

**SKILLS FRAMEWORK FOR SEA TRANSPORT  
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

<b>TSC Category</b>	Risk Management, Governance and Regulatory Compliance					
<b>TSC</b>	Organisational Analysis					
<b>TSC Description</b>	Evaluate factors that can affect the organization's performance as well as strategically assessing the organization's own resources and potential for improvement					
<b>TSC Proficiency Description</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>
				<b>STP-SPI-4002-1.1</b>	<b>STP-SPI-5002-1.1</b>	
				Manage, review and evaluate systems and processes with a view for enhancements. It also includes gathering of feedback and developing solutions to close gaps and to make improvements.	Lead the conduct of functional analysis and recommending areas for enhancement in functional operations	
<b>Knowledge</b>				<ul style="list-style-type: none"> <li>Different tiers of systems and processes within the organisation</li> <li>Tools and methodologies to review systems and processes</li> </ul>	<ul style="list-style-type: none"> <li>Objectives of functional strategies</li> <li>Own role in conduct of a functional analysis</li> <li>Types of organisational systems and processes</li> <li>Organisational resource requirements</li> </ul>	
<b>Abilities</b>				<ul style="list-style-type: none"> <li>Manage systems and processes to meet organisational guidelines and policies</li> <li>Review and evaluate systems and processes in accordance with organisational policies to identify areas for improvement</li> <li>Develop and establish solutions to gaps and areas of improvement to further enhance organisational systems and processes</li> <li>Adhere to organisational code of conduct, values and ethics when managing and reviewing systems and processes to</li> </ul>	<ul style="list-style-type: none"> <li>Determine need for functional analysis</li> <li>Determine components of and evaluate critical business functions of the organisation based on existing information</li> <li>Report findings and possible recommendations to relevant stakeholders for review and decision making</li> </ul>	

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				<p>ensure continued efficiency of organisational business processes</p> <ul style="list-style-type: none"> <li>• Keep abreast of best practices in managing systems and processes by subscribing to diverse learning channels and participating in peer discussion platforms to enhance own knowledge for workplace application</li> </ul>	
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