Action Plan

This Action Plan must be completed electronically and submitted in Microsoft Word format to regulation@qualifications.gov.scot by 13 August 2026.

Issue number	Detail of Issue recorded	Risk rating	Proposed action and evidence to be provided (Failure to include a description of your intended methodology AND details of the evidence that you will provide could result in your Action Plan not being approved by ACG.)	Target date for completion by awarding body[1]	Date Issue closed out by Qualifications Scotland Accreditation [2]
1. Principles 5 & 9	City and Guilds must amend page 14 of the Certificate in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 5 (2305-17) Assessment Pack for Version B March	Low	**Action:** Pack to be amended to confirm correct titling **Evidence to be submitted to Qualifications Scotland Accreditation:** Pack to be provided for Qualifications Scotland Accreditation	30 September 2026	30/09/2026

[1] If the awarding body believes it has completed the action prior to approval of the Action Plan by ACG, insert the considered date of completion. The date will be subject to review depending on the quality of the evidence supplied.
[2] Issues can only be closed out once the evidence to complete the action has been quality reviewed and the Action Plan has been approved by ACG. The period of time between ACG approval and the date the Issue is closed out is not necessarily reflective of any quality issues.

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	2026 Version 2.0 to reflect the unit title accredited by Qualifications Scotland Accreditation.				
2. Principle 9	City and Guilds must ensure that the provider lists given to Qualifications Scotland Accreditation are up to date and accurate for the purposes of provider monitoring quality assurance.	Low	**Action:** City & Guilds to review process for providing provider lists to Qualifications Scotland Accreditation focusing on quality assurance of information collated **Evidence to be submitted to Qualifications Scotland Accreditation:** Accurate provider list - Next provider list reporting period— 31 January 2027.	31 January 2027	
3. Principles 12 and 15	City and Guilds must ensure that learners are registered prior to assessment, where registration is a requirement for the qualification.	Medium	**Action:** City & Guilds to reiterate to providers requirement to register learners prior to assessment. **Evidence to be submitted to Qualifications Scotland Accreditation:**	31 October 2026	28/10/2026

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			Copy of communication to providers		

Action Plan approved by ACG on 23/09/2026