

## Technical Expert Policy

In order to take part in end point assessment, Technical Experts must first be approved by SIAS.

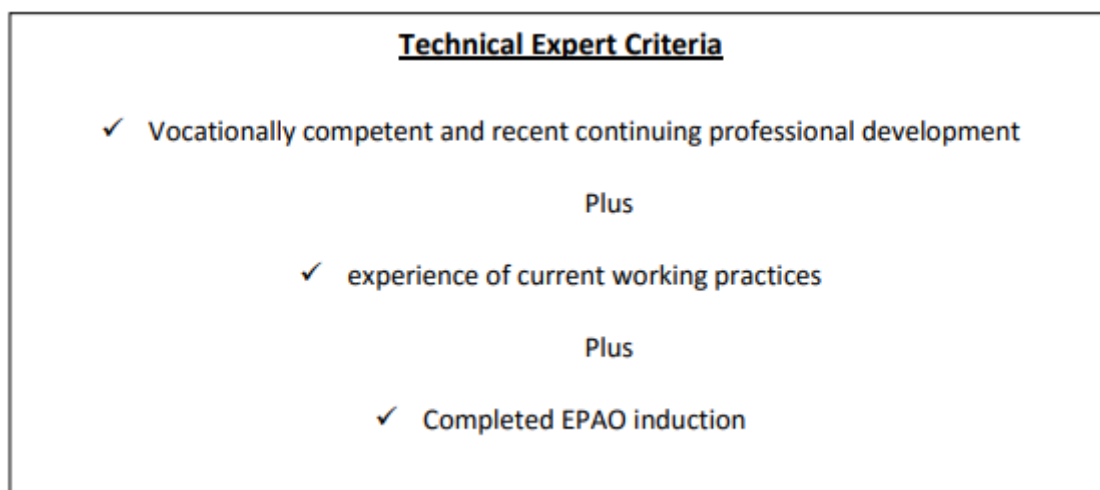
The rules regarding who can act as a Technical Expert are set out in the published Assessment Plan.

### **Technical Expert criteria**

There are two types of end assessment activity covered by the Technical Expert

- A. Signing off the Competence Evaluation Log.
- B. Supporting the Practical Observation.

Anyone responsible for these activities must be on a register held by SIAS. The register must confirm the evidence that the Technical Expert meets the required criteria.



Technical Experts must be competent in the science manufacturing process operative occupation. This must be shown through the individual having experience in the occupational area, or having a relevant qualification at a higher level than the level of the apprenticeship standard.

Technical Experts must be either working in the industry itself or they must be able to demonstrate they possess practical and up-to-date knowledge and experience of current working practices, appropriate to the sector and be able to provide evidence of at least four days of Continuing Professional Development [CPD], within the last year.

The Technical Experts must complete SIAS Induction to demonstrate working knowledge of the apprenticeship standard and assessment methodology. Technical Experts must submit an application to SIAS with evidence of experience, qualifications and recent CPD. Once approved as meeting the criteria SIAS will arrange the induction. This will generally be through a two hours telephone or Skype call but may occur at the Technical Expert's workplace. Once inducted the Technical Expert will be the main point of contact with whom SIAS will arrange the assessment day.



## Registration

In order to become a Technical Expert, evidence must be presented to SIAS which shows that the individual is capable of making relevant judgements about a learner's vocational competence. All Technical Experts must undergo a SIAS induction and demonstrate a working knowledge of the Apprenticeship Standard(s).

SIAS will hold on file a copy of the following for all Technical Expert:

- Evidence of vocational competence
- Relevant qualifications (if applicable)
- Professional Registration (if applicable)
- Evidence of CPD
- Contact details
- Signed induction record

Technical Experts must agree to support the PO in accordance with SIAS protocols to ensure an impartial judgement is achieved.

Membership of this register will be reviewed every two years to ensure that the Technical Expert has kept up to date with industry practice and knowledge.

All personal details will be kept in a secure storage system and SIAS will adhere to the Data Protection Act 1998/ GDPR at all times.

As part of the induction process Technical Expert will be provided with the necessary information and documentation needed to carry out the role.

For information on how to become a Technical Assessor please contact SIAS

Telephone: 01925515211

Email: [admin@siasuk.com](mailto:admin@siasuk.com)