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## 1. Audit Question Set Section 6.2 Competence

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Summary:

The Audit Question Set used as assurance in order to adhere to the policy described in policy clause 6.1  
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### 1.1. These questions address ASEMS Part 1, Clause 6.2 and DSA 01.1, Elements C, D and K.

#### 1.1.1. Organisational Leadership, Culture, Capability and Change Management

##### 1.1.1.1.

1. How has your team established its overall SQEP requirements as well as those of individual team members?

#### 1.1.2. Personnel Competence and Training

##### 1.1.2.1.

1. How has your team identified the training opportunities necessary to enable its members to become SQEP?
2. Where are details of individuals training undertaken / outstanding recorded and how often are they reviewed / updated?
3. In the event of having to allocate a task to someone who is not yet fully SQEP, what arrangements are in place to provide such staff with waivers and / or additional supervision?

#### 1.1.3. Self-Assurance

##### 1.1.3.1.

1. How has the team assured itself that its competence management processes are adequate and effective and where are the results recorded?

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