



**GLOBAL
FORMATION**

PRESENTATION OF GLOBAL FORMATION SERVICES

TRAINING AND PROGRESSION OF THE WORKFORCE





■ **General presentation**

- Strategic role with our clients
- Chronological Steps of the Time Line Training
- Digital Continuous Learning
- Operating skills of your workers (imputability)
- Classroom training
- Reports and KPIs
- Visualization of Global Formation services
- Global Formation Ecosystem
- What we offer
- Important to remember

STRATEGIC ROLE WITH OUR CLIENTS

- Ensure the implementation of the training strategy established with the partner;
- Establish the necessary resources for the implementation of the strategy and the development of deliverables;
- Build the training curriculum, confirm the groups to be trained and specify the training content to be developed by group;
- Produce an estimate of training needs and identify potential training methods;
- Design training templates, course schedules, evaluation criteria and training plans;
- Take care of the logistical planning surrounding the delivery of the training;
- Facilitate training sessions with resource trainers;
- Develop online multimedia training content (LMS);
- If necessary, provide various tools to encourage the appropriation of the ERP (Enterprise Resource Planning);
- To be the point of contact and resources regarding the development of training material and its deployment;
- Development of different digital and ERP projects at the training level.

CHRONOLOGICAL STEPS OF THE "TIME LINE" TRAINING COURSE

Intensive training period

Companionship / Sponsorship
Close supervision

1

- 1- Welcoming employees (on boarding)
- 2- Health and Safety Training
- 3- Professional trainings (theoretical and practical)
Reading of procedures
- 4- OJT - On the Job Training with an interactive learning booklet (Hands on training)
- 5- Validate if the worker can continue his learning in a safe and autonomous condition.

Exposure time
(to be determined according to the position)

2

Period of continuous training
Normal supervision

Theoretical and Practical Exams

After the exposure time, the trainer evaluates the worker with a theoretical and practical exam and an evaluation meeting with his or her immediate manager.

3

the employee is responsible for his or her actions.

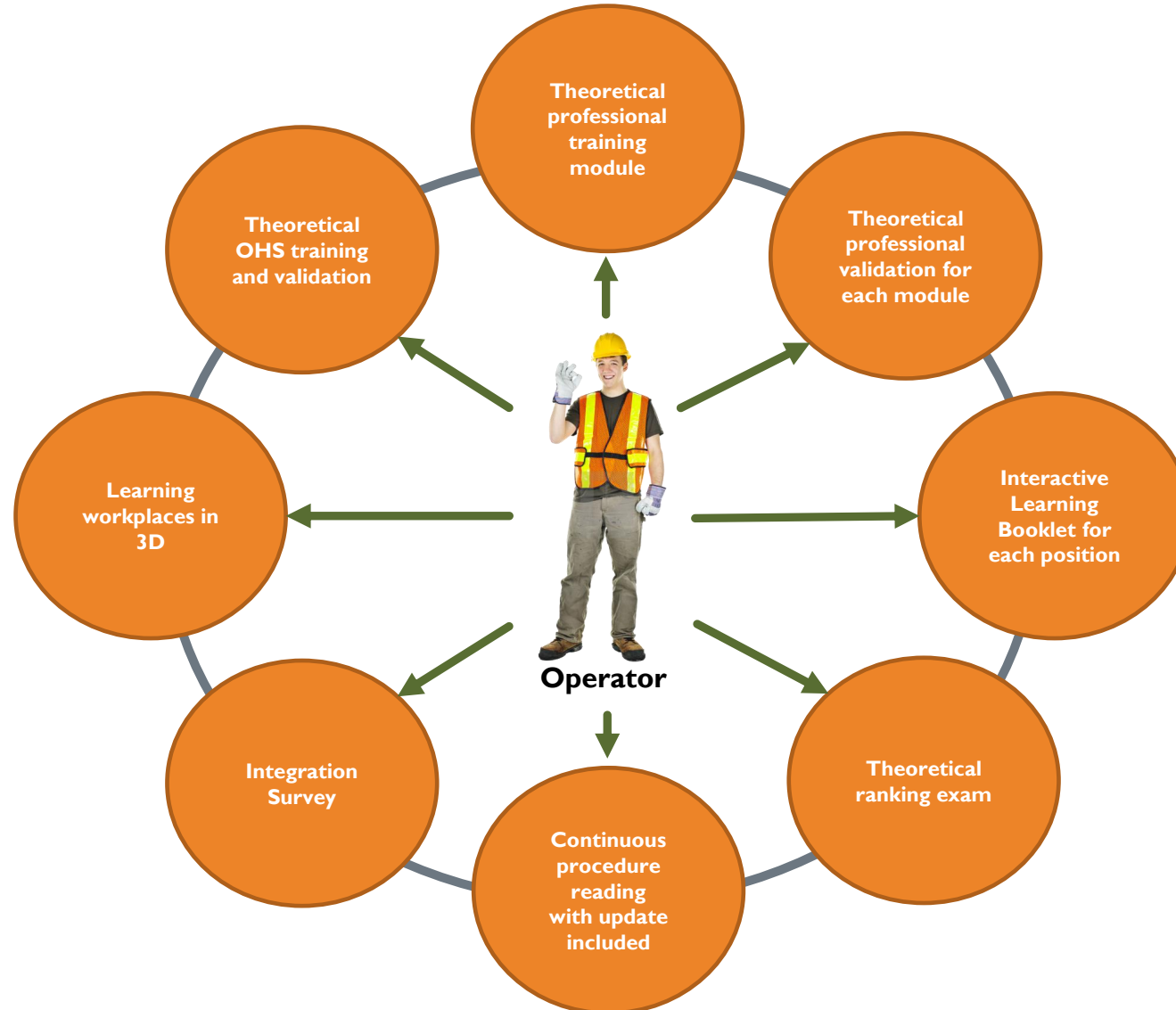
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Imputability



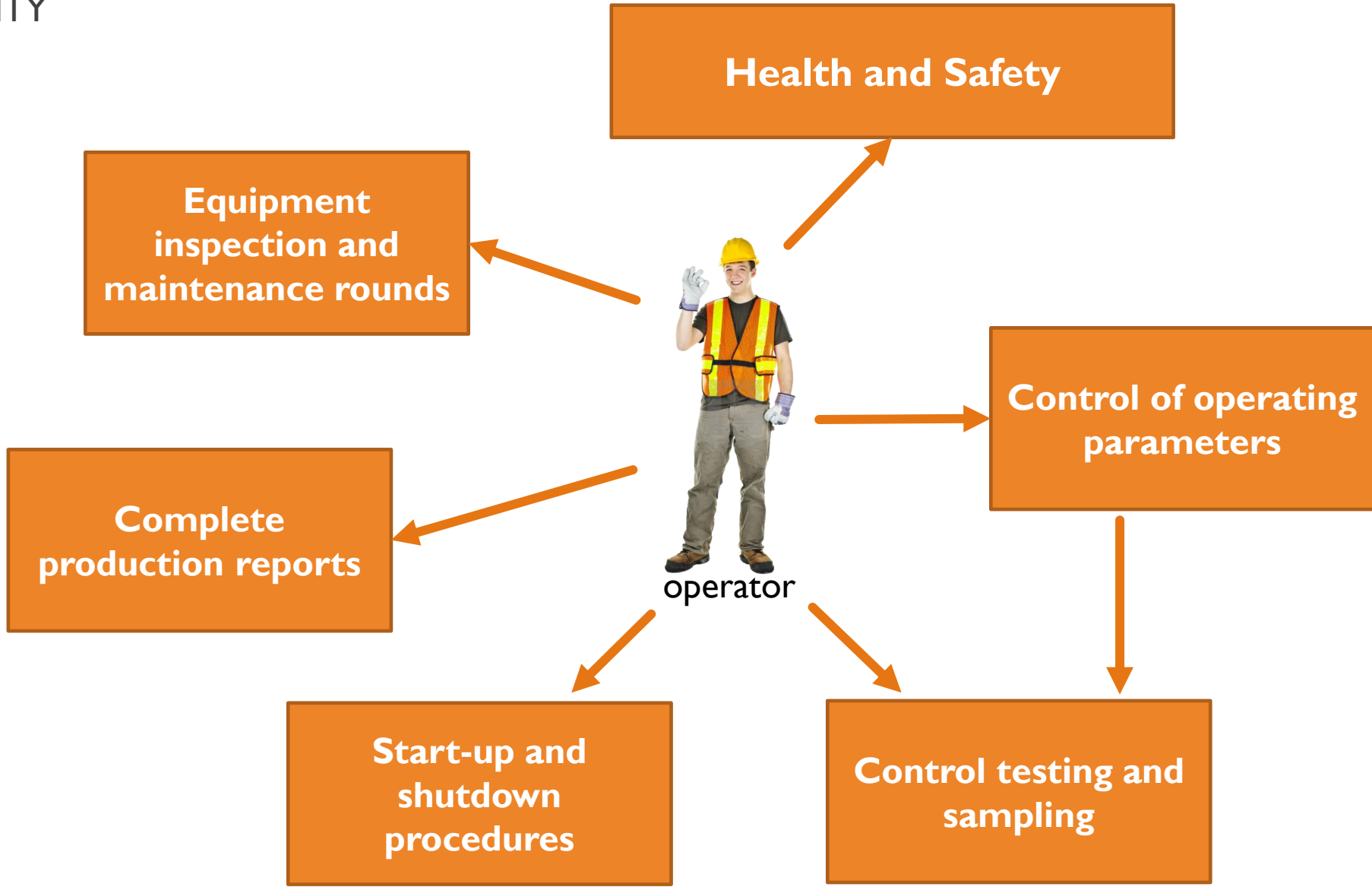
DIGITAL CONTINUOUS LEARNING

AUTONOMOUS DEVELOPMENT OF THE EMPLOYEE



OPERATING SKILLS OF YOUR WORKERS

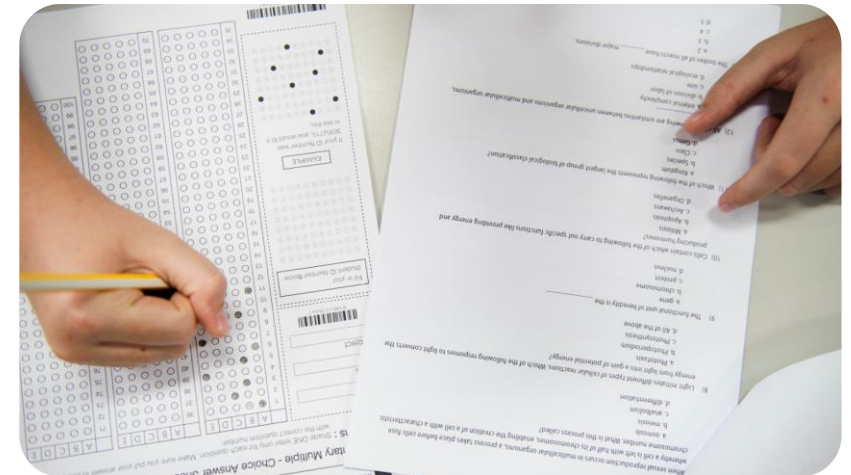
IMPUTABILITY



CLASSROOM TRAINING



Modular specific
professional training

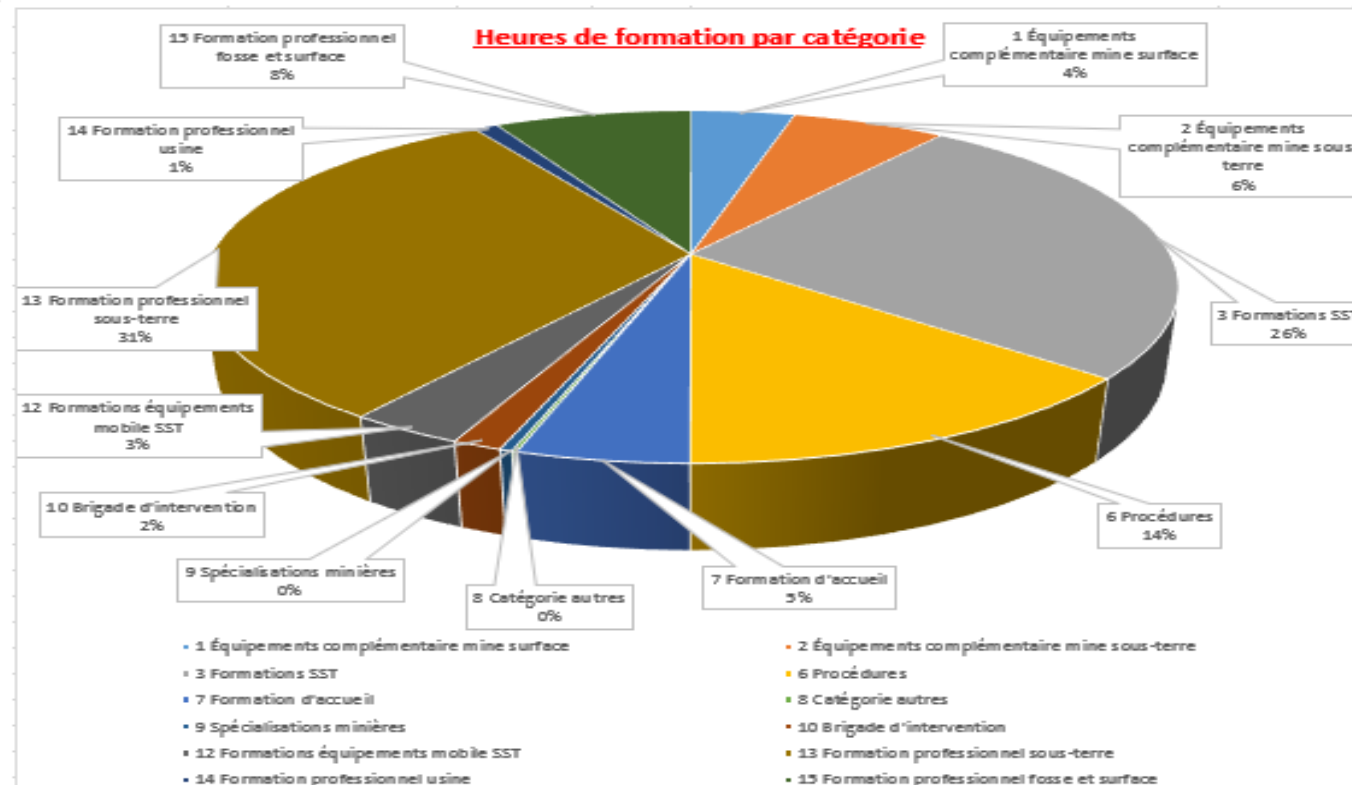


Validation of acquired
knowledge

19-TYPE	(Plusieurs éléments)
20-DATE	(Plusieurs éléments)
Étiquettes de l - Somme de 23-DUR	
1	116
2	172
3	731
6	391
7	135,5
8	4
9	10
10	39
12	91
13	882,5
14	27
15	220
Total général	2819

Training hours by category

	Training Category	Hours
1	Équipements complémentaire mine surface	116
2	Équipements complémentaire mine sous-terre	172
3	Formations SST	731
6	Procédures	391
7	Formation d'accueil	135,5
8	Catégorie autres	4
9	Spécialisations minières	10
10	Brigade d'intervention	39
12	Formations équipements mobile SST	91
13	Formation professionnel sous-terre	882,5
14	Formation professionnel usine	27
15	Formation professionnel fosse et surface	220
	TOTAL	2819



VISUALIZATION OF GLOBAL FORMATION SERVICES

Global Formation Services

Data and information recording

**Design of conventional
classroom teaching materials**

**Theoretical training, exercises
and exams**

Instructor Training

**Multimedia transfer of teaching
material.**

**General and professional training,
procedures, learning booklets, surveys
and 3D**

- **Conversion to E-learning web-base**
- **Animations**
- **Narrations**

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Online Training Manager

- Requesting and following up on training
- Internal classroom training
- External trainings
- Online training
- Follow-up on procedures



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- Certificates and licenses
- Follow-up of training hours (theoretical and practical hours)
- Produce reports
- Requisitioning of personnel according to desired skills

General and professional online training with evaluation

Reading online procedures

Interactive apprentice booklet

Interactive and personal surveys

3D Environments

Online Forms & Reports

WHAT WE OFFER

DESIGN OF YOUR TRAININGS

- From your PPTs or any other material you have
- From our catalog

Note: our LMS can connect to your human resources management system or ERP according to your needs.

Module: Online training (e-learning on computer, tablet, smart phone)

Our training catalog

Health and safety

- General welcome to the work site
- Environment welcome
- Working at height
- Confined space
- Forklift truck
- Skid-steer loader (Bobcat)
- Aerial platform and lifting platform
- Lockout Procedure
- Hot work
- Respiratory protection
- Electrical safety
- Radio communication
- Road traffic
- See and be seen
- Overhead crane
- Etc... Full training formula or "refresh" formula



WHAT WE OFFER (CONTINUED)

Module: Professional trainings

Our training catalog

Basic training Supervisor

- Good feedback to employees
- How to distribute tasks among employees
- One-on-one meeting
- Essential coaching skills
- Supervising an employee who is part of my family
- Communication
- Conflict Management
- Decision Making
- Building team spirit
- Transition from Operator to Supervisor position

• Basic Training Mechanic Class 1, 2 and 3

- Drilling
- Welding
- Oxycutting
- Hydraulics
- Specialized hydraulics
- Gear
- Pneumatic system
- Assembly of an acetylene blowtorch
- Shaft Alignment
- Belt conveyor
- Pump
- Assembly and disassembly
- Lubrication
- Diagnosis of hydraulic pumps and motors
- Management

WHAT WE OFFER (CONTINUED)

Module: Professional Training (continued)

Our training catalog

Basic training for operators (example: mining sector)

- Basic crushing training
- Basic grinding training
- Basic filtration training
- Basic flotation training
- Basic elution training
- Basic thickening training
- Basic cyanidation training
- Etc.
 - Information and requirements
 - Safety
 - Communicate
 - Use tools and materials
 - Using mobile equipment
 - Use Lifting Equipment
 - Inspection of the circuit
 - Start and stop sequence
 - Control of operating parameters
 - Control test (sampling)
 - Cleaning

Other complementary trainings

- Guide Ti (maintenance management software)
- Work agreement
- Understanding overtime and vacations
- Understanding remuneration
- Understanding Employment Policies
- Etc...

WHAT WE OFFER (CONTINUED)

Module: Reading your online procedures and MSDs (GHS)

- Operations Department
- Health and Safety Department
- Environment Department
- Etc.

Module: Interactive e-Learning Booklet

- All process plant operation and maintenance positions
- All mining and surface operation positions

Module: Personal and Interactive Survey

(the worker evaluates himself and is evaluated by his instructor and supervisor)

- All positions and sectors of the site

Module: Learning about environments and equipment in 3D and mixed reality

- All operation and maintenance workstations at the site
- All mobile equipment

Exemple: <https://my.matterport.com/show/?m=frSkkoucT8j>



IMPORTANT TO REMEMBER

- Creation of OJT "On the Job Training" learning booklets and participative involvement through "hands-on" field sponsorship;
- In order to ensure that training is sustainable throughout the life of the company, on-site or distance video recordings are created when new training from a supplier or specialist is occasionally introduced;
- Develop training for supervisors and maintenance personnel (electric and mechanical) Develop training for environmental departments, health service, technical services, etc... ;
- Presentation of trainings on the use of different software. (GMAO, ERP, Kronos, GuideTi, ConformiT, ADP, etc...) ;
- Management of procedures and GHS safety data sheets;
- Create personal and interactive surveys ;
- Digitization of workplaces in 3D to facilitate the learning of production tasks and equipment;
- New functionalities to come on the LMS:
 - Creation of production reports and forms to be completed.
 - Knowledge sharing between employees (photos and videos) that can be inserted in the production report.
 - Online work card or Take 5 to facilitate the management of non-conformities.




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Thank you



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