
E	Falling & Bucking (10%)	10%	20%
F	Rigging (10%)	10%	20%
G	Climbing (15%)	10%	30%
H	Emergency Response (5%)	5%	10%
I	Job Planning & Risk Assessment (10%)	10%	0%
J	Powerline Awareness (15%)	15%	0%
	Total	100%	100%
UTILITY ARBORIST in-school theory & practical subject competency weighting.		40%	60%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 40%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 60%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.		IN-SCHOOL%	

Calculated by ITA: In-school Mark ITA Direct Access calculates the percentage weighting once the in-school mark is entered. The in-school percentage score is multiplied by:	80%
Calculated by ITA: Standard Level Exam Mark ITA Direct Access will calculate the percentage weighting once the standard level exam percentage score have been entered. The exam score is multiplied by:	20%
Calculated by ITA: Final Mark The final percentage score is calculated by ITA Direct Access.	FINAL%

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS CODE:		UTILITY ARBORIST LEVEL 2 0192TT02	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
A	Regulations & Other Occupational Skills (10%)	10%	0%
D	Tree Work & Management (20%)	20%	20%
F	Rigging (20%)	20%	30%
G	Climbing (20%)	20%	30%
H	Emergency Response (5%)	5%	10%
I	Job Planning & Risk Assessment (20%)	20%	10%
J	Powerline Awareness (5%)	5%	0%
	Total	100%	100%

Calculated by the Training Provider:		
Utility Arborist in-school theory & practical subject competency weighting	40%	60%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 40%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 60%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.	IN-SCHOOL FINAL %	

All apprentices who complete Level 2 of the Utility Arborist program with a FINAL level mark of 70% or greater will write the Utility Arborist Certificate of Qualification examination as their final assessment.

ITA will enter the apprentices' Utility Arborist Certificate of Qualification examination mark in ITA Direct Access. A minimum mark of 70% on the examination is required for a pass.