

The Competence
Professional Scheme for
**Personnel Working in
Hazardous Areas**



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sira
CERTIFICATION SERVICE



The Competence Professional Scheme for Personnel Working in Hazardous Areas

Confidence comes with Competence

There has been an increasing call from all sides of industry for professionals working in hazardous areas to demonstrate competence to carry out their tasks.

New regulations now stipulate a requirement for people in certain safety-related activities to be competent in the field of explosion protection through experience and professional training.

Competence Professional Satisfies this Need

After listening to the needs of industry Sira Certification Service (SCS) has launched a pioneering, industry recognised and UKAS Accredited personnel certification scheme called 'Competence Professional'.

The Scheme provides the necessary assessments, both in knowledge and experience, to enable all personnel within an organisation, management through to operatives, to discharge their duties within HSE guidelines and if appropriate under the DSEAR regulations.

The Scheme will be flexible and cost-effective, presented in a modular format to enable the competence criteria to accurately match the precise requirements for an individual person or industry sector.

The result is an industry recognised, UKAS Accredited certificate of competence.

What sets this Scheme apart from other Ex competence schemes?

- Open, transparent and accountable, industry supported and respected
- Competence assessment independent of training organisation
- Flexible approach based on individual needs
- UKAS accreditation
- Competence assessment that can be delivered at locations in the UK or overseas
- Commercial but customer friendly approach
- Training can be carried out by a SCS recommended provider or a trainer of your choice in a time frame and location convenient for you

The Scheme will have the following technical features:

- A technical syllabus that will be up to date, forward looking and freely available
- An internationally recognised standard of competence assessment based on IEC 17024
- A framework that reflects a competence route favoured by the HSE
- An on-going candidate review process to ensure continued competence

How will the Scheme be managed and competence levels set?

There will be collaboration between regulators, relevant trade associations and industry to ensure a common competence standard. The Scheme also engages an appointed independent steering group, open to all, made up of industry representatives who will review all aspects of the scheme on a regular basis.

Why is the Scheme Important?

It answers the fundamental question:

“Can you demonstrate you are competent?”

How Do I Gain Competence?

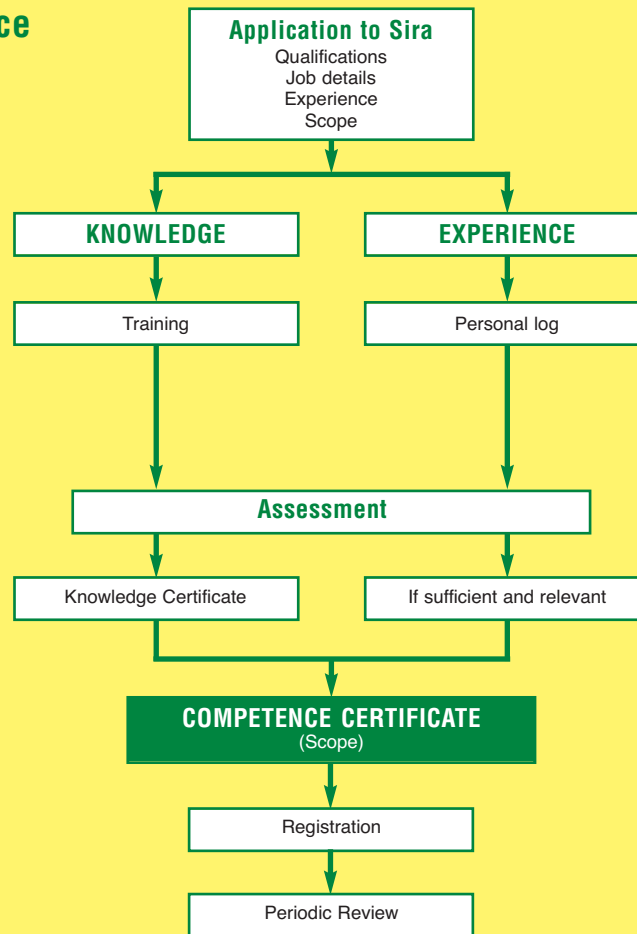


The Scheme has been designed to assess two important elements – Knowledge and Experience. Formal assessment of an individual's knowledge (supported by relevant training) and evaluation of a work experience journal are required in order to demonstrate competence.

Knowledge + Experience = Competence



The Route to Competence



The Application

Candidates must apply to Sira Certification Service (SCS) in the first instance and will be sent details of the Scheme and an application form to complete. Once candidates have completed any relevant training they will be assessed on their knowledge of a given topic and their experience in the field evaluated.

The candidate can then select a number of optional, technically detailed units in which they want to be assessed, relating to their specific area of expertise. Topics include:

- Detailed units on major protection concepts
- Handling dusts and fibres
- Inspection and maintenance

The Need for Knowledge

Competence Professional brings together several 'knowledge areas' which are incorporated into defined course units covering the range of appropriate competence requirements. These provide the basis for both training and assessment.

To obtain competence registration the candidate must pass six mandatory units, which will prove a broad understanding of aspects involved with hazardous areas. These units are:

- ATEX 100a introduction, guidance and application
- Properties of flammable materials and ignition sources
- Overview of all protection methods, apparatus grouping and temperature classification
- A basic understanding of ATEX 137 & DSEAR (Dangerous Substances and Explosive Atmosphere Regulations)
- Area Classification Overview
- Hazardous Area Installations

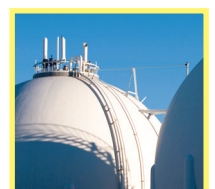
Coming shortly are units on:

- A detailed understanding of area classification
- Hazard appreciation and risk assessment
- Functional safety and the requirements of IEC 61508

It is therefore possible for an individual to become competent in a specific area of expertise, rather than just knowledge of general hazardous area topics.

For a full syllabus of units, please log onto www.competencepro.com or contact SCS on tel: +44 (0) 1322 520 500.

Note: If you want assessment in a specific topic currently not offered under the Scheme, please contact SCS as we may be able to add it to the portfolio.



Recommended Training Providers



The Scheme will have a network of training providers recommended by SCS. These training providers will be able to offer a training programme that supports the course units.

Recommendation means that they have both the expertise and experience in hazardous area issues to offer a defined and structured training programme to equip the candidate with the knowledge needed to sit the assessments.

For more details about Competence Professional Recommended Training Providers please contact SCS.

Can I use training organisations that are not SCS Recommended Training Providers?

You may feel that, having looked at the unit syllabus, you believe you already have the knowledge to go down the competence route, and so further training is not needed. Alternatively, you may feel that only a refresher course or advice/training from a work colleague will be sufficient.

The choice is yours - the assessment you sit will be the same however you acquire the knowledge.

After the Assessment

Successful completion of the mandatory and any optional units undertaken results in the issue of a letter setting out the level of knowledge you have obtained in each unit:

There are 4 levels as set out below:

Level 1 – Expert

Level 2 – Practitioner

Level 3 – Supervised Practitioner

Level 4 – Trainee

Only levels 1, 2 and 3 will be deemed a sufficient pass that a competence certificate can be awarded when the evaluation and acceptance of experience is carried out.



The Experience Log

In the context of Competence Professional, experience is taken to mean a history of carrying out work and applying knowledge that enables a person to demonstrate competence to carry out the work for which they are being assessed.

The candidate will need to submit an experience log to an independent technical committee for review. Consideration will be given to the type of work undertaken, the length of time over which it was conducted and the degree of supervision needed.

Issue of a letter from SCS setting out your knowledge levels and approval of an experience log will result in a UKAS Accredited Competence Professional Certificate.

The Review

Once competence is confirmed, it is not the end of the story. Competence must now be maintained. In order to keep the certification valid, the candidate will have to demonstrate to SCS an on-going level of competence, and they will be subject to periodic reviews to ensure this. Candidates will be required to keep an approved record of their work activities for SCS to review.

Reassessment

The candidate's registration will be assessed every three years. The reassessment will comprise a review of the person's experience and training and the taking of written assessments appropriate to their scope of competence and recorded experience.

This way the cycle is complete, and the candidate will maintain a high level of competence throughout their career.

Interested in becoming a Competent Professional?

If you are interested in the Competence Professional Scheme, please contact SCS in the first instance, who will be able to discuss the next steps:

Tel: +44 (0) 1322 520 500

Email: info@competencepro.com

Web: www.competencepro.com

Interested in becoming a Competent Professional?

If you are interested in the Competence Professional Scheme please contact SCS in the first instance, who will be able to discuss the next steps and give you more details on the scheme, including:

- **The application form**
- **Guidance notes for applicants/Scheme rules**
- **List of recommended training providers and their scope**
- **Current fees for assessment and registration**
- **Assessment dates and locations**

To discuss any aspect of the Competence Professional Scheme, please contact:

www.competencepro.com

Tel: + 44 (0) 1322 520 500 Fax: + 44 (0) 1322 520 501 Email: info@competencepro.com
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