

# Toolbox Talk



**WATERWAY  
RECOVERY**  
GROUP

## Competence

Competence is the skill, knowledge and experience of carrying out a task. This can be demonstrated by a qualification or professional membership. It can also be demonstrated by experience.

WRG carry out a Drivers Authorisation scheme whereby volunteers are to use certain machinery sensibly on WRG sites. This trains the user of that machine to be competent and safe.

### Definitions

#### **Skills:**

The ability to do something well and efficiently

#### **Knowledge:**

To know about something technically

#### **Experience:**

Duration of doing the activity at different ability levels

### Key Points

- Prior Knowledge is key
- Successful past experiences are an important part of competence.
- Know your limitations
- If unsure about a task you must ask
- Certificates or industry experience may not be fully applicable to canal restoration but can be honed and put to good use.

**Qualification may only test knowledge. Competence can also be qualified by personal reference or testimonial.**

For Example:

#### **Chainsaw Certification**

Knowledge and skills have been tested through practical test and assessment of knowledge of the machine with good practise observed. Progression and experience come after the certification which can be demonstrated through further certificates being held. In order to operate a chainsaw you need to have undertaken the formal assessment.

#### **Heritage Pointing**

A person can be shown how to do the job under supervision from mixing the mortar (lime usually if it is heritage pointing) to using the correct tools to point. Experience through several camps and weekend digs can then hone a persons skills and different scenarios such as brick and stone pointing can widen a persons knowledge and skill base. You can also go on courses that teach you about mixing lime and pointing techniques which may increase the person's knowledge and understanding.