CONNEXIS
INFRASTRUCTURE INDUSTRY TRAINING

POST-ASSESSMENT MODERATION FORM

General Details

Post-assessment moderation requested by Connexis.
Please return this completed report to quality@connexis.org.nz

Provider Name:	
Provider Contact or Assessor Name and contact details:	
	Email:	Phone:
Moderators Name	
Moderation Due Date	
Purchase Order: (to be quoted on invoice)	

Unit Standard	Title:			
	Number:	Level:	Credit:	Version:
Material design	☐ Connexis	☐ Commercial	☐ Assessor	☐ Provider

Pre assessment moderation and unit standard/resource review requirements		
Connexis resource?	☐ Yes	☐ No
Not Connexis resource - evidence of Connexis pre-assessment moderation	☐ Yes	☐ No
Not Connexis resource – evidence of SSB pre-assessment moderation	☐ Yes	☐ No
The unit standard and/or Resource requires review (Review form is available from Connexis website)	☐ Yes	☐ No

Moderation Results:

☐	Total number of Assessment samples submitted by assessor	☐	Number of Assessor decisions **Supported** by moderator
☐	Number of Assessor decisions **Unsupported** by moderator	☐	Number of Assessor decisions **Supported (Borderline)** by moderator

Moderators Signature: _____ **Date:** _____

Moderation Decisions

Trainee Assessment Samples

Number of samples requested:			Number of samples submitted:	

Sample identification	**Trainee Name 1**	**Trainee Name 2**	**Trainee Name 3**
Assessor decision (A or N)			
Moderator decision (A or N)			

Sample			**Evidence** Moderate these sections as they apply to the assessment resource.

1	**2**	**3**	**Prerequisite required?**		
	☐		No	Prerequisite not required for this standard	
☐	☐	☐	Yes	Evidence supplied	
☐	☐	☐	No	Evidence not supplied	*Assessor decision not supported*

1	**2**	**3**	**Technical Expert/Verifier Assessment Validation Completed**		
	☐		N/A	not required	
☐	☐	☐	Yes	Verifiers section signed off, details entered, and experience identified	
☐	☐	☐	No	Verifier section not completed	*Assessor decision not supported*

1	**2**	**3**	**Resource requires Company Letter of Attestation**		
	☐		N/A	not required	
☐	☐	☐	Yes	Required – signed by appropriate company personnel	
☐	☐	☐	No	Required not signed	*Insufficient evidence assessor decision not supported*

1	**2**	**3**	**Sufficient supporting evidence supplied?**	
	☐		N/A	*not required*
☐	☐	☐	Yes	
☐	☐	☐	No	

1	**2**	**3**	**Correct no of observations required?**		
	☐		No	Observations not required for this standard	
☐	☐	☐	Yes	Evidence supplied	
☐	☐	☐	No	Evidence not supplied	*Insufficient evidence assessor decision not supported*

T1	T2	T3	**Does the trainee evidence meet C.R.A.V.E.S.?** Enter any comments to the assessor against each of the CRAVES below:
☐	☐	☐	**Current** – (Was the assessment conducted within the last 12 months? Does the evidence support current competence, knowledge and skill? Is supporting evidence provided current to the assessment completed? **Comments:**
☐	☐	☐	**Repeatable** – (Do the trainee samples show understanding and correct interpretation of any texts, not word for word or copied, are observation requirements complete?) **Comments:**
☐	☐	☐	**Authentic** – (is the evidence attributable to the trainee and the verification signed?) **Comments:**
☐	☐	☐	**Valid** - (are photos identified? is the trainee linked to the task in the evidence? does the environment meet unit standard specification?) **Comments:**
☐	☐	☐	**Equitable** – (has the assessment schedule been applied fairly to each candidate's work? Is the assessor decision justifiable?) **Comments:**
☐	☐	☐	**Sufficient** – (does the evidence meet the requirement of the assessment?) **Comments:**

T1	T2	T3	**Compliance Issues** The following do not affect the moderation decision, Connexis will contact assessors for any Supported (Borderline) or Unsupported decisions:
☐	☐	☐	Trainee Information complete on front page?
☐	☐	☐	Assessor result noted?
☐	☐	☐	Assessor feedback to trainee noted?

Moderators Final Comments

☐	**How was the assessor contacted?**	☐ Phone	☐ Email	☐ Not Contacted
	Date of Contact:	**Comments**		