

Competence 1

The ability to act as a Client Representative

Candidate Name:		Date:	
Activity Number (1,2, or 3):			

Performance Criteria: all of these must be assessed over a minimum of 3 work activities

Type of Evidence: Observation (O), Work Product (P), Written (W), Questioning (Q), Not Covered (N/C) or Not Applicable (N/A)

Performance Criteria		Type of Evidence
a)	Has completed Client Representative competences 1 to 7 and gained a 'Certificate of Competence' in that role	
b)	Has completed and logged at least 360 days offshore in the role of Client Representative over the last 4 years	
c)	Has actively engaged in continuing professional development (CPD) whilst in the role of Client Representative. Supporting evidence; certificates of training/training attendance records/CPD log	
d)	Has actively engaged in performance management whilst in the role of Client Representative. Supporting evidence: performance appraisal (or similar document) about your performance	
e)	Has current mandatory certification required to work offshore in your geographical area. Supporting evidence may include certificates of; medical fitness/survival training/MIST or iMIST etc	

Witness name: (If applicable in assessment plan)		Date:	
Assessor name:		Date:	