**Competency Based Education and Training CBET System & Competency Assurance**

**Management System CAMS in Oil & Gas Industry**

**The Way Forward**

**Instructor**

****

**Over 50 years in Operation and Maintenance within Oil & Gas Industry, Competency Management, Workforce and Labor Development in different sectors of industry including Oil & Gas Industry.**

**Course Title:**

**Competency Based Education and Training CBET System & Competency Assurance Management System CAMS in Oil & Gas Industry - The Way Forward**

**Course Description:**

**In different Oil & Gas Organizations and Companies within the Oil & Gas Industry in Egypt, it is a requirement, both contractual and in some areas legislative, to give due attention to the performance of the employees and apply effective internal systems which support employees training, assessment and provide evidences of their competence. In this regard two systems are applied; Competency Based Education and Training CBET System associated with Competency Based Employees Assessment and Verification Assurance Quality Management System; known as Competency Assurance Management System CAMS.**

**The CBET System & CAMS are correctly developed and applied by the management of Oil & Gas Organizations and Companies with a view to have reasonable assurance of meeting their business objectives by providing the Employees, Organizations and Companies with the tools to train, develop, assess, demonstrate and verify competence and contribute to career development of the individual and the business as a whole.**

**The corporate management of an Oil & Gas Organization / Company has to clearly state the mission of their CBET System & CAMS and which is generally derived from the following Mission Statement.**

**The purpose of the Competency Based Education and Training CBET System & Competency Assurance Management System CAMS is to provide guidelines that will enable the management of Oil & Gas Organizations and Companies to set valid and reliable controls in place with a view to have reasonable assurance that their employees are well trained, acquired the required awareness, knowledge, skills and attitudes, provided evidences, assessed, verified and proved to be competent and can effectively perform all tasks assigned to them, including Health Safety and Environmental Protection HSE and Business Critical Tasks, up to the Minimum Competency Level (Standard) required at Work Location. The HSE and Business Critical Tasks are known as Safety Critical Tasks SCTs.**

**The 5 day Competence Management – The Way Forward course focuses on Competency Based Education and Training CBET System & Competency Assurance Management System CAMS which are typically in use within the Oil and Gas Industry, their structures and process development requirements. In addition the course details the training, assessment and verification processes, the role of the trainers / caches, competence assessors and verifiers within the organization / company and the relationship between competence management and training provision activities of various functional areas that enable CBET System & CAMS to achieve the company’s long-term organizational objectives.**

**Course Objectives:**

**The Course will provide attendees with an understanding of:**

**Day 1: Section A: Occupational Competencies Approach to Training**

1. **Objective**
2. **Competency**
3. **Technical and Vocational Education and Training TVET**
4. **In-company and Inter-company TVET Centres**
5. **TVET as Continuing or Lifelong Learning**
6. **Training Providers**
7. **Competence Based Occupational Standards & Competency Based Education and Training CBET System**
8. **Training Needs Analysis TNA**
9. **Occupational Areas**
10. **Occupational / Job Analysis**
11. **Occupational Competencies Approach to Education & Training and Impact to Productivity**
12. **Components of Competency Based Occupational Standards**
13. **Capacity Building**
14. **National Vocational Qualifications, Occupational Standards, Occupational Certification and Licensing**
15. **Competency Development Frameworks CDFs**
16. **Safety Critical Tasks SCTs**

**Day 2: Section A: Occupational Competencies Approach to Training**

1. **Creation of Competency Development Frameworks CDFs**
2. **Key Assessment Subjects & Duties**
3. **Scales of Competency Standards (Levels)**
4. **Performance Assessment Criteria**
5. **Labour Qualifications**
6. **TVET Institution Organizational Aspects**
7. **Assessment Evidences**
8. **Assessment Data**
9. **Trainers, Assessors and Verifiers**
10. **Evaluation of Assessment Results & Specific Gaps Elimination Programme SGEP**
11. **Training & Assessment Matrix Process - Process Flow Chart**
12. **Advantages of Competency Based Education & Training CBET for Employees**
13. **Advantages of Competency Based Education & Training CBET for Employers**
14. **Advantages of Competency Based Assessment**

**Day 3: Section B: Competency Assurance Management System CAMS**

1. **Competency Assurance Management System CAMS**
2. **Assessment & Verification Management Corporate Policy**
3. **Personal Development Plan PDP**
4. **Minimum Assessment / Verification Standard & Evidence Based Processes**
5. **Case studies**
6. **Trainees Assessment and Verification Process and Procedures**
7. **Internal Assessors & Responsibilities**
8. **Internal Verifiers & Responsibilities**
9. **Responsibilities  of External Assessors / Verifiers in Assessing / Verifying Workers or Trainees**
10. **Implementation of Competency Based Assessment, Verification and Certification Mechanisms**
11. **Quality Indicators for Competency Based Education and Training CBET System**
12. **Indicator No.1 - Fitness to Purpose of CBET System**
13. **Indicator No.2 - Cost effectiveness of CBET System**
14. **Indicator No.3 - Courses (Curriculum) and Practical Programmes within CBET System**
15. **Indicator No.4 - Infrastructure and Training Equipment for CBET System**
16. **Indicator No.5 - Training Plans**
17. **Indicator No.6 - Relevance and Credibility of Competency Assurance Management System CAMS**
18. **Indicator No.7 - Quality and Competence of Instructors and Trainers**

**Training Methodology:**

1. **Interactive/practical training**
2. **Two way communication**
3. **Exercises / Assignments**
4. **Brain Storming**
5. **Case Studies**
6. **Open Discussions**
7. **Ready to use samples**

**Who Should Attend?**

**The course will be of interest to those responsible for employee Training, Competency and Capability Development, Safety, and Employee Talent Development within their organization / company in the Oil & Gas Industry.**

**The course is aiming to enhance the capacity building of the Training Managers, Trainers / Instructors / Teachers, Master Trainers and Assessors / Observers / Verifiers working in the Training within different sectors of industry in general and Oil & Gas Industry in particular as well as Training Institutions (Institutes, Centres, Centres of Competence, Industrial Schools, etc.).**