

Supervisor Competency Guide

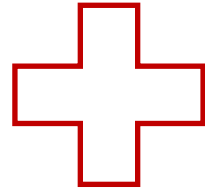
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Supervisor Competency Presentation Agenda

- **Development Process for the Guide**
- **Overview of Supervisor Competency Guide**
- **Benefits & Reasons for a Supervisor Competency Guide**
- **Legislative Requirements**
- **Supervisor Competency Model**
- **Competency Assessment Process**
- **Next Steps**
- **Questions**

Development Process for Guide

CAPP Draft Document



Cross-Industry Support and Expertise



**Completed documents that have been created
BY INDUSTRY FOR INDUSTRY**

The Overview

The Guide:

- **Describes supervisory competency assessment process**
- **Based on competency model**
 - **Leadership**
 - **Communications**
 - **Planning**
 - **Performance**
 - **Measurement**
 - **Improvement**
- **Provides templates, charts and definitions**

The Overview

The Guide:

- **Is neither prescriptive nor all inclusive**
- **Is not an attempt to define or imply a singular training standard**
- **Provides sample supervisor competency assessment tools**

The Overview

Who is it for?

- **Individuals responsible for site management and leadership**
- **Individuals that supervise site management personnel**

The Immediate Benefits

– What's in it for you!

- **A process-based performance management practice that helps build continual improvement**
- **Sustains success**
- **Builds and maintains operational integrity**
 - **Improved health and safety performance**
 - **Improved performance – efficient, safe and cost effective**
- **Common system for industry**
 - **Improved relationships between companies / service providers**

Why Develop a Supervisor Competency Guide? A Historical Perspective

1979 – Sage Report Safety in the Oilfields identifies lack of training as a major injury contributor

1988 – Upstream Petroleum Industry Task Force on Safety (UPITFOS)

6 of 42 recommendation related to improving supervisor competencies (17, 18, 19, 20, 22, & 29)

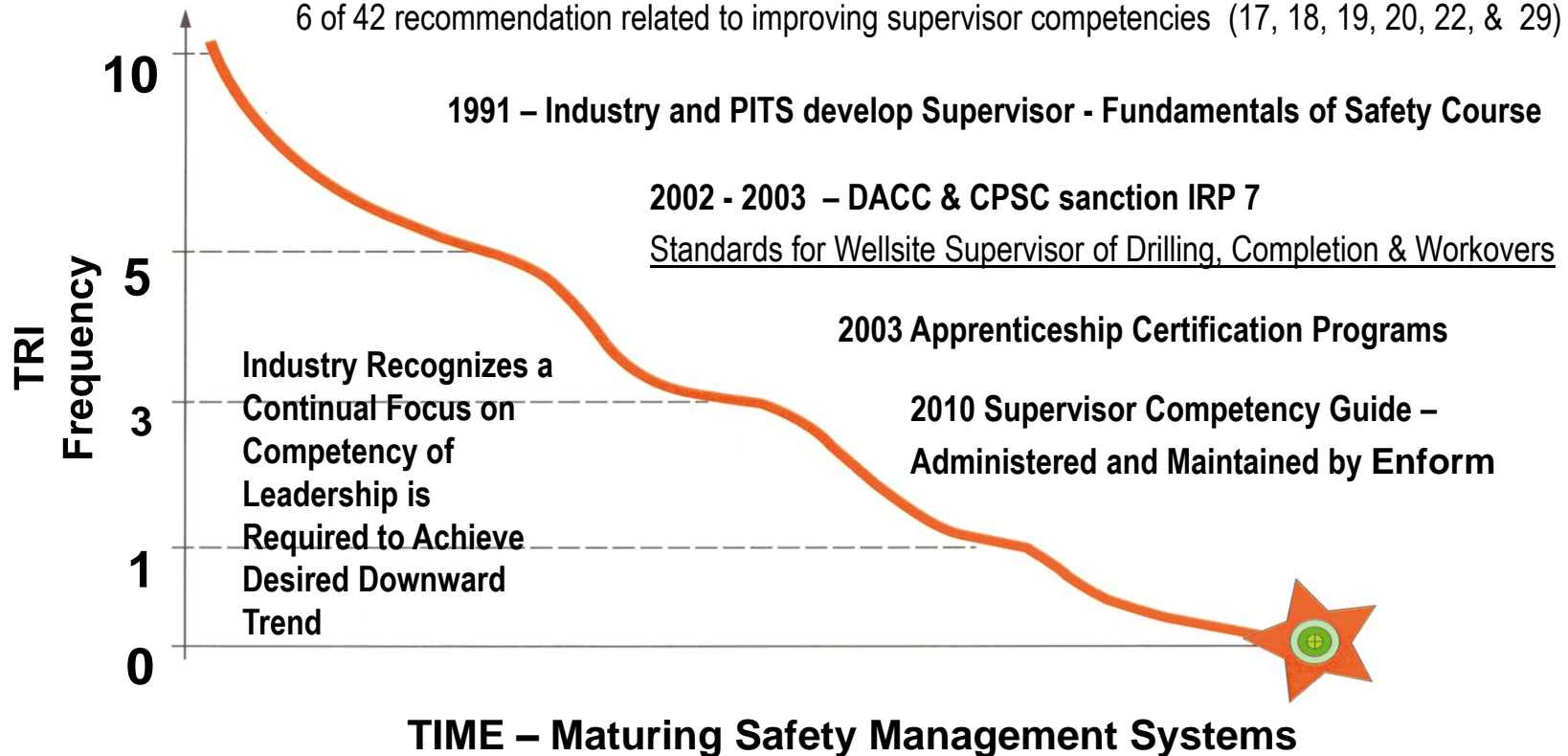
1991 – Industry and PITS develop Supervisor - Fundamentals of Safety Course

2002 - 2003 – DACC & CPSC sanction IRP 7

Standards for Wellsite Supervisor of Drilling, Completion & Workovers

2003 Apprenticeship Certification Programs

2010 Supervisor Competency Guide –
Administered and Maintained by Enform



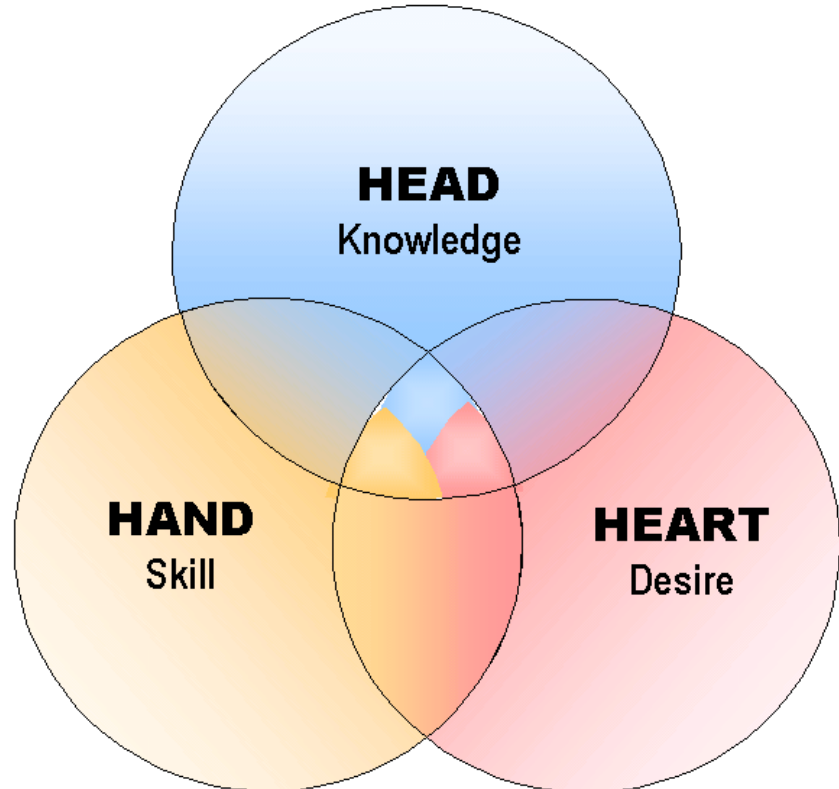
Legislative Requirements

- **British Columbia: Section 117 (1)(2) WCB Act**
 - Section 117 General duties of supervisors → (1)(2) Details what every supervisor must do
- **Saskatchewan: Section 61, 412 (1)(2)(3) OHS Act / Section 17 OHS Regulations**
 - Section 61 Vicarious liability → Any act or neglect on the part of a supervisor of the accused is deemed liable.
 - Section 412 Supervisors → (1) Details that employers, owners or contractors shall appoint a competent person to supervisor any oil and gas operation. (2) Lists areas that supervisors need to be knowledgeable about and experienced in.
 - Section 17 Supervision of Work → supervisors have sufficient knowledge of all of the following...
- **Alberta: Section 2(1)(2) OHS Act**
 - Section 2 Obligations of employers, workers etc. → details responsibilities

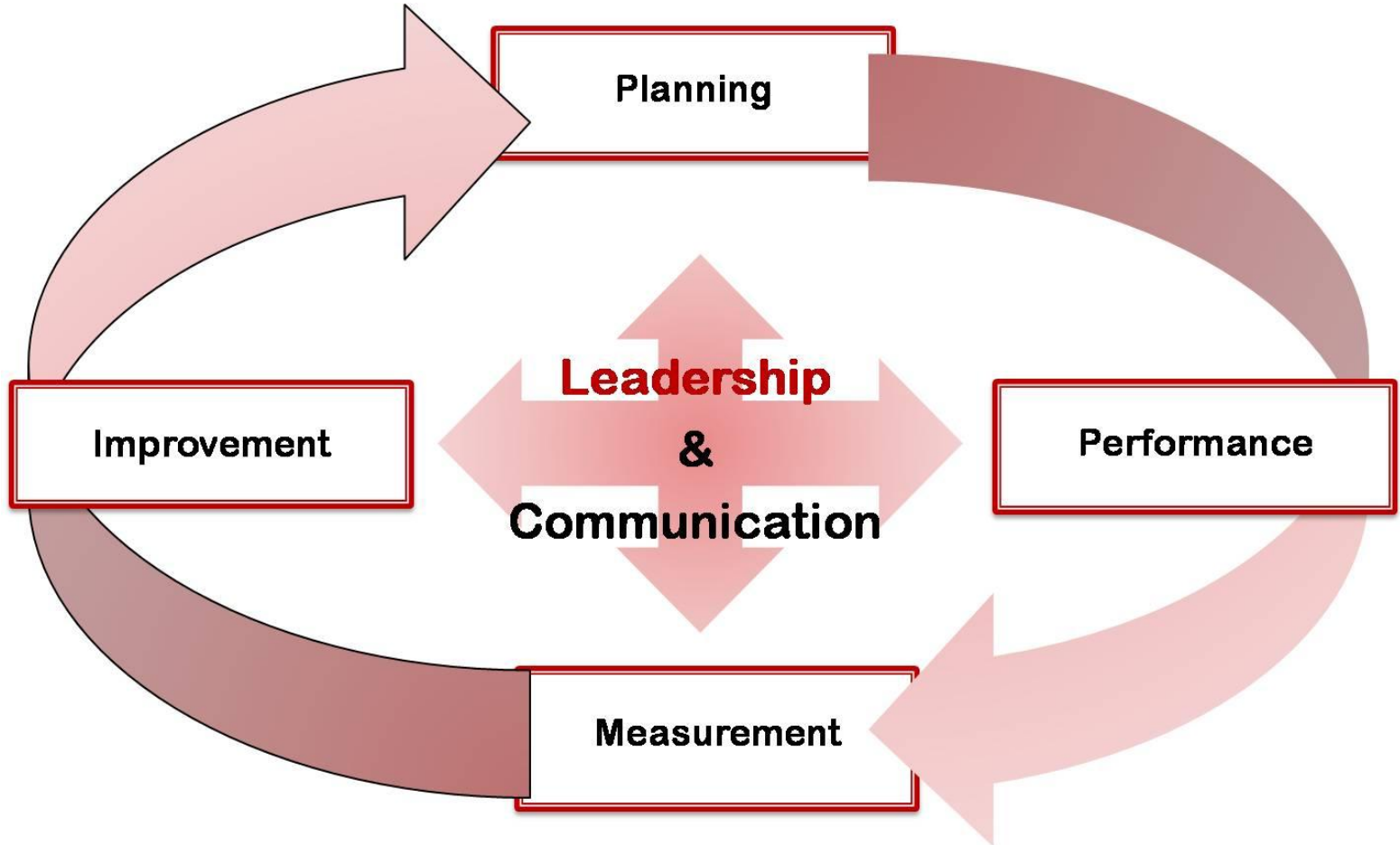
Three Critical Components of Competency

- **Knowledge**
- **Skill**
- **Desire**

... are critical to ensuring competence of leadership and each member of the workforce.



Supervisor Competency Model



Elements of Competent Supervision

Leadership & Communications

Planning

- Operations
- Safety Management
- Environmental Management
- Emergency Response Management

Performance

- Operations
- Incident Management and Investigation
- Documentation and Record Keeping

Measurement

- Assessment

Improvement

- Continuous Improvement Cycle

Measurement

Six Step Supervisor Competency Assessment Process

Pre-qualification

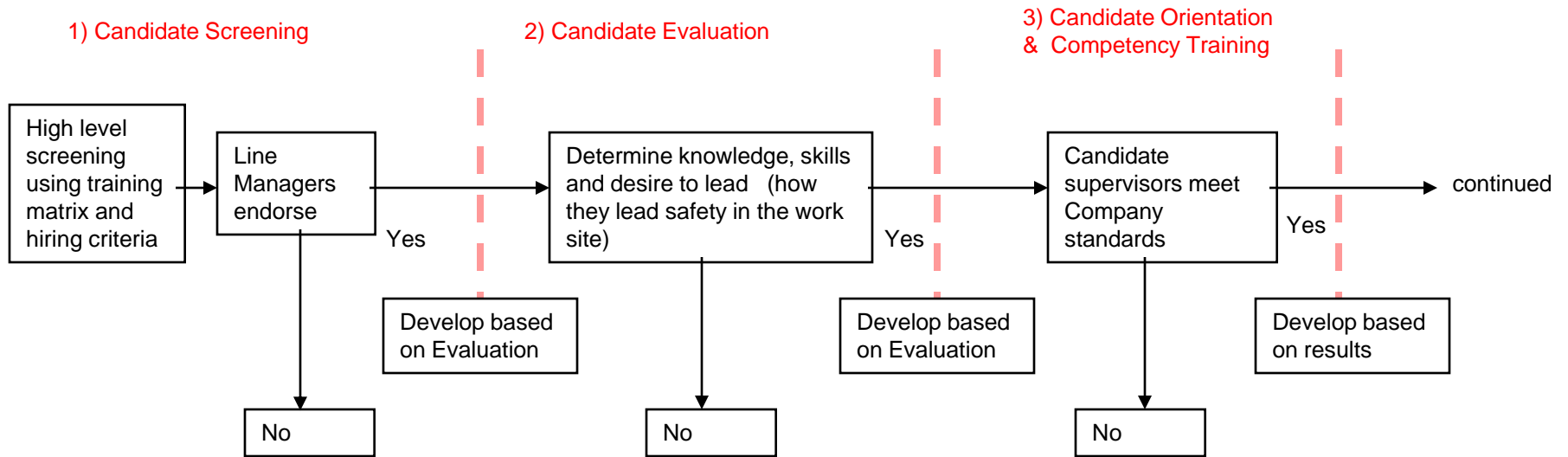
- 1. Candidate screening**
- 2. Candidate evaluation**
- 3. Orientation**

Onsite Evaluation

- 4. Start work**
- 5. Evaluation begins**
- 6. Ongoing evaluation**

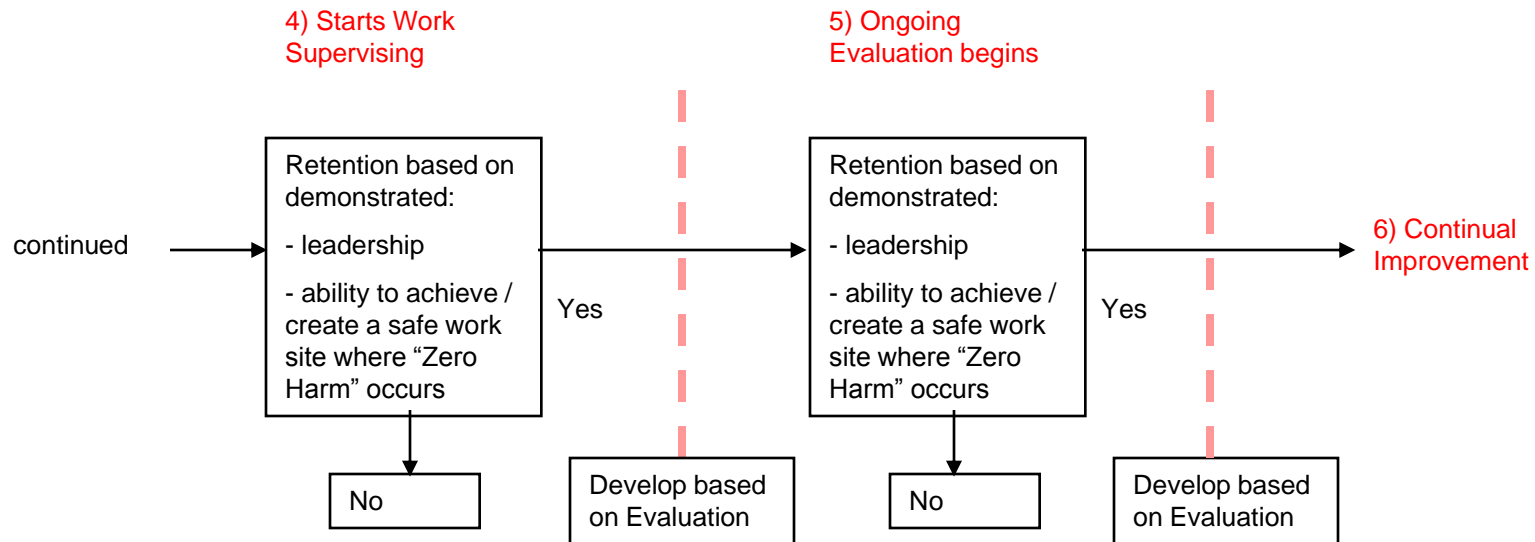
Supervisor Competency Assessment Process

Pre-qualification



Supervisor Competency Assessment Process

Onsite evaluation



Supervisor Competency

SOLUTION

Leadership

+

Accountability

+

Right Decisions

+

Consistency

=

Culture Change

Supervisor Competency is Good Business

- **Sends a strong message about the importance of meeting expectations and the desire to deliver**
- **Builds intellectual capital**
 - **Maintaining core competencies is critical to achieving sustained success**
- **Provides focus to specific knowledge, skills and behaviours that deliver value to stakeholders**
- **Supports strategic and systematic selection and development of leadership and employees**

Next Steps

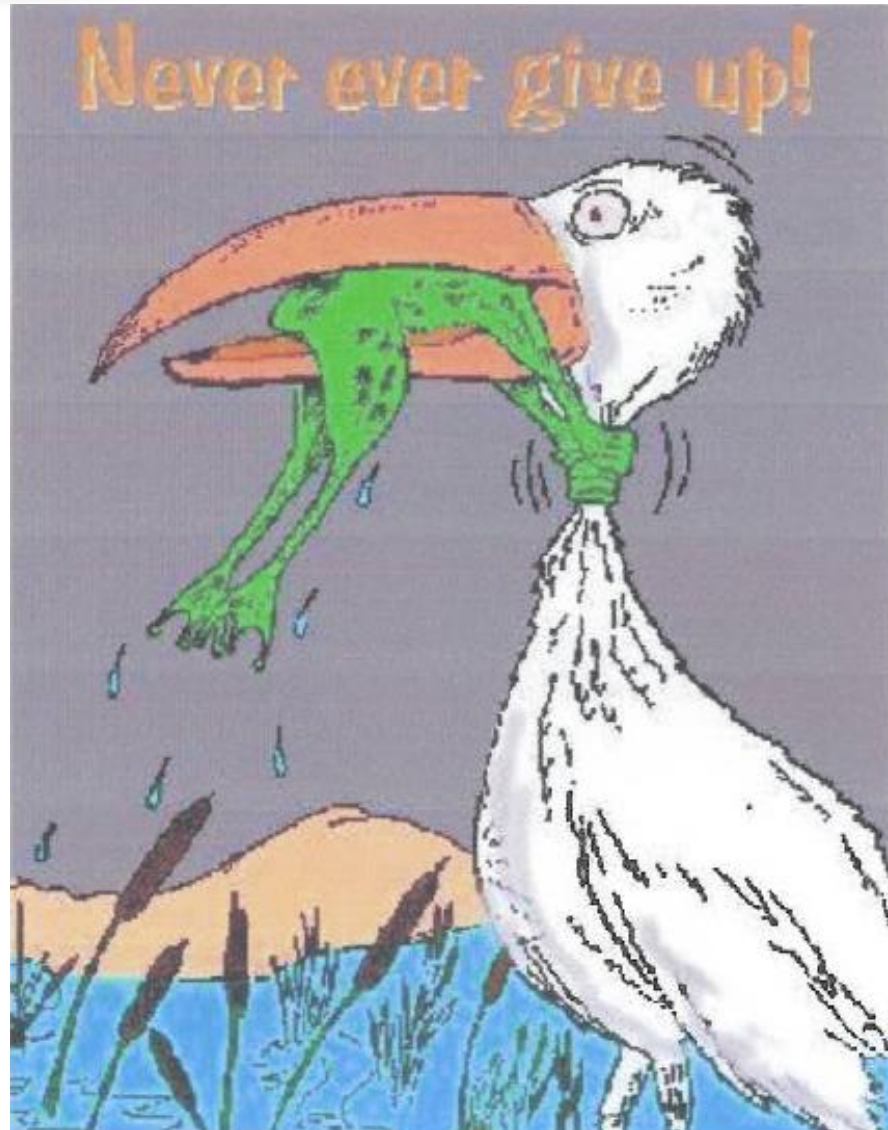
- **Enform Communications Plan – Q2 / Q3, 2010**
- **Industry Engagement – Q2 / Q3, 2010 & Onward**

Most important:

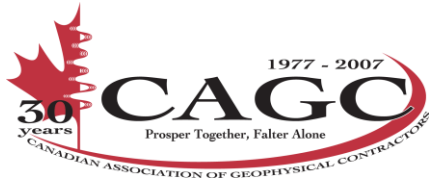
- **Look at your company's internal systems**
- **Bench mark with the Industry Guide**
- **Commit to improving your leadership competency systems**

Supervisor Competency

The Key to Success:



Questions?



THANK YOU