

PRS Manual Scoring Sheet - MANAGEMENT PART

Reviewer :		IO number:		Certification Type	
Job number:		IO/delegate:		Review Date	

1. Certification outcomes	Element score	Numerical value	Comments
1.1 Correct certification outcomes			
1.2 Correct technical decisions		< from Technical Part	
2.1 Technical competence		< from Technical Part	
<i>Average numerical value of category 1:</i>			

2. Competence	Element score	Numerical value	Comments
1.3 Correct use of cert. Documents			
1.4 Correct entry of certification info			
2.2 Administrative competence			
<i>Average numerical value of category 2:</i>			

3. Resources	Element score	Numerical value	Comments
3.1 Facilities			
3.2 Technical equipment		< from Technical Part	
3.3 Administration equipment			
3.4 Technical information			
3.5 Controlled cert. Documents			
3.6 Certification staff			
<i>Average numerical value of category 3:</i>			

4. Management	Element score	Numerical value	Comments
4.1 Management of competence			
4.2 Management of facilities			
4.3 Management of equipment			
4.4 Mgmt of technical information			
4.5 Mgmt of certification documents			
4.6 Mgmt of electronic cert. Info			
4.7 Mgmt of certification staff			
4.8 Management of time			
<i>Average numerical value of category 4:</i>			

5. Performance improvement	Element score	Numerical value	Comments
5.1 Commitment to continuous impr.			
5.2 Regular self-assessments			
5.3 Correct handling of complaints			
5.4 Commitment to the PRS			
<i>Average numerical value of category 5:</i>			

Total score calculation (works only with Management and Technical Part scores entered)

Category	Category average	Weight	Weighted category
1. Certification outcomes		x 0.50	
2. Competence		x 0.20	
3. Resources		x 0.10	
4. Management		x 0.10	
5. Performance improvement		x 0.10	

The total score is subject to change until all elements that scored 1+ or less have improved to 2- or higher.

General comments:	Unadjusted total score:		Next Review:
	Adjusted Score		

IO/Delegate:	Reviewer:	(Signed)	Date:
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PRS Manual Scoring Sheet - TECHNICAL PART

Reviewer:		IO number:	
Job number:		IO/delegate:	
		Certification Type	
		Review Date	

	VI number	VI name
A		
B		
C		
D		
E		

Enter letter of VI responsible for score (one letter only)

1.	Element score	Numerical value	VI	Comments
1.1 Correct technical decisions				
1.2 Technical competence				
1.3 Technical equipment				
2.	Element score	Numerical value	VI	Comments
2.1 Correct technical decisions				
2.2 Technical competence				
2.3 Technical equipment				
3.	Element score	Numerical value	VI	Comments
3.1 Correct technical decisions				
3.2 Technical competence				
3.3 Technical equipment				
4.	Element score	Numerical value	VI	Comments
4.1 Correct technical decisions				
4.2 Technical competence				
4.3 Technical equipment				
5.	Element score	Numerical value	VI	Comments
5.1 Correct technical decisions				
5.2 Technical competence				
5.3 Technical equipment				
6.	Element score	Numerical value	VI	Comments
6.1 Correct technical decisions				
6.2 Technical competence				
6.3 Technical equipment				
7.	Element score	Numerical value	VI	Comments
7.1 Correct technical decisions				
7.2 Technical competence				
7.3 Technical equipment				

* if no score is applicable, enter "n/a"

Technical Part element averages for use in Main Part *(works only with Technical Part scores entered)*

Element	Average	Comments
Correct technical decisions	>	for use in PRS Main Part, element 1.2
Technical competence	>	for use in PRS Main Part, element 2.1
Technical equipment	>	for use in PRS Main Part, element 3.2