What is Cognibox?

Cognibox is a powerful and user-friendly integrated Contractor management system, designed to manage all aspects related to contracting.

Designed according to the specific needs of large industry, Cognibox is presently and inter-connected three module system which guarantees that Corporations/users will obtain practical and stringent contractors management results.

Preselection
Enables Corporations to qualify, among a pool of potential Contractors, which ones are the highest performers according to the requirements they have set and which ones meet their organisational values. The questions deal with health and safety, environment, quality and productivity.

Qualification
Enables validation of information and documentation provided by the Contractor. This module allows a Contractor to qualify for a pre-determined period of time, and also includes archives and follow up on work completed.

Employees: Health and Safety management for Contractors' employees.
Records all health and safety trainings acquired by Contractors' employees, which enables the Corporation to control its requirements in this category.

Job Safety and Environmental Analysis
Designed from a correspondence matrix, this module determines required trainings, EPI, permits, and good practices according to the type of project. It generates the work permit and extracts it's data through it's link with the other modules.

Cognibox is a web-based IT tool. It functions on a maximum security server and it's use requires no specific software except for an internet browser.

Security
Cognibox meets the highest security criteria for protection of information, confidentiality, and safeguarding of data. SIM is recognised as a personal information agent by the Quebec Access to Information Commission (07790000194).

SIM Cognibox™ is a trademark developed by SIM.

To contact us
www.cognibox.net | info@simexperts.com

Preselection module

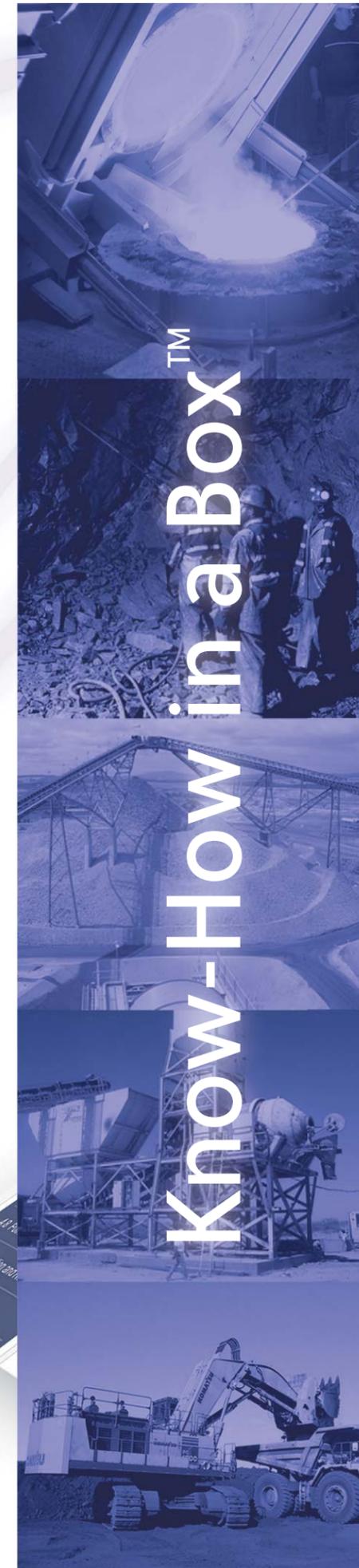OBJECTIVE: To work only with the Top Five Contractors

The Cognibox qualification module is designed to enable Corporations to identify, among a pool of potential Contractors, which ones are the highest performing according to requirements which they themselves have set and which correspond to their organisational values.

The Cognigox qualification module's function is based upon a set of questions, destined for the Contractor, among which are pre-determined filter questions, tailored for each of the member Corporation in the system.

A point ranking system is associated to each of the possible answers. According to the values and the aspects favoured by the Corporation, these questions are regrouped into categories. A stabilising factor is attributed to allow for the relative importance assigned to each question.

The system is available to all contracting in general, which allows the Corporation to have access to a large pool of Contractors and so enlarge his supplier network.

cognibox™

Know-How in a Box™

- Preselection / Qualification Record
- Employees Health and Safety Trainings Management
- Job Safety and Environmental Analysis

www.cognibox.net

Qualification Record

This module enables the recording of information concerning the contractors qualifications for major Corporations.

This module enables the Contractor to register directly on line all the information required by his client in order to qualify as a Contractor, and to grant access to other Corporations when qualifying requirements are similar.

The qualification account includes administration, supply, environment, renewable resources, quality, and health and safety.

It manages and archives the qualification account.

The Qualification module enables Corporations to:

Define pre-selection filters in order to identify the Top Five of Contractors, those who meet their standards and organisational values.

Define their qualification requirements, either made to measure or from models which they themselves may design.

Forward these requirements to the Contractors they wish to qualify. Validate, on line, section by section, the documentation and information provided by the Contractor.

Qualify a contractor for a predetermined duration.

Consign private notes and information on their Contractors.

Receive warnings on due dates for requirements or documents.

For contractors, Cognibox enables them:

To precisely know their clients qualification requirements.

To complete on line, section by section, all qualification forms and forward them to their clients' designated staff.

Follow their account's progress.

Receive warnings on due dates for requirements or documents.

Obtain a comparative ranking based on each Corporation's filter in order to evaluate its performance. Is he part of the Top Five or not? According to this rank, the system will recommend areas to be improved and even provide concrete solutions to achieve goals.

Employees
Health and Safety Trainings Management

This module's objective is to simplify management of training requirements related to health and safety and reduce their costs. It records Contractors' employees training in health and safety, regardless of the training source.

For Industrial Sites and Corporations:

Releases them from the data processing associated with induction and welcoming trainings which is usually assumed by the site which requires these trainings to be followed by Contractor's employees. All data-processing is done by Cognibox.

Indicates to their Contractors which training and training sources are recognised at their respective sites.

Verify on line if the Contractors' employees meet their requirements in health and safety qualifications, and generate or obtain from their contractors, standardised reports demonstrating these qualifications.

Insures tracing of the health and safety qualifications held by the Contractors' employees working on their sites compared to their own internal requirements, thus insuring conformity to reasonable due diligence requirements (C-45, internal protocols, OSHA, OHSAS or others).

Register their own employees for required trainings thereby sharing the costs of training with other Cognigox users, Corporations and Contractors having the same needs.

For Contractors:

Verify which trainings and training sources are recognised by the Corporation.

Reserve places and inscribe their employees on required training courses and benefit from cost savings… by sharing training costs with other Cognibox users, Corporations and Contractors having the same needs.

By choosing training sessions recognised by several plants, thus minimising non-productive duplication of training activities.

Insure tracing of health and safety qualifications acquired by their own employees and according to their own requirements and those of the Corporations for whom they are likely to work thus insuring conformity to reasonable due diligence requirements (C-45, internal protocols, OSHA, OHSAS or others).

Benefit from the recall system indicating which training must be renewed, by employer, to insure conformity to requirements.

Job Safety and Environmental Analysis

This is a risk-management tool for work done through sub-contracting, designed from a correspondence matrix which establishes the links between the following aspects:

Work site
> Definition of the task to be completed.
> Particular aspects of the task.
> Special requirements.

According to these four parameters, the system allows for the identification of the following requirements:
> Trainings which must have been followed by the Contractor's employees who are to carry out the work.
> Required individual protection equipment.
> Approved practices.
> Required permits and authorisations.

This module enables the analysis of security and environmental risks and determination of the required measures needed to manage them.

Directly linked to the Contractor's data base in Cognibox Employees section, it enables both the Corporation's manager, as well as the Contractor's, to design the task, and simultaneously verify if the Contractor's employees who will carry out the task, have the required trainings.

Archives have been built in. Their purpose is to safeguard a permit issued from a particular analysis and to duplicate this analysis for future use in the case of work which has to be done on a repetitive basis. The permit can be printed and completed by assigned staff at the beginning of the project.

It can be directly linked to the access cards (chip or bar coded) which are used by Corporations to manage site access.

In fact, this is a shell allowing each Corporation to define its own parameters and so manage its inherent risks.

Know-How in a Box™