



Requirements of Mobius Institute Approved Instructors for Asset Reliability Practitioner (ARP) training courses

Document: ATC174, v4

Issued: 16 June 2022

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1. Introduction

In the interests of improving and maintaining the general standard of Asset Reliability training, Mobius Institute has produced these minimum requirements for the approval of instructors providing structured training for Asset Reliability Practitioners using the Mobius Institute training programme. It is the intention that the gaining of approval by an instructor delivering courses to external clients should be seen as a testimony to the quality of his or hers overall delivery of training, declaration of conformity to this document and *ED161 – Asset Reliability Scheme Requirements*.

All information and documentation accrued by Mobius Institute or its appointed agent whilst conducting the approval process shall be treated as commercial in confidence and not disclosed to any other parties and appropriately secured for storage.

2. Purpose

The purpose of this document is to outline the requirements of a Mobius Institute approved Asset Reliability instructor. This document also outlines the approval process for instructors.

3. Terms & definitions

For the purposes of this document, the following terms & definitions apply:

ATC

Approved Training Centre – centre approved, authorised and monitored by Mobius Institute to administer Mobius Institute training courses where theoretical and practical instruction are administered

ATO

Approved Training Organization – Organisation competent to administer a programme to train personnel in Asset Reliability training courses in accordance with ED161, and is also approved within the certification programme by the certification body, MIBoC, to design and conduct such training to ensure adherence to training curricula specified in ED161.

Instructor

Person with relevant technical and personal qualifications who is approved by Mobius Institute to deliver Mobius Institute training courses for a given category

Training Programme

The Mobius Institute training programme, which has its own rules of procedure and management for training through the use of verbal, visual and practical instruction, and is compliant to the specifications of ED161.

ARP-A

Asset Reliability Practitioner – Advocate (formerly ARP CAT I)

ARP-E

Asset Reliability Practitioner – Engineer (formerly ARP CAT II)

ARP-L

Asset Reliability Practitioner – Leader (formerly ARP CAT III)

4. Structure & Management

The instructor, for the purposes of conducting Mobius Institute training courses, shall work under the direction of a Mobius Institute Approved Training Organization (ATO) or a Mobius Institute Approved Training Centre (ATC).

5. Responsibilities

The instructor shall:

- a) be familiar with the appropriate requirements of ED161 and the Mobius Institute Asset Reliability training programme;
- b) have a thorough knowledge of the relevant training methods; see ATC011
- c) be able to communicate effectively both in writing and orally (through an interpreter if necessary) in the language of training; and
- d) make impartial and non-discriminatory technical presentations;
- e) ensure that the integrity Mobius Institute training materials is not compromised in any way;
- f) ensure that the delivery of training does not promote specific commercial products of services;
- g) provide and encourage students to surveys and/or complete course evaluation forms, and make these available to Mobius Institute;
- h) ensure that students sign a training course attendance sheet, and make this available to Mobius Institute; and

- i) undergo an annual audit and correct any non-conformances in a timely fashion (as per audit guidelines).

6. Confidentiality

Except as required by Mobius Institute or by law, information gained in the course of training activities about a particular person shall not be disclosed to a third party without the written consent of that person. Where the law requires information to be disclosed to a third party, that person shall be informed of the information provided as permitted by the law.

The instructor shall complete a Mobius Confidentiality and Intellectual Property Agreement (IDR049).

7. Qualification Requirements for Instructors

Instructors shall meet the following qualification criteria:

- To teach Asset Reliability Practitioner – Advocate (ARP-A) courses:
 - be ARP-A trained/certified **OR**
 - be ARP-E **and** ARP-L trained/certified **and** be ARP-A trained
- To teach Asset Reliability Practitioner – Engineer (ARP-E) courses:
 - ARP-A **and** ARP-E trained/certified **OR**
 - ARP-E **and** ARP-L trained/certified
- To teach Asset Reliability Practitioner – Leader (ARP-L) courses:
 - ARP-A **and** ARP-L trained/certified **OR**
 - ARP-E **and** ARP-L trained/certified

		ARP training/certification required:		
		ARP-A	ARP-E	ARP-L
To teach an ARP course at this category:	ARP-A	Trg & Cert	-----	-----
		OR		
		Trg only	Trg & Cert	Trg & Cert
	ARP-E	Trg & Cert	Trg & Cert	-----
		OR		
		-----	Trg & Cert	Trg & Cert
	ARP-L	Trg & Cert	-----	Trg & Cert
		OR		
		-----	Trg & Cert	Trg & Cert

It is recommended that instructors obtain exam score/s of at least 80%.

Additionally, instructors shall have experience training people in Condition Monitoring, Maintenance or Asset Reliability, and a minimum of 5 years work experience in Condition Monitoring, Maintenance or Asset Reliability (actively involved in working in a plant or consulting).

Instructors shall have undertaken a Mobius Institute 'Trainer Induction Program' course. Exemption from this requirement is at the discretion of Mobius Institute.

8. Transition Period

For a period not exceeding five years from the time the Asset Reliability Certification Scheme is first implemented, instructors may be authorised at the discretion of Mobius Institute provided they:

- a. have been actively working in the role relevant to the category they are applying to teach for a period of at least five years; or
- b. have undertaken tasks associated with the role relevant to the category they are applying to teach for a period of at least 10 years.

9. Code of Ethics

The instructor shall recognize the precepts of personal integrity and professional competence according to international principles. Accordingly, the instructor shall complete a *Mobius Institute Instructor Code of Ethics Agreement* (refer [Annex A](#)).

10. Approval Process for Instructors

Approval of instructors shall be at the discretion of Mobius Institute.

An instructor seeking to become a Mobius Institute Approved Instructor should apply to Mobius Institute, using the *Application for Training Instructor Approval* form (refer [Annex B](#)). The application should include all relevant documents, as listed in the form. Clarification or additional documentation may be sought by Mobius Institute as deemed necessary.

Following review of the application, approval may be granted or denied by Mobius Institute. The applicant will be informed in writing of the decision.

Approval, if granted, is valid for a period of three (3) years.

At the conclusion of the approval period an extension may be granted. Alternatively, the instructor may re-apply for approval using the *Application for Training Instructor Approval* ([Annex B](#)) form.

Annex A: Mobius Institute Asset Reliability Instructor Code of Ethics Agreement



Individuals who administer and/or conduct training according to the Mobius Institute training programme shall recognize the precepts of personal integrity and professional competence according to international principles.

Accordingly, I _____
(full name of instructor)

declare that I will:

- a) perform my professional duties without bias and commercialism whether it be for products or services;
- b) undertake only those training duties for which I am competent by virtue of my training and experience;
- c) conduct myself in a responsible manner and utilize fair and equitable business practices in dealing with colleagues, clients and associates;
- d) protect to the fullest extent possible, consistent with the well-being of the public, any information given to me in confidence by an employer, client, colleague or member of the public;
- e) refrain from making any unjustified statement or from performing unethical acts which would discredit the Mobius Institute training programme;
- f) avoid conflicts of interest with any employer or client, and if such conflict should arise in the performance of work, inform the affected persons promptly of the circumstances;
- g) strive to maintain my proficiency by updating my technical knowledge as required to properly perform condition monitoring measurement and analysis techniques; and
- h) ensure that end-user confidentiality is conserved if their data are used in training materials, unless there is a prior agreement.

(Signature of instructor)

(Date)

Annex B: Application for Training Instructor Approval



Name of Instructor: _____

Name of training centre: _____

Telephone: _____

E-mail: _____

Please provide details of relevant **certifications held**
(please attach copies of certificates as evidence of certification):

Certification Body	Title of Certification	Category	Date of Certification	Certificate Number or ID
<i>e.g. Mobius Institute</i>	<i>Asset Reliability Practitioner</i>	<i>ARP-E</i>	<i>1 January 2009</i>	

Please provide details of relevant **asset reliability training courses undertaken**
(please add another sheet if more space is required):

Please provide details of relevant **asset reliability work experience**
(please add another sheet if more space is required):

Please provide details of relevant **asset reliability training qualifications and/or
experience** (please add another sheet if more space is required):

Languages spoken & written (for purposes of conducting training courses):

Application completed by:

Name: _____

Title/Position: _____

Telephone: _____

E-mail: _____

Signed: _____ Date: _____