

# Oil and Gas Competency Assurance Systems Training Course

23 – 27 August 2027
Tokyo

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## Overview

Oil and Gas Competency Assurance Systems Training Course is a one-week advanced course for capability leaders, operational managers, technical authorities, assessors, verifiers, and workforce planners who leave with a Competency Assurance System Implementation File. Participants connect role architecture, proficiency criteria, evidence rules, assessment, gap treatment, verification, records, and performance review. The course turns workforce requirements into traceable decisions across drilling, production, processing, and maintenance. Agile Leaders Training Center presents oil and gas competency assurance systems.

## Who Should Attend

- Capability and learning functions responsible for technical competency frameworks, development pathways, and workforce plans
- Operations and maintenance functions responsible for authorizing personnel and sustaining role readiness
- Technical-authority functions responsible for defining performance criteria, evidence, and task criticality
- Assessment functions responsible for observation, questioning, evidence judgments, and feedback
- Verification and quality functions responsible for sampling decisions, records, consistency, and system assurance
- Workforce-planning functions responsible for capability gaps, succession exposure, and development priorities

The course assumes participants already manage technical roles, learning, assessment, or operational assurance at work, and it leaves out introductory human resources practice, course facilitation skills, and trade-specific task instruction.

## Departments and Industries

The course supports departments and industries that depend on verified technical capability and role authorization.

- Upstream drilling, wells, production, and field operations
- Midstream pipelines, terminals, and control centers
- Downstream refining, petrochemicals, and process operations
- Power generation, utilities, and energy infrastructure
- Maintenance, reliability, inspection, and asset integrity
- Learning, workforce planning, quality, and operational assurance

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## Learning Objectives

By the end of this course, participants will be able to:

- Build role-based competency architecture and proficiency criteria
- Apply evidence rules to workplace competence assessment
- Analyze capability gaps and operational exposure
- Use development pathways to close verified gaps
- Evaluate assessor decisions and verification controls
- Prioritize system performance and improvement actions

## Course Agenda

## Day 1: Establish System Governance

- Competency Assurance Policy and Governance Charter
- Critical Role and Task Identification Method
- Stakeholder Responsibility and Decision-Rights Matrix
- Competence, Qualification, Training, and Authorization Boundary Map
- System Scope, Risk, and Performance Criteria Register

## Day 2: Build Role Architecture

- Job Family and Role Profile Architecture
- Technical, Behavioral, and Safety-Critical Competency Dictionary
- Proficiency Level and Observable Performance Scale
- Task-to-Competency Traceability Matrix
- Prior Learning and Equivalency Review Method

## Day 3: Design Assessment Evidence

- Assessment Strategy and Evidence Sufficiency Plan
- Workplace Observation and Technical Questioning Guide
- Product Evidence and Performance Record Checklist
- Assessor Decision, Feedback, and Reassessment Protocol
- Assessment Record and Authorization Evidence Pack

## Day 4: Treat Gaps and Verify Decisions

- Capability Gap and Operational Exposure Heat Map
- Individual Development Pathway and Action Plan
- Coaching, Practice, Training, and Remediation Selection Grid
- Verifier Sampling and Assessment Consistency Method
- Quality Review, Appeal, and Corrective Action Workflow

## Day 5: Practice System Assurance

- Suggested Exercise: Construct a Critical Role Competency Profile
- Suggested Exercise: Judge a Workplace Evidence Portfolio
- Suggested Exercise: Verify Assessor Decisions and Records
- Suggested Exercise: Prioritize Capability Gap Treatments
- Capstone Exercise: Complete the Competency Assurance System Implementation File

## Practical Exercises

The course uses suggested activities to connect role risk, assessment evidence, development action, and governance.

- Suggested activity: translate operational accountabilities into critical tasks, competencies, proficiency criteria, and authorization requirements.
- Suggested activity: compare observation notes, technical answers, work products, and records against defined evidence rules.
- Suggested activity: sample assessor decisions, diagnose inconsistency, and document verifier findings and corrective actions.
- Suggested activity: assemble a system file linking gaps, development pathways, approvals, records, metrics, and review actions.

## FAQs

### Who suits oil and gas competency assurance systems training?

Oil and gas competency assurance systems training suits capability, operations, maintenance, technical-authority, assessment, verification, quality, and workforce-planning functions. It assumes experience with technical roles or operational assurance and does not teach entry-level human resources practice.

### How does competency assurance differ from general training management?

Competency assurance verifies workplace performance against role criteria and evidence rules before authorization decisions. General training management organizes learning delivery and attendance; completion alone does not establish competence.

### What evidence supports an oil and gas competence decision?

A competence decision can combine direct workplace observation, technical questioning, work products, operating records, simulations where justified, prior evidence, and supervisor input. The system defines relevance, authenticity, sufficiency, currency, and traceability before assessors judge the evidence.

## What is the role of verification in a competency assurance system?

Verification tests whether assessors apply criteria consistently and keep defensible records. Verifiers sample roles, assessors, evidence types, locations, and decisions, then identify variation, corrective action, and system improvement needs.

## How should capability gaps be prioritized in oil and gas operations?

Capability gaps should be prioritized by task criticality, operational exposure, role coverage, evidence confidence, time to competence, and available controls. The response may combine supervised practice, coaching, training, reassessment, temporary restrictions, or succession action.

## Conclusion

Participants take back a Competency Assurance System Implementation File linking governance, roles, proficiency criteria, evidence, assessment, development, verification, records, and performance review. The file supports consistent authorization and clearer capability priorities. It gives managers a traceable basis for closing gaps and improving system decisions.