

The real cost of internal training delivery

Even with tertiary funding applied, we occasionally have clients mention, “Why should we pay for courses that we traditionally have delivered internally for free?”

The answer is very simple – internal delivery costs often do not take into consideration indirect costs such as time and productivity lost by staff involved in internal training.

Often with emergency management, staff members who deliver internal training cannot be replaced with temporary staff causing a reduction in output for that department.

A good example is the three day CIMS Level 4 course – internally delivered:

	\$
Preparation	
At least three days is used to prepare for these courses with pre-course meetings, administration, collation of material, organising resources and people. <i>Calculation: 24 hours at \$24/hr.</i>	576
Delivery	
The standard three day course with two emergency management staff presenting. Excludes any overtime or special payments associated with shift workers. <i>Calculation: 2 staff delivering 24 hours of training at \$24/hr.</i>	1,152
Assessment	
With competency requirements under the CDEM Act 2002, many organisations meet best practice by assessing students against the unit standard 17280 and completing credit reporting forms. Each portfolio takes a minimum of half an hour to assess, excluding follow up time for <i>not yet competent</i> students. <i>Calculation: 24 students on the course, 30 mins per assessment at \$24/hr.</i>	288
NZQA Fees	
Ranging from \$1 a credit to \$6 a credit through various Industry Training Organisations (ITO) depending on whether or not the student is on an ITO training agreement. <i>Calculation: 24 students each being awarded the 6 credit unit standard (US17280) at either \$1 or 6 a credit</i>	<i>Ranges from</i> 96 to 576
Resources	
FRSITO CIMS Level 4 Trainee workbooks (or similar resources) <i>Calculation: Workbooks/Students resources at \$36.50 per student (24)</i>	876
Cost Analysis	
Total Direct & Indirect Costs	<i>Range</i> \$2,892 to \$3,468
Per person (at 24 students)	\$120 \$144.50 each

EMANZ/TPP CIMS Level 4 CIMS fees are generally around **\$85** per person, causing a course **saving** of at least \$852 to **\$1,428** – based on the above figures.

With tertiary funding being available, our experience suggests that internally delivered programmes are not as economical as perceived.

For further information on our courses visit www.emanz.ac.nz or call us on 0800 4 EMANZ.