

Competence 5

The ability to liaise with offshore based personnel

This meets the requirements of IMCA

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)	Establishes and maintains effective communication links with the offshore personnel	
b)	Establishes and maintains effective communication links with the Onshore Project Team/Manager	
c)	Ensures positive relationships are maintained with both onshore and offshore personnel throughout the contractual period of an offshore operation	
d)	Ensures all significant communication that takes place between onshore and offshore personnel is recorded in line with company procedures	
e)	Ensures all safety information issued from the company is made available to personnel in the workshop	
f)	Ensures all management information issued from the company is made available, where necessary, to personnel in the workshop	

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