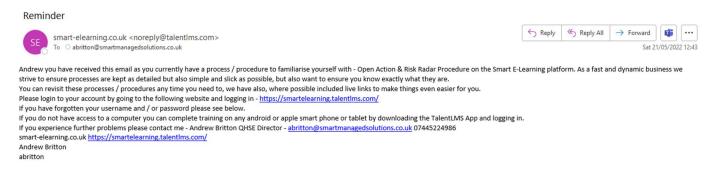
Copies of all our employees internal and external qualifications are held electronically on our Learning Management System (LMS).

Learners are sent frequent reminders by the system via email should a course require completing or renewing.

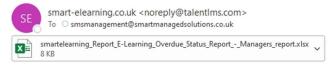
Example -



Contract Managers are sent status reports each Monday listing exactly which members of there team have completed what and who have not.

Example -

Export in Excel - smart-elearning.co.uk:E-Learning Overdue Status Report - Managers

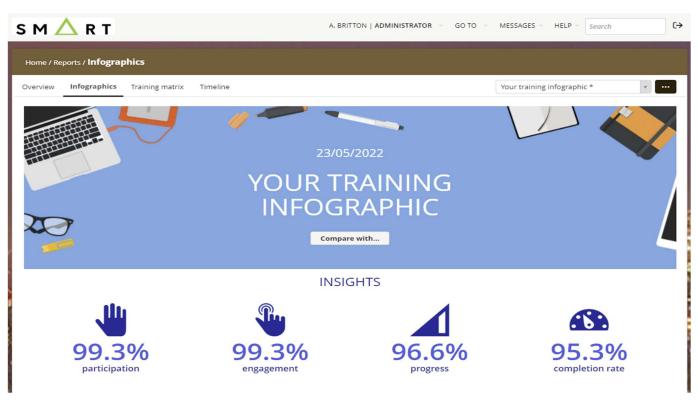


The attached file contains the report data requested in Excel format.

Report name: E-Learning Overdue Status Report - Managers Sending domain: <u>http://smartelearning.talentlms.com/</u> Creation date: 23/05/2022, 15:24:07

This is also reviewed by senior management each month as part of in-depth contract reviews.

In addition, training status is constantly monitored by the QHSE Team through powerful infographics and live training Matrix –





As encouragement and incentive, points and badges are also given through the Gamification function and for those who score highly rewards are issued –



Having a paperless system has clear environmental and sustainability benefits -

