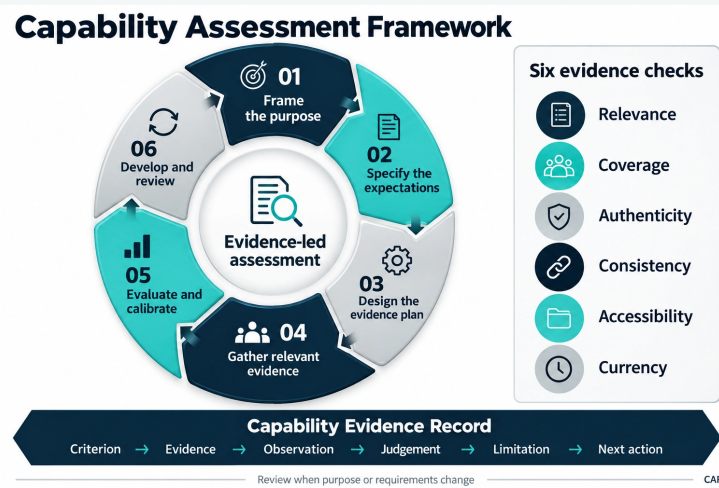


Capability Assessment Framework

ORGANISATION DESIGN AND CHANGE MANAGEMENT

Capability assessment is most useful when expectations, evidence and next steps are clear. This framework helps organisations identify demonstrated strengths, development needs and unanswered questions through methods suited to the work. It supports consistent interpretation and practical feedback while keeping current capability, aspiration and future potential distinct.



THE MODEL AT A GLANCE

The approach

CAF connects clear role expectations with proportionate evidence gathering, calibrated interpretation and development through six stages. Six quality checks keep conclusions within the available evidence. The Capability Evidence Record explains strengths, gaps, uncertainty and supported next actions for the agreed purpose.

When to use it

- Capability judgements rely on confidence, reputation or inconsistent manager views.
- Development priorities need clearer evidence against actual role expectations.
- Assessment methods must fit an important technical or workforce decision.

What the model covers

Frame the purpose · Specify the expectations · Design the evidence plan · Gather relevant evidence · Evaluate and calibrate · Develop and review · Relevance · Coverage · Authenticity · Consistency · Accessibility · Currency

Value for your organisation

- Connects capability judgements with observable requirements and relevant work evidence.
- Makes strengths, development needs and evidence limitations understandable to participants.
- Supports more consistent interpretation, feedback and focused workplace development.

Put it into practice

Start with a role priority and the decision assessment must support. Define expected work, suitable evidence and accessible instructions. Review observations against agreed criteria, discuss assessor differences and provide a focused practice opportunity with feedback and review.

Outputs you can use

- Assessment blueprint connecting criteria, methods, evidence standards and responsibilities.
- Capability Evidence Record explaining observations, judgements, limitations and next actions.
- Focused feedback and development plan with practice and review evidence.