

FACILITATOR EVALUATION SUMMARY

Training: Root Cause Analysis and Incident Investigation (HSEQ 301-02) **Facilitator(s):** Ned Gravel
Location: Calgary, AB **Date:** 5-Apr-11

Item	Met Participant Needs?				
	1 No	2	3 OK	4	5 Yes
Course Objectives:	<i>√ as appropriate below</i>				
Were you given the opportunity to help define them?	0	0	2	5	12
Were they well defined?	0	0	1	6	12
Were they achieved?	0	0	2	4	13
Course Content:					
Was the material appropriate?	0	0	0	4	15
Complexity (1=too complex or too simple ← → Perfect=5)	0	0	3	6	10
Was the material clear to you?	0	0	1	7	11
Volume (1=too much or not enough ← → Perfect=5)	0	0	3	4	12
Did the handouts fit with this training - did they help?	0	0	0	7	12
Facilitator Methods:					
Did the facilitator allow sufficient discussion?	0	0	1	2	16
Did the facilitator encourage participation?	0	0	1	2	16
Did the facilitator help bring out new group ideas?	0	0	1	4	14
Did the facilitator help close out discussions?	0	0	1	4	14
Would you accept this facilitator again?	0	0	2	3	14
Catering and Facility:					
Was the seminar facility appropriate for the course?	0	0	4	5	10
Was the lunch and breaks service acceptable?	0	0	4	3	12

COMMENTS	REPSONSE
Booklet seemed disorganised sort of.	True. As the course matures we will be able to better organise the course booklet. Current requirement is to ensure separation of course material from reference materials.
Test paper having boxes line up with questions better.	Done.
Poor seating.	Not sure how to respond to this one. The seating is what is available within the Calgary Exova facility. Next time we visit that location, we will suggest that some may wish to bring their own office chairs to the course.
Page number slides in ppt.	Good idea.

<u>COMMENTS</u>	<u>REPSONSE</u>
<p>The example of training he used on me is exactly what is happening to me right now. I have not been trained and we are extremely busy.</p>	<p>This is a real issue and needs to be addressed with lab manager as soon as possible. No one should be working in either of these two labs without being able to conduct their duties in a safe manner. The commenter is strongly encouraged to bring this to the attention of their GM.</p>

Other Comments

- Ned taught Root Cause Analysis in a way that was easy to learn and fun.