

MCS / FIELD ASSURANCE RESOURCE

Engineer Coaching & Development Review

A developmental conversation aid, not a formal competence assessment.

Prepare

- Describe the task or behaviour observed using factual, dated evidence.
- Confirm the applicable approved procedure and expected outcome.
- Invite the engineer to explain context, barriers and their perspective.

Discuss

- Give balanced, specific feedback; avoid attributing blame or intent.
- Agree practical support, training or supervised practice as appropriate.
- Document engineer comments, owner, target and review date.

Follow up

- Verify agreed support was delivered and improvement is sustained.
- Use suitable follow-up evidence rather than assuming competence.
- Refer potential competence or safety concerns into the formal process.

Working record

Reference: _____ Date: _____ Reviewer: _____

Observation / context	Engineer perspective / barrier	Agreed support / owner	Review date / evidence of improvement

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Priority actions and follow-up

Priority / decision	Owner / target date	Verification / outcome

Use only authorised information. Adapt to the organisation's approved requirements and escalation processes. This is a general-purpose aid, not an approved technical standard or formal competence authorisation.