



**LEVEL 2 AWARD
IN
WILD GAME MEAT HYGIENE (QCF)**

Information for Centres

**Qualification Number: 500/5408/9
January 2009**

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Registered Office
Lantra Awards, Lantra House, Stoneleigh Park, Nr Coventry,
Warwickshire.CV8 2LG

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1 What are the aims of this qualification?

In line with European Union directive, new legislation came into effect on 1 January 2006 that required anyone supplying game meat to a game dealer to be a 'trained hunter'.

The Level 2 Award in Wild Game Meat Hygiene has been developed to provide a mechanism by which 'trained hunter' status can be evidenced. This qualification provides a common standard by which 'trained hunters' are assessed therefore demonstrating their competence in this area to the satisfaction of the Food Standards Agency (FSA).

This Level 2 Award in Wild Game Meat Hygiene aims to:

- Recognise the learning and skills which have been developed through working as hunters of small and/or large game
- Develop skills which recognise the specific legislative requirements of a 'trained hunter' i.e. knowledge and understanding of hygiene, the potential for disease in game animals and how inappropriate handling of carcasses can impact adversely on human health and the measures they should take to minimise risk

2 Who is the qualification designed for?

The Level 2 Award in Wild Game Meat Hygiene is primarily designed for anyone who either already supplies game meat to a game dealer or intends to do so in the future. However, anyone with an interest in working with game meat will find this qualification useful. The biggest take up of the qualification is amongst already practicing gamekeepers as well as those that expect to enter this occupation in the future. It may also be appropriate for wildlife managers, rangers, and pest controllers.

3 What are the benefits from doing the qualification?

Candidates undertaking this qualification will develop their knowledge of hygiene issues relating to small and/or large game. In particular candidates will develop knowledge of signs of abnormality that could indicate that the game meat may not be fit for human consumption.

Those achieving the Level 2 Award in Wild Game Meat Hygiene will readily meet the criterion of 'trained hunter' status as the legislation requires. Successful candidates will be able to demonstrate to game meat dealers, potential employers etc. that they have achieved this status.

4 What's in the Level 2 Award in Wild Game Meat Hygiene qualification?

The qualification is made up of three units of which candidates must complete at least two. Each unit has a credit value of 2. The Qualification is awarded once the learner achieves 4 credits. Learners must achieve the Mandatory unit Common Processes in Game Meat Hygiene.

K/501/8754 Common Processes in Game Meat Hygiene

Candidates will develop knowledge of factors which need to be considered before applying game meat hygiene including legislation, health and safety, environmental factors, products and equipment.

A/501/8788 Small Game Meat Hygiene

Candidates will develop knowledge of signs of abnormality and ill health in small game and an understanding of hygienic working techniques.

L/501/8763 Large Game Meat Hygiene

Candidates will develop knowledge of signs of abnormality and ill health in large game and an understanding of hygienic working techniques.

For detail on the content of each unit, please refer to Annex A.

5 Are there any entry requirements for the qualification?

No

6 How long would it take for a candidate to complete the qualification?

For the purposes of centres drawing down funding the notional learning hours have been set at 40glh for the qualification to include the common unit plus one optional unit (20 notional learning hours per unit). Achievement of the full Qualification represents 4 credits at level 2 within the Qualification and Credit Framework. Each unit represents 2 credits.

Those centres not accessing funding can deliver a training course in more or less time than this. Significantly less delivery time is anticipated for experienced gamekeepers and some may choose to be assessed for the qualification without any formal training at all.

7 My organisation is interested in offering this qualification. What do I have to do now?

Your organisation must apply to Lantra Awards to become an approved centre for this qualification. If you meet the criteria set in the Application for Centre Approval Form, Lantra Awards will approve your organisation as an 'assessment centre' which means that you can offer the tests for this qualification.

Candidates cannot be assessed for any part of the qualification unless they have been registered with Lantra Awards by an approved centre. Only approved centres can register candidates.

The application form for centre approval is provided in this booklet (Annex B).

8 My organisation is already an approved Lantra Awards training provider. Do I still need to apply for centre approval?

Yes. OfQual regulations require awarding bodies to approve each centre for specific qualifications, regardless of any other activities that organisation may undertake.

9 What does a candidate have to do to get the qualification?

Candidates take a test for each unit consisting of multiple choice answer questions. The candidate must pass the mandatory unit plus one of the optional units to achieve the qualification.

A candidate can take the test for the mandatory unit and the optional small game and/or large game unit(s) at the same time.

The tests each consist of 20 questions with multiple-choice answers for each unit. The candidate must indicate from the multiple-choice answers which the correct answer is.

The pass mark for each test is 70% so candidates must answer at least 14 questions correctly to pass each test.

Candidates that have achieved a Level 2 Award in Wild Game Meat Hygiene endorsed with one type of game (e.g. small game) can add the second type (e.g. large game) by passing the assessment for the second type; they will not need to re-take the mandatory unit.

To achieve the qualification:

- All candidates must achieve the mandatory unit 'Common Processes in Game Meat Hygiene'
- Candidates that only work with small game must achieve the optional 'Small Game Hygiene' unit
- Candidates that only work with large game must achieve the optional 'Large Game Hygiene' unit
- Candidates that work with both small and large game must achieve the optional 'Small Game Hygiene' plus the optional 'Large Game Hygiene' unit
- Candidates are allowed one hour for the mandatory unit and 30 minutes for each optional unit.

10 What is the administration process that approved centres have to follow?

All testing for the Level 2 Award in Wild Game Meat Hygiene must be invigilated. Centres must ensure that test papers are kept secure both before and after the test has taken place.

The process for administering all tests must adhere to the Lantra Awards Test Regulations contained within Annex 1 of the Lantra Awards Policies Handbook. This will be issued to all Centres approved to offer the Qualification.

Paper-based Tests

- Paper-based tests are available 'on-demand'
- Dates for paper-based tests can be set by the centre who, for quality assurance purposes, must notify Lantra Awards on the Application to be Tested form of when they intend to run a test session (date, time and venue) at least 20 working days before the test date
- Centres must register candidates for the test on the Application to be Tested form at the same time as notifying Lantra Awards of the test date
- Lantra Awards will issue the exact required number of test papers to the centre within 5 working days of the test date
- Centres must keep test papers secure before the test
- Centres are required to check the identify of each Candidate in line with Lantra Awards test regulations.
- Tests must be invigilated as detailed in the test regulations
- Following the test the completed test papers must be returned to Lantra Awards along with any unused papers (for example if a candidate fails to turn up for the test)
- Tests are marked and any issues raised by centres regarding questions used taken into consideration
- Candidates' test results are issued to centres within 28 working days of receipt of the completed test papers

11 Can I vary the time of the test or the test venue at all?

Centres will be allowed to vary the time at which a test is held by up to half an hour earlier or later, provided that it is held on the date specified, without permission from Lantra Awards. If the centre needs to vary the times further, they must contact Lantra Awards. Centres will be required to outline the additional security measures that they will take to protect the confidentiality of the test paper.

The test entry form asks you to specify the venue of the test. If you change the venue or the time/date (beyond the half hour variation already allowed) of the test you must notify Lantra Awards, using the amendment form attached (Annex H) before the test takes place.

As part of its quality assurance arrangements Lantra Awards must carry out periodic test inspections. If an inspector arrives to find that the time/venue of the test have changed without notification, the approved centre will be invoiced for the cost of the visit (£180 plus travel expenses).

12 What do I have to do before holding the test?

Make sure that your centre is approved for the qualification. If you are not an approved centre, you will need to complete the application form at Annex B.

Approved centres can complete the test entry form (Annex C) to enter candidates for the test.

You need to arrange a suitable venue for the test to be carried out. This could be your own premises or an employer's premises or any other place which is convenient for the candidates. Obviously, it needs to be sufficiently large to ensure that candidates have enough space in between each other to prevent them copying each

other's work. Where the test is on-line there needs to be sufficient computer terminals for the number of candidates entered for the test.

You need to provide an invigilator who will be available before, during and after the test to carry out the following:

Paper-based tests

- Ensure that the room is suitable, quiet with adequate heat and light and a clearly visible clock
- Check that all candidates are present and complete the attendance sheet (see Annex D)
- Check the identity of each candidate.
- Give a test paper to each candidate
- Check that candidates understand what they are required to do
- Start the test at the time recorded when you applied for the test
- Remind candidates that they have 5 minutes to go before the end of the test
- End the test
- Collect all test papers for posting back to Lantra Awards on the day of the test together with the completed Attendance Sheet

If there are more than 30 candidates, we recommend that Centre's provide a second invigilator.

Please make sure that you and the invigilator have read the detailed instructions concerning the regulation of tests contained in Annex F.

13 When will I receive test papers?

Lantra Awards will send out test papers between 5 to 10 days in advance of the test. There will be a test paper for each candidate. In the test paper envelope there will be an Attendance Sheet listing the names of the candidates you entered for the test.

There will only be enough papers for the candidates you have entered for the test. You cannot photocopy test papers for additional candidates who have not been entered for the test.

You are advised to check that the test paper envelope contains the right number of test papers before storing the papers securely until the day of the test. You must ensure that no-one has sight of the papers until they are distributed to candidates at the start of the test. Test papers are strictly confidential and must not be copied under any circumstances. If Lantra Awards suspects that test papers have been copied, this would constitute grave malpractice and could result in withdrawal of the centre's approval.

14 What do I have to do after the test?

Paper based tests

Make sure the test papers have been collected and that the Attendance Sheet has been completed. The Attendance Sheet is to confirm which candidates actually took the test on the day. If there is a discrepancy between the number of names on the attendance sheet and the actual number of test papers received, we will contact you to find out whether any test papers are missing. The Attendance Sheet should also be used for recording details of any disturbance or incident (e.g. fire alarm, cheating)

during the test as well as any issues for Lantra Awards such as unclear or ambiguous test questions.

Post all the worked test papers, together with the completed and signed attendance sheet, back to Lantra Awards. You are strongly advised to use recorded delivery or some other form of postage which can be tracked. Lantra Awards is not responsible for test papers which are lost in the post.

15 What does it cost to take the test?

Current Fees for all Lantra Awards Qualifications are available on request. The test includes a section for the common section that all candidates must complete plus two other sections for the optional units from which the candidate must complete at least one of these, though they may complete both.

Lantra Awards will invoice the centre for the test fees for the total number of candidates entered. Centres may not cancel a test entry once the candidate has been entered for a test. Test entry fees will not be refunded under any circumstances.

Centres are responsible for collecting test fees from each candidate and may choose to add a charge to the test entry fee to cover administrative costs. Centres are advised to collect the test entry fee from each candidate before entering them for the test.

Candidates may re-sit the test as many times as they want. They must be entered using the test entry procedure for each test and will be charged the full test entry fee.

16 What happens if there is an error on the test?

Lantra Awards has stringent procedures for checking tests before they are issued to candidates. However, on some occasions an error will slip through the net.

If errors are detected before the test papers are distributed, they will either be reprinted or an erratum slip which clearly identifies the error and the correct replacement information will be issued. If an error is detected after distribution, for example, during a test/on-line test, Lantra Awards will decide on the most appropriate action to take. Centres may contact Lantra Awards for advice, but should encourage candidates to continue working on other parts of the paper and should not stop the test.

Candidates will not be disadvantaged by errors and either the item concerned will be deleted or the error will be taken into account when the tests are marked. Lantra Awards takes a serious view of errors passing undetected and all errors identified by centres during the course of a test will be reported to the Quality Strategy and Monitoring Committee.

If a centre considers a question to be ambiguous or unclear, a note of the problem should be included on the Attendance Sheet. All comments received at the time test papers are returned will be considered when marking. Comments received after test results have been issued cannot be taken into account.

17 When will I get the results of the tests?

When Lantra Awards issues the results, they will be shown as Pass or Fail for each candidate. Candidates will not be given their individual marks; but general feedback may be requested by approved centres. Lantra Awards will normally despatch results within 28 working days of the date of the test.

Test results and certificates are issued to approved centres for distribution to individual candidates.

18 What do I do if a candidate wishes to enquire about or appeal against his/her test results?

Lantra Awards has an enquiries policy and an appeals procedure that can be used in these circumstances. There are fees for enquiries and appeals, which will be refunded in full if the appeal is upheld or if a candidate's results are changed as a result of an enquiry. See Lantra Awards Policy Document for details.

19 What is the total cost of the qualification?

For current costs of Centre Approval and candidate registration please contact Lantra Awards.

All fees are inclusive of VAT and are payable to Lantra Awards. Lantra Awards will invoice centres for each set of fees as they become due.

20 Can candidates re-sit the test if they are not successful the first time?

Yes. As before, candidates must register with Lantra Awards for the test and the centre will be charged the full fee for each re-assessment.

21 What if a candidate loses their certificate?

Lantra Awards will issue a replacement certificate if a candidate loses the original, provided that the candidate can provide proof of identity (e.g. birth certificate, wedding certificate, driving licence) and can give details of the centre they were registered with. Lantra Awards will check all claims for replacement certificates against the original certificate claim form. The centre may be contacted for authentication. The certificate will be clearly marked as a replacement. There is a fee for all replacement certificates – contact Lantra Awards for the current fee.

22 Is the Level 2 Award in Wild Game Meat Hygiene nationally recognised?

Yes - the qualification has been designed as a Vocational Qualification which fits into the Qualifications and Credit Framework at level 2. All qualifications within the Qualifications and Credit Framework are regulated in England, Wales and Northern Ireland by the Qualifications and Curriculum Authority (OfQual). The qualification has been submitted to OfQual for approval.

23 Is there funding for the qualification?

Approved qualifications are eligible for funding from local Learning and Skills Councils (or equivalent bodies in Wales and Northern Ireland). The qualification is listed upon the National Database of Approved Qualifications (NDAQ) and upon the Learning Aims Database. Funding may be available to organisations which are LSC-approved training providers (or equivalent) at the discretion of the local LSC concerned.

24 Is the qualification available throughout the UK, including Scotland?

Yes. Although Vocational Qualifications are not regulated in Scotland, the qualification is available to anyone who wishes to use it. Lantra Awards makes no distinction between centres and candidates in Scotland and those elsewhere.

25 Some of my candidates have additional needs. What arrangements can be made to support them?

Lantra Awards publishes its Equal Opportunities Policy in the Policies Document sent to all Centres on approval.

Centres are expected to make appropriate arrangements including reasonable adjustments and these are detailed in the policy to ensure that candidates with additional needs can access assessments wherever possible. The Equal Opportunities Policy covers alternative assessment arrangements which can be made for candidates with visual and/or auditory impairment, with permanent or temporary physical impairment, specific learning difficulties or dyslexia, and candidates for whom English is a second language.

Please note that, in some cases, making special arrangements for test papers requires notification and/or approval from Lantra Awards 6 to 8 weeks in advance of the test, e.g Braille papers.

26 How do I make a complaint or an appeal?

The Lantra Awards Complaints and Appeals Procedures are published in the Lantra Awards Policies Document issued to all approved centres.

27 What do I do if I suspect any form of malpractice in connection with this qualification?

Contact Lantra Awards with as much information as you can provide about the suspected malpractice and the circumstances surrounding the matter. You should also refer to the malpractice procedure in the Lantra Awards Policies Document for information about how Lantra Awards investigates such cases.

CONTENT OF UNITS

UNIT TITLE: COMMON PROCESSES IN GAME MEAT HYGIENE	
Unit Status: Mandatory	
Unit Level: Two	
Credit Value: 2	
Unit Code: K/501/8754	
Learning Outcomes The learner will:	Assessment Criteria The learner can:
1. Know possible sources of environmental contamination that can affect deer (GA1,2,3)	1. Recognise possible sources of environmental contamination that can affect deer including: a) Animal/human effluent b) Non-potable water c) Soil and debris d) Chemicals (fuel/oils, pesticides, poisons)
2. Be aware of the risks to human health that can be caused by zoonosis and environmental contamination (GA1,2,3)	2. Identify risks to human health that can be caused by: a) Zoonosis b) Environmental contamination
3. Understand the principles controlling the management of food safety in the game larder (GA1,2,3)	3. Describe the principles controlling the management of food safety in the game larder relating to: a) The maintenance of larder and preparation areas b) The maintenance of tools and equipment c) Maintaining environmental conditions (temperature, ventilation etc) d) The hanging of carcasses e) The separation between fur and feathered game f) Pest control g) Cleaning h) Disposal of waste i) Personal hygiene
4. Understand the legal hygiene requirements that control the design and fabrication of game larders game transport and tools and equipment (GA1,2,3; CU50.1,2)	4. Identify the legal hygiene requirements that control the design and fabrication of: a) Game larders b) Game transport c) Tools and equipment

<p>5. Understand legal hygiene requirements and responsibilities (GA1,2,3)</p>	<p>5. Name the legal hygiene requirements and responsibilities controlling:</p> <ul style="list-style-type: none"> a) The management of food safety (HACCP) b) The maintenance of records c) Labelling and traceability d) Declarations to support the supply of Venison e) The disposal of waste products
<p>6. Know of the legal requirements and responsibilities associated with the administration of medicine to wild deer (GA1.3; CU49; CU50)</p>	<p>6. Identify the legal requirements and responsibilities associated with the administration of medicine to wild deer covering:</p> <ul style="list-style-type: none"> a) Veterinary supervision of drug treatments b) Withdrawal periods c) Record keeping
<p>7. Understand the legal requirements and responsibilities associated with notifiable diseases (GA1. 2; CU49)</p>	<p>7. Recognise the legal requirements and responsibilities associated with notifiable diseases including:</p> <ul style="list-style-type: none"> a) The diseases that are notifiable b) The actions to be taken on suspicion of a notifiable disease being present c) Record keeping

UNIT TITLE: SMALL GAME MEAT HYGIENE	
Unit Status: Optional	
Unit Level: Two	
Credit Value: 2	
Unit Code: A/501/8788	
Learning Outcomes The learner will:	Assessment Criteria The learner can:
1. Know normal anatomy and physiology for small game species. (GA1.2, 3)	1. Recognise normal anatomy and physiology for small game species.
2. Understand normal behaviour for small game species. (GA1.2,3)	2. Identify normal behaviour for small game species.
3. Know common diseases that can cause ill-health in small game species. (GA1.2)	3. Name common diseases that can cause ill-health in small game species.
4. Know of other possible causes of ill health in small game (GA1.1, 2)	4. Identify other possible causes of ill health in small game including: a) Poisoning b) Malnutrition c) Parasites (internal and external)
5. Know the signs that indicate ill health in small game (GA1.1,2)	5. Recognise the signs that indicate ill health in small game including: a) Lack of and/or impaired mobility b) Abnormal body condition for sex and/or age c) Lack of fear of humans d) Abnormal external appearance e) Abnormal internal appearance of lagomorphs
6. Understand how the risk to human health can be limited by health and condition recognition. (GA1.2)	6. Indicate how the risk to human health can be limited by health and condition recognition.
7. Understand how small game carcasses can be contaminated by other factors (GA1.1, 2)	7. Indicate how small game carcasses can be contaminated by other factors including: a) Unhygienic equipment b) Bacterial/fungal c) Bullet or shot damage d) Poor carcass preparation e) Insect and/or pest damage

<p>8. Understand hygienic working techniques (GA1.1, 2)</p>	<p>7. Identify the hygienic working techniques used to:</p> <ul style="list-style-type: none">a) Handle small game carcasses in the fieldb) Inspect small game carcassesc) Transport small game carcassesd) Store small game carcasses
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UNIT TITLE: LARGE GAME MEAT HYGIENE	
Unit Status: Optional	
Unit Level: Two	
Credit Value: 2	
Unit Code: L/501/8763	
Learning Outcomes The learner will:	Assessment Criteria The learner can:
1. Know normal anatomy and physiology for deer species. (GA1, 2, 3; CU49.1; CU50.2)	1. Recognise normal anatomy and physiology for deer species.
2. Understand normal behaviour for deer species. (GA1.2, 2, 3; CU49.1; CU50.2)	2. Identify normal behaviour for deer species.
3. Know major internal organs for deer species.	3. Recognise major internal organs for deer species.
4. Be aware of common diseases that can cause ill-health in deer species.	4. Identify common diseases that can cause ill-health in deer species.
5. Be aware of other possible causes of ill health in deer	5. Recognise other possible causes of ill health in deer including: a) External injuries b) Malnutrition c) Animal parasites (internal and external)
6. Be aware of the signs that indicate ill health in deer	6. Recognise the signs that indicate ill health in deer including: a) Lack of and/or impaired mobility b) Abnormal body condition for sex and/or age c) Lack of fear of humans d) Abnormal external appearance e) Abnormal internal appearance
7. Understand how the risk to human health can be limited by health and condition recognition.	7. Identify how the risk to human health can be limited by health and condition recognition.
8. Understand how deer carcasses can be contaminated by other factors	8. Indicate how deer carcasses can be contaminated by other factors including: a) Unhygienic equipment b) Bacterial/fungal c) Bullet or shot damage d) Poor carcass preparation e) Insect and/or pest damage

<p>9. Understand hygienic working techniques</p>	<p>9. Identify the hygienic working techniques used to:</p> <ul style="list-style-type: none"> a) Handle wild deer carcasses in the field b) Evisceration in field/or larder c) Inspect wild deer carcasses d) Transport wild deer carcasses e) Store wild deer carcasses
<p>10. Know risks to public health</p>	<p>10. Recognise the risks to public health that can be caused through:</p> <ul style="list-style-type: none"> a) Poor personal hygiene b) Unhygienic handling of deer carcasses c) Inappropriate cleaning agent usage

4. Centre Type

Please indicate which category best fits your centre type (tick one box only)

- (01) Community, voluntary aided or controlled secondary comprehensive or middle school
- (02) Community, voluntary aided or controlled secondary selective school
- (03) Community, voluntary aided or controlled secondary modern school
- (04) Foundation secondary comprehensive or middle school
- (05) Foundation secondary selective school
- (06) Foundation secondary modern school
- (07) Independent school
- (08) FE college/tertiary college
- (09) Sixth form college
- (10) Adult Education Centre
- (11) University or other HE centre
- (12) Private training provider
- (13) Local/central government/NHS
- (14) Voluntary organisation
- (15) Employer
- (16) HM prison/youth offenders institution
- (17) Armed forces
- (18) Overseas centre
- (19) Other

5. Awarding body approval

Is your organisation already an approved centre for other qualifications?

- NVQ/SVQ
- Lantra Awards Technical Awards (i.e. are you a registered training provider)
- Other

.....
...
.....
...

Have you ever had awarding body approval withdrawn from your organisation?

- No
- Yes (if so, please attach a brief account of the circumstances in which this happened)

6. Co-ordinator role

Please confirm that the centre co-ordinator will take responsibility for:
(please tick)

- Registering candidates with Lantra Awards
- Collecting test entry and external assessment fees from candidates
- Settling the invoice for fees
- Monitoring candidates' progress
- Notifying Lantra Awards of candidates who withdraw from the qualification
- Ensuring that tests are conducted in accordance with Lantra Awards requirements
- Sending completed test papers to Lantra Awards for marking
- Receiving results and certificates from Lantra Awards and distributing to candidates
- Making sure that candidates with special needs have the facilities they need to access the qualification
- Disseminating information received from Lantra Awards onto candidates
- Dealing with administrative queries
- Referring more technical or complex issues to Lantra Awards where necessary

7. Tests

Does your organisation intend to offer the tests:

- Paper-based

Please confirm that your organisation will:

- Store test materials securely before and after the test
- Ensure that no-one has sight of the test papers before the test takes place
- Not take copies of the test paper
- Make invigilation arrangements as set out in this booklet
- Ensure tests take place in appropriate venue/location and notify Lantra Awards of venue and any variation to the time of the test
- Maintain security in the event of an emergency (e.g. fire alarm)
- Return test papers to Lantra Awards on the day of the test
- Run the test on the specified date and time

Lantra Awards inspects external assessments in progress, without giving prior notice, as part of quality assurance monitoring procedures. Please tick to confirm that your organisation is aware of this.

8. Candidates

Roughly how many candidates do you expect to register within the next 12 months?

.....

Is your organisation willing to take external candidates referred by Lantra Awards?

Yes

No

9. Customer Service Statement

Please confirm that you have received the Lantra Awards Policies Document and will comply with the following policies within:

- Equal Opportunities Policy (includes guidance on reasonable adjustments for candidates with particular requirements)
- Appeals Procedure
- Complaints Procedure
- Malpractice Procedure
- Health and Safety Policy
- Children and Vulnerable Adults Policy

Declaration

I undertake to administer this qualification in accordance with the guidance given in the Information Pack (Level 2 Award in Wild Game Meat Hygiene – Information for Centres).

Signed Position

Name (please print)Date.....

*Please return this form for the attention of: Lesley Colvin, Lantra Awards, Lantra House, Stoneleigh Park, Coventry, Warwickshire. CV8 2LG
Fax: 024 7641 1655 Email: lesley.colvin@lantra-awards.co.uk*

For Lantra Awards use:

Approval given

Yes

No

Date:.....

Initials:.....

Letter sent to centre

Date:.....

Initials:.....

Database record established

Date:.....

Initials:.....

Fee received

Date:.....

Initials:.....

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TEST ENTRY/REGISTRATION FORM

Level 2 Award in Wild Game Meat Hygiene

Photocopy this form as required; you are advised to keep a copy for your records

Centre Name/Number:

Test Date:.....

Test Venue:

Will the test be:

On-line – please specify date* and start time. Enclose one passport size photograph per candidate

Paper-based - please specify test date* and start time

Candidate's Surname	Candidate's First Name	ULN	Date of Birth	Gender (M/F)	Ethnic Origin Code (see reverse)	Additional Needs (✓/X)	Common unit + Large Game (✓/X)**	Common unit + Small Game (✓/X)**

- *This form must be received at least 20 working days prior to the test date
- ** Tick both columns if candidate is taking both small and large game

Please invoice my organisation for the above test entry fees. My order number (if applicable) is

Your Name:..... Position:..... Signature:..... Date:

*Please return this form for the attention of Lantra Awards, Lantra House, Stoneleigh Park, Coventry, Warwickshire. CV8 2LG,
Tel: 024 7641 9703, Fax: 024 7641 1655, Email: stuart.lee@lantra-awards.co.uk*

2001 Census Ethnic Group Classifications

Please use the following code(s) to indicate ethnicity when completing the Candidate Registration Form.

England and Wales		Northern Ireland		Scotland	
01	White: British	21	White	41	White: Scottish
02	Irish	22	Chinese	42	British
03	Any other White background	23	Irish traveller	43	Irish
	Mixed:	24	Indian	44	Any other White background
04	White and Black Caribbean	25	Pakistani		Mixed:
05	White and Black African	26	Bangladeshi	45	
06	White and Asian	27	Black Caribbean		Asian, Asian Scottish or Asian British:
07	Any other Mixed background	28	Black African	46	Indian
	Asian or Asian British:	29	Black other	47	Pakistani
08	Indian	30	Mixed ethnic group	48	Bangladeshi
09	Pakistani	31	Any other ethnic group	49	Chinese
10	Bangladeshi			50	Any other Asian background
11	Any other Asian background				Black, Black Scottish or Black British:
	Black or Black British:			51	Caribbean
12	Caribbean			52	African
13	African			53	Any other Black background
14	Any other Black background			54	Other ethnic background
	Chinese or other ethnic Group:				Any other ethnic group
15	Chinese				
16	Any other ethnic group				

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TEST ATTENDANCE SHEET



Centre Name/Number:

Qualification **Level 2 Award in Wild Game Meat Hygiene**

Test Date/Venue

Was the test **On-line** **Paper-based**

Candidate Family Name	First Name	Other Initials	Present/ Absent ✓/✗
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

I certify that the candidates marked ✓ above were present during the test

Incident report (e.g. serious disturbance) or suspected malpractice

Comments on test/test questions

Number of special consideration requests attached

Number of worked papers sent with this form

Name: **Date:**

Signature:

Please send any completed test papers and this sheet to:

Lantra Awards, Lantra House, Stoneleigh Park, Coventry CV8 2LG.



**Amendment to Test Time/Date or Venue
Level 2 Award in Wild Game Meat Hygiene**

Your Name
Approved Centre
Time/date variation
<p>I request permission to change the time of the test on (date) from to am/pm</p> <p>Reason:</p> <p>I request permission to change the date of the test scheduled for (date) to (new date)</p> <p>Reason:</p> <p>I will put the following measures in place to ensure that the contents of test papers remain strictly confidential</p>
Variation of venue
<p>The venue for the test will change from:</p> <p>to:</p> <p>Telephone number for venue:</p>

Please return this form for the attention of: Lesley Colvin, Lantra Awards, Lantra House, Stoneleigh Park, Coventry, Warks. CV8 2LG, Fax: 024 7641 1655, Email: Lesley.colvin@lantra-awards.co.uk

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