



British Automatic Fire Sprinkler Association

bafsa



SFJ Level 2 Certificate in Fire Sprinkler Installation Portfolio (template)

Whilst it is difficult to predict what will be encountered on-the-job, the work experience must be suitably varied to ensure that the person did not do the same thing day after day.

The portfolio should provide evidence of real-world work experience gained by the candidate.

Successful completion of the “Evidence of prior learning” Training Record will enable candidates once Verified to attend the assessment centre and undertake the assessment of competence within the college

The numbers of days stated below are notional guidelines. It is more beneficial to gather a range of evidence from areas in the Fire Sprinkler Installers industry.

Task	No. of jobs Completed
New Installation	5
Existing Installation	5
Maintenance	5

Jointing Techniques

Roll Grooved Joints	5
Threaded Joints	5
Handover	2



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LEVEL 2
QCF

Company/Organisation/Declaration

This must be produced on letter headed paper to include the following:

Company name.

Company address and contact number.

Signed statement of declaration.

Exemplar below.

This declaration must only be sent on completion of the learner's Training Record.

Example

Date

To _____

Re _____ Learner's name _____

I declare that the above applicant has satisfactorily completed the 'Evidence of prior learning' training record and number of jobs required as per the industry scheme rules.

I can also confirm that records are available to support this.

Yours

Responsible person's signature

BAFSA Evidence of Learning Portfolio Template Record



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Job Address or Reference Number
Job Instructions/ description <div style="text-align: center; color: gray; font-size: small;">Example –Install, Service, Commission, Removal</div>

Log Number

Installation details type	<input style="width: 50px; height: 30px; border: 1px solid gray;" type="button" value="New"/> <input style="width: 50px; height: 30px; border: 1px solid gray;" type="button" value="Existing"/>
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Valve Manufacturer/ Make	Model	Installation to BS
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Date	Pressure Test	Pass	Fail
Available Water Pressure	Water Pressure Test	Pass	Fail

Working Pressure of System	Notes
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Method of Jointing	Roll Grooved	Threaded	Welded	Compressed	Push Fit
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Method of Restraint	Notes
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Installation Vented	<input style="width: 40px; height: 20px; border: 1px dashed gray;" type="text" value="Y / N"/>	Notes
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Installation Complete	<input style="width: 40px; height: 20px; border: 1px dashed gray;" type="text" value="Y / N"/>	Notes
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Commissioning Complete	<input style="width: 40px; height: 20px; border: 1px dashed gray;" type="text" value="Y / N"/>	Notes
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Hand Over Complete	<input style="width: 40px; height: 20px; border: 1px dashed gray;" type="text" value="Y / N"/>	Notes
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System operation checks Completed	<input style="width: 40px; height: 20px; border: 1px solid gray;" type="text" value="Y / N"/>	Notes
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System Complies with BS: above	<input style="width: 40px; height: 20px; border: 1px solid gray;" type="text" value="Y / N"/>	Notes
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Has the design been altered	<input style="width: 40px; height: 20px; border: 1px solid gray;" type="text" value="Y / N"/>	Notes
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Candidate description of work undertaken and findings

Pipe work installation undertaken

Actions taken as a result of defects found

Use this section for photographic evidence of the work carried out while on the job

Remember, throughout this portfolio, the photographs submitted as evidence should demonstrate the wide range of knowledge, skills and behaviours

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Brief description of activity shown in photograph above.

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	Candidate	Supervisor	Assessor
Name			
Signature			
Date			
Assessor Comments			