

Reaching Target Zero

7 steps to getting the most out of your budget



Step 1 - Complete a skills gap audit – find out who onsite is required to operate the equipment and whether they have had any experience of using it. Always find out the role of the operator and the equipment in the business to allow you to make informed decisions when organising the relevant training courses. For instance, is the excavator used for basic cleaning duties, is it working to load vehicles or is it stationed at the quarry face?

Step 2- Assign the relevant training / assessment category to each operator using the below categories of training requirements

Novice - never used the equipment before.

Experienced - has operated the equipment but has never received formal accredited training.

Conversion – holds a valid licence / certificate of training on an item of equipment that has similar operational methods and requires transfer of skills or is required to operate a larger category of the same equipment.

Refresher Re-Assessment – has operated and held a certificate / licence for the operation of the equipment previously but would benefit from a training update and assessment.

Assessment Only – operates the equipment on a daily basis as part of their main job function and holds a valid licence of operation which is coming to its expiration date.

Step 3 – Training and Assessment Plan - put together a plan for training and assessments or speak to your chosen training provider about your requirements and see if they can organise a schedule for you.

Tip – Wherever possible make sure training is fit for purpose and relevant to the job and the operational requirement for the machine. A common mistake is to organise training that includes a multitude of equipment operation your operators are never going to need; ensure the training is geared towards the way they utilise the equipment. Be realistic and keep it relevant.



Office and training centre locations:

Chesterfield - 01246 555222 | Bromsgrove - 01527 570470 | Livingston - 01506 464664

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Step 4 – Ensure operators are trained to adopt fuel-efficient, cost-effective methods - Training courses should improve operator, machine and cost efficiency without lowering productivity. A company with operators trained to consider such factors should see a significant reduction in general machine wear and fuel consumption.

Step 5 – Verify the competence of everyone operating on site - when it comes to competence the MPA state that companies have the same responsibility to regular contractors as they have to their own employees. By ensuring that your contractors hold an MPQC/SPA Contractors Safety Passport, you can save time and resources on generic health and safety inductions and stick to site-specifics. But more importantly, having competent contractors on site should further reduce the chance of incidents, meaning you can make savings on legal fees, machine maintenance and down time in the long run.

Step 6 – Keep training records for each equipment operator and be able to show what initial training has been provided – your training provider should also be able to assist with this.

Important Reminder – If you are an internal or external training company you must be able to demonstrate what has been taught during training. Keep master copies of training documentation for each course with any lesson plans and testing paperwork.

Step 7 – Continue to reinforce training - get your staff to buy into the training, speak to them about skills gaps, reinforce safety messages and get them involved with all training initiatives.

Mentor are happy to help you with any training queries and can offer training under the MPQC Operator Competency Scheme and the MPQC and SPA Contractors Safety Passport Scheme.

For information contact Emily Bonsall on 01246 555222.



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