


## BEST PRACTICE

LOCATION:	Cement plant	ARTICLE YEAR:	2014
ACTIVITY:	Competence Assurance	COMPANY:	CEMEX UK
SUB ACTIVITY:	N/A	COMPANY LOCATION:	Rugby Cement Works
BEST PRACTICE No:	BP906	COMPANY TEL:	07917-593548
COUNTRY OF ORIGIN:	United Kingdom		

TITLE	
<b>Contractors web based computer induction system</b>	
<b>ARTICLE</b>	
<b>DESCRIPTION</b> <p>CEMEX UK's Rugby Cement Works wanted to improve their contractor induction process. They felt the 2.5 hour site induction based on videos and PowerPoint's did not address sufficiently the individual contractor's experience and the particular competencies required for the job. The system was also potentially open to abuse by contractors.</p> <p>CEMEX developed a comprehensive, web-based management package focused on the individual worker. This ensured that the induction was appropriate for the site and job specific issues. It helped confirm the contractor's competency for the task to be carried out through the individual's personal history including training, task experience, and site-specific performance monitoring. Positive feedback and poor-performance tracking enabled supervisors to identify and address issues.</p> <p>The system is based on 11 short modules with pass or fail questions at the end of each. Contractors work through the induction process sitting at booths equipped with computer terminals. Each module has been translated into eight of the major European languages. A photo ID card is issued using a web cam and a site standards book.</p> <p>The system is shared across CEMEX sites and compliments the PICs system.</p>	
<b>BENEFITS</b> <ul style="list-style-type: none"><li>• Induction process reduced from 2.5 hours to 30 minutes</li><li>• The inductees learn more by reading the material themselves</li><li>• System helps identify an individual's needs that can then be addressed</li><li>• Consistent approach to induction across sites and avoids duplication</li><li>• Ensures language is not a barrier to an effective induction process</li><li>• Information on contractors performance and competency is shared</li><li>• System is easily updated and easy to interrogate</li><li>• Positive feedback from contractors to this approach</li><li>• Compliments the PICs database</li></ul>	
<b>ARTICLE IMAGES</b>	