



## Draft Preview

# DRAFT APPRENTICESHIP ASSESSMENT PLAN FOR THE PORT MARINE OPERATIONS OFFICER APPRENTICESHIP

ST0428/V2

APPRENTICESHIP REFERENCE NUMBER	LEVEL OF THIS APPRENTICESHIP	INTEGRATION
ST0428	4	None

## Assessment Plan

### Assessment details

#### Introduction

This Apprenticeship Assessment Plan (AAP) sets out the requirements for the assessment of the Level 4 port marine operations officer apprenticeship. It should be read in conjunction with the General Requirements for Apprenticeship Assessment. Where there is conflict between this AAP and the General Requirements, this AAP takes precedence. Assessment organisations must also comply with the relevant regulatory framework for apprenticeship assessment.

It is important that the assessment of apprentices is proportionate, valid, and provides reliable evidence of an apprentice's attainment of the relevant knowledge and skills. As such, assessment organisations must design assessments to ensure:

- employers have confidence that the apprentice has reached the expected performance standard
- apprentices are sufficiently secure in their knowledge and skills, so that they could demonstrate their competence in different contexts (for example, a different workplace)

#### Assessment Outcomes

The assessment outcomes group and summarise the knowledge and skills that must be demonstrated in assessments. All assessment outcomes must be assessed.

Knowledge and skills statements in **bold** are mandatory and must be assessed in every version of the assessment that is made available.

Assessment Outcome	Mapping
<p><b>AO1: Health, Safety, Security, and Risk Management</b></p> <p>Applies health, safety, and security requirements within port marine environments by implementing safe systems of work, identifying hazards, managing risks, and responding appropriately to incidents and emergencies in line with organisational and legal requirements.</p>	<p><b>K1, K2, K3, K5, K6</b></p> <p><b>S1, S2, S3, S5</b></p>
<p><b>AO2: Regulatory Compliance and Professional Standards</b></p> <p>Applies maritime legislation, statutory powers, port marine codes of practice, and standard operating procedures, ensuring activities meet regulatory, quality, ethical, and professional standards, including equity, diversity and inclusion requirements and maintaining continuing professional development.</p>	<p><b>K4, K7, K12, K24, K28</b></p> <p><b>S4, S6, S9, S20, S23</b></p>
<p><b>AO3: Port Control and Marine Operations</b></p> <p>Coordinates and monitors port marine operations by applying port control procedures, managing vessel traffic and movements, supporting berthing activities, and coordinating shore-side services to ensure safe and effective port operations.</p>	<p><b>K13, K15, K16, K17</b></p> <p><b>S10, S12, S13, S14</b></p>
<p><b>AO4: Marine Infrastructure, Navigation, and Environmental Monitoring</b></p> <p>Monitors and records the condition of port marine infrastructure, navigation systems, and aids to navigation, and applies hydrographic, hydrological, meteorological, and environmental information to support safe navigation and environmentally responsible port marine operations.</p>	<p><b>K9, K10, K14, K18, K19, K20, K22</b></p> <p><b>S7, S11, S15, S16, S18</b></p>
<p><b>AO5: Operational Planning, Resource Management, and Adaptability</b></p> <p>Plans, prioritises, and manages port marine activities by allocating resources, scheduling operations, maintaining service delivery, and adapting operational arrangements in response to changing circumstances such as weather, traffic, or operational demands.</p>	<p><b>K8, K11, K21</b></p> <p><b>S8, S17</b></p>

<p><b>AO6: Communication, Collaboration, and Digital Operations</b></p> <p>Communicates effectively using appropriate methods, including radio and signalling, works collaboratively with internal and external stakeholders, uses digital and information systems securely, and supports personal wellbeing within port marine operations.</p>	<p>K23, K25, <b>K26</b>, K27</p> <p>S19, <b>S21</b>, S22</p>
---	--

### **Assessment requirements**

Assessment organisations must set apprenticeship assessments. Assessment organisations should consider how technology and digital tools can support innovation and efficiency.

Assessment organisations must design apprenticeship assessments to include a **simulated practical task**.

Any additional assessment(s) must be selected from the following list of methods to ensure the assessment outcomes are met in full:

- **question and answer**
- **professional discussion**
- **portfolio**

Assessment organisations must have due regard to any relevant [frameworks, standards, guidance or other documents] that may be published by [industry regulators, professional bodies, and other representative groups].

Apprentices may be assessed at any appropriate point during their apprenticeship programme.

Assessments may be designed to allow a centre or training provider to mark assessments. The assessment organisation is responsible for ensuring all assessments are sufficiently reliable and valid, and for the accuracy of any centre or training provider marking.

### **Performance descriptors**

Performance descriptors describe the level of performance required to achieve a pass or distinction grade. Assessment organisations must design assessments that align with these descriptions.

Performance Category	Pass	Distinction
<b>Applied Knowledge</b>	Demonstrates sound application of knowledge to address well-defined but complex and non-routine problems within port marine operations, reaching appropriate, generally effective outcomes that meet organisational or sector expectations.	Applies knowledge with confidence and precision, consistently producing high-quality outputs in response to well-defined but complex and non-routine problems within port marine operations, with solutions that often enhance outcomes or processes.
<b>Applied Skills</b>	Identifies and applies suitable cognitive and practical skills within port marine operations to complete work activities, adapting as necessary to meet requirements. Methods chosen are generally appropriate, with results that meet organisational or sector expectations.	Adapts and applies cognitive and practical skills with a high degree of flexibility and operational fluency within port marine operations, ensuring that methods are both effective and optimised for quality and efficiency of service outcomes.
<b>Regulatory and Procedural Awareness</b>	Applies relevant legislation, regulation, and organisational procedures with sound judgement within port marine operations, adapting appropriately to varied and occasionally complex situations.	Interprets and applies regulatory and procedural requirements with insight and appropriate flexibility, identifying implications and making informed decisions in varied and occasionally complex situations within the occupational context.
<b>Communication and Collaboration</b>	Communicates clearly and collaborates effectively with	Communicates and collaborates with confidence and insight,

	colleagues and stakeholders within port marine operations, contributing to effective service delivery in varied and occasionally complex situations.	tailoring approach to meet diverse stakeholder needs and contributing to improved collaboration and service outcomes within the occupational area.
<b>Information Use and Decision Making</b>	Analyses and interprets relevant information to make informed decisions, showing a clear awareness of the occupational context and the broader scope of port marine operations.	Analyses, interprets and evaluates information from a range of sources, providing insightful justification for decisions and demonstrating a strong awareness of broader implications within the occupational area.
<b>Responsibility and Autonomy</b>	Takes responsibility for actions and decisions within set parameters. Manages own work and, where relevant, coordinates others or resources within port marine operations with adequate awareness of risks and priorities.	Proactively takes responsibility for actions and decisions within set parameters. Manages own work and the coordination of others, independently using sound judgment about risks and priorities to manage resources or actions.

Crown copyright 2026 You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. Visit [www.nationalarchives.gov.uk/doc/open-government-licence](http://www.nationalarchives.gov.uk/doc/open-government-licence).