



## Staff Learning

We have a range of courses and qualifications for your industry. Our aim is to provide relevant, flexible training tailored to your individual business needs.

## Consulting

We constantly update our learning and development to encompass the most recent legislation, industry knowledge and best practice.

## Support

We strongly believe in customer focus and strive, along with our partners, to achieve given goals or outcomes to benefit the employee and employer.

## ***Competency Assurance Management System Implementation***

### ***Getting it right first time***

Many organisations recognise the importance of having a robust Competency Assurance Management System. Like many organisations, you may have a Competency Assurance Management System in place or under development.

The challenge is ensuring your system works effectively first time and continues to evolve as your organisation grows and develops.

If you feel you would benefit from some help with initial set-up, guidance, assessment paperwork, running audits or training your Assessors and Verifiers, we can provide the help you need.

Our consultants average 15 years of experience and have assisted companies to implement, develop or overhaul their Competency Assurance Management Systems.



### ***Helping you to avoid the common pitfalls***

We can work with you to ensure your Competency Assurance Management System:

- Allows competency to be effectively managed.
- Minimises risk.
- Is sustainable.
- Meets the needs of auditors.
- Is understood and valued throughout your organisation.

### ***Staying focused on minimising risks, accidents and incidents***

You need to understand how the management and minimisation of major accident hazards cascades from your top level documentation through to the individual working on the rig, vessel or the workshop.

So we always recommend that you start by understanding your major accident hazards and risks. We can then help you to develop a Competency Assurance Management System that will address these issues on a day to day level.

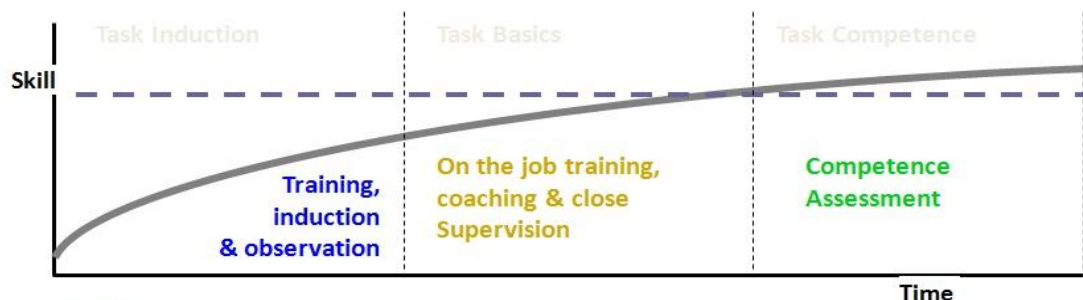


**Get buy-in from day one.....and keep employees committed.**

We recognise that being involved in the competency management system is an integral part of each employee's job.

We work with employees from the start to ensure that we build a workable system that includes minimal documentation, profiles that clearly link to the individual's responsibilities and a focus on the technical competencies essential to do the tasks.

**Training, Development & Competence**



**3 STEP**

<ul style="list-style-type: none"> <li>• Basic task awareness</li> <li>• Basic techniques</li> <li>• Awareness of principles</li> <li>• Task awareness</li> <li>• Techniques &amp; procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of techniques &amp; procedures</li> <li>• Ability to perform basic tasks</li> <li>• Ability to communicate during task</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to perform routine tasks unsupervised</li> <li>• Understanding of tasks and own limits</li> <li>• Ability to deal with basic discrepancies</li> </ul>
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**The value of training**

Good quality assessor and verifier training will help employees understand what is expected.

We help Assessors and Verifiers to understand their own organisation's Competency Assurance Management System, the paperwork and the reporting procedures.

Your assessors may also be new to a supervisory role and might need a bit of extra help. We can help with supervisory development, coaching skills and performance management training and qualifications.

**Getting in touch**

If you would like to find out more, you can contact us by telephone on:

**01651 873398**

or by e-mail at:

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