

Forestry - Assessor on Assessor Approval Form

Section 1:

Basic Information

To be completed by Assessor or Account Manager

Candidate name (Assessor being assessed)

CZ Registration #

Assessor name (Assessor marking candidate)

CZ Registration #

Standards to be assessed via assessor-on-assessor process

Standard Number	Standard Number	Standard Number	Standard Number	Standard Number
Planned Date of Assessment:				

Section 2:

Account Manager to complete

Key CZ Contact to complete		Tick
1	I confirm there is a Cz business need for the Candidate to obtain the above standards	
2	I confirm that the Assessor holds the scope to assess the above standards	
3	I confirm that there is no Conflict of Interest between Candidate and Assessor (see Section 5 for guidance)	
Comments		
Key Cz Contact name		
Key Cz Contact signature		
Date		

Section 3:

Competenz Regional Manager to complete

Key CZ Contact to complete		Tick
1	I recommend this applicant's registration based on their qualification/s, industry experience, currency and capacity to assess a candidate.	
2	I confirm there is a Competenz business need for an assessor for the requested standards.	
Regional Manager name		
Regional Manager signature		
Date		

Section 4:

Quality Advisor Approval

You will be notified of the outcome within 5 working days of your request.

Assessor-on-Assessor Approval		
QA approved*	Yes	No
Comments		
QA name and Title		
QA signature		
Date		

* Approval is based on moderation history and conflict of interest details. Form is filed in Assessor's File on SharePoint

Please review below list to help guide you whether there could be a Conflict of Interest.

If you believe there may be a conflict, provide details in the comment section and do not tick point 3, in section 2.

Section 5:

Checklist of Common Conflicts of Interest

- Whānau/family relationship with the learner
- Close friendship or personal relationship with the company
- Previous or current intimate relationship
- Financial interest in learner or learner's organisation
- Commercial partnership or conflicting business interest connection
- Shared involvement in community, iwi, hapū or church leadership roles
- Assessor stands to benefit from learner's success (financial or reputational)
- Any situation that may create perceived bias