



IADC[™]



Competence Assurance – Guidelines for Building a Successful Program



Building a Successful Competence Assurance Program

IADC's Competence Assurance Guidelines are the product of a collaborative effort among industry competence experts representing IADC's Workforce Development Committee.

The document serves as a set of recommendations for building an effective Competence Assurance Program and is available at no charge on IADC's website: www.iadc.org/competence-guidelines

The Keys to Success

IADC's Competence Assurance Guidelines are based on IADC members' experiences in developing competence programs for their companies.

Some participants involved in the development of this document have played a large role in building a competence program from scratch. Others have experience with combining elements of multiple programs to create a company-specific program.

All participants were familiar with the challenges and were willing to share their own list of lessons learned.

Training Versus Competence

Competence is an employee's knowledge, skills, abilities, and behavioral attributes that enable him or her to perform continuously at a defined satisfactory level within the scope of his or her work responsibilities.

People often mistake competence for qualifications. Traditional qualification is based on evidence of training and on years of experience; however, competence is based on the assessment of knowledge and skills in the field. Competence is typically assessed through observation of individual employees performing job tasks correctly and consistently.

A misconception exists that training leads directly to competence, or that competence can be determined by an assessment at the end of a training course. Training can equip individuals with the knowledge needed to enter a particular role, but competence can only be determined by demonstrating that knowledge in the field.



Essential Elements of a Competence Assurance Program

The Competence Assurance Guidelines document begins with the essential definitions to ensure that programs and managers speak the same language in regards to competence. From there, the document explores the purpose and types of programs and how they can be set up (i.e., competence frameworks).

The importance and function, or design, of competence management systems, key roles in a program, management commitment, and quality assurance are explained. Finally, types of data and information management, competence assessments, resources for defining competencies, and elements of an implementation plan are provided.

Patterson-UTI's Director of Learning and Development, Pamela Wakefield, was a member of the workgroup that developed the Competence Assurance Guidelines document.

She explains its value this way:

Developing a competence program is no small feat. We are so excited that IADC and its members have collaborated to develop this guidelines document. While many organizations can write competencies, the real challenge exists in creating a comprehensive program that covers all aspects of performance—assessment, management, and improvement. This document eliminates the guess work and provides a solid framework that can be built on.

Download IADC's Competence Assurance Guidelines document and allow the lessons learned by others to guide you in building a program for your company, or use this document to help you take a fresh look at your company's existing program.

International Association of Drilling Contractors

www.iadc.org/accreditation
accreditation@iadc.org

Phone: +1-713-292-1945
Fax: +1-713-292-1946

10370 Richmond Ave.
Suite 760
Houston, Texas 77042

DOC 4.0 © 2015 International Association of Drilling Contractors



IADC™