

Training Needs Analyses

Main Document - BSS/HRM/030

Version: Issue 001

Functional Job Descriptions and Training Needs Analyses

1 This sets out a training needs analyses for [Nuclear Inspection](#), [Permissioning Inspection](#) and [Compliance Inspection](#). Issue 1 of this document covers Nuclear Safety Inspectors only, with other job functions due to be included in subsequent issues. HSE core behavioural competencies, and general 'office' type capabilities (IT, time management, project/programme etc) are not covered. Core criteria are covered by routine performance management processes, office requirements are called up by the induction system, and project/programme working requirements are expected to be identified by line managers/individuals if and when they move into that type of work to the extent that particular capabilities are required. The process used for the analyses is similar to that set out in ND internal guidance for judging licensees' training arrangements.

2 The training needs analyses are used to generate a systematic listing of training and development provisions that may help develop the necessary competence identified in the analysis. This is effectively a corporate organisational view of expectations and should be used as a foundation for the development action plans required under the HSE performance management system.

Nuclear Inspection

It is ND practice to judge applicants to the NII on their nuclear capabilities and then recruit them as Nuclear Safety Inspectors, with appropriate nuclear remuneration having immediate effect. The development of regulatory skills then takes some time from recruitment. It follows that qualification as a Nuclear Safety Inspector is for something other than regulatory competence. This initial nuclear qualification is judged on technical/expert nuclear skills, knowledge and experience, i.e. on non-regulatory competence.

[Job and Task Analysis](#) and [Learning Objectives and Training Needs](#) relate to the capabilities required for all **Nuclear** Safety Inspectors in the regulation of nuclear activity. Regulatory capabilities are not covered in these Tables since they are identified with specific Inspector job functions.

Training and Development Requirements are set out in a form found in Training Requirements and Records. It can be used by Inspectors to manage the necessary development and by Line Managers to judge nuclear competence and develop business cases for nuclear equivalence and also sets out the 'nuclear TIMS' (3.1) that are used to judge the nuclear competence of applicants who join as Nuclear Safety Inspectors. Since these are the criteria used to probe and test the relevant nuclear expertise at this stage, it is logical to also use these to help judge joiners from other industries whose nuclear expertise is developed internally.

BSS/HRM/031 gives details of the nuclear equivalence process. The framework for nuclear inspection is designed for staff entering the NII at Band 3 level. For any staff who may enter at Band 2 level, the ND expectation for nuclear inspection would be enhanced by the additional expectations for Band 2 nuclear inspectors.

Table 2.1 Job and Task Analysis – Nuclear Inspection

JOB FUNCTION	TASKS	COMPETENCE
<p>Assessment of nuclear safety cases, submissions and operations.</p>	<p>Overall scoping of potential assessment issues. (A distinction with discipline assessment is made here to reflect the need to be able to judge whether the overall balance of technical concern is likely to lie within or without discipline).</p>	<p>Analytical skills derived from a sound education and training in relevant science or technical subject, plus experience of application of those skills in practice within discipline.</p>
		<p>Appreciation of key hazards associated with plant under assessment.</p>
		<p>Ability to establish significance of current plant safety issues in relation to previous licensee/plant performance.</p>
	<p>Evaluate information received from licensee in response to regulatory requests.</p>	<p>Analytical skills derived from a sound educational and training in relevant science or technical subject, plus experience of application of those skills in practice.</p>
	<p>Review and evaluation of safety cases, with specific reference to:</p> <ul style="list-style-type: none"> - Hazard analysis. 	<p>Analytical skills derived from a sound education and training in relevant science or technical subject, plus experience of application of those skills in practice.</p>
	<ul style="list-style-type: none"> - Deterministic safety assessment. 	<p>Understanding of application of discipline technological knowledge and subject skill in the nuclear sector.</p>
	<ul style="list-style-type: none"> - Design base accident analysis. 	<p>Understanding of nuclear and radiological hazards and appreciation of the way in which safety functional requirements are derived and utilized for their control.</p>
	<ul style="list-style-type: none"> - Identification of safety systems and functions, and defence in depth provisions. 	<p>Understanding of relevant good industry practice (i.e. what constitutes ALARP), within discipline.</p>
	<ul style="list-style-type: none"> - ALARP processes. 	<p>Understanding of the way in which safety cases should be used to demonstrate the control of nuclear and radiological hazards. This should cover all the likely elements of a safety case as well as the way in which demonstrations are put together (claim, argument, evidence) and expectations for defence in depth.</p>
	<ul style="list-style-type: none"> - Severe accident analysis. - PSA and related techniques. 	<p>Understanding or relevant SAPs.</p>
<p>Develop regulatory guidance in technical areas.</p>	<ul style="list-style-type: none"> - Engineering/design substantiation. 	<p>Understanding of application of discipline technological knowledge and subject skill in the nuclear sector.</p>
	<p>Identify technical issues that may require action across other sites.</p>	<p>Understanding of relevant good industry practice (i.e. what constitutes ALARP), within discipline.</p>
<p>Develop regulatory guidance in technical areas.</p>	<p>Write technical assessment guides and contribute to the development of</p>	<p>Understanding of application of discipline technological knowledge</p>

JOB FUNCTION	TASKS	COMPETENCE
	safety assessment principles.	and subject skill in the nuclear sector.
Verification inspection of plant and facilities (i.e. adequate safety case provisions are properly implemented).	Identify threats to nuclear safety arising from potential loss in practice of defence in depth provisions and other controls identified in the safety case, through inspection on site.	Understanding of ND expectations with regard to engineered and managerial defence-in-depth provisions.
		Understanding of the way in which a safe operating envelope (Operating Rules and Safety Mechanisms) is derived from the safety case.
		Understanding of application of discipline technological knowledge and subject skill in the nuclear sector.
		Understanding of relevant good industry practice (i.e. what constitutes ALARP).
Requisition technical support.	Let, oversee and analyse the results of Nuclear Safety Studies and TSO support work and research.	Understanding of application of discipline technological knowledge and subject skill in the nuclear sector (for intelligent customer role).
Provide advice and guidance.	Respond to licensee requests, address identified deficiencies within discipline.	Understanding of application of discipline technological knowledge and subject skill in the nuclear sector.

Table 2.2 Learning Objectives and Training Needs – Nuclear Inspection

COMPETENCE	LEARNING OBJECTIVE	T&D PROVISION
Analytical skills derived from a sound education and training in relevant science or technical subject, plus experience of application of those skills in practice (apart from the need to be able to analyse often complex proposals, these competences are also relevant to the need to secure credibility and influencing capability with licensee staff who are subject to legal arrangements to demonstrate their own competence).	Acquire an appropriate degree in science or engineering discipline.	This is an entry pre-requisite. Enhanced academic study can be arranged if business needs dictate.
	Acquire chartered status (engineers) or membership of relevant professional institution (scientists).	This is an entry pre-requisite. Enhanced experience can be arranged within discipline if business needs dictate.
Understanding of application of discipline technological knowledge and subject skill in the nuclear sector.	Acquire additional understanding of nuclear technology within discipline if this is required of the discipline.	As established by NTL
Understanding of nuclear and radiological hazards and appreciation of the way in which safety functional requirements of structures systems and components are derived for their control.	Recognize hazards associated with UK nuclear applications and the way in which they are kept under control.	Nuclear Safety Course and downstream development.
Understanding of the way in which safety cases should be used to demonstrate the control of nuclear and radiological hazards. This should cover all the likely elements of a safety case as well as the way in which demonstrations are put together (claim, argument, evidence), expectations for defence in depth and the application of relevant SAPs.	Explain ND expectations for nuclear safety cases.	Safety Assessment Course. OJT 1-9. Safety case assessment. OJT 10. Verification inspection (i.e. check that adequate safety case provisions are properly implemented in practice).
	Determine ND expectations for safety systems in relation to risks and consequences.	Safety Assessment Course.
Understanding of relevant good industry practice (i.e. what constitutes ALARP), within discipline.	Recognize current good practice within discipline.	OJT 11a – 11c. ALARP.
	Explain IAEA/EU document hierarchy and other key ALARP documents relevant to the regulation of UK nuclear safety.	Safety Assessment Course.
Understanding of the way in which the safe operating envelope (Operating Rules and Safety Mechanisms) is derived from the safety case.		Safety Assessment Course. Site Inspection for Assessors Course. OJT 12a. LC23/27 inspection. OJT 12b. Presentation on LC23/27 inspection.
Ability to carry out balanced assessment through reference to key plant hazards and previous licensee/plant performance.	Develop working practices that minimise the likelihood that assessment effort is inappropriately targeted.	Safety Assessment Course. Site Inspection for Assessors Course. OJT 13. Plant visit and presentation.

Permissioning Inspection

Where competences are not specifically identified, it is assumed that adherence to the relevant OPIP or BMS procedure, or ND protocol, will ensure that the task is carried out appropriately. In addition, when there is a procedure that relates to a task, adherence to the process set out in the procedure (assumed) should lead to the necessary process competence.

Relevant references to the competence framework in IAEA TECDOC 1254 are included in the 'job function' column for completeness.

Table 2.3 Job and Task Analysis – Permissioning Inspection

JOB FUNCTION	TASKS	COMPETENCE
<p>Enforcement.</p> <p>3.3.1</p>	<p>The generality of duties relating to HASAWA s18 (1) and the HSC/E Enforcement Policy and Permissioning Policy Statement.</p>	<p>Understanding of role and duties as HSE Inspector, and their legal basis.</p>
<p>Assess safety submissions to identify potential threats to nuclear safety in proposed activity.</p> <p>3.3.2 3.3.3 3.4.1 3.4.2 3.4.3 3.5.1</p>	<p>Manage information (gather, evaluate, represent, prioritise).</p>	<p>Understanding of ND regulatory review and IIS processes.</p>
		<p>Understanding of HSC/E enforcement and permissioning policy.</p>
		<p>Understanding of ND strategic goals and overall Divisional context and priorities.</p>
		<p>Understanding of UK nuclear industry.</p>
	<p>Carry out and co-ordinate assessment (within overall assessment project if appropriate).</p>	<p>Nuclear competence as defined in Table 2.2.</p>
		<p>Understanding of SAPs.</p>
		<p>Understanding of assessment process.</p>
		<p>Understanding of permissioning key business activity.</p>
		<p>Understand ND expectations with regard to LC14(1) and LC 23(1) compliance.</p>
	<p>Establish and resolve issues and clarifications.</p>	<p>Understanding of effective stakeholder intervention processes (and leverage model).</p>
	<p>Carry out verification inspections.</p>	<p>Understanding of general UK legislative framework.</p>
		<p>Understanding of UK nuclear regulatory framework.</p>
<p>Appreciation of relevant Statutory Instruments and associated safety management practice (including IRRs).</p>		
<p>Understanding of adequate derivation of safe operating envelope through safety case.</p>		
<p>Write assessment report/note.</p>	<p>Writing skills.</p>	
<p>Carry out or participate in compliance inspection programmes/Integrated Intervention Strategy.</p> <p>3.3.1 3.3.4 3.3.5 3.5.2</p>	<p>Carry out/participate in licence compliance inspection.</p>	<p>Understanding of general UK legislative framework.</p>
	<p>Understanding of UK nuclear regulatory framework.</p>	
	<p>Appreciation of relevant Statutory Instruments and associated safety management practice (including IRRs).</p>	
	<p>Understanding of ND regulatory</p>	

JOB FUNCTION	TASKS	COMPETENCE
		review and IIS processes.
		Understanding of compliance inspection key business activity.
		Understanding of the exercise of discretion.
		Understanding of how to close out regulatory concerns.
	Establish compliance scores and write reports/briefs.	Writing skills.
	Write formal (external) letters.	Writing skills.
	Provide advice and guidance.	Covered by nuclear competence requirement - understanding of application of discipline technological knowledge and subject skill in the nuclear sector.
Participate in reactive inspection, investigation activity or other team inspection activity. 2.4.6 3.3.5 3.5.4	Recognise and react to matters of evident and serious concern.	Appreciation of most likely radiological and conventional safety risks on nuclear sites (also required for personal safety).
	Establish causes of events and adequacy of duty-holder's response.	Appreciation of relevant Statutory Instruments and associated safety management practice (including IRRs).
		Understanding of how to serve prohibition notice.
		Appreciation of EMM.
		Nuclear competence as defined in Table 2.2 .
	Participate in ND emergency preparedness arrangements.	Appreciation of RCIS and field roles for Inspectors engaged in emergency response.
	Take part in team inspection or investigation.	Appreciation of investigation techniques.
		Understanding of importance of safety management and culture in risk control.
Manage NSS/research support. 2.4.6	Set up and oversee support contracts.	Covered by nuclear competence requirement - understanding of application of discipline technological knowledge and subject skill in the nuclear sector (intelligent customer role).
Develop and judge standards. 2.4.5	Develop and advise on applicable standards, including international standards.	Covered by nuclear competence requirement - understanding of application of discipline technological knowledge and subject skill in the nuclear sector.

Table 2.4 Learning Objectives and Training Needs – Permissioning Inspection

COMPETENCE	LEARNING OBJECTIVE	T&D PROVISION
Nuclear competence.		See Table 2.2 .
Understanding of role and duties as HSE Inspector, and their legal basis.	Explain role of Inspectors carrying assessment, how to maximise effectiveness and how to deal with difficulties.	Tutorial 1. Tutorial 2. Tutorial 3.
Understanding of ND regulatory review and IIS processes.	Formulate inputs to the NII regulatory review process generated from the four IIS legs.	Effective Regulation Course.
Understanding of HSC/E enforcement and permissioning policy.	Develop interventions that reflect the needs of ND's planning cycle and HSC/E enforcement policy expectations relating to proportionality, targeting, transparency, consistency and accountability.	Effective Regulation Course. Directed reading.
	Recognise steps that will secure the open and effective dialogue that is necessary for regulatory consistency.	Effective Regulation Course.
Understanding of ND strategic goals and overall Divisional context and priorities.	Prepare interventions that reflect ND's planning cycle, and Directorate and Divisional priorities in the current regulatory context.	Effective Regulation Course. OJT 15 – 18. Directed reading. Division specific training.
Understanding of UK nuclear industry.	Condition permissioning/assessment activity against overall industry imperatives where appropriate.	Nuclear Industry Aquaint course.
Understanding of SAPs.	Plan scoping assessment against SAPs expectations.	Safety Assessment Course. Directed reading. OJT 19.
Understanding of assessment process.	Prepare assessment in accordance with ND BMS processes and HSE Enforcement Policy and Permissioning policy statements.	Safety Assessment Course. OJT 20-23.
Understanding of permissioning inspection key business activity.	Carry out assessment activity in accordance with ND expectations for permissioning inspection.	Safety Assessment Course.
Understand ND expectations with regard to LC14(1) and LC 23(1) compliance.	Explain ND expectations of safety cases.	Safety Assessment Course. OJT 24.
Understanding of effective stakeholder intervention processes (and leverage model).	Identify three different strategies for intervention plans that can be derived from the leverage model.	Effective Regulation Course. OJT 25. OJT 26.
	Identify the HSE core competences that are most important for effective regulatory intervention.	Effective Regulation Course.
	Recognise the rights and interests of individuals within duty-holder organisations.	Effective Regulation Course.
Understanding of general UK legislative framework.	Identify principle elements of UK legal framework relevant to HSE enforcement duties.	Introduction to Law EYT tutorial. Basic Law Course. PGD Diploma. Introduction to Regulation EYT

COMPETENCE	LEARNING OBJECTIVE	T&D PROVISION
		tutorial. Introduction to Investigation EYT tutorial.
Understanding of UK nuclear regulatory framework.	Identify principle elements of UK nuclear regulatory framework.	Nuclear Law for ND Inspectors. Directed reading.
	Translate legal basis for nuclear regulation into everyday regulatory activity.	Effective Regulation Course.
	Explain how the nuclear licensing framework is used to secure effective nuclear safety management.	Effective Regulation Course.
Understanding of adequate derivation of safe operating envelope through safety case.	Explain how the safety case process leads to the identification of operating rules and safety mechanisms.	Safety Assessment Course (OJT 40 has been developed for site inspection and may also be relevant).
Understanding of compliance inspection key business activity.	Prepare compliance inspection programme that aligns with ND expectations for compliance inspection.	Site Inspection for Assessors Course. OJT 27. OJT 28.
Understanding of the exercise of discretion.	Identify administrative law duty placed on ND Inspectors to correctly exercise discretion.	Effective Regulation Course.
	Apply discretion to ND decision-making process on case studies.	Effective Regulation Course. Site Inspection for Assessors Course.
Understanding of how to close out regulatory concerns.	Plan an intervention programme to bring a specified issue to a satisfactory conclusion.	Effective Regulation Course. OJT 29-31.
Appreciation of EMM.	Apply EMM to case study.	Site Inspection for Assessors Course.
Appreciation of most likely radiological and conventional safety risks on nuclear sites (also required for personal safety) and how to deal with them (including PN).	Identify matters of evident and serious concern in conventional safety.	Tutorial 7. Personal Safety in Inspection Course. E-learning. OJT 14.
Appreciation of relevant Statutory Instruments and associated safety management practice (including IRRs).	Identify non-nuclear regulations of most relevance to nuclear regulatory activity.	E-learning.
Appreciation of RCIS and field roles for Inspectors engaged in emergency response.	Carry out field and RCIS duties relating to ND emergency preparedness arrangements.	Emergency preparedness training course. Directed reading. OJT 32. OJT 33.
Appreciation of investigation techniques.	Describe appropriate approaches to the investigation of events.	Directed reading – ND's policy is to train selected Inspectors in site inspection units.
Understanding of importance of safety management and culture in risk control.	Prepare intervention to examine adequacy of safety management and culture.	Human Factors Course. BAPI module of PGD. OJT 34-36.
Writing skills.	Write appropriate follow-up letter to licensee.	With OJT 31.
	Write visit report to appropriate standard.	With OJT 30.
	Write assessment report to appropriate standard.	With OJT 21.

Compliance Inspection

Where competences are not identified, it is assumed that adherence to the relevant OPIP or BMS procedure or ND protocol will ensure that the task is carried out appropriately. In addition, when there is a procedure that relates to a task, adherence to the process set out in the procedure (assumed) should lead to the necessary process competence.

Relevant references to the competence framework in IAEA TECDOC 1254 are included in the 'job function' column for completeness.

Table 2.5 Job and Task Analysis – Compliance Inspection

JOB FUNCTION	TASKS	COMPETENCE
Enforcement. 3.3.1	The generality of duties relating to HASAWA s18(1) and the HSC/E Enforcement Policy and Permissioning Policy Statement.	Understanding of role and duties as HSE Inspector, and their legal basis (including Scottish law variations).
Co-ordinate development of intervention strategy. 3.3.2 3.5.1	Manage information (gather, evaluate, represent, prioritise)	Ability to generate and assimilate information and evidence from all relevant sources and levels.
		Understanding of hazards associated with facilities within inspection remit.
		Understanding of ND regulatory review and IIS processes.
	Prepare intervention strategy and plan.	Understanding of HSC/E enforcement and permissioning policy.
		Understanding of ND strategic goals and overall Divisional context and priorities.
		Understanding of effective stakeholder intervention processes (and leverage model).
	Liaise with stakeholders/ communicate intentions.	This task (as with many associated with site inspection) requires key core behavioural skills – these are not included in this analysis.
Monitor delivery of intervention plan and secure necessary adjustments. 3.3.2	Liaise with ND Inspectors	Core skill.
	Record and report progress.	Core skill.
	Agree revisions (through IPG/RPG).	Core skill.
Manage site overhead activity. 2.4.6	Arrange and manage annual review and start-up meetings.	Understanding of key technical issues relating to nuclear safety (to facilitate balanced judgements).
		Understanding of importance and role of start-up and annual review meetings.
	Arrange and manage LLC/LCLC liaison and safety representatives meetings, liaise with OGD and other regulators.	Understanding of sensitivity and planning requirements associated with LCLL/LLC meetings.
	Establish programme of site safety submissions (for assessment programmes).	None identified.
	Manage licence changes.	None identified.
	Manage land use planning applications.	None identified.
	Arrange and manage NII input to emergency exercises.	Understanding of ND emergency preparedness arrangements and practice.

JOB FUNCTION	TASKS	COMPETENCE
		<p>Understanding of INES scale and process.</p> <p>Understanding of REPPIR.</p> <p>Understanding of emergency exercise assessment processes.</p>
<p>Carry out compliance inspection/Integrated Intervention Strategy interventions. 3.3.1 3.3.5 3.5.2</p>	<p>Plan inspection/intervention programme.</p>	<p>Core skill.</p> <p>Understanding of general UK legislative framework.</p> <p>Understanding of UK nuclear regulatory framework.</p> <p>Understanding of relevant Statutory Instruments and associated safety management practice (including IRRs).</p> <p>Understanding of ND regulatory review and IIS processes.</p> <p>Understanding of plant safety cases and derivation of safe operating envelope.</p> <p>Understanding of importance of safety management and culture in risk control.</p>
	<p>Carry out/co-ordinate licence compliance inspection/intervention programme.</p>	<p>Understanding of compliance inspection key business activity and related BMS procedures.</p> <p>Understanding of effective stakeholder intervention processes (and leverage model).</p>
	<p>Establish compliance scores and write reports and briefs.</p>	<p>Writing skills.</p>
	<p>Manage follow-up activity (including exercise of discretion and provision of advice and guidance).</p>	<p>Core skill.</p> <p>Understanding of HSC/E enforcement policy.</p> <p>Understanding of effective stakeholder intervention processes (and leverage model), including liaison with other regulators.</p> <p>Understanding of key technical issues relating to nuclear safety (to facilitate balanced judgments). Nuclear competence, see Table 2.2.</p> <p>Understanding of the exercise of discretion.</p> <p>Understanding of how to close out regulatory concerns.</p>
	<p>Initiate and secure change when necessary through negotiation and influence.</p>	<p>Core skill.</p> <p>Understanding of effective stakeholder intervention processes (and leverage model), including</p>

JOB FUNCTION	TASKS	COMPETENCE
		liaison with other regulators.
	Write formal (external) letters and reports/briefs.	Writing skills.
Co-ordinate permissioning activity 3.3.3 3.3.4 3.4.1 3.4.2 3.5.1	Preliminary judgement of safety submission.	Nuclear competence as defined in Table 2.2 .
		Understanding of ND expectations of safety cases.
	Arrange initial scoping of safety submission.	Core skill.
		Understanding of key technical issues relating to nuclear safety (to facilitate balanced judgments). Nuclear competence, see Table 2.2 .
	Arrange/co-ordinate balanced assessment and manage outcome.	Understanding of key technical issues relating to nuclear safety (to facilitate balanced judgments). Nuclear competence, see Table 2.2 .
		Understanding of permissioning key business activity.
	Produce PAR.	Writing skills.
	Produce LI and justification for recommendation.	None identified
Reactive inspection and investigation 3.5.4	Recognise and react to immediate conventional and radiological safety concerns (matters of evident and serious concern).	Nuclear competence as defined in Table 2.2 .
		Understanding of most likely radiological and conventional safety risks on nuclear sites (also required for personal safety) and how to deal with them.
	Raise FAST 1 and FAST 2.	Understanding of ministerial reporting arrangements for nuclear incidents.
	Respond to a nuclear event.	As for emergency exercises.
	Select appropriate investigation technique and manage investigation.	Understanding of investigation techniques.
	Collect and manage information and evidence.	Understanding of CPIA and evidence handling procedures.
		Appreciation of OPIP procedure on investigations.
	Respond to media/public interest.	Media handling skills.
	Produce briefs.	Writing skills.
Initiate formal enforcement action 3.3.5	Co-ordinate formal investigation.	Appreciation of OPIP procedure on investigations.
	Apply EMM decision-making process.	Understanding of EMM process.
		Appreciation of ND notice practice.
	Manage ND input to prosecution.	Appreciation of OPIP procedure on prosecutions.
Manage licensing/licence changes. 3.3.1	Respond to and address a request for a change to the licence.	Understanding of licensing/re-licensing processes.

Table 2.6 Learning Objectives and Training Needs – Compliance Inspection

COMPETENCE	LEARNING OBJECTIVE	T&D PROVISION
Understanding of role and duties as HSE Inspector, and their legal basis (including Scottish law variations).	Explain role of Inspectors carrying out inspection, how to maximise effectiveness and how to deal with difficulties.	Site Inspection Course. Tutorial 4. Tutorial 5.
Ability to generate and assimilate information and evidence from all relevant sources and levels.	Identify potential sources of information and techniques for obtaining it.	Site Inspection Course
Understanding of ND regulatory review and IIS processes.	Formulate inputs to the NII regulatory review process generated from the four IIS legs.	Site Inspection Course. OJT 37
Understanding of HSC/E enforcement and permissioning policy.	Prepare interventions that reflect the needs of ND's planning cycle and HSC/E enforcement policy expectations relating to proportionality, targeting, transparency, consistency and accountability.	Site Inspection Course. Directed reading.
	Recognise steps that will secure the open and effective dialogue that is necessary for regulatory consistency.	Site Inspection Course.
Understanding of ND strategic goals and overall Divisional context and priorities.	Prepare interventions that reflect ND's planning cycle, and Directorate and Divisional priorities in the current regulatory context.	Site Inspection Course. Directed reading.
Understanding of effective stakeholder intervention processes (and leverage model), including liaison with other regulators.	Identify different strategies for intervention plans that can be derived from the leverage model.	Site Inspection Course. OJT 38
	Identify the HSE core competences that are most important for effective regulatory intervention.	Site Inspection Course.
	Recognise the rights and interests of individuals within duty-holder organisations.	Site Inspection Course.
Understanding of key technical issues relating to nuclear safety (to facilitate balanced judgments). Nuclear competence see, Table 2.2.	NA	It is assumed that this competence is acquired/assured when Inspectors join into the permissioning inspection function. For any Inspector who joins into the compliance inspection function, it will be appropriate to consider nuclear inspection T&D provisions in Table 2.2 .
Understanding of importance and role of start-up and annual review meetings.		Site Inspection Course. OJT 39.
Understanding of sensitivity and planning requirements associated with LCLL/LLC meetings.		Site Inspection course. OJT 40.
Understanding of ND emergency preparedness arrangements and practice.	Carry out field and RCIS duties relating to ND emergency preparedness arrangements.	Site Inspection Course. Emergency preparedness training course. Directed reading. Repeat OJT 32 and 33.

COMPETENCE	LEARNING OBJECTIVE	T&D PROVISION
Understanding of INES scale and process.	Analyse selected events and classify them against INES guidance.	Site Inspection Course.
Understanding of REPPIR.	Prepare REPPIR compliance inspection for intervention plan.	Site Inspection Course.
Understanding of emergency exercise assessment processes.	Assess adequacy of licensee LC 7 demonstrations.	Site Inspection Course. Emergency exercise assessment training course.
Understanding of general UK legislative framework.	Identify principle elements of UK legal framework relevant to HSE enforcement duties.	Site Inspection Course (refresher). Legal Refresher Course. Scottish legal training if relevant.
Understanding of UK nuclear regulatory framework.	Identify principle elements of UK nuclear regulatory framework.	Site Inspection Course (refresher). Legal Refresher Course.
	Translate legal basis for nuclear regulation into everyday regulatory activity.	Site Inspection Course.
	Explain how the nuclear licensing framework is used to secure effective nuclear safety management.	Site Inspection Course.
	Plan a compliance inspection to align with overall intervention strategy.	Site Inspection Course. OJT 41.
Understanding of relevant Statutory Instruments and associated safety management practice (including IRRs).	Identify regulations of most relevance to nuclear regulatory activity.	Site Inspection Course. Conventional Safety Workshop.
	Plan an IRRs inspection.	IRRs Course. OJT 42.
Understanding of ND expectations of safety cases.	Scope the adequacy of safety submission.	Site Inspection Course (refresher).
Understanding of plant safety cases and derivation of safe operating envelope.	Prepare inspection that tests adequacy of link between engineered and managerial controls and safety case.	Site Inspection Course (refresher). OJT 43.
Understanding of hazards associated with facilities within inspection remit.	Explain the regulatory strategy for controlling principal facility hazards.	OJT 44 Relevant plant/technical courses.
Understanding of compliance inspection key business activity and related BMS procedures.	Prepare compliance inspection programme that aligns with ND expectations for compliance inspection.	Site Inspection Course. OJT 45. OJT 46. Tutorial 6.
Understanding of the exercise of discretion.	Identify administrative law duty placed on ND Inspectors to correctly exercise discretion.	Site Inspection Course (refresher).
	Apply discretion to ND decision-making process on case studies.	Site Inspection Course (refresher).
Understanding of how to close out regulatory concerns.	Plan an intervention programme to bring a specified issue to a satisfactory conclusion.	Site Inspection Course.
Understanding of permissioning key business activity.	Co-ordinate assessment activity in accordance with ND expectations for permissioning inspection.	Site Inspection Course (refresher). OJT 47.
Understanding of most likely radiological and conventional safety	Identify non-nuclear regulations of most relevance to nuclear regulatory	Conventional Safety Workshop. Personal Safety in Inspection

COMPETENCE	LEARNING OBJECTIVE	T&D PROVISION
risks on nuclear sites (also required for personal safety) and how to deal with them.	activity.	Course. Tutorial 7.
	Identify matters of evident and serious concern in conventional and radiological safety.	e-learning. OJT 48.
	Prepare a prohibition notice in accordance with HSE Operational Procedures.	OJT 49.
Understanding of ministerial reporting arrangements for nuclear incidents.	Assess reported events to determine whether they meet ministerial reporting criteria and how best to set out associated FAST 1.	Site Inspection Course. OJT 50.
Understanding of investigation techniques.	Select and apply most appropriate form of investigation technique.	HSE AIMS course.
Understanding of importance of safety management and culture in risk control.	Prepare intervention to examine adequacy of safety management and culture.	Site Inspection Course Human Factors Course
Understanding of EMM process.	Apply EMM to case study.	Site Inspection Course (refresher – also covered in Nuclear Law).
Understanding of CPIA and evidence handling procedures.	Identify information handling requirements that come into play when a preliminary investigation proceeds.	Site Inspection Course (refresher – also covered in Basic Law and Nuclear Law).
	Carry out procedure for handling evidence.	Site Inspection Course (refresher – also covered in Basic Law and Nuclear Law). OJT 51.
Appreciation of OPIP procedure on investigations.		Site Inspection Course (refresher – also covered in Basic Law and Nuclear Law).
Appreciation of ND notice practice.	Determine when an Improvement Notice is the most appropriate form of response to health and safety deficiencies.	Site Inspection Course (refresher – also covered in Basic Law and Nuclear Law). OJT 52.
Appreciation of OPIP procedure on prosecutions.	None identified	ND staff will be given familiarisation training when needed.
Effective presentation skills.	Carry out well-received presentations.	HSE core training but see OJT 44.
Effective writing skills.	Write appropriate follow-up letter to licensee.	OJT 53.
	Write visit report to appropriate standard.	OJT 54.
	Write Project Assessment Report to appropriate standard.	OJT 55.
Media/public handling skills.	Carry out media interviews.	HSE and ND media training courses.
Understanding of licensing/re-licensing processes.		Site Inspection course.