Brewer Guide to EPA

CLICK ON THE CONTENT YOU WOULD LIKE TO VIEW

Document History	
2.0 What is an End-point Assessment?	
End-point Assessment Day:	
3.0 About the EPA	
Site Visit from EPA Manager	
Fees for the EPA	
What knowledge is assessed through each component	
Knowledge Test (KT)	
Practical Brewing Assessment (PBA)	
Professional Discussion (PD)	:
4.0 The Final Grade	
5.0 Extra Information	
Certification	
Unsuccessful apprentices	
Resits/Retakes	
Appeals and Complaints	
Conclusion of EPA	
Portfolio of Evidence	
Mapping Document	
and the second s	

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Document History

This document replaces all previous versions. The Guide to EPA is subject to regular revision and is maintained and version controlled electronically.

Previous changes were recorded separately and are held by the Quality and Operational Assurance Director.

Date	Change
06/12/2020	Changes to mapping of KSBs following updated assessment plan. Changes to Knowledge Test specification following updated knowledge statements. Updated sample activities and grading criteria to ensure mapping to revised KSBs for PBA. Updated grading criteria to ensure mapping to revised KSBs for PD. Updated logbook mapping for PBA and PD.
27/07/2021	Use of a calculator in the knowledge test, and rounding of fractions up or down.
15/03/2022	Amendments to mapping of KSBs and Assessment Methods.
19/07/2022	Replaced JCQ guidelines with link to JCQ website. Update to activity specifications and associated KSB mapping.
10/10/2022	The EPAO will provide a calculator for use in the knowledge test. Amendment to K9.
12/02/2024	All guides redesigned and condensed down to suit apprentices, employers and training providers.
26/07/2024	Re-sit / re-take guidance updated.
17/01/2025	Review of the guide.
22/04/2025	K7 Changes (7.2 and 7.3)



WHAT IS AN END-POINT ASSESSMENT?

The EPA is the final part of your apprenticeship. It is important so prepare well for it! It is designed to confirm you have the skills, knowledge and behaviours needed to become a qualified Brewer.

Getting ready for your EPA:

To enter gateway you will need to have the following requirements:

- Level 2 English and Maths
- Brewer Logbook
- Gateway declaration completed and signed by the training provider, centre and apprentice.

Reasonable adjustments:

Your employer must inform FDQ if you need any reasonable adjustments for your EPA. For example, extra reading time or instructions in larger font. Make the request for adjustments when your employer requests your EPA test. FDQ is committed to provide equality throughout all our EPAs.

The FDQ Arrangements for reasonable adjustment policy can be found at <u>www.fdq.org.uk</u>

EPA Itinerary:

FDQ will send details of the date and time of your EPA to your employer and yourself. This will be sent by our operations team when they have confirmation from the relevant EPA manager. Apprentices have 12 weeks to complete their EPA once they have entered the FDQ gateway.

What happens after your EPA day?

FDQ will confirm the final results, including a grade for the EPA to your training provider. This takes around 21 working days from your final EPA date. If you pass your EPA, the Education and Skills Funding Agency (ESFA), on behalf of the Institute of Apprenticeships will send your Apprenticeship certificate to your employer. Your certificate should then be passed onto you!

What happens if you don't pass your EPA?

If you don't pass your EPA there is always an option to resit/retake. Please read page 26 for more information.

End-point Assessment Day:

What to expect on the day of your EPA

You should arrive at least 30 minutes prior to start time of your EPA. This will enable yourself to prepare for the practical observation assessment, allowing preparation time for Personal Protective Equipment (PPE) to be put on and for any required tools and equipment to be obtained. The Independent examiner will arrive and in preparation for the EPA day to commence.



	Component	Time allowed	Questions	Graded
1	Knowledge Test (online or paper-based)	60 minutes	30 multiple-choice questions	Fail Pass
2	Practical Brewing Assessment	5 hours	 Walk and Talk Direct observation of brewing activities Mandatory questioning, underpinned by the apprentice's logbook 	Fail Pass Distinction
3	Professional Discussion	55-65 minutes	5 technically based questions and 5 competency-based questions	Fail Pass

3.0 ABOUT THE EPA



Site visit from EPA Manager

This will be conducted by an EPA Manager to introduce the service and meet all parties involved. This includes the employer, training provider and the apprentice, to assess and agree readiness of the apprentice for EPA. The visit from the EPA Manager can be in person or remote. The visit will:

- Review the suitability of the venue for EPA and that minimum requirements are met. Wherever possible, the EPA will take place in the apprentice's workplace. However, if this is not possible, FDQ may agree to an alternative venue.
- Ensure that the apprentice is not disadvantaged in any way and is assessed in a fair, safe and robust environment.
- Agree a suitable date and time for the EPA and agree an outline of the day's events.
- Agree a suitable format for the Observation with questions to enable the apprentice to demonstrate the required activities, as well as a quiet area/room for conducting the Interview underpinned by portfolio.

Fees for the EPA:

FDQ is required to have a transactional agreement with the training provider for the EPA services that are commissioned for the apprentice. FDQ will act on behalf of the apprentice's employer and at the point of entering the gateway the EPA fee will be discussed and agreed with all parties. FDQ has a fees policy for all our standards.

When the apprentice has entered the gateway and the EPA date is set, FDQ will issue a contract & payment schedule to the training provider who will sign and return within 10 days. An invoice will normally be issued to the training provider prior to appointed date of the EPA with a 30-day payment expectation.



Standard Reference	Knowledge to be assessed	РВА	кт	PD
К1	The provenance, quality and characteristics of principle ingredients used for beer production and their combined contribution to beer style and character		•	
К2	Requirements for processing of ingredients prior to use in the brewery		•	
КЗ	Importance of stock control, handling and storage of ingredients for use in the brewery to preserve ingredient quality and characteristic	•		
К4	Principles of brewing, fermentation, yeast management, conditioning, maturation, stabilisation, clarification, processing and packaging, plant design, operation and the impact of processing conditions on the characteristics, quality and consistency of beer and style	•	•	
К5	Principles and importance of plant hygiene and maintenance on production quality, safety and efficiency	·		
К6	Transport and supply chain conditions, including beer dispense, required to ensure beer quality and consistency from brewery to glass	·	·	
К7	Brewery monitoring systems to control the quality, consistency and safety of ingredients and raw materials as well as product within the process and at final package	·	·	

Standard reference	Knowledge to be assessed	РВА	кт	PD
K8	Drivers of brewery operation and performance, including costings, maintaining consistent, high quality and efficient output and process, responding to consumer expectations and developing market trends; financial and business pressures, meeting expectations of responsibility and sustainable production		•	
КЭ	Commercial awareness of brewery operation and all brewery inputs and outputs. Control of costs associated with production in response to drivers of brewery operation and performance, maintaining and upgrading brewery assets, plant and equipment as well as decisions on plant investment and improvements			·
кіо	Sustainability factors and environmental considerations connected with beer production and the supply chain; management and control of waste and effluent throughout production	·	•	
K11	Regulatory compliance and responsibility associated with beer production, logistics and retail operation	·	•	
K12	Continuous Improvement (CI) processes, for example knowledge of 5 S, and Plan, Action, Review		•	
К13	The heritage and structure of the industry as well as the significance of changing market trends and drivers of consumer preferences			·

Standard reference	Skills to be assessed	РВА	кт	PD
SI	Control and safe operation of automated and/or manual plant and equipment required for brewing, fermentation, processing and packaging of beer taking appropriate personal and operational responsibility for health and safety to protect self and others at all times	·		
S2	Maintain accurate records for existing beer recipes and as part of day-to-day brewhouse and production requirements	·		
S3	Design and adjustment of beer recipes and specifications where necessary			·
S4	Planning to ensure production schedules are met, with adjustments made in a timely way where necessary			•
S5	Quality and safety control checks (microbiological, chemical, physical, sensory) and maintains records required for traceability	·		•
S6	Monitoring quality control and consistency of ingredients, raw materials and product within the process and at final package and to demonstrate compliance with specification and regulations	·		
S7	Implementation and monitoring of cleaning and sanitation processes intended to ensure plant and process hygiene	•		
58	Monitoring and maintenance of yeast hygiene, vitality and viability	·		

Standard reference	Knowledge to be assessed	РВА	КТ	PD
S9	Use of computer word processing and data manipulation packages	No	ot assesse	ed
S10	Contribution to CI activities to improve and optimise production processes and troubleshoot/problem solve operational issues			•
S11	Promotion of the brewery and attributes and characteristics of key brands and styles, when hosting or attending private and/or public events	·		·
Standard reference	Behaviours to be assessed	РВА	кт	PD
В1	Lead by example in behaviour and approach to working safely	•		
В2	Passion for the industry and the product. Acts as a role model and ambassador for brand and brewery			·
B3	Demonstrates integrity and confidence in daily activities			•
В4	Curiosity and desire to innovate and expand knowledge and experience of brewing			•
В5	Calmly and consistently reacts to information	·		
В6	Committed to delivering and maintaining high-quality product and workplace standards.	·		

PAGE 10



Knowledge Test (KT)

The KT may be taken as a paper based or online test. This will be agreed with the employer/training provider at the initial visit. The use of a calculator is permitted. The EPAO will provide a calculator. When calculating answers, rounding of fractions to a whole number follows the general convention of rounding up if an answer gives 5/10ths or greater, rounding down if it is 4/10ths or less. If there are two or more apprentices attending the EPA day they may sit the test as a group - under FDQ's assessment conditions.

Time

60 Minutes are allowed to complete this test.

Question Styles

30 multiple choice questions

Grade	Marks	
Fail	0-17	
Pass	18-30	



Sample Questions

Sample questions are available on FDQ awards. FDQ recommend for apprentices to undertake sample exams online however paper-based sample exams are also available.

KNOWLEDGE TEST (KT)





KNOWLEDGE TEST ASSESSMENT SPECIFICATION

Standard reference	Learning outcome		Range	No of MCQs	Total No of MCQs
		1.1	The provenance, quality and characteristics of different grains used in beer production and how they contribute to beer style and character	1	
K1	K1 The provenance, quality and characteristics of principle ingredients used for beer production and their combined contribution to beer style and character	1.2	The provenance, quality and characteristics of hops and adjuncts used in beer production and how they contribute to beer style and character	1	4
		1.3	The provenance, quality and characteristics of different yeasts used in beer production and how it contributes to beer style and character	1	
		1.4	The function of: mixing, proving, retarding, resting, baking, cooling	1	
	K2 K2 K2 Requirements for processing of ingredients prior to use in the brewery	2.1	Preparation of grains (malting, rolling,) for use in the brewery process	1	
К2		2.2	Preparation of hops and other flavour ingredients for use in the brewery process	1	2

PAGE 13

		4.1	Principles of brewing and fermentation	3		
	Principles of brewing, fermentation,	4.2	Principles of yeast management	1		
K4 packaging, plant design, operation and the impact of processing conditions on the characteristics, quality and consistency of	yeast management, conditioning, maturation, stabilisation, clarification, processing and	4.3	Conditioning and maturation of beer and its influence on beer quality and characteristics	2		
	packaging, plant design, operation and the impact of processing conditions on	4.4	The importance and processes involved in stabilisation and clarification of beer	1	9	
	the characteristics, quality and consistency of	4.5	Plant design and operation in the brewery	1		
	beer and style	4.6	The impact of processing conditions on the characteristics, quality and consistency of beer and style	1		
Knowledge of transport and supply chain conditions, including beer	Knowledge of transport and supply chain conditions, including beer dispense,	6.1	Types of beer transport systems	2	2	
	required to ensure beer quality and consistency from brewery to glass	6.2	Types of beer storage and dispensing systems and their impact on beer quality and consistency	1	2	
	Brewery monitoring systems to control the quality, consistency and safety of ingredients and raw materials as well as product within the	7.1 Brewery monitoring systems to	7.1	Quality assurance testing to control the quality and consistency of ingredients and product throughout the brewing process	1	
K7 and safety of ingredients and raw materials as well as product within the process and at final package		7.2	Systems used to ensure the safety (inc HACCP) of ingredients and product throughout the brewing process	1	3	
	process and at final package	7.3	Systems used to monitor the quality, consistency and safety of finished product	1		

Drive brew operati perform inclu costi mainta consiste quality	Drivers of brewery operation and performance, including costings, maintaining consistent, high quality and	8.1	The importance of planning and scheduling in brewery operations, including planned maintenance to maintain consistency and efficiency of production	1		
K8	efficient output and process, responding to consumer expectations and developing	8.2	Fundamentals of product costing calculations including yield, wastage, re-work	1	4	
	market trends; financial and business pressures, meeting	8.3	Responding to consumer expectations and developing market trends	1		
	responsibility and sustainable production	8.4	Responding to consumer expectations and developing market trends	1		
KIO	Sustainability factors and environmental considerations connected with beer production and the supply chain;	10.1	Key environmental legislation relevant to the brewery industry. The impact of beer production and supply chain on the environment: water, land, air	1	2	
management and control of waste and effluent throughout production	management and control of waste and effluent throughout production	management and control of waste and effluent throughout production	10.2	Management and control of waste materials throughout beer production	1	
	Regulatory compliance and responsibility associated with	11.1	Regulatory compliance associated with beer production and logistics; the consequences of non-compliance	1		
KII	beer production, logistics and retail operation	11.2	Regulatory compliance and responsibility within the retailing of beer and the consequences of non-compliance	1	2	
	Continuous Improvement (CI) processes,	12.1	The importance of continuous improvement in beer production	1		
K12	for example knowledge of 5 S, and Plan, Action, Review	12.2	Continuous improvement techniques used in beer production e.g. 5S, PDCA	1	2	
			Total MCQs	30	30	

PAGE 15

Practical Brewing Assessment (PBA)

The IE will carry out the PBA within the workplace. This allows for a demonstration of the KSBs through naturally occurring evidence. It will:

- be scheduled when the apprentice will be working in their normal place of work Simulation is not permitted
- be conducted where possible at a time which reflects typical working conditions
- allow the apprentice to demonstrate all aspects of the standard being observed
- include questions in relation to underpinning knowledge or where an opportunity to observe an activity has not naturally occurred
- involve one IE observing and questioning one apprentice
- take a holistic approach to observing the overall competence of the apprentice

Number of Components

The Practical Brewing Assessment comprises three parts:

- 1. Walk and talk
- 2. Direct observation of brewing activities
- 3. Mandatory questioning, underpinned by the apprentice's logbook

The individual specifications for each component are given below. The 3 tests are assessed holistically using the grading criteria listed in this document.

Time

The apprentice will have 5 hours \pm - 30 minutes to complete all three components of the test.

Venue

The assessment must be taken in the workplace under FDQ's assessment conditions. Before the EPA day the employer must: inform relevant managers and personnel that assessments are to be carried out in the workplace, ensure the apprentice is available and relieved from normal duties for the duration of the Practical Brewing Assessment, ensure that PPE, tools/equipment and the necessary materials are available, ensure that the assessment is not interrupted, provide a quiet area for questions to be asked during/immediately after the observation.









Practical Brewing Assessment Specification

This section is the assessment specification for the PBA. It also includes examples of instructions, typical of those that will be given to the apprentice on their EPA day. The IE may take photographs at key points throughout the PBA – the employer and apprentice will be asked for permission to take photographs at the site-visit stage and prior to the PBA. Photographs are only used for grading the assessment and for moderation purposes. FDQ ensures they are stored securely and only viewed by authorised staff.

Walk and talk

The apprentice must conduct a tour of their brewery with their independent examiner, taking approximately 1 hour, explaining the 6 stages of the brewery process:

- 1. Raw material handling
- 2. Brewhouse
- 3. Fermentation and maturation
- 4. Beer finishing
- 5. Packaging
- 6. Cellar management and dispense

Direct observation of brewing activities

Apprentices will be directly observed completing 3 out of 6 of the stages listed in the walk and talk assessment, with observation of each stage taking approximately 1 hour. Any restrictions around which of the 6 stages to be observed will be discussed with the employer at a pre-EPA site visit, and will take into account work scheduling. The observation may cover a new or existing product, on one or more different brews, and will be undertaken under normal working conditions with equipment that the apprentice is familiar with. The apprentice will be given the 3 stages for direct observation in the exam envelope on the EPA day

L4 EPA for Brewer ST0580 AP02 Practical Brewing Assessment Activity 1: Raw Material Handling (K3, K7, S2, S5, S6, B1, B6)

Sub-activity 1: In-take of raw materials K3, S5, B6	The apprentice will:Check deliveries of ingredients for quality and accuracyEnter ingredients into stock following company procedures					
Sub-activity 2: Demonstrate the use of traceability K7, S2	The apprentice will: • Demonstrate the use of traceability systems for raw materials and explain their use within the brewery					
Sub-activity 3: Handle and store raw materials K3, S6, B6	 The apprentice will: Store and handle raw materials in line with company procedures, minimising potential for cross contamination (physical, microbiological, allergens) Operate first in first out (FIFO) stock rotation procedures 					
Sub- activity 4: Organising raw material handling with production schedule B6	 The apprentice will: Organise work in a logical order Plan work in accordance with production schedules Forward plan to optimise efficiencies for potential changes to brewing schedules 					
Sub-activity 5: Prepare raw materials B1,S2	The apprentice will: • Accurately prepare raw materials in accordance with the brew recipe • Minimise waste					
Sub-activity 5: Prepare raw materials B1,S2	 The apprentice will: Control and use appropriate PPE and safe working practices at all stages of raw material handling Work in a way which maintains health and safety of self and others Explain safe working practices at all stages of raw material handling 					
L4 EPA for Brew Activity	er ST0580 AP02 Practical Brewing Assessment 2: Brewhouse (S1, S5, S6, B1, B5, B6)					
Sub-activity 1: Identify common faults S5, S6, B5, B6	 The apprentice will: Identify common faults in the brewhouse (e.g. stuck mash, incorrect pH or temperature) Implement remedial action for common faults 					
Sub-activity 2: Explain the milling process S1, S6, B6	The apprentice will:Explain the choice and use of the mill in their breweryExplain responsibility for health and safety in the brewhouse					
Sub-activity 3: Demonstrate the use of mashing and wort separation equipment S1, B1, B6	 The apprentice will: Demonstrate the design and safe operation of mashing and wort separation equipment Identify co-products from brewery waste and explain how to segregate them 					

Sub-activity 4: Demonstrate the use of boiling equipment S1, B1, B6

Sub-activity 5: Demonstrate the use of cooling equipment S1, B1, B6 The apprentice will:

- Demonstrate the design and safe operation of boiling equipment
- Explain how and when hops are added to a brew

The apprentice will:

· Demonstrate the safe operation of cooling equipment for boiled wort

L4 EPA for Brewer ST0580 AP02 Practical Brewing Assessment Activity 3: Fermentation & Maturation (K4, K5, S1, S7,S8, B1, B5, B6)

Sub- activity 1: Manage yeast K4, S8	 The apprentice will: Manage, handle and control the hygiene of yeast according to company procedures Operate FIFO rotation of yeast Carry out yeast counts Ensure correct propagation oxygenation Control storage temperature and time 					
Sub-activity 2: Use fermentation vessels S1, B1	 The apprentice will: Demonstrate safe use of fermentation vessels Explain the design of fermentation vessels Demonstrate how to plan the use of fermentation vessels 					
Sub-activity 3: Identify common faults in fermentation K5, B5	The apprentice will:Explain or demonstrate common faults that can occur in fermentationExplain or demonstrate how to manage common faults in fermentation					
Sub-activity 4: Identify hygiene requirements K5, S7, B6	The apprentice will: • Explain or demonstrate hygiene requirements for fermentation equipment					
Sub-activity 5: Explain the maturation system K4, S1	The apprentice will: • Explain the principles of the maturation system					
L4 EPA for Brewer ST0580 AP02 Practical Brewing Assessment Activity 4: Beer Finishing (K4, S1)						

Sub-activity 1: Demonstrate pre packaging processes K4, S1

The apprentice will:

• Demonstrate the pre-packaging processes used within their brewery e.g. high gravity brewing, blending, filtration, stabilisation

Sub-activity 2: Explain the application of pre- packaging processes K4, S1	The apprentice will:Explain how pre-packaging processes such as clarification occur within the final product					
Sub-activity 3: Adjust product to achieve final specification K4, S1	 The apprentice will: Make adjustments to the product to achieve final specification (e.g. dilution, gas adjustments) 					
L4 EPA for Brewer Activ	ST0580 AP02 Practical Brewing Assessment ity 5: Packaging (K4, K7, S1, B1)					
Sub-activity 1: Operate packaging equipment S1, B1	 The apprentice will: Explain the design of the packaging plant in their brewery Perform packaging tasks according to product and/or brand specification Operate and control the packaging plant safel 					
Sub-activity 2: Use different packaging types K4	The apprentice will:Demonstrate or explain the use of different packaging types in their brewery					
Sub-activity 3: Handle packaged products K7	The apprentice will: • Handle and store packaged product appropriately prior to dispatch					
L4 EPA for Brewer Activity 6: Cel	ST0580 AP02 Practical Brewing Assessment lar Management and Dispense (K6, S11)					
Sub-activity 1: Demonstrate and explain the cellar operation system K6	 The apprentice will: Explain cellar operation systems required for their products Demonstrate safe operation of the cellar Identify how the cellar operation system can affect product quality Explain the importance of dispense hygiene on the final product 					
Sub-activity 2: Present end product K6, S11	 The apprentice will: Demonstrate end product presentation as would be expected at point of sale Communicate product attributes and style characteristics of their own brand portfolio 					
L4 EPA for Brewer	ST0580 AP02 Practical Brewing Assessment Mandatory questioning					
Raw Material Handling (K3, K7,S2, S5, S6, B1,	Quality and accuracy checks on delivered and stored ingredients. How to manage variations in batches of ingredients to ensure final product specification is maintained. Handling of ingredients to avoid cross- contamination. Rotation of stock using FIFO procedures. Methods of					

B6)

manage variations in batches of ingredients to ensure final product specification is maintained. Handling of ingredients to avoid crosscontamination. Rotation of stock using FIFO procedures. Methods of recording ingredient intake. Importance of following ingredient intake procedures. Areas for improvement in raw material handling, best practice to avoid contamination Brewhouse (S1 S5, B1, B6, B5)

Fermentation & Maturation (K4, K5, S1, S7, S8, B1, B5, B6)

Beer Finishing (K4, S1)

Packaging (K4, K7, S1, B1)

Cellar Management and Dispense (K6, S11)

Additional topics covering all areas (K5, K10, K11 S1, S5, S6, S11, B1, B4, B9, B10) Fault identification and remedial action. Milling and the use of different systems. Design and safe operation of different types of mashing and wort separation equipment. Design and safe use of different types of boiling equipment. Design and safe use of different types of cooling equipment

The principles of yeast management including company procedures to ensure quality. Different types of yeasts and their uses. Different types of fermentation vessel design and safe use. Common faults in fermentation and remedial actions. Plant hygiene. The principles of different maturation systems

Pre-packaging processes. Adjustments to product to achieve final specification

Different packaging types for a range of brands/products. Design and safe operation of packaging plants. Handling and storage of different packaging formats

Impact of cellar operation and dispense hygiene on final product quality. Attributes and style of different beers and how this can be influenced by different presentations

Impact of good H&S practice on the business. Knowledge of food safety management procedures and traceability, and how this links to legislation. The importance of effective communication. Cleaning and hygiene methods used at different stages in breweries and in other sectors of the food and drink industry. Maintenance procedures and requirements, and the impact of poor maintenance on product. Importance of segregation of co-products from brewery waste. Regulatory requirements in the food and drink industry

Grading Criteria & Marks

Grade	Marks				
Fail	Pass criteria not achieved				
Pass	All pass criteria achieved and up to 19 Distinction criteria achieved				
Distinction	20 Distinction criteria achieved with a minimum of 2 from each of the 7 stages				

Professional Discussion (PD)

The PD is underpinned by the apprentice's brewer logbook, which should be uploaded to FDQ at gateway stage at least 2 weeks before the EPA date. The PD will be in the format of question and answer. Apprentices may refer to their logbooks when answering questions. When answering the questions, the apprentice must be able to refer to or provide examples from their evidence to demonstrate they have met the KSBs.

Time

The Professional Discussion will take 55-65 minutes.

Number of Questions

Apprentices will be asked 5 technically based questions and 5 competency-based questions.

Venue

The assessment must be taken in the workplace under FDQ's assessment conditions. Before the PD, the employer must:

- ensure the apprentice is available and relieved from normal duties for the duration of the PD
- ensure that the assessment is not interrupted
- provide a quiet area for the PD



Professional Discussion (PD)



Assessment Specification

IEs will ask 5 technically based and 5 competency based questions, to cover the following topics:							
Торіс	Techincal focus		Competency focus				
Quality assurance and quality control activities	How QA/QC outputs can contribute to continuous improvement activities (S5, S10)		The approach taken to QA/QC in the apprentice's brewery and its contribution to product quality and efficiency (S5, S10)				
Production planning and operation	Management of resources to match production requirements (S4)		The apprentice's contribution to production planning and operation processes; when and how adjustments are made; what considerations are taken into account (S4, S10)				
Industry knowledge	The brewery's position within the industry; their company's distinguishing factors (B3). How they keep up-to date with latest brewing industry trends; how they apply knowledge in the workplace (B3, B4, K13). Key business drivers and how they can impact on performance (K9)		How the apprentice keeps up to-date with industry trends; • how they apply their knowledge to the workplace (B3, B4, K13)				
Recipe design	Beer design principles (S3, K13)		Personal beer design recipe, its features and qualities (S3)				
Promotional activities	None		Participation in the promotion of product/brand, communicating unique selling points and product characteristics (S10, B2)				

Professional Discussion (PD)





Grading criteria & Marks

The PD will be graded fail or pass. The table below shows the grading criteria.

Area	Pass criteria The apprentice demonstrates the following criteria.	Fail criteria The apprentice demonstrates one or more of the following criteria.
Quality assurance and quality control activities	Can explain QA/QC approach in their brewery and contribution to product quality and process efficiency (S5) (S10). Explain how QA/QC outputs can support continuous improvement activities (S5) (S10)	Cannot explain approached to QA/QC in their brewery and fails to recognise the contribution to product quality and process efficiency (S5) (S10). Fails to explain how QA/QC outputs can support continuous improvement activities (S5) (10)
Production planning and operation	Contribution to production planning and operation processes; when and how adjustments are made; considerations taken into account (S4, S10). Management of resources to match production requirements (S4)	Cannot evidence contribution to production planning and operation processes; when and how adjustments are made; considerations taken into account (S4, S10). Unable to demonstrate management of resources to match production requirements (S4)
Industry knowledge	Their organisation's position within the industry, their company's distinguishing factors (B3). How they keep up-to-date with latest brewing industry trends; how they apply knowledge in the workplace (B3, B4, K13). Key business drivers and how they can impact on performance (K9)	Fails to demonstrate knowledge of their organisation's position within the industry, their company's distinguishing factors (B3). How they keep up-to-date with latest brewing industry trends; how they apply knowledge in the workplace (B3, B4, K13). Fails to recognise key business drivers and how they can impact on performance (K9)
Recipe design	Beer recipe design principles (S3) (K13). Personal beer design recipe, its features and qualities (S3)	Cannot demonstrate beer recipe design principles (K13, S3
Promotional activities	Participation in the promotion of product/brand, communicating unique selling points/characteristics (S11, B2)	Cannot demonstrate participation in the promotion of a product or brand, or has not communicated the promotion of the product/brand effectively describing the products USP/ Characteristics (S11, B2)

4.0 The **Final Grade**

Grade Boundaries:



The apprentice has achieved a pass in each of the 3 assessments

The apprentice has achieved a Distinction in the Practical Brewing Assessment (PBA) and a pass in the Knowledge Test and the **Professional Discussion**



Please read below for any extra information regarding the EPA or the process after the EPA has taken place.

Certification

On successful completion of the EPA the newly qualified apprentice will receive their grade from FDQ in a statement of results document. The Education and Skills Funding Agency (ESFA) manage the operational delivery of certificates for apprenticeships. The ESFA issue the final certificate to the employer.

Advice, support and guidance contacts

• FDQ EPA Manager for issues concerning EPA registration, arrangement of EPAs, results and certification. Please email epa@fdq.org.uk.

Unsuccessful apprentices

If an apprentice does not pass the EPA, the employer and apprentice have the following options.

Either:

• Apply to resit/re-take the EPA tests or

• Make an appeal to FDQ if you disagree with the result, see www.FDQ.org website for FDQ's appeals policy.

Resits/Retakes

Apprentices who fail one or more EPA method will be offered the opportunity to take a re sit or re-take. Re-sits or re-takes must not be offered to apprentices wishing to move from pass to distinction. A re-sit does not require further learning, whereas a re-take does.

The apprentice's employer will need to agree that a re-sit or re-take is an appropriate course of action. Apprentices should have a supportive action plan to prepare for the re-sit or re-take.

Failed assessment methods must be re-sat or re-taken within a 6month period from the EPA outcome notification, otherwise the entire EPA will need to be re-sat or re-taken in full.

There is no cap on grades awarded for re-sits or re-takes.

Appeals and Complaints

FDQ is committed to providing the highest levels of service to its customers, including centres and apprentices.

- Complaints Policy
- Appeals Policy

Conclusion of EPA

We hope this handbook has been helpful and has given you an insight into the requirements for the Brewer Standard and the Endpoint Assessment. If you have any further questions/queries, please contact FDQ where one of our experts will be able to help.

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Principles for safe and reliable submission of Portfolio of Evidence

Portfolio of Evidence

In addition to the practical observation and questioning, the Independent Examiner will assess up to 12 pieces of Portfolio of Evidence .

The overriding principles for safe and reliable submission of Portfolio of Evidence are:

1. Validity — the evidence presented demonstrates the apprentice has the skills and knowledge as stipulated in the standard

2. Sufficiency — the quality, quantity and relevance of evidence presented enables a judgement to be made on the apprentice's competency

3. Currency — the evidence presented is no older than 3 months

4. Authenticity — the evidence presented for assessment is the apprentice's own work and that no outside interference, whether intentional or not, is apparent.



The type of Portfolio of Evidence required for each activity is limited to certain tasks; the following tasks are precluded hand preparation, knife skills, food safety health and safety, customer service.

Types of Evidence Permissible

Apprentices must compile a portfolio of evidence during the on-programme period of the apprenticeship. It must contain evidence related to the KSBs that will be assessed by the Interview underpinned by Portfolio of Evidence assessment method (IPE). The portfolio must comply with the requirements listed below:

- it will typically contain ten discrete pieces of evidence
- evidence should be mapped by the apprentice against the KSBs assessed by the interview
- evidence may be used to demonstrate more than one KSB; a qualitative as opposed to quantitative approach is suggested. FDQ recommends that each piece of evidence should be a maximum of 4 pages of A4

Evidence sources may include:

- · workplace documentation, for example workplace policies/procedures, records
- witness statements
- annotated photographs
- video clips (maximum total duration 10 minutes); the apprentice should always be in view and identifiable

This is not a definitive list; other evidence sources are possible. Please note the following:

- it should not include any methods of self-assessment
- any employer contributions should focus on direct observation of performance (for example witness statements) rather than opinions
- the evidence provided must be valid and attributable to the apprentice; the portfolio of evidence must contain a statement from the employer and apprentice confirming this
- the portfolio of evidence must be submitted to FDQ at the gateway, preferably in electronic format and at least 14 days before the EPA day.

The portfolio is checked on receipt in gateway for validity but is not directly assessed. It underpins the interview and therefore it is not marked by FDQ. The Independent Examiner (IE) will review the portfolio in preparation for the interview but is not required to provide feedback after this review. A mapping document for the portfolio of evidence is found on Page 31.

The EPA Plan for the apprenticeship identifies the following assessment topics that the apprentice must produce evidence against, and answer questions on, at the EPA PBA and PD. The logbook should only contain evidence for these topics.

PBA topics:

- Raw material handling
- Brewhouse
- Fermentation and maturation
- Beer finishing
- Packaging
- Cellar management and dispense

PD topics:

- Quality assurance and quality control activities
- Production planning and operation
- Industry knowledge
- Recipe design
- Promotional activities

6 **Oidfolio**

PBA Mopulation Bocument

Number of times KSBs achi	6	σ	4	ω	2	-	Evidence Ref
	Cellar management and dispense	Packaging	Beer finishing	Fermentation and maturation	Brewhouse	Raw Material Handling	Assessment Topic
ved.							Evidence Description
							K3
							K4
							K5
							K6
							K7
							KIO
							K11
							ន
							S2
							S5
							S6
							S7
							S8
							SI
							B
							5 Br
							6 B
							9 B'
							ō
							Description of how the evidence meets the criteria

Mopolo Document

Number of times KSBs achi	σ	4	ω	2	1	Evidence Ref
	Promotional activities	Recipe design	Industry knowledge	Production planning and operation	Quality control and quality assurance activities	Assessment Topic
¢ d						Evidence Description
						K3
						K4
						K5
						K6
						K7
						КІО
						K11
						ន
						\$2
						S5
						S6
						S7
						S8
						SII
						8
						 Б
						B6
						B9
						B10
						Description of how the evidence meets the criteria

