

Developing and Implementing a Competence Management Program for Process Safety

The competence of personnel is crucial to process safety as it helps ensure tasks are carried out satisfactorily to achieve adequate levels of safety and tolerable levels of risk.

Competence implies appropriate qualifications, experience, training, skills, physical and mental capabilities, knowledge, understanding, fitness for duty, behavior and attitudes, as well as the ability to perform tasks according to defined performance standards.

Process Safety competence should be managed; otherwise poor performance and accidents may result. Competence management is particularly important when an organization relies heavily on the skills, knowledge, and capabilities of its personnel, such as in the process industries.

This course explains how a competence management program for process safety can be developed and implemented.

You will learn:

- Meaning and importance of process safety competence
- Benefits of a competence management system (CMS)
- Purpose, goals and applicability of a CMS
- Elements and requirements of a CMS
- Differences between individual, group, and organizational competence
- Levels and stages of competence and competence profiles
- Issues that affect competence
- Relationship between competence, procedures and training

- How to establish performance standards and selection criteria
- How to use competency matrices
- How to assess competence
- Ways to monitor and maintain competence
- Which roles should require certification of competence

Objective:

Understand how to ensure the competence of personnel whose job performance can impact the safety of process facilities.

Target Audience:

Personnel with responsibilities for process safety.

Course Topics:

- Overview
- Competence management system
- Establish competence requirements
- Competence Matrices
- Design CMS
- Implement CMS
- Maintain competence
- Audit and review CMS

Duration:

Two days, 1.4 CEUs or 14 PDHs awarded

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