

Regulatory Competencies

Process Competency: Organisation Approval

Description: The ability to process, assess and make suitable recommendations concerning the application for an approval of an organisation in accordance with the OTARs.

Note: Elements are in italics.

Operational	Supervisory
<p><i>Understanding of Regulatory Task</i></p> <p>Can demonstrate understanding and application of all relevant technical procedures and related documentation. Is able to develop new technical procedures to address new issues as they arise.</p> <p><i>Assessment</i></p> <p>Can demonstrate the capability to:</p> <ul style="list-style-type: none"> • assist industry in the development of organisational expositions or equivalent documentation • assess completed documents for compliance • make judgements on the suitability of nominated personnel. <p>Can assess manuals and organisation's procedures for suitability and effectiveness. Can review internal audits and closure procedures, identifying system deficiencies and agreeing corrections.</p> <p>Can demonstrate the ability to assess company training programmes to ensure their suitability, and review their implementation as part of an audit.</p> <p>Understands the process by which organisational approvals are issued by other relevant regulatory authorities.</p> <p><i>Issue of Approvals</i></p> <p>Can demonstrate the ability to apply the above skills, leading to a recommendation for issue or refusal of the approval and control of ongoing approvals.</p>	<p><i>Understanding</i></p> <p>Can demonstrate broad understanding of technical procedures and related documentation (including appropriate QMS).</p> <p><i>Guidance</i></p> <p>The level of understanding is sufficient to permit constructive participation in discussions on these subjects (both internally and externally), and the ability to offer guidance to assist operational staff decision making.</p> <p>Can discuss the suitability of organisational expositions (and equivalent documents) where they form part of the process.</p> <p><i>Approval</i></p> <p>Can demonstrate the ability to review the work of operational staff and approve, or otherwise, their recommendation for the issue, variation or withdrawal of relevant certificates, approvals etc.</p>

<i>Persons to whom this is likely to apply:</i> Specialist technical managers. Inspectors.	<i>Persons to whom this is likely to apply:</i> General technical manager (DCA/COO/MANU/MPQS etc)
--	---