

Training Documentation System

Documentation and retention of employee training

The ability to customize training materials and link training programs to corporate policies ensures that employees are receiving training that is effective, thorough and in line with company policies and safety objectives.



How we do it

Training Documentation System

The tool will enable the EHS compliance manager to implement, document and track training activities within their organization. Effortlessly organize your training classes and quizzes into the system to provide control, consistency and continuity within the organization's requirements.

Features

- Access and update training materials from one web-based portal
- Add classes and training material for easy access by employees
 - Input instructions for trainers, i.e., how training should be presented, training materials, etc.
 - Select mandatory and suggested training positions for each class
 - Upload videos, photos, tests and related supporting materials directly to each class
 - Link training programs to corporate policies; associate with a policy
- Assign trainers and track compliance requirements by employee, location, operation, and facility type
- Design and schedule training programs to match seasonal requirements and corporate goals using the training calendar feature
- Subscribe to different report formats to track trends and monitor/document compliance
- Track and generate reports by class, location, operation, employee and more
- Available in multiple languages

*Scanning technology available



About Us

We are consultants and business partners to many of the world's largest chemical, oil and gas, transportation, utility, pharmaceutical and agriculture companies. Through a transformational approach, we guide clients in evolving both their organizational culture and their operational environment, enabling them to reduce exposure and injuries, save lives, protect assets - and in the process, achieve higher performance.

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