

World LEADER in Training

Prepared by John R Savage Director - NFPC (July 2011)

How do I obtain a BFP/CETOP Level 3 Competence Based Qualification? in Mobile or Industrial Hydraulics

This is YOUR DESTINATION; YOU must:

1. Successfully complete a knowledge-based assessment in the form of a written examination and achieve a pass mark of 70%. The examination is of 2½ hours duration.

At present the written examination occurs in SEPTEMBER and MARCH each year at the NFPC.
2. Successfully complete a series of practical task assessments on a "one to one" basis and meet the necessary performance criteria.

Tasks will be based upon the following knowledge and skills based activities:

Planning, installation, commissioning, maintenance, fault diagnosis and rectification (this part can take up to 4 days depending upon individual ability).

These are carried out at the NFPC and YOUR TUTOR will work closely with YOU to identify a suitable time slot for this. We will try to be as flexible as possible to accommodate your busy life.

Where does the assessment process take place and by whom?

This must occur at an APPROVED CENTRE.

In the UK the National Fluid Power Centre is approved by CETOP and the BFP to effectively carryout these activities in-line with the standards set by these associations. The BFP is responsible for approving centres on behalf of CETOP and awards the CETOP certificate accordingly.

The BFP is responsible for ensuring that Approved Centres meet and continue to meet the required performance criteria. Approved centres are periodically visited and validated by the BFP External Verifier.

The Approved Centre must have in place both Assessors and Internal Verifiers with both work-based experience involving the maintenance and management of fluid power systems and a thorough knowledge and understanding of the competence-based assessment process laid down by CETOP.

The NFPC has a team of Training Engineers with over **20 years of experience** involving competence based learning and assessments in fluid power.

Practical task assessment at level 3 requires hands-on activities involving an extensive range of equipment covering hydraulics, pneumatics and electrical/electronics and therefore Approved Centres must have an equipment base to meet this requirement that reflects current practices.

The NFPC, supported by the BFP and its Advisory Body consisting of over 40 National and International companies, has one of the best practical facilities in Europe for competence-based training.

For all those wishing to acquire this qualification the DESTINATION is the same, however the JOURNEY can be different based upon your current knowledge and experience.

Here at the NFPC we want you to obtain this qualification by following the most **cost effective and time effective route** whilst at the same time giving you freedom of choice and a flexible approach throughout to meet your existing busy work and life based schedules.

Read on...

So how does the process start?

1. Study thoroughly the level 3 syllabus for either industrial (IH3) or mobile (MH3) hydraulics. These are available from the NFPC (www.nfpc.co.uk), BFA (www.bfpa.co.uk) or CETOP (www.cetop.org) websites. You can contact us at the NFPC if you wish and we will email you a copy.

By studying the content of the syllabus you will begin to assess your strengths and weaknesses.

2. Contact the NFPC and register your expression of interest with the Business and Full Cost Co-ordinator Vicky Cook. She is available on telephone number +44 (0)1909 504704 or ask to talk to the Project Manager, Brian Callear or any other member of the NFPC team for guidance (the NFPC team contact details are in this document or on our website).

WE WANT TO GUIDE YOU IN EVERY WAY; you may even consider making an appointment to visit the NFPC and together with a member of the team, **establish an action plan that meets your specific needs**. If you are unsure of anything shown below, **please call us to discuss your needs** - we could also talk to you via SKYPE if that's available to you.

Let's now look at the available package and associated costs:

(ALL prices exclude VAT at the current rate)

Current package costs covering items 1, 2, 3, 4 and 6 = £2,800.00

ITEMS **For those wishing to select specific parts, the individual costs are shown below:**

1. **Induction and Enrolment at NFPC** (time to be allocated by you = ½ day) = **£ F.O.C**
Induction and Enrolment by post/email = **£ F.O.C**
2. **OPTIONAL** – Technical **one-day modules** delivered at present at the NFPC
These are scheduled throughout the year (see below). Time table available = **£200.00 each**

<ul style="list-style-type: none">• Calculation and Formulae (M1) Recommended for IH3 and MH3 (FREE OF CHARGE)• Pumps and Controls (M2) Recommended for IH3 and MH3• Closed Hydrostatics, Steering and Brakes (M3) Recommended for MH3• Industrial Valves and Cartridges (M4) Recommended for IH3 and MH3• Basic Electronics (M5) Recommended for IH3 and MH3• Proportional Hydraulics Industrial (M6) Recommended for IH3• Proportional and Auxiliary Valves Mobile (M7) Recommended for MH3• Contamination Control (M8) Recommended for IH3 and MH3• Logical Troubleshooting (M9) Recommended for IH3 and MH3 <p>YOU ALSO RECEIVE (WITHIN THE COST OF EACH MODULE) A SET OF TECHNICAL NOTES.</p>	= £200.00 per MODULE
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2. **OPTIONAL** – Written assignment pack with TUTOR SUPPORT consisting of over 40 assignments for you to complete and return to the NFPC for validation and progress feedback. This package is there to promote personal study and subject investigation. It is aimed at improving your knowledge base and preparing you for the final written examination (a number of the assignments resemble examination type questions). = **£550.00**
4. **COMPULSORY** – Practical task preparation and “one to one” assessment (time to be allocated by you = 3-4 days) = **£750.00**
5. **OPTIONAL** – We can offer INDIVIDUAL TUTORIALS based upon an hourly rate = **£75.00 / hour**
6. **COMPULSORY** – Written Examination (time to be allocated by you = 1 day) = **£250.00**

The pass mark for the written examination is 70% however, should you fail to achieve this score but fall between the range 65-69% the BFA External Verifier (EV) can be asked to review your completed portfolio of assignments (if applicable).

The (EV) will review both quantity and quality of candidate's completed assignments and may at their discretion award an examination pass.

7. **COMPULSORY** – BFA Registration and certification fee (in addition to ALL costs above) = **£75.00** The BFA Registration Fee **is paid by you** direct to BFA following your successful completion and receipt from the NFPC.

Contact the NFPC today and get yourself “en-route” for this Level 3 qualification recognised by CETOP and the BFA.

This is not a “BEGINNER’S PROGRAMME”. We recommend that you have completed the NFPC Stage 2 Mobile or Industrial Hydraulics programme as a prerequisite or already have extensive knowledge and experience that you can call upon.

Successful achievement of this qualification will demand a **high level of personal commitment from YOU** involving private study and research to successfully complete the written assignments if you have chosen that option.

For those taking the full package you will be enrolled for a maximum period of **12 months** during which time you will be expected to complete your assignments and send to your Tutor for marking and feedback, attend relevant one day modules and complete your practical task assessments.

DURING YOUR ENROLLED YEAR YOU WILL BE FULLY SUPPORTED BY NFPC STAFF IN PREPARING YOU FOR YOUR WRITTEN AND PRACTICAL ASSESSMENTS. Your year will commence from your enrolment date.

RELATING TO THE LEVEL 3 Written Examinations: These are held at the National Fluid Power Centre each September and following March and the decision of when to sit the examination is entirely up to you.

We ask that you register yourself with the centre at least one month before the prescribed dates. These will be supplied to you as part of your induction and on request, also posted on the NFPC website www.nfpc.co.uk.

You will be allocated a particular tutor at the NFPC and he will work closely with you to assist you in every way possible. He will also monitor your progress and establish with you suitable dates for you to attend the NFPC for practical task assessments. He will be your contact person throughout your period of study and assessments.

You will be supplied with a programme showing the dates of all the one day modules provided to support your knowledge based development.

You MUST inform your tutor of your intention to attend a particular module well in advance of the date.

He will then register your proposed attendance with the Business & Full Cost Business Co-ordinator.

INDUCTION FOR THE FULL PROGRAMME

This can take place at any time throughout the year. It is advantageous to allocate time to attend the NFPC to complete all the necessary forms, register accordingly, meet your respective course tutor and ask all the necessary questions to assure an effective start on the programme.

However, if your work schedule does not allow the time then we can post to you all the relevant documentation for you to complete and return.

In all cases the induction process cannot commence until payment or Company PO is received.

NFPC Tutor Team and Contact Details:

• Brian J Callear – Project Manager	bcallear@nfpc.co.uk	Tel: +44(0)1909504715	Mobile: 07974450308
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