



# Competency Management.

A walkthrough and explanation of the Competency Management options available with MSite.

Access the **competency management** settings from the MSite toolbar by selecting:

**Safety** ➡ **Competency Management**

**Competency Management** - Enables you to tailor MSite to specific occupations, define accreditation requirements, and set rules for mandatory accreditations.

For instance, **administrative staff** may not hold an industry-recognised accreditation like a **CSCS** card. As a result, such accreditations would not be mandatory for that role..

**Competency Rules** - Allows you to set how roles have exceptions to requiring specific training and accreditations.

**Accreditations** - Here, you can decide if accreditations, such as CSCS cards require photo evidence. You can also add in additional accreditations with their own specifications.

**Occupations** – You can specify what accreditations a particular occupation requires and what trades they relate to. You can also create new trades with the above custom criteria.

