

Training Needs Assessment (TNA) is a service that effectively identifies gaps between the capabilities of your Automation System and the skills of your workforce. The outcome of TNA is a comprehensive training plan focused on improving the skills, knowledge, and performance of your plant's personnel, resulting in maximum benefits from your automation investment.

The TNA will be done in two steps by one of the instructors of Honeywell Academy:

- People Data Collection and Skills Assessment
  - o Understanding of your plant's organization, key issues facing plant and any future plans. The optional Skills Assessment evaluates the participants' domain knowledge and their job roles.
- Gap Analysis and Training Plan
  - o Identification of gaps in skills, possible risks, underutilization of the system's capabilities and inefficiencies due to the lack of knowledge. Honeywell Academy will propose a comprehensive training plan that addresses the issues identified in the gap analysis along with the training schedule.

