

CAPABILITY AND CAPACITY BUILDING

Make capability visible across people, roles, and systems.

CA-PRAXIS™ maps what people need to do, where the practice must work, and how reliably it is demonstrated. It then helps the client build the capacity to sustain it.

Plain-language model

Practical application views

Evidence-led

Client-owned

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CA-PRAXIS strengthens ability. SEED creates the solution.

This separation removes the earlier overlap. A mandate may use either framework. Use both only when the client needs both a new solution and the capability to operate it.

CAPABILITY AND CAPACITY BUILDING

CA-PRAXIS™

Use when people, teams or institutions need to perform an important practice more reliably and sustain it.

Define the practice

Build competence

Verify evidence

Sustain ownership

Can the client perform and sustain the practice?

Use both only
when both
outcomes are
needed

SOLUTION DESIGN AND DELIVERY

SEED

Use when the mandate is to design, build, test and deliver a course, platform, workflow, service or operating solution.

Scope

Engage

Execute

Deliver

What solution needs to be created and put into use?

CA-PRAXIS is not a course-development model. SEED is not a capability score.

Five questions define capability and build capacity.

The infographic starts with a useful practice, defines what competent performance requires, names the work context, verifies reliability through evidence, and establishes what will keep the capability working.

1

What practice matters?

Name the useful work outcome and the practice that produces it.

Domain and outcome

2

What makes it competent?

Combine the required skills, knowledge, judgement and behaviour.

Competency definition

3

Who performs it and where?

Name the role, work setting, conditions and expected standard.

Role and context

4

How reliably is it demonstrated?

Use authentic work and evidence to locate the verified level.

Capability level

5

What keeps it working?

Establish ownership, routines, tools, leadership and governance.

Institutional capacity

Questions 1 to 4 define a capability in context.

They show who can do what, where, to which standard, and with what evidence.

Question 5 turns capability into capacity.

It makes the practice repeatable beyond one person or one programme.

Each domain supplies its own skills and competencies.

Each mandate selects the relevant domain, competency families, and specific skills. The examples below provide a starting structure, not a closed taxonomy.



E-learning

Design and facilitate learning that produces evidence of learning.

Skill development

Practise job-relevant tasks with coaching and feedback.

AI and technology

Use digital systems and automation responsibly in real work.

Data and insights

Turn reliable evidence into decisions and follow-up action.

Business strategy

Translate direction into roles, routines and execution.

Skills build competency. Practice proves capability. Systems create capacity.

CA-PRAXIS keeps these four ideas separate. This prevents training completion from being mistaken for capability and prevents strong individuals from being mistaken for institutional capacity.



Skill

A specific action or technique that can be learned and practised.

Competency

Skills used with knowledge, judgement and behaviour to complete meaningful work well.

Capability

A competency demonstrated reliably in a defined role and work context.

Shared capability

A team repeats the practice to an agreed standard using common tools and routines.

Institutional capacity

Ownership, leadership, systems and governance keep the capability working and spreading.

Select one practice, one role context, and one target level.

An engagement uses a readable working view: one selected competency, the roles and work setting where it must be used, the target quality, and the evidence needed to verify progress.

SELECTED SLICE

Data and Insights × programme team × Reliable

COMPETENCY

Use programme data to decide and follow up

SKILLS

Data quality, dashboard use, interpretation, action recording

ROLES AND SETTING

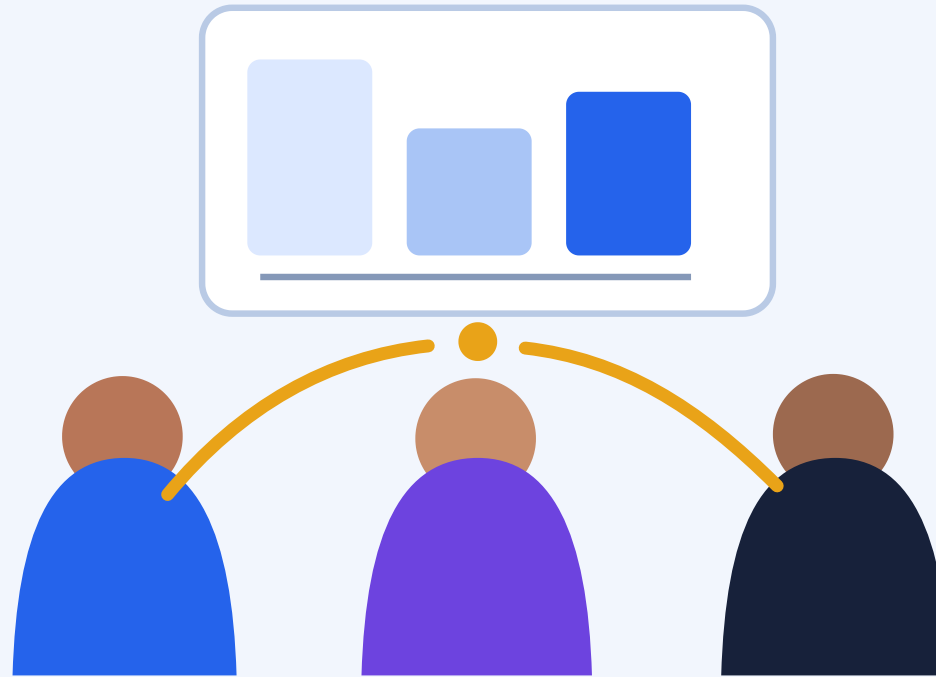
Programme officers, team lead, and review function

TARGET LEVEL

Reliable: repeated use to the agreed quality standard

CAPACITY

Shared dashboard, review routine, protocol, owner, and escalation path

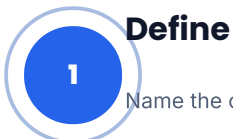


Capability statement

Programme teams use a shared dashboard to identify risks, decide a response, and record follow-up action.

Five actions move capability into practice.

The process is simple enough to explain in one minute. Evidence is defined early, collected through practice, and reviewed before any level is agreed.



Define

Name the outcome, capability, people, context, quality, and intended evidence.



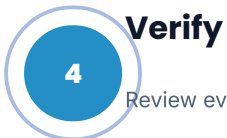
Diagnose

Review current practice and the system conditions that help or block it.



Practise

Use real or realistic tasks, feedback, coaching, and repeated application.



Verify

Review evidence together and agree the highest level fully supported.



Sustain

Transfer ownership, strengthen system support, and set the next target.

Consult

Define and diagnose the real need.

Build

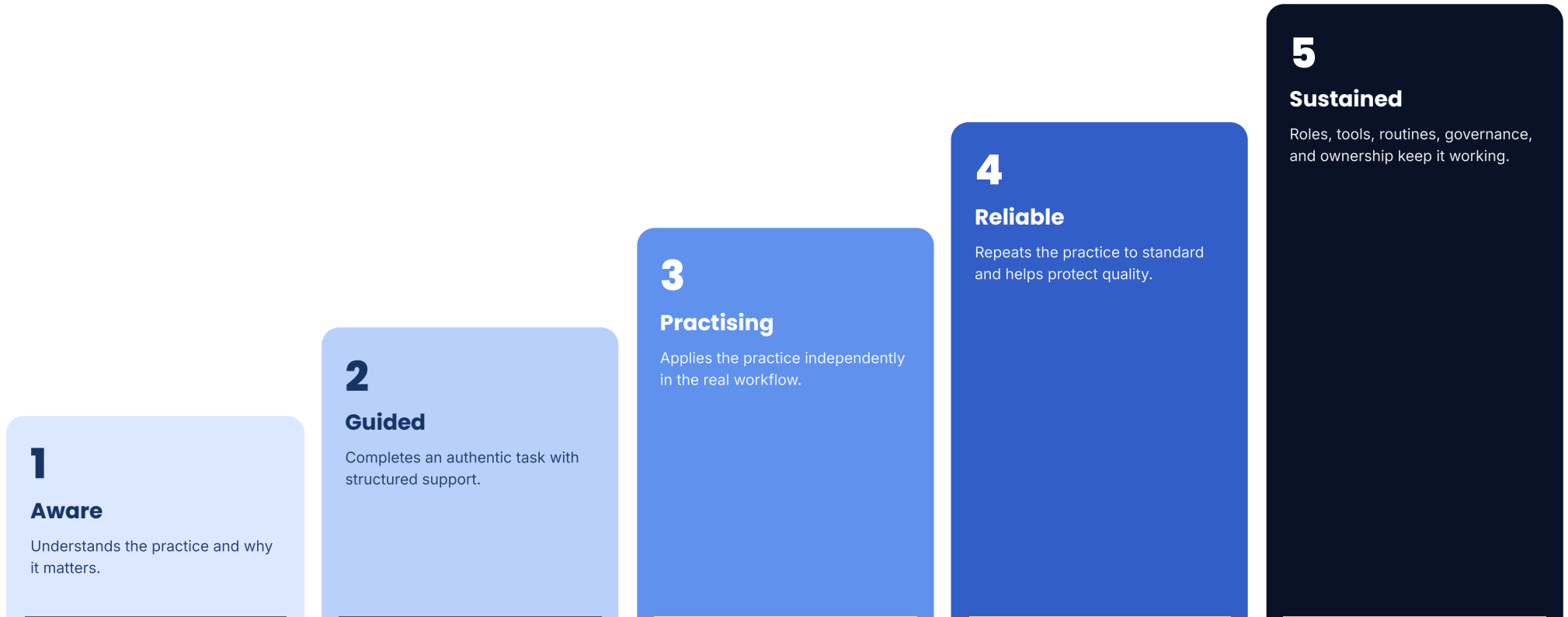
Develop practice through work.

Amplify

Verify, transfer, and sustain.

Progress becomes visible through practice and proof.

The levels describe what is demonstrated. They are not course stages, job grades, or a measure of attendance. The right target depends on the mandate.



SCORING RULE

Use the highest level fully supported by evidence.

If evidence sits between two levels, record the lower verified level and name what is missing.

Level 5 is not always the target.

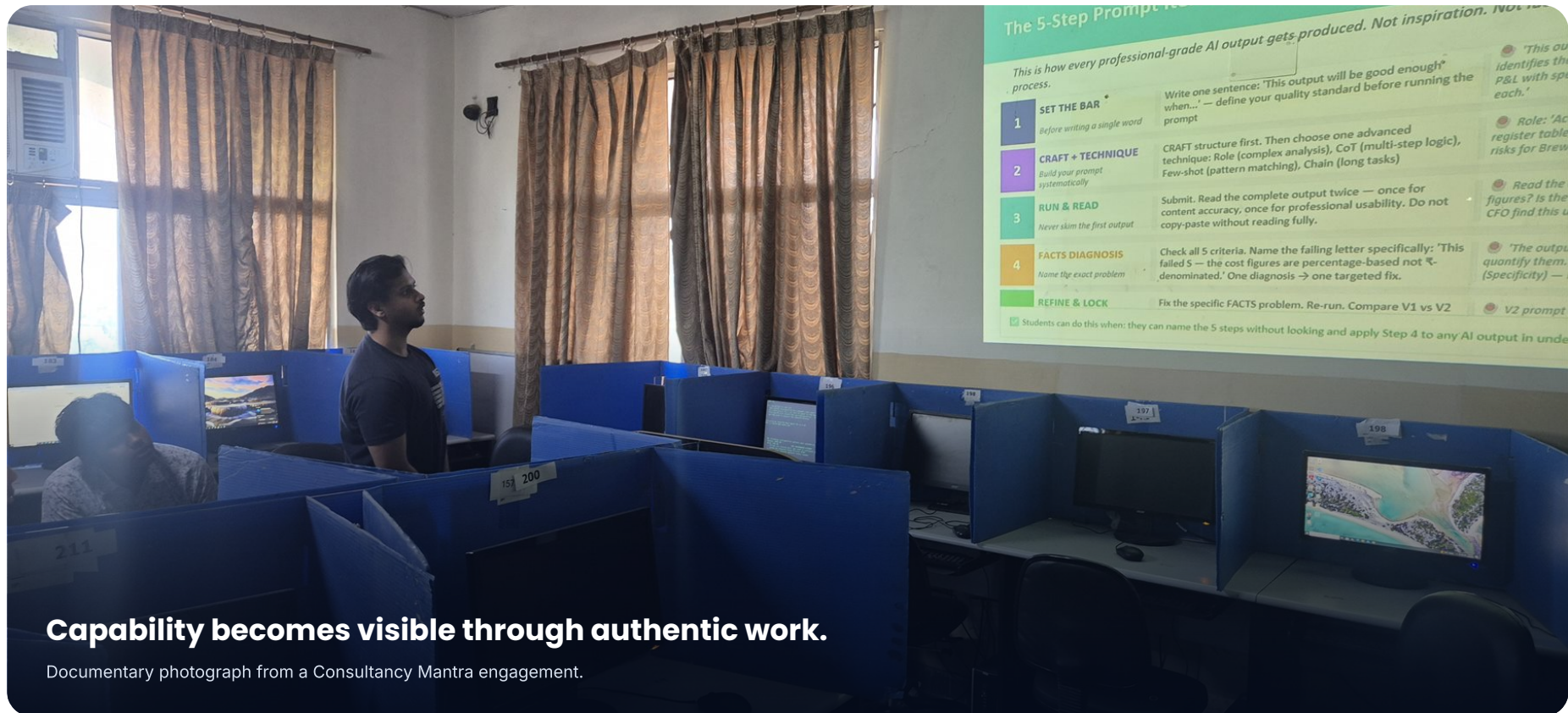
A focused role may need Level 3. A high-risk institutional practice may need Level 5.

Report variation.

For a mixed cohort, show the distribution by role or context instead of hiding it in one average.

Look at what people do, not only what they complete.

Training may support capability, but attendance and course completion do not prove that a person or institution can perform reliably in real work.



Explanation

Can people explain the practice, purpose, and key decisions?



Demonstration

Can they complete a real or realistic task with agreed support?

PRACTICE EVIDENCE



Work in context

Do work products, observations, or system records meet the quality standard?

STRONG EVIDENCE



System continuity

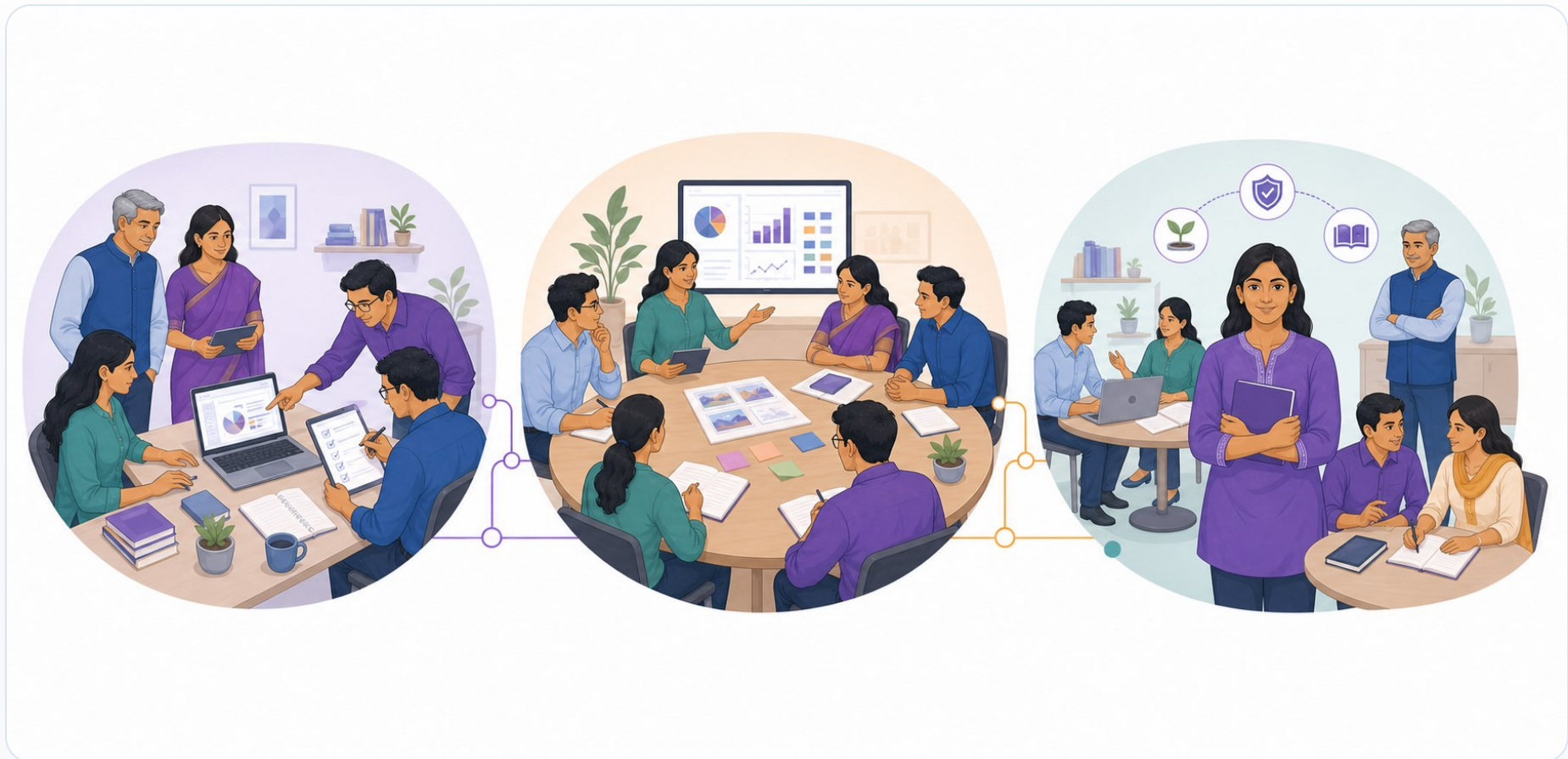
Are roles, routines, tools, governance, and ownership operating without dependence on one person?

INSTITUTIONAL
EVIDENCE

Not enough by itself: attendance, completion, confidence ratings, or self-report. These can support a record, but they do not establish a capability level alone.

The client owns the capability. Consultancy Mantra guides the method.

The role model separates ownership from facilitation. Evidence is reviewed together. Capability ownership stays with the client before, during, and after the engagement.



Set the outcome, provide access to real work, contribute evidence and remove organisational barriers.

Joint evidence review

Compare authentic tasks and work products with the agreed standard. Record the highest level fully supported.

Client: capability owner

Own the practice, routine, toolkit, coaching and next target. Consultancy Mantra guides the method and transfer.

The same model can support faculty development or employability.

Each example selects a domain competency, names the roles and system support in scope, and uses evidence to locate current and target capability levels.

E-LEARNING · FACULTY DEVELOPMENT

Design and facilitate blended learning.

NAMED CAPABILITY

Faculty design, facilitate, and improve blended lessons that meet learner needs, use appropriate technology, and produce evidence of learning.

Learner analysisLesson designFacilitationAssessmentDigital toolsAccessibility

	Faculty	Peer lead	Programme	Institution
5 · Sustained				Target
4 · Reliable		Target	Support	
3 · Practising	Target	Current		
2 · Guided	Current			
1 · Aware				

Capacity result: faculty practice grows while peer support, programme review, tools, and institutional ownership are established.

Move from training to employment transition.

NAMED CAPABILITY

Learners demonstrate job-relevant skills, navigate recruitment, and adapt to workplace expectations with support from trainers, placement systems, and employer feedback.

	Communication	Problem solving	Digital fluency	Collaboration	Career navigation	Workplace conduct
	Learner	Trainer	Placement	Institution		
5 · Sustained				Target		
4 · Reliable		Target	Target	Support		
3 · Practising	Target	Current	Current			
2 · Guided	Current					
1 · Aware						

Capacity result: individual workplace readiness is supported by trainers, placement practice, employer feedback, and institutional routines.

CHOOSING THE RIGHT FRAMEWORK

Start with the result the client needs.

The five Consultancy Mantra domains remain independent. The framework choice depends on the mandate, not the domain label.

CHOOSE CA-PRAXIS WHEN

The result is a stronger, verified capability.

“Can our people and institution do this reliably?”

- Faculty or trainer development
- Workforce skilling and applied practice
- AI adoption capability
- Data-use and decision capability
- Programme delivery capability
- Institutional capacity building

CHOOSE SEED WHEN

The result is a designed and delivered solution.

“What should we design, build, test, and improve?”

- Course, curriculum, or learning product
- LMS or learning platform
- AI, technology, or automation solution
- Data system or dashboard
- Service or product design
- Business strategy or operating model

Use both only when there are two clear results: a new solution, and the client capability to operate and sustain it.

Keep the method clear, evidence-led, and honest.

These rules protect the boundary, language, scoring and ownership of the framework whenever it is used or adapted for a new engagement.

01

Scope

CA-PRAXIS is only for capability and capacity building. SEED owns solution creation.

02

Capability model

A named practice combines competency, work context, evidence level and system conditions. Capacity exists when the required people and systems can sustain it.

03

Language

Skill, competency, capability, and capacity use the four plain definitions in this handbook.

04

Process

Define, Diagnose, Practise, Verify, Sustain. Consult, Build, Amplify remains the quieter company philosophy beneath it.

05

Levels

Aware, Guided, Practising, Reliable, Sustained.

06

Roles

The client owns the outcome and continuation. Consultancy Mantra guides the method and delivery. Evidence is reviewed jointly.

07

Claims

Use “verified through agreed evidence”. Do not use “certified” or imply external endorsement.

REFERENCE NOTE

Independent method, informed by public practice.

CA-PRAXIS™ is an original Consultancy Mantra method. It does not claim alignment, accreditation, certification, or endorsement by any external organisation.

Useful design principles were reviewed from the [SFIA Foundation](#), [World Economic Forum Global Skills Taxonomy](#), [UNESCO ICT Competency Framework for Teachers](#), [UNESCO AI Competency Framework for Students](#), and the [UNDP Capacity Assessment Methodology](#).

Status: Consultancy Mantra framework, Version 3.0. The ™ mark is an unregistered claim and must not be changed to ®.

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