



Learning and Development Checklist

Assistant Chief Officer – Learning support for post day 1

The learning outlined in this checklist will be available digitally via MyLearning in the form of videos, guidance and eLearning so you can access the learning when you need it and apply it on the job.

Regional L&D plans that outline the timelines for completing the learning are being developed and will be shared with you in June. The learning highlighted in **purple** reflects the mandatory learning that must be refreshed every three years; if you are up to date with this learning there is no need to re-complete.

Prior learning will be recognised and if you have come from a CRC your training record will be transferred; you won't need to re-complete learning that can be evidenced through your training record.

What learning will be available?	How long will it take?	Completed?	N/A
Mandatory Civil Service Learning Inclusion in the Civil Service https://mydevelopment.org.uk/course/view.php?id=7655 Health & Safety (additional module for managers) https://mydevelopment.org.uk/course/view.php?id=4159 Responsible For Information 2018 https://mydevelopment.org.uk/course/view.php?id=4284 Counter Fraud, bribery & Corruption for managers https://mydevelopment.org.uk/course/view.php?id=4076	4 hours	<input type="checkbox"/>	<input type="checkbox"/>
Safeguarding (3 modules)	3 hours	<input type="checkbox"/>	<input type="checkbox"/>
Prevent (previously WRAP3) Course: Prevent (mydevelopment.org.uk)	1 hour	<input type="checkbox"/>	<input type="checkbox"/>
Recall eLearning for senior managers	1 hour	<input type="checkbox"/>	<input type="checkbox"/>
Navigating the Workload Measurement Tool	TBC	<input type="checkbox"/>	<input type="checkbox"/>
SFO Learning	45 minutes	<input type="checkbox"/>	<input type="checkbox"/>
MAPPA - chair	TBC	<input type="checkbox"/>	<input type="checkbox"/>
Contract Management (<i>Contract Managers</i>)	TBC	<input type="checkbox"/>	<input type="checkbox"/>
Commissioning (<i>Commissioning Specialist for the ROIF</i>)	TBC	<input type="checkbox"/>	<input type="checkbox"/>
Awareness of Finance in government (<i>Finance Managers and budget holders</i>)	1 hour	<input type="checkbox"/>	<input type="checkbox"/>
Licence to operate (<i>Finance Managers and budget holders</i>)	TBC	<input type="checkbox"/>	<input type="checkbox"/>