



CAAV EXAMINATIONS 2023

OBSERVER'S REPORT

(2023 Edition)

Observer:	
Examining Group:	
Venue:	

Number of Candidates: Practical/Oral Written

Number in the combined Practical and Oral:

- who achieved at least 65% (and not less than 60% in each)
- who achieved between 60% and 65% overall
- who achieved less than 60% overall

Please attach a copy of the paperwork given to candidates to this report.

1.0 Day 1: Practical Examination – morning session

Examiners

1.1 List the examiners for the morning session whether on-site or setting/marking:

Role*	Name	Association

(* eg Chief Examiner, Convenor, Examiner, Trainee examiner, Tutorial organiser etc)

Did any examiners have experience of other centres?

Preparation

1.2 Describe the preparations made prior to the examination (prior visits to farm, health & safety, bio-security etc)

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Describe the process for the setting of questions, drafting of answers and scrutiny of those drafts

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Venue

1.3 Describe the venue and its suitability for the practical examination

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Structure of Questions

1.4 Questions should be set to cover a minimum of 6 of the following subjects (see section 4.2 of the Examination Guidelines). Indicate the subjects covered:

(i)	Knowledge of agricultural matters	
(ii)	Live and/or deadstock including growing crops – pedigree livestock and specialist machinery should not be considered	
(iii)	General regulations appropriate to agricultural and rural situations including health and safety, asbestos and similar regimes	
(iv)	Valuation of real property (freehold and leasehold)	
(v)	Landlord and tenant matters (AHA and FBT/LDT etc)	
(vi)	Compulsory purchase and compensation to include non-statutory issues including telecommunications masts	
(vii)	Residential and business lettings and management	
(viii)	Environmental schemes and amenity uses of land	
(ix)	The alternative use of rural assets – advice and valuation as appropriate to the property	
(x)	Grants, subsidies and schemes – advice on those applicable to the property	
(xi)	Planning and development – advice and valuation as appropriate to an on-farm situation	
(xii)	Property agency – advice including valuation of a rural property for sale or letting	

1.5 Were the questions fairly weighted across a range of those topics?

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1.6 Was any breakdown of marks within questions reasonable?

Examination Conditions

1.7 Were candidates adequately monitored at all times?

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1.8 How many candidates per examiner?

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1.9 How were conflicts of interest dealt with?

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1.10 Were there opportunities for collusion?

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1.11 Were any mobile phones used by candidates or examiners?

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Timings

1.12 What time did the examination commence?

1.13 Was there an adequate briefing? (Health and safety; bio-security; oral question; questions from candidates; time to read the exam paper)

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1.14 How was timing managed during the session?

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1.15 What time did the session finish?

1.16 When were notebooks collected?

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Conduct

1.17 How were candidates escorted between questions?

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1.18 How were dyslexic candidates or those with medical reports managed?

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1.19 How were prohibited items (digital cameras, mobile phones etc) dealt with?

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1.20 Was there consistency in the presentation to candidates? How was this ensured?

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1.21 Were there any particular problems or difficulties?

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1.22 How were lunch arrangements handled?

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1.23 Did candidates mix with examiners?

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1.24 Please make a note of any other observations about the morning session.

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2.0 Day 1: Practical Examination – afternoon session

Preparation

2.1 How were the questions set for the afternoon paper?

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Venue

2.2 Describe the venue and its suitability for the written examination.

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Structure of Questions

2.3 A minimum of 5 questions from the following subjects should be covered in the written examination paper. Indicate the subjects covered:

(i)	Knowledge of agricultural matters	
(ii)	Live and/or deadstock including growing crops – pedigree livestock and specialist machinery should not be considered	
(iii)	General regulations appropriate to agricultural and rural situations including health and safety, asbestos and similar regimes	
(iv)	Valuation of real property (freehold and leasehold)	
(v)	Landlord and tenant matters (AHA and FBT/LDT etc)	
(vi)	Compulsory purchase and compensation to include non-statutory issues including telecommunications masts	
(vii)	Residential and business lettings and management	
(viii)	Environmental schemes and amenity uses of land	
(ix)	The alternative use of rural assets – advice and valuation as appropriate to the property	
(x)	Grants, subsidies and schemes – advice on those applicable to the property	
(xi)	Planning and development – advice and valuation as appropriate to an on-farm situation	
(xii)	Property agency – advice including valuation of a rural property for sale or letting	

2.4 Were the questions appropriate for a written paper? Were they clearly expressed? Was any breakdown of marks within questions reasonable?

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Describe the process for the setting of questions, drafting of answers and scrutiny of those drafts

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2.5 Was the paper balanced overall?

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Examination Conditions and Timings

2.6 Were examination conditions maintained throughout?

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2.7 Were candidates adequately briefed at the start of the session?

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2.8 What time did the session commence?

2.9 What time did the session finish?

2.10 How were dyslexic candidates or those with medical reports and other needs managed?

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2.11 How were prohibited items (digital cameras, mobile phones etc) dealt with?

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2.12 Were there any particular problems or difficulties?

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2.13 Please make a note of any other observations about the afternoon session.

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3.0 Day 2: Morning session – National Written Paper

Venue

3.1 Describe the venue and its suitability for the written examination (if different from Day 1).

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Examination Conditions and Timings

3.2 Were examination conditions maintained throughout?

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3.3 Were candidates adequately briefed at the start of the session?

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3.4 What time did the session commence?

3.5 What time did the session finish?

3.6 How were dyslexic candidates and those with other medical reports managed?

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3.7 How were prohibited items (digital cameras, mobile phones etc) dealt with?

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3.8 Were there any particular problems or difficulties?

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3.9 Please make a note of any other observations about the morning session.

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4.0 Day 2: Afternoon session – Oral Interviews

4.1 Examiners

List the examiners interviewing for the oral session:

Name	Association

Preparation

4.2 Describe how the questions were set and what arrangements were made to ensure consistency between interview panels.

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4.3 Which National Oral questions were selected?

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Venue

4.4 Describe the venue and its suitability for the Oral Interview.

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Conduct

4.5 How were candidates distributed to panels?

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4.6 How were conflicts of interest handled?

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4.7 What arrangements were made for re-sit candidates?

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4.8 Had any Examiners attended interview training courses?

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4.9 How many candidates per panel?

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4.10 How was consistency of marking achieved? Were standard marking schedules used?

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4.11 Observations on the handling of candidates faltering in the Oral

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4.12 Please make a note of any other observations about the Oral interview session.

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5.0 Marking

Marking Valuation Books

5.1 Were model answers prepared?

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5.2 Was there a marking plan?

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5.3 How were borderline candidates dealt with?

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5.4 How was consistency of marking checked?

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Marking Local Written Papers

5.5 Were model answers prepared?

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5.6 Was there a marking plan?

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5.7 How were borderline candidates dealt with?

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5.8 How was consistency of marking checked?

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Overall

5.9 How were final marks compiled and checked?

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5.10 Are Examiners' notes kept for reference?

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5.11 Please make a note of any other observations about the marking process.

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Moderation

To support the moderation of consistency between centres, since the 2019 Examinations the marking of those questions in which less 40% or more than 65% of candidates achieve a 65% or better mark are to be reviewed at the end of the process by the Chief Examiner, the Convenor and the Observer. The process is outlined in the Examination Guidelines with some guidance.

Steps prior to that include:

- review of question setting and the drafting of answers
- "active moderation" by the examiners while marking, after a review of the first few scripts marked for a question

5.12 How did "active moderation" work?

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5.13 In how many questions did less than 40% of candidates initially achieve at least 65%?
Did they share any features?

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5.13 In how many questions did more than 65% of candidates initially achieve at least 65%?
Did they share any features?

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5.14 How were these tackled?

5.15 Was anything changed as a result?

What issues were found that led to upholding an initial outcome or to changing it?

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5.16 Observations on the process

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6.0 General Observations

6.1 Observations on perceived consistency with or differences from other examination centres.
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6.2 How are new Examiners recruited and trained?
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6.3 How long has the Chief Examiner been in post? Is there a rota system in place?
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6.4 Experience with laptops for candidates.
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6.5 Please note any further observations about the examinations process at this Group, including any examples of good practice which could be passed on to other Examining Groups.
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