

Ref:	NR/L3/CTM/306
Issue:	2
Date:	05 December 2015
Compliance date:	11 October 2016

Level 3

Skills Assessment Scheme

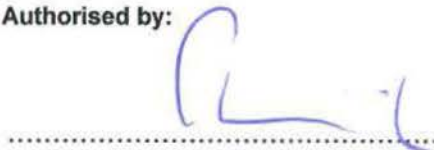
Endorsement and Authorisation

Endorsed by:



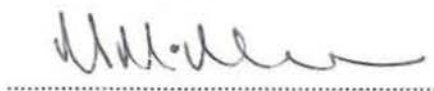
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Accepted for issue by:



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User information

This Network Rail standard contains colour-coding according to the following Red–Amber–Green classification.

Red requirements – no variations permitted

- Red requirements are to be complied with and achieved at all times.
- Red requirements are presented in a red box.
- Red requirements are monitored for compliance.
- Non-compliances will be investigated and corrective actions enforced.

Amber requirements – variations permitted subject to approved risk analysis and mitigation

- Amber requirements are to be complied with unless an approved variation is in place.
- Amber requirements are presented with an amber sidebar.
- Amber requirements are monitored for compliance.
- Variations can only be approved through the national non-compliance process.
- Non-approved variations will be investigated and corrective actions enforced.

Green guidance – to be used unless alternative solutions are followed

- Guidance should be followed unless an alternative solution produces a better result.
- Guidance is presented with a dotted green sidebar.
- Guidance is not monitored for compliance.
- Alternative solutions should be documented to demonstrate effective control.

Amendment marks

- First document amendments are presented with a single black line to the right of the affected text.
- Second document amendments are presented with a double black line to the right of the affected text.

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Issue record

Issue	Date	Comments
1	September 2010	New issue and incorporated requirements from NR/L3/CTM/121 Assessment Administration NR/L3/CTM/122 Competence Assurance NR/L3/CTM/123 Assessor Approval
2	December 2015	Updated to incorporate the changes to the Competence Assurance process from Assessment in the Line to the Skills Assessment Scheme.

Standard split into modules

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail from 11 October 2016.

When this standard is implemented, it is permissible for all projects that have formally completed GRIP Stage 3 (Option Selection) to continue to comply with the issue of any relevant Network Rail standards current when GRIP Stage 3 was completed and not to comply with requirements contained herein, unless stipulated otherwise in the scope of this standard.

Reference documentation

Reference No.	Title
NR/L2/CTM/202	<i>Quality Assurance in Training & Assessment</i>
NR/L2/OHS/00124	<i>Competence Specific Medical Fitness Requirements</i>

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1 Purpose

The Skills Assessment Scheme is a competence assurance process based on risk. It applies a methodology to attain, maintain and renew competence based on the activity being performed by an individual.

2 Scope

This standard and its modules set out the requirements of the Skills Assessment Scheme. It defines the processes to be followed in order to attain competences within its scope.

This standard applies to people who undertake competence assurance activities that fall within the scope of the Skills Assessment Scheme.

NOTE 1: A list of the competences that fall within the scope of the Skills Assessment Scheme can be found on the Skills Assessment Scheme page on Connect.

This standard is to be used in conjunction with the relevant Competence and Training Management (CTM) competence standards and modules to confirm how an individual attains, maintains and renews competence as required by the Scheme.

NOTE 2: Information on which CTM standards and modules support which competences can be found on the Skills Assessment Scheme page on Connect.

3 Modules

Module	Title	Issue	
		No.	Date
01	Skills Assessment Scheme: Competence assurance process	1	05/12/2015
02	Skills Assessment Scheme: Assessor competence	1	05/12/2015
03	Skills Assessment Scheme: Verification and audit	1	05/12/2015