



**i<sub>2</sub>CAT**

# INTEGRATED COMPETENCY, COMPLIANCE, ASSURANCE AND TRAINING SOLUTIONS

A BLUEPRINT FOR COMPETENCY/COMPLIANCE ASSURANCE

**i<sub>2</sub>CAT is an integrated software solution for planning, developing and monitoring enterprise capability, enabling you to meet your goals by maximising the effectiveness of your people.**

## VALUE FOR THE ORGANISATION:

- Real time, objective information that enables you to engage your resources where they will have maximum effect
- Minimises the risk of incidents and non-compliance that can result in injury to personnel, damage to the environment, prosecution and substantial financial loss
- Simple and inexpensive to deploy with no additional hardware or software to install
- Promotes a culture of competence and compliance
- Simplifies the auditing of competency and compliance and ensures there are no gaps in the audit trail

## VALUE FOR MANAGEMENT:

- Requires few human resources and no specialist IT skills to use
- Real time graphical reporting of workforce capability that enables managers to make timely and informed interventions
- Compliance and training gap analysis for departments, roles and individuals
- Automatic notice of re assessment, internal audit or re-training when certificates are due to expire
- Objective information to help short term and long term planning of training, assessments and audits
- Creates a positive, open attitude towards acquiring the skills and know-how to operate new technology and systems

## VALUE FOR EMPLOYEES:

- Recognition of incremental steps towards achieving competence and compliance encourages employees to become proactive in providing evidence and engaging with the process
- Employees can have instant access to their assessment records
- Competence, compliance and training gap analysis means employees can see exactly where they are on their journey to meeting their operational requirements
- Existing competence can be included in the assessment record - supports 'grandfathering'

## HEADLINE FEATURES INCLUDE:

- A flexible, scalable approach to assurance that makes it simple to track and report on a few or many thousands of requirements
- A single point for the administration of assessments, audits, and training
- Simple to integrate legacy systems (paper-based or online)
- Audit trails are maintained automatically by the system
- Integrated course booking, event management and online training modules
- The ability to incorporate data from legacy systems
- Procedures and templates that provide a 'roadmap' for the implementation of competence and compliance management and assurance online
- Automatic mapping of a person's capability to a new position or role
- Integration of personnel records, training event management, e-Learning Management System and e-learning modules
- Innovative processes for developing competence and compliance frameworks that are based on real operations
- Boiler-plate competency templates that allow the rapid creation of position-specific competency standards

## REPORTS:

The i<sub>2</sub>CAT solution enables you to collect the data you need, report in real time and export data to common formats, such as csv, xls and pdf, for inclusion in other applications. Standard reports include:

- Gap analysis for job positions, individual employees, facilities, positions, processes, systems and equipment – or any other requirement
- Assessment documents and assessment records
- Certificate expiry and re-training
- Competency standards and job descriptions
- Personal profiles, training plans, career paths, succession planning etc.
- Training event bookings and course registers

## **Next Step ►**

**Contact I2D2 to discuss your requirements or have any additional questions answered.**

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