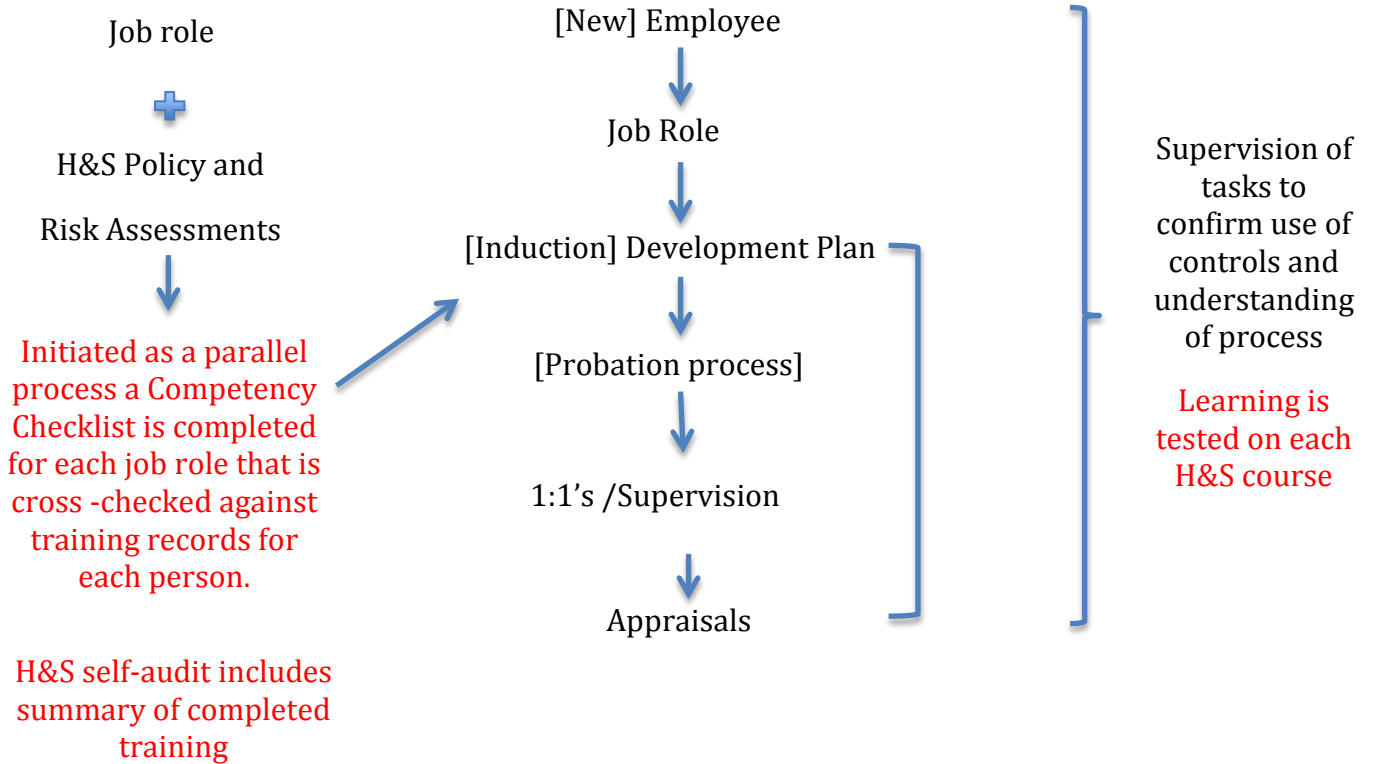


**COMPETENCY FLOWCHART (Job Role – online form)**

**Individual's manager**



(Data to be saved on personnel files within HR database.)

H&S Targets included for each manager

**Manager's manager**

After the initial process the Competency Checklist is monitored as part of the appraisal sign off

(Subject to 'new' HR database managers manager will monitor completion of online forms.)

Managers complete H&S self-audits including summary of completed or outstanding training for their team

H&S Committees manage and monitor programme of H&S self-audits

DMT's monitor progress with Directorate H&S Action Plan

