

# COMPETENCE MANAGEMENT SYSTEMS

## MAJOR HAZARD SECTOR WORKSHOP

### DATE:

5<sup>TH</sup> NOVEMBER 2020

### VENUE:

**ONLINE**

### DELEGATE COST:

MEMBER RATE  
£180.00 + VAT

NON-MEMBER RATE  
£300.00 + VAT

CHEMICAL BUSINESS  
ASSOCIATION  
Group House  
Southmere Court  
Electra Way  
CREWE BUSINESS PARK  
CREWE, CHESHIRE CW1 6GU

Phone: +44 01270 258200  
Fax: +44 01270 258444  
E mail: cba@chemical.org.uk

### Why attend?

Competence is a combination of skills, knowledge, attitudes, training, and experience and encompasses continually improving knowledge and competence, ensuring appropriate information is available and consistently applying what has been learned.

Assessing and assuring competence can be a large task, but one that is essential to maintaining site and process safety, particularly on high hazard sites. People at all levels of the organization are central to controlling Major Accident Hazards. When things go wrong and systems and processes break down, it is only competent people who can return the situation to normal. By thinking about people as an asset – not just a potential source of failure – we can maximize business and safety performance.

### Who should attend?

The training is designed for supervisors and managers, from all disciplines, with an active responsibility for competence management, for example; Site Managers, Operations / production managers, Health, safety and environmental managers, Engineering and maintenance managers and Human resources and training personnel.

*The workshop will provide an understanding of:*

- *The requirement for effective competence management*
- *Principles of effective competence management systems*
- *Competence management best practice*

*The course will also discuss the HSE's expectations whilst discussing practical best practice advice in managing competence for high hazard industries*

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## PROPOSED OUTLINE AGENDA AND BOOKING DETAILS

### CONFIRMATION

Confirmation of booking will be issued by email, when the booking is processed

Joining instructions will be issued by email one week prior to the event.

### PAYMENT/CANCELLATIONS

**ALL PAYMENTS MUST BE RECEIVED BEFORE 5<sup>TH</sup> OCTOBER 2020 AND ANY CANCELLATIONS MADE AFTER THIS DATE ARE NON REFUNDABLE.**

Payment may be made by Cheque, BACS, or Credit Card (Credit / Debit Card charges apply as follows; Debit Cards + 0.55% / Personal Credit Cards (Visa or Mastercard only) + 1.681% / Corporate Credit Cards (Visa or Mastercard only) +2.555%). Cheques and bankers drafts must be in Sterling and should be made payable to Chemical Business Association. Please ensure that the total amount includes VAT.

Chemical Business Association bank details:  
NatWest Bank plc, Liverpool Street Station,  
216 Bishopsgate, London, EC2M 4QB

Sort Code: 50 00 00

Account No 00420034

Swift No: NWBK GB 2L

IBAN No: GB063 NWBK 5000 0000 4200 34

VAT No:

Under UK excise regulations delegates from all countries are required to pay VAT on any course taking place in the UK.

### SUBSTITUTIONS

Substitutions at the same membership level can be accepted at any time.

### CONTENT

There may be occasions when changes in programme content, speakers, timing and location have to be made for reasons outside our control. CBA accepts no responsibility for the opinions of speakers or any other persons expressed on its courses. In the event that CBA has to cancel a course a full refund will be given. CBA accepts no responsibility for any travel arrangements or cost due to cancellation.

### ACCESS REQUIREMENTS

To help us ensure that all delegates attending the event are able to participate fully, please let us know about any requirements you have by contacting [Vanessa.henshall@chemical.org.uk](mailto:Vanessa.henshall@chemical.org.uk).

### DIETARY REQUIREMENTS

Please inform us if you need us to cater for any specific dietary requirements.

### DATA PROTECTION

CBA processes the information provided by its members and non members to enable it to carry out its activities in accordance with its objectives and for its administrative purposes. We may use the information to tell you about our other products and services. We will not make it available to any other person without prior consent from you.

### RECORDINGS

Please note that this event may be recorded and used internally by CBA.

<b>10:00</b>	<b>WELCOME &amp; INTRODUCTIONS</b>
<b>10:15</b>	The Importance of Competence Management
<b>10:45</b>	Competence Management System Principles
<b>12:30</b>	<b>LUNCH</b>
<b>13:15</b>	Competence Management System Principles (continued)
<b>14:00</b>	Practical Implementation
<b>14:30</b>	Competence Management Best Practice
<b>15:30</b>	<b>Q&amp;A</b>
<b>16:00</b>	<b>CLOSE</b>

### TYPE OR COMPLETE IN BLOCK CAPITALS

## BOOKING FORM

Company:		
Address (including Postal Code)		
Tel No.		Fax No.
Booked by:		
Email Address:		
Membership Category	Member	Non-Member
Purchase Order No.		
Accounts Department Email Address		
<b>Delegate Details</b>		
Title (Mr, Mrs, Dr, etc) First & Last Name	Email Address	
Any Special Dietary Requirements?		