

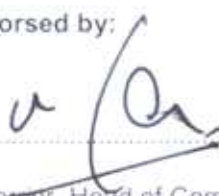
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Company Standard

Competence Management

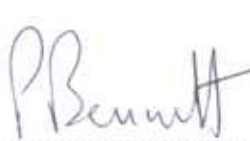
Endorsement & Authorisation

Endorsed by:



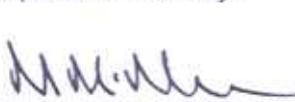
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Issue record

Issue	Date	Comments
1	December 2006	First Issue

Summary

This standard defines the mandatory requirements for managing the Competence of people that undertake work on Network Rail controlled infrastructure that is critical to the performance of its business.

Implementation

The provisions of this standard must be implemented from the 2nd December 2006 for all work that may affect the operational safety and/or performance of Network Rail controlled infrastructure.

Compliance

The provisions of this specification are mandatory upon all people whose work may affect the operational safety and/or performance of Network Rail controlled infrastructure. Full compliance with the requirements of this procedure must be achieved by 31st December 2007 and maintained from that date forward.

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1 Purpose

This standard sets out the requirements for a management system that ensures people involved in work or provision of services that may affect the operational safety and/or performance of Network Rail controlled infrastructure, are competent to perform the work. It defines processes to ensure Network Rail maintains a robust Competence Management System.

2 Scope

The Competence Management System applies to all work undertaken on Network Rail controlled infrastructure by Network Rail employees, contractors and suppliers.

3 Reference documentation

HSE Railway Safety Principles and Guidance Part 3 Section A – Developing and Maintaining Staff Competence.

HM Railway Inspectorate Guidance on the definition of activities regarded as Safety Critical

4 Definitions

Assessor

Assessor is a person approved to undertake Assessments of people against the requirements set out in specific Competence Standards.

Assessment

Assessment is the gathering and judging of evidence to determine a person's Competence as required by a Competence Standard.

Business Performance

The meeting of specified operational delay, financial and efficiency targets.

Competence

The ability to undertake responsibilities and to perform activities to a recognised standard on a regular basis. A combination of practical thinking skills, experience and knowledge and may include a willingness to undertake work activities in accordance with agreed standards, rules and procedures.

In the context of this standard it also includes the consistent achievement of an identified standard of performance under defined normal, abnormal, and emergency situations; the ability to undertake work to ensure the safety of any person who might be affected by the work; and an appropriate level fitness.