



CRAFTSMAN CERTIFICATION SCHEME

Levels 1, 2 and 3 and DSWA Master Craftsman

including Application Form



The requirements and fees set out in this publication
are applicable from January 2019
Lantra Awards Accredited Qualifications

Dry Stone Walling Association of Great Britain

Lantra Awards Accredited Craftsman Certification Scheme

Introduction

The Dry Stone Walling Association of Great Britain (DSWA), in partnership with the Awarding Body Lantra Awards, offers a series of progressive practical tests, which ultimately leads to the *DSWA Master Craftsman* certificate in dry stone walling. The scheme is designed to ensure that dry stone wallers and dykers achieve the highest standards of craftsmanship.

Tests are available for the Initial/Level 1 certificate, Intermediate/Level 2 certificate, Advanced/Level 3 certificate and DSWA Master Craftsman level. Certificates at Levels 1 - 3 are recognised and approved by the Office of Qualifications and Examinations Regulation (Ofqual).

Who can be Tested?

Tests are available to all individuals, whether or not members of the DSWA. Those on training schemes should commence with the Initial/Level 1 test. Those already working in the craft and who have appropriate experience may omit taking the Initial/Level 1 test and commence with the Intermediate/Level 2 test. Tests will be carried out as part of organised assessment days.

Where to get Help and Guidance

Most branches of the DSWA host training weekends or practice meets to provide instruction and training for “beginners” and “improvers”. Dates for training are published on the DSWA website at www.dswa.org.uk. The Association can advise on test dates taking place at various locations throughout the country. Candidates are advised to take at least one practice test before the actual test day.

How to Apply

Application Forms are available from the DSWA Office or can be downloaded from the website, www.dswa.org.uk, from the Craftsman Certification Scheme section under the Training heading. Applications should be completed well in advance of the test dates and submitted to DSWA with the fee, **at least six weeks prior to the test date**. Payment can now be made on-line via the DSWA website, using either PayPal or credit/debit cards but a completed Application Form still needs to be sent to the office either by email or post. The fees include registration and examination costs plus the certificates if successful.

How Tests are Arranged and Conducted

Tests are normally arranged by contacting the DSWA Office. The Application Form gives details of the arrangements for all tests. Fees for Examiners are set

nationally and paid by DSWA. However, anyone arranging pre-test training should discuss training fees/costs with a local, qualified Instructor.

Tests cannot take place until the Application Form and fees have been received by the DSWA. Mark sheets will be issued to the appointed Examiner(s) once applications have been processed.

Test day organisers must ensure appropriate risk assessments and suitable first aid provision have been considered and that a Site Coordinator is on site for the duration of the test day. **You should refer to the Guidance Notes for Organising Test Days for more information.**

One Examiner only is required for the Initial/Level 1 test. When arranging tests at Intermediate/Level 2 or above, two Examiners are required; at least one Examiner is likely to be from outside the area. Additional Examiners may be brought in as necessary, depending on candidate numbers.

At all levels, all work must be the unaided work of the candidate. Candidates should not take a test on a section of wall on which they have previously practised. It is recommended lots be drawn for test sections and Examiners will ensure critical stones, such as those for cheekends, are randomised where a site has obviously been used for practices or previous tests. Over use of tools is discouraged and the use of angle grinders and/or stone saws is not permitted.

Candidates should ensure their attire and conduct throughout the test are in the best interests of their safety and the safety of others on the site. Everyone involved with tests should behave in an appropriate manner throughout.

To pass, a candidate must achieve at least the minimum mark in each section of the particular test. In addition, the candidate must achieve the overall minimum total mark for the specific level of test in order to gain the certificate.. All sections must have a mark awarded; pass or fail is not acceptable.

Note: *If any section in any test is marked below the minimum mark required, this constitutes overall failure for the whole test, even if the total marks achieved exceed the minimum mark required for that test.*

Where a candidate fails to achieve the marks required to pass a test, Examiners must clearly indicate areas of weakness to the candidate.

DSWA/Lantra Awards will appoint Examiners for all relevant tests and may send representatives, without notice, to observe tests taking place.

Tests will normally only take place when the minimum number of candidates, currently six, is available; this number can include candidates at different test levels. However, the Association may make special arrangements for those in remote areas and for those who wish to take the Advanced/Level 3 certificate or Master Craftsman tests, but candidates and/or test organisers may be asked to cover any additional costs involved.

For Advanced/Level 3 and Master Craftsman Tests please note:

On-site Option: This is where features would be built within a one mile radius of a test site. Examiners would mark the features while attending a test day at that site.

Off-site Option: This is where features would either be built as part of the candidate's normal work and would not necessarily be in close proximity to a test site, or indeed to each other, or built on or near a test site, but marked independently of a test at that site. The cost reflects the additional work and travel required by Examiners.

Appeals

Any appeal made against a test result must be submitted in writing to the DSWA within two weeks of the test date. Full details must be given and any appeal must be accompanied by a fee of £100, which would be refunded if the appeal is upheld.

Examiners should not examine their own trainees or employees.

Who are the Examiners?

The DSWA appoints Examiners from experienced, current, Master Craftsman Certificate holders, who are approved by Lantra Awards. All those appointed are required to complete the biennial DSWA Examiner Standardisation course, at least twice in six years. DSWA produces an annually revised list of Examiners, which is available on request.

After the Test is Completed

Upon receiving the Examiner's signed and completed mark sheets with relevant reports, results are submitted to Lantra Awards for verification. Certificates will be issued to successful candidates, usually within four weeks of the test. Any queries on Examiners' returns are referred to the DSWA Craft Skills Group and to Lantra Awards for the Initial/Level 1 certificate, Intermediate/Level 2 certificate, or Advanced/Level 3 certificate.

The DSWA maintains a computerised record of all certificates issued, which is used to provide information about the skills level and qualifications of an

individual, if required. Where there is an extended period without a subscription being paid, the DSWA reserves the right to re-examine the standard of craftsmanship of those wishing to be included in the published *Register of Certificated Professional Wallers*; such re-examination will be at the applicant's own expense.

Where the Association receives substantiated complaints about the standard of work being below the certification level of an individual, the Association reserves the right to ask the individual to attend for re-examination of standards of workmanship. The DSWA may remove their certification if standards are not met. The individual shall meet all the costs involved.

If a certificate is lost or damaged, replacements can be obtained from DSWA, at a cost of £20 per qualification.

Working Wallers & Dykers

Working wallers and dykers should ensure that their level of certification reflects the standard of their work. The *Register of Certificated Professional Wallers & Dykers*, produced annually by the DSWA, indicates levels of certification held by those paying the current professional subscription to the Association. The register is available to anyone requiring the services of a professional waller or dyker. This Register confirms that those listed are capable of carrying out work to the standard of the level of certification attained. Employers should be aware that the output levels required in the tests are those for optimum conditions, which do not always exist in commercial situations. The Register is also available on-line, www.dswa.org.uk, where direct links to professional members' websites can be accessed, giving further information about their work.

The Dry Stone Walling Association does not deal with disputes/complaints relating to contractual issues.

Overseas Candidates

Separate arrangements can be made for candidates wishing to take the DSWA certificates (any level) overseas for which a registration-only fee (£80) would be required with the application form. Additional costs for Examiners, etc must be arranged with the overseas Examiners directly. Please refer to the DSWA website for further information. Payment can be made via the website using PayPal or credit/debit cards but an application form must still be submitted to the DSWA office either by email or post, at least six weeks ahead of the proposed test day.

What the Examiners Look For

Guidance notes for Advanced/Level 3 and Master Craftsman features, including calculation of slope, should be obtained from DSWA Office.

- **Stripping Out:** Cope stones laid in line approximately 2 metres from wall. Cover stones and throughbands laid next to them. Building stones and packing placed both sides of wall. Foundation stones laid on top of building stones. Clear space, free of stones both sides of the wall.
- **Preparing and Laying Foundations:** Foundation dug out and levelled. Foundation stones laid “end in, and end out” to the correct width. Extra-large stones should be in foundation. Foundation well-hearted with packing stones.
- **Building and Packing:** Stones tight together with no gaps. No running joints further than two rows of stones. Coursing of stones if applicable and a definite line for throughbands, appropriate to wall height (usually mid-height but note regional variations). Good use of packing, thoroughly packed in, and not thrown in. Tight wall with no loose stone. A definite line at coverband or cope height. The bigger the stones, the further down the wall they should be placed.
- **Placing of Throughbands:** Laid at approximately 1 metre intervals. Check they are lying solidly on the wall. Should protrude 50-80mm on either side of wall (but note regional variations). Short throughs must be on alternate courses with internal ends resting on each other to ensure even transference of weight.
- **Copestones and Finish:** Stones should sit solid on their own base rather than propped up on pinnings. Vertical, tight together, well keyed to give a level finish (some regions have copestones on the slant, other regions have variations which should be observed, eg turf underneath copes). Minimum pinning. Pinning should be neat and blend into wall.
- **Batter or Camber:** Wall should come in evenly. Absence of bulges or hollows in rise of the wall. Correct use of frame or pins to set camber.
- **Line and Straightness:** Correct use of lines: taut, level, correct width. Covers run evenly. No bends or bulges in length of wall.
- **Cheekend:** Stones well tied-back into wall. Good selection of stone laid 2-on-1 and 1-on-2. No running joint in face or where tied into wall. A good solid cope stone. Work from cheekend back into the wall.

- **Round End:** Good batter. Correct alignment and uniformity of curve.
- **Square Corner:** Long stones tied across each other alternatively both on inside and outside of corner. Correct inner and outer batter. Good solid corner cope.
- **Lunky or Waterpen:** At least 500mm x 500mm. Corners tied well back into wall. Selection of suitable stones. Covers (lintel) long enough to extend well into the wall either side.
- **Stile:** Minimum of 3 steps in a step-stile. Vertical between steps not more than 250mm. Steps should protrude 250-300mm on either side of wall. Even spacing of steps as they ascend. Tread of step sufficient size for a large boot. Steps positioned to prevent foot/leg going down between steps. Large copestones. Squeeze-stile: room for one boot but insufficient room for sheep to pass through. Sound cheekends.
- **Sloping Ground:** Slopes of approximately 20 degrees for the Advanced level and 30 degrees for the Master Craftsman test must be used/chosen. Foundations should be stepped at appropriate intervals. There should be correct number of steps for degree of slope. Copes must be self-supporting. Throughs should be horizontal and at equidistant height above foundations. Examiners will check minimum degree of slope. Courses should be horizontal.
- **High Wall:** Base width in proportion to height. Correct number of throughstone courses for height. Multiple rows of throughs to be staggered. Even batter throughout. Safe working practices, particularly lifting copes.
- **Retaining Wall:** Careful stripping out to avoid earth falls. Width of base and camber appropriate to height and material being retained. Building stones laid longways into wall. Careful packing back to earth face. Throughbands as long as possible and cut back into earth face. Use of additional rows of throughbands related to height. Retaining bank must be a minimum of 1.2m in height, measured from the base of foundations; the wall should be retaining to the base of the copes.
- **Curve:** Wall with definite curve (refer to guidance sheets). Curve smooth with even batter inside and outside the curve. Building stones should be tight. Copestones must fit tightly.
- **Pillars:** Use of profile. Checking for vertical. Dressing of stones. Absence of holes. Very tight packing.

- **Steps:** Selection of stone for steps. Minimum number of stones per tread. Tread stones well secured side and rear. Minimum tread 300mm. Equal rise on all steps. Maximum rise 225mm.
- **Arch:** Must include walling above the arch in addition to copestones.
- **Keystone arch:** construction and setting up of former. Selection, dressing and fitting of key stones. Tightness and packing. **Corbelled arch:** matching stones tied well into wall. Topstone large and well tied in. Tightness and packing.
- **General Approach and Safety:** Methodical approach to work. Aptitude for and attitude to the job in hand particularly in regard to safe handling of heavy stones and instruction to others giving assistance if required. Consistent display of skill. Safe use of hammer. Keeping working area clear of obstacles. Leaving any surplus stone in tidy heaps. Appropriate working gear particularly boots and safety spectacles/goggles especially on stone which splinters. Awareness of any health and safety issues and due regard to others on site or nearby. Due regard given to preservation of wildlife and habitat within, on and beside the wall.

Note: Unsafe practices displayed in a test situation, especially with regard to others on the site, will result in failure of a test and, if necessary the Examiner will halt the test. The Test Organiser is responsible for providing the Site Coordinator to ensure candidate safety and that health and safety procedures are being followed, including access to First Aid.



Schedules for Examination

All work must be the unaided work of the candidate.

A square metre, as used in the following schedules, is calculated by the length times the height of the wall, measured on one side of a double-skinned wall.

All horizontal measurements will be made at half the height of the wall. All vertical measurements will be from the base of the foundations or scarcement to the top of the copes.

Candidates should be familiar with the setting up and use of walling poles/rods/frames, strings, etc and make use of them during tests.

In regions where more than one row of throughstones is incorporated in the wall, the mark is for all throughstones and cannot be awarded until all are in place.

In regions where two over-lapping tie stones are used in place of throughstones, the mark should be awarded for the tie stones placed to secure the wall.

Examiners may, at their discretion, increase the time allowed by a period of 30 minutes if they agree this is necessary for the type of stone, terrain, weather, etc to ensure the test is the same for all candidates.

The prescribed measurements for features should be regarded as minimum requirements. All features should match the project of which they form part.

Walls and features should be free-standing where access to both sides of the wall is required.

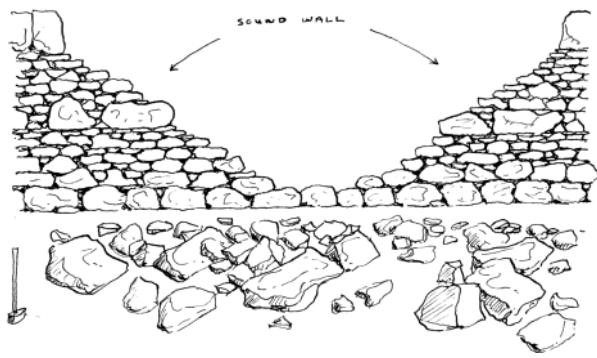


Initial/Level I Certificate Test Criteria

Each candidate to strip down and rebuild a straight-forward free-standing section of wall totalling 2.5 square metres within a single, seven hour period, and not spread over multiple days. Lunch/refreshment breaks are in addition to the building time. Work to be done in the presence of the Examiner.

The standard required places emphasis on sound and solid construction rather than on finished quality. **A candidate must obtain the minimum mark in each section and an overall mark of at least 50 in order to gain certification.**

	Max. Mark	Min. Mark
Stripping out	10	5
Preparing and laying foundations	24	12
Building and packing (first lift to through-bands)	20	10
Placing of throughbands	6	3
Building and packing (second lift)	20	10
Copestones and finish	15	7.5
General approach and safety	5	2.5
TOTAL MARKS POSSIBLE	100	
MINIMUM TOTAL MARKS REQUIRED TO PASS		50



Intermediate/Level 2 Certificate Test Criteria

Each candidate to strip down and rebuild a section of wall not less than 1m in height below the copes, and totalling 2.5 square metres which incorporates a vertical cheekend, within a single, seven hour period and not spread over multiple days. Lunch/refreshment breaks are in addition to the building time. Work to be done in the presence of the Examiners. **A candidate must obtain the minimum mark in each section and an overall total of at least 69 in order to gain certification.**

	Max. Mark	Min. Mark
Stripping out	5	2.5
Preparing and laying foundations	10	5
Building and packing (first lift)	12	6
Placing of throughbands	6	3
Building and packing (second lift)	12	6
Line and straightness	10	5
Batter or camber	15	7.5
Copelstones and finish	10	5
The straight or cheekend	30	15
General approach and safety	5	2.5
TOTAL MARKS POSSIBLE	115	
MINIMUM TOTAL MARKS REQUIRED TO PASS		69

The basic principles of construction as set out in the Initial/Level 1 Certificate are to be followed. **In addition** particular emphasis will be placed on: line and straightness; adequate hearting; selection of stones for all parts; batter or camber; correct laying of throughbands and coverstones; secureness of copelstones.



Advanced/Level 3 Certificate Test Criteria

Guidance sheets on the construction of features must be obtained from DSWA. As the time constraints have been removed from Part A of the test, Examiners will expect the work to be of a high quality.

This certificate is in two parts which must be applied and paid for separately. Candidates must hold the Intermediate/Level 2 Certificate, before applying for Advanced/Level 3 Certificate, Part A (Features). **Part A must be marked and passed before applying for Part B** (Timed test - Retaining Wall). Candidates should, however, view the certificate as a whole, and **include practice for the timed section**, whilst working on their features.

Candidates are asked to submit three/four photos showing work in progress for the construction of each feature, including one of the foundations in place. These should accompany the Application Form for testing.

Candidates must obtain the minimum mark in each section and an overall total of at least 87 in order to gain the full certificate.

Part A

This can be undertaken on or close to a test site or the off-site option chosen (see cost implications on application form). Candidates must build 5 square metres of curved wall plus an additional 5 square metres incorporating one of the features below. A responsible person acceptable to the DSWA shall confirm that the features are the unaided work of the candidate. If built on a test site, the features would be marked by Examiners at the next test day to be held on that site. If features are built under the off-site option, candidates should contact DSWA to arrange marking once features are complete.

- Five square metres of wall at least 1.8 m high; OR
- Five square metres of wall incorporating a lunky or waterpen (at least 0.5m x 0.5m); OR
- Five square metres of wall on ground with a slope of 20 degrees or more.

	Max. Mark	Min. Mark
Construction of curved wall	20	13.5
Construction of special feature: High wall or lunky/waterpen or sloping ground	20	13.5
TOTAL MARKS POSSIBLE	40	
MINIMUM TOTAL MARKS REQUIRED TO PASS PART A		27

When Part A is successfully completed the candidate can then apply for Part B (Timed test - Retaining Wall), which would be built on a test site as part of a pre-arranged test day. Part B is expected to be taken within 12 months of passing Part A or the candidate will need to reapply for Part A, submitting new features. If a candidate fails Part A, they must reapply for this section, submitting the relevant fee each time, before moving on to Part B.

NOTE: *The features for Part A may be built as part of a work situation but candidates must ensure that the work is of examination quality and the off-site fee will apply.*

Part B

The candidate is required to strip down and rebuild at least 4.5 square metres of wall in total, including foundations and copes. The actual retaining part of the wall must be a minimum of 1.2m in height, measured from base of foundations, and should be retaining to the base of the copes. The work must be completed within a single, seven hour period and not spread over multiple days. Lunch/refreshment breaks are in addition to the building time. Work to be done in the presence of the Examiners.

	Max. Mark	Min. Mark
Stripping out	5	2.5
Preparing earth bank and laying foundations	15	7.5
Building and packing (first lift)	10	5
Placing of throughbands	10	5
Building and packing (second lift)	10	5
Line and straightness	10	5
Batter or camber	15	7.5
Copstones and finish	10	5
General approach and safety	5	2.5
TOTAL MARKS POSSIBLE	90	

**MINIMUM TOTAL MARKS
REQUIRED TO PASS PART B**

60

If a candidate fails Part B, there is no restriction on the number of times they could reapply for this section within the year since passing Part A, providing the relevant fee is submitted with each application.

The basic principles of construction, as set out in Initial and Intermediate tests, should be followed. **In addition**, particular emphasis will be placed on: solid secure foundations and preparation of earth bank; adequacy of packing; selection and placement of building stones; sufficient throughbands relative to the height of the wall; batter or camber; line and straightness; retaining to base of copes.

DSWA Master Craftsman Certificate

This certificate is in two parts which must be applied and paid for separately. Candidates must hold the Advanced/Level 3 certificate before applying for the Master Craftsman Certificate Part A (Features). **Part A must be marked and passed before applying for Part B** (chosen timed feature).

Candidates must obtain the minimum mark in each section and an overall total of at least 128 marks in order to obtain certification.

The Master Craftsman test Part A can be part of a normal work situation/job. However, the craftsmanship displayed throughout must all be to the highest standards expected of this, the highest, level of test. In this situation, the off-site option **must** be applied for at the relevant rate.

The features required are unlikely to all lie within the prescribed 30 square metres of wall, therefore various parts of a wall can be considered providing that the total encompasses at least 30 square metres, and each feature is built within at least 5 square metres of wall, excluding the pillar which must have a total face area of at least 3.6 sq m. The candidate should ensure that the features are within reasonable travelling distance of each other.

Work, including one of the features, must demonstrate different building styles, ie coursed and random, and should encompass examples of at least two different geological stone types.

Candidates should submit three/four photos showing work in progress for the construction of each of the features, including the foundations in place. These should accompany the Application Form.

Part A

This can be undertaken on or close to a test site or the off-site option chosen (see cost implications on application form). Candidates must build **3 features**, one from each grouping below; the fourth will be built for Part B. A responsible person shall confirm that the features are the unaided work of the candidate. If built on a test site, the features will be marked by Examiners at the next test day to be held on that site. If features are built under the off-site option, candidates should contact DSWA to arrange marking once features are complete.

- A round end OR round corner OR right-angle corner;
- A set of at least 4 steps within a minimum width of 0.6m OR squeeze-stile; OR step-stile.
- An arch at least 0.6 m high, measured from ground level to base of keystone, with walling above the arch OR a square pillar OR round pillar (pillars at least 1.3 m high and with a total face area of at least 3.6 sq. m);

	Max. Mark	Min. Mark
Round end OR round corner OR right-angled corner	24	18
Set of steps OR stile	24	18
Arch OR pillar	24	18
Work on sloping ground	24	18
TOTAL MARKS POSSIBLE (for 3 features)	72	

MINIMUM TOTAL MARKS REQUIRED TO PASS

54

PART A (3 features)

- At least five metres to be built on ground with slope of 30 degrees or more. The principles of construction as set out in earlier tests should be followed. **In addition**, emphasis will be placed on high standards of finish and on the ability to produce high quality work.

When Part A is successfully completed the candidate can then apply for Part B (Timed Feature), which would be built on a test site as part of a pre-arranged test day. Part B is expected to be taken within one year of passing Part A or the candidate would have to reapply for Part A, submitting new features. If a candidate fails Part A, they must reapply for this section, submitting the relevant fee each time, before moving on to Part B.

Part B

The candidate is required to build their chosen feature on site using appropriate stone that can have been selected beforehand but should not be overly dressed or pre-worked. The stone should be stripped out in a pile before the test begins but not laid out in a “ready to build” order. The work should incorporate at least 5 square metres of wall and be built in the presence of Examiners within a single, seven hour period and not spread over multiple days. Lunch/refreshment breaks are in addition to the building time.

NB - At Master Craftsman level there is no mark for stripping out in the timed test.

	Max. Mark	Min. Mark
Preparing and laying foundations	10	5
Placing of throughbands	10	5
Building and packing (for 1st and 2nd lift)	15	7.5
Line and straightness	10	5
Batter or camber	10	5
Copestones and finish	10	5
General approach and safety	5	2.5
Appropriate selection and use of stone for timed piece	5	2.5
Chosen Feature:	24	18
TOTAL MARKS POSSIBLE	99	
MINIMUM TOTAL MARKS REQUIRED TO PASS PART B		74

If a candidate fails Part B, there is no restriction on the number of times they can reapply for this section within the year since passing Part A, providing the relevant fee is submitted with each application.

Examiners must ensure that all the walling presented is the unaided work of the candidate and in some instances may ask a candidate to carry out further work in their presence.

Examiners will be present throughout the whole of the timed tests (Part B for Advanced and Masters).

Examiners should ask random questions regarding features they have not seen being built in order to assess if correct building procedures have been used.

Candidates must prove their ability to

- produce quality work at the prescribed work-rate;
 - build to a high standard of craftsmanship for all the features required in the test schedule;
 - produce quality work in a commercial working situation.
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Information about Lantra Awards (a subsidiary of Lantra) can be obtained from www.lantra.co.uk

