

# openETCS Training Needs Matrix Template

Training Needs Matrix Template				
Training Element	Types of employees who will require a TU	How the Training will be delivered	Frequency at which the Training should be updated	When the training will be offered
<i>Operational Controls</i>	<i>Stakeholders who have responsibility for operational controls</i>	<i>Informal by supervisor assisted</i>	<i>Periodically. New Stakeholders will receive training as part of orientation</i>	<i>First quarter of the year</i>
<i>Basic knowledge of modelling</i>	<i>All stakeholders</i>	<i>Group sessions</i>	<i>Periodically. New Stakeholders will receive training as part of orientation</i>	<i>with in X days of assignment</i>
<i>Manager Responsibilities</i>	<i>Company directors and those they designate</i>	<i>Web-based</i>	<i>Periodically</i>	<i>Q2-3 2013</i>