



## COMPETENCY POLICY

### INTRODUCTION

The specific objectives of CCC (Underwater Engineering) are to:

1. Ensure personnel performing work affecting product quality shall be competent on the basis of appropriate education, training, skills and experience.
2. Provide training required to improve standard of competency.
3. Evaluate personnel skills through CCC (UE) E-PMS (Electronic Performance Management System)

**CCC (Underwater Engineering) S.A.L** recognizes that our most valuable resources are our employees. The future development of the services and support offered by the organization to the people we support relies upon our workforce being fully trained and competent to carry out their roles to allow them to participate in the development and evolution of CCC UE services.

### POLICY STATEMENT

In keeping with its stated objectives CCC (UE) SAL are committed to the development and training of all personnel in order to equip them with the necessary skills and knowledge to provide the best possible quality service.

### AIMS AND SCOPE OF THE POLICY

To support and promote development of all permanent and part-time staff through education and training.

This policy is intended for all permanent personnel as well as selected "part time" or project personnel. It does not apply to personnel who are Contractors or consultants.

### TERMS AND DEFINITIONS

Induction Training: Training given as an initial preparation upon taking up a post;

Mandatory Training: Certain types of trainings are mandatory and will include such areas as Client required Training, Health and Safety, Quality, Security and Data Protection.

### PRINCIPLES

All new employees will be given appropriate induction training.

**CCC (UE) S.A.L.** will endeavor to ensure that employees receive the necessary training to work in line with policies, statutory procedures and IMCA Guidelines which are relevant to their Job Description.

**CCC (UE) S.A.L.** is committed to the professional development of its employees. It will devote resources for training which provides organizational benefit in line with budget resources and limitations.

### RESPONSIBILITY & IMPLEMENTATION OF THE POLICY

Ultimate responsibility for the successful implementation of this policy remains with the General Manager and the top level of Senior Management. CCC UWE SAL shall communicate the QHSE policy to every employee and display it in prominent locations.

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Managing Director

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