



Online competence assessment system



The most **cost-effective** and **relevant** assessment planning, recording and monitoring database

Can be used for all functions and standards across the organisation

- **Low cost**
Very cost-effective for initial setup & ongoing use
- **Easy to use**
Simple interface using colour-coding
- **Designed for end-users**
Design considers the needs of assessors, managers, verifiers & auditors
- **Use anywhere**
Any PC with internet access
- **Simple to tailor**
Easy to set up, modify & update internally
- **Save time and space**
Improves effectiveness of assessors & significantly reduces paper storage
- **Secure with backup**
Two levels of backup
- **Extensive searches & reports**
Simple to search & flexible reports
- **Monitor improvements**
Monitor how staff are improving and quality of assessors

Overview

Our intuitive, hosted competence management software solution allows you to effectively and efficiently manage, record and monitor the competence of all staff within your organisation without the need for any expensive additional equipment or technology



> Using technology appropriately

In any effective competence management system it is the interaction and relationships between people that will lead to improved performance and a reduction of risk.

However, the McNulty report ('Realising the potential of GB rail') makes the recommendation that greater use should be made of technology in human resources management. Our solution uses web-based technology to deliver significant efficiency savings through reduced administrative effort and automation of planning activities.

> Our solution

The system has been designed with three key priorities in mind:

It must...

- provide an easy-to-use means of **planning, recording** and **monitoring** competence assessments
- significantly **reduce the administrative burden** for assessors, verifiers and auditors
- **low cost** (after all, it's the assessors that make the real difference to human performance, not the IT system)

RPD-Assure™ has been designed by seasoned professional assessors, managers and verifiers from the rail industry.

The system is simple and intuitive to use, with careful attention given to the quality and relevance of reports and the management information that can be extracted quickly and easily.

> Key features

- Web-based database; access from anywhere
- Easy to learn and use
- Designed to meet the wants and needs of safety critical assessors and managers
- Updates to standards can be managed internally and simply



> Benefits

Cost benefits

- No investment needed for new hardware or software – secure access by any PC with an internet connection
- A single system can be used for all staff functions (e.g. train drivers, fleet maintenance)
- Simple system setup (input of your own risk-based criteria, locations, assessment cycles and people)
- Easy planning, monitoring and auditing of competence assessments
- Simple colour-coding allows quick identification of assessment status
- Reduction in the time taken to record assessments, improving assessor productivity
- Significant reduction in time needed for audit, verification and inspection of competence records; records can be filtered and reviewed remotely at any time
- No need to pay any external costs to modify; changes can be managed internally

Performance benefits

- Increased effectiveness of assessors; judgements made by assessors are easily visible to managers, auditors and inspectors
- Instant access to required information
- Improves visibility of required events, allowing action to be taken in plenty of time
- Allows online coaching to develop the skills of assessors and auditors
- Allows remote audit, inspection and monitoring of what assessors are recording, at any time
- Monitors staff development and ongoing improvement
- Allows different cycles and events to be created for training, newly qualified, experienced staff
- Can track performance of staff against action plans



The informal, rough notes you make when you are assessing are considered significant - in just the same way the notes in a police officer's notebook are. This approach is advocated by the HMRI and many auditors. To encourage this principle and to protect assessors and the organisation, we will supply you with up to 25 notebooks in your own company branding **free of charge**.



Support and development options

- System training for assessors and administrators
- Initial system setup and data input
- Tailored operational and technical support packages
- Customised database modules and features
- Independent assurance of competence management processes as a UKAS-accredited Inspection Body



Consider the longer-term cost...

It is clear that a good web-based system will save you time and money. However, as well as testing the system before you buy, you may find it useful to consider how much the system will cost you over time, for example over 5 years. We are confident that you will save significantly with RPD Assure.



Free demo – find out more

For a free demonstration, trial of the system, or to discuss how it might work for you, please contact us:

e: info@rpd.co.uk

t: 01268 822842



About RPD

RPD is a leading provider of rail industry competence management services. We are the only organisation accredited by the UK Accreditation Service to provide independent assurance and certification of competence management systems against the industry's best practice guidance.

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