



OXFORD HYDRATECHNICS

In House Training Needs Analysis

External Qualifications/Training Courses (Renewal Date)

TRAINING MATRIX

		Initial Induction	Risk Assessments & IMS	Pump Operation & Injection	Safe Use When Drilling	Safe Use of Resins & Chemicals	Ability to Work Within a Team	Health & Safety/PPE	Use of Gas Monitors	Safety Lines & Harness	Four Day First Aid Course	Confined Space Course	Access Tower Scaffold Course PASMA	Abrasive Wheels Course	CSCS Competence Card	Personal Track Safety (Network Rail)	signing, Lighting & Guarding	IOSH	PAT Testing	IPAF Scissor & Boom	Forklift Truck Operator	LUL Entry Permit	Manual Handling			
Peter Town	Managing Director		4	4	4	4	4	4	4	4					08/07/14	16/11/10										
Steve Henn	Contracts Director		4	4	4	4	4	4	4	4					31/08/10	06/01/11								07/06/10		
Phil Angerley	Senior Site Supervisor		4	4	4	4	4	4	4	4					03/06/10	27/02/11								30/04/10	13/07/2012	
Kim Bowers	Trainee Engineer	Y	4	4	4	4	4	4	4	4					31/08/10	06/01/11	28/08/12							07/06/10		
Maureen Henwood	Contracts Administrator	Y	4	N/A	N/A	N/A	N/A	N/A	N/A	N/A					30/06/10									Valid		
Colin Monaghan	Engineer	Y	4	4	4	4	4	4	4	2	2				31/12/2013									30/04/10		
Jason Carter	Business Development	Y	2	1	1	2	4	3	0	0					31/05/11											
David Floyd	Team Leader	Y	2	4	4	4	4	4	4	4					30/04/12	15/05/11								03/06/10		
Michael Turner	Site Operative	Y	2	4	4	4	4	4	4	4					28/04/12									30/09/14	30/04/10	
Andrew Brown	Team Leader	Y	4	4	4	4	4	4	4	4					12/02/12	21/12/11	28/08/12							31/08/13	30/04/10	13/07/2012
Shane Pickering	Site Operative	Y	2	2	2	2	2	2	2	2					30/07/13	12/09/12								24/09/14	03/06/10	
Wesley Butler	Site Operative	Y	2	2	2	2	2	2	0	0					19/07/13										07/06/10	
Alex Cadle	Site Operative	Y	1	1	2	2	3	2	0	0					31/01/15											
Tony Wood	Storeman	Y	1	3	3	4	3	3	3	3					15/09/14										Current	31/10/12



Key to Training Needs Analysis	
No Knowledge	0
Some Knowledge	1
Capable with help	2
Competent with supervision	3
Fully Competent	4

Future Courses Booked	
Remaining CSCS	
Remaining Confined Space Courses	
PTS	



Reviewed By: Steve Henn
 Signed: *Steve Henn*
 Date of Review: 29/01/2010

Office Based Staff