



EMPLOYEE STEP UP CARD

Trainee: Ndukeoma Samuel

Role: WVA L1 Operator

Skill Owner: Ogunshakin Adeyemi

Qualifier: Ogunshakin Adeyemi

S/N	Shift Block	Knowledge/Skill	Target Profic	Self Evaluation	First Evaluation	Final Evaluation	
				Date	Evaluation	Date	Evaluation
		Has passed the written qualification of the Process Audit SOP	2		0 2 3 4 5		1 0 3 4 5
		Can explain the purpose of the Process Audit SOP, his responsibility and executes appropriately	2		0 2 3 4 5		1 0 3 4 5
		Can define and identify the critical and non-critical parameters	3		0 2 3 4 5		1 0 3 4 5
		Can record appropriate process parameters on the Process audit sheet and Q-Window	3		0 2 3 4 5		1 0 3 4 5
		Can execute process audit with reference to the time-limit defined	3		0 2 3 4 5		1 0 3 4 5
		Can explain the levels of review of Process Audit sheets	2		0 2 3 4 5		1 0 3 4 5
		Can show and execute the OOL handling process with reference to both Q-Parameters and non-critical parameter.	3		0 2 3 4 5		1 0 3 4 5
1		FILE PSQ QA SOP PROCESS AUDIT SYSTEM		28-09-2023	0 2 3 4 5	01-10-2023	1 0 3 4 5
						8-10-2023	1 0 3 4 5

Signature of Trainee

14/10/2023

Signature of Qualifier

30-10-2023

Date of Qualification

SOP OWNER <u>Ogunshakin Adeyemi</u> Date: <u>08/02/2023</u>	QA APPROVAL <u>Alawode Oluide</u> Date: <u>08/02/2023</u>	HS&E APPROVAL <u>Adebiyi Adegoyin</u> Date: <u>08/02/2023</u>	AUTHORIZATION <u>Ogunshakin Adeyemi</u> Date: <u>08/02/2023</u>
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