

How we calculate compliance

We use the term Job Level “Compliance” to describe how closely someone aligns to the job level requirements (JLR) for their role. This is very useful when looking at career development and how someone aligns with current and career step roles. It is also a good way of comparing capability across a workforce.

The Job Level Compliance is a percentage and is calculated as follows:

1. The approved levels are converted to values (ie: Awareness=1, Knowledgeable=2, Skilled=3, Expert=4)
2. If the Approved level is higher than the Job level requirements (JLR) then the JLR level is used. (ie Approved level of S=3 and JLR is K=2 then 2 is used to calculate compliance. This is so we do not go over 100%)
3. The JLRs are added up for the role to give a single figure – the JLR SCORE
4. The Approved levels are added up for the role to give a single figure – the APPROVED SCORE
5. Compliance % = APPROVED SCORE / JLR SCORE

Worked example

	Approved Level	JLR
Competency A	2	2
Competency B	3 (*use 2)	2
Competency C	2	2
Competency D	1	2
Competency E	1	2
Competency F	2	2
Competency G	3 (*use 2)	2
Competency H	2	2
Total	14	16

Compliance = 14 / 16 = 0.88 = **88 %**

Note for Competencies B and G, the Approved level is greater than the JLR so the JLR level is used in the compliance calculation.