Vocational Qualifications Authority and National Occupational Standards

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Presentation Plan

• Overview of Vocational Qualifications Authority
• National Qualifications System
  ✓ National Occupational Standards (NOS)
  ✓ National Qualifications (NQ)
  ✓ Testing and Certification, Training Accreditation
Objective

• Vocational Qualifications Authority (VQA) was founded in 2006.

• The objective of foundation of VQA is establishing and operating the National Qualifications System of Turkey in line with EU.

• The VQA is the affiliated organization of the Ministry of Family, Labor and Social Security.
Main Duties

- Developing National Occupational Standards in cooperation with the sector in line with the needs of the sector.
- Developing National Qualifications to determine the principles of assessment and certification.
- Operating the assessment and certification system through the testing and certification bodies authorized by VQA.
- Establishing and operating the National Qualifications Framework.

The National Coordination Point for Turkey’s European Qualifications Framework (EQF) & National Europass Centre
Management Of VQA

VQA is managed with a participatory approach. Interested parties are represented in both VQA General Assembly and Executive Board.

Mesleki Yeterlilik Kurumu
Main Service Departments Of VQA

Main Service Units of VQA;

• Occupational Standards Department
• Testing and Certification Department
• International Relations and European Union Department
• Auditing Department
• Turkish Qualifications Framework Department

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Interested parties are represented in both VQA General Assembly and Executive Board.
What is the National Occupational Standard (NOS)?

NOS is a technical document which determines minimum norms indicating the necessary knowledge, skills, attitude and behaviors which must be possessed for the successful performance of an occupation.

NOS drafts are prepared through a participatory approach by VQA-assigned actors of the business world who are capable of representing their sectors and have competence.
Preparation Method of NOS

• **DACUM (Developing A Curriculum) Process**

  It is a one or two day storyboarding process that provides a picture of what the worker does in terms of duties, tasks, knowledge, skills, traits and in some cases the tools the worker uses.
PRINCIPLES of DACUM

An occupation best knows the people who do the job itself.

The value of an occupation does not depend on the level and every occupation is valuable.

An NOS defines the operational framework of the occupation at minimum scope.

Integrates trust and fair of the occupation at national level.
FIELD VISITS
National Occupational Standard

COMPONENTS OF NOS

- Job Description
- ISCO CODE
- Occupational Legislation and Other Requirements
- Working Environment and Conditions
- Tasks, Duties and Performance Criteria
- Tools, Materials and Equipment
- Knowledge and Skills
- Attitude and Behaviour
NOS Development Process

NOS are prepared in cooperation with the sector, together with institutions that are capable of representing the sector.

Drafts are submitted to the opinion of all the parties concerned and the opinions are evaluated and reflected on the drafts.

NOS are assessed, evaluated and verified in the relevant sector committees of the VQA.

These documents prepared with participatory approach and come into force by providing consensus at the national level.

National occupational standards are revised at the latest 5 years, depending on the changing needs of the sector.

«Standard in occupation, productivity in labour»
NOS Development Process
«The Working Groups»

- NOS are also prepared with VQA working groups.
- Working groups have flexible structure so are preferred especially in revision process of NOS.
- Working groups consist of technical experts in related areas.
What is the National Qualifications?

Basis of qualifications

Based on national or international occupational standards.

Assessment

Assessment processes for determining whether a person is competent in the relevant occupation or in the field of expertise.

Components

Learning outcomes, performance criteria, knowledge, skill and competence list, assessment procedure (theoretical and practical).
National Qualifications

**ROAD TO QUALITY IN ASSESSMENT AND EVALUATION: NATIONAL QUALIFICATIONS**

- **Based on National or International Occupational Standards**
- **To measure and evaluate whether an individual has the necessary knowledge, skill and competence to perform successfully.**
- **Used for learning and assessment and evaluation purposes**

**Learning Outcomes**

**Performance Criteria**

**Knowledge, Skill and Competence Checklists**
Development Process of National Qualifications

NQ are prepared in cooperation with the sector, together with the institutions that are capable of representing the sector.

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National qualifications are assessed, evaluated and verified in the relevant sector committees of the VQA.

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The way to quality in assessment and evaluation:

National Qualifications

Mesleki Yeterlilik Kurumu
Basic Differences Between NOS and NQ

NOS defines a specific occupation.

NQ measures the learning outcomes of candidates in a specific occupational field.
Sector Committees

Sector Committees:

- Review,
- Recommend,
- Decide for the adoption of draft Occupational Standards as National Occupational Standards and the adoption of draft Qualifications as National Qualifications.

Members consist of one representative from each of the following:

- Ministry of Family, Labour and Social Services,
- Higher Education Authority,
- Ministry of the National Education,
- Other Ministries related to the occupation,
- Employees’, employers’ and vocational organizations represented at the General Assembly,
- And the Authority.
27 Sector Committees Established

<table>
<thead>
<tr>
<th>Justice and Security</th>
<th>Food</th>
<th>Health and Social Services</th>
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<tbody>
<tr>
<td>Wood Works, Paper and Paper Products</td>
<td>Construction</td>
<td>Agriculture, Hunting and Fishing</td>
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<td>Information Technologies</td>
<td>Business and Management</td>
<td>Textile, Ready Wear and Leather</td>
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<td>Glass, Cement, and Soil</td>
<td>Chemistry, Oil, Rubber and Plastic</td>
<td>Trade (Sales and Marketing)</td>
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<td>Environment</td>
<td>Culture, Art and Design</td>
<td>Social and Personal Services</td>
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<td>Education</td>
<td>Maden</td>
<td>Tourism, Accommodation, Food and Beverage Services</td>
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<tr>
<td>Electric and Electronics</td>
<td>Media, Communication and Publishing</td>
<td>Transportation, Logistics and Communication</td>
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<td>Energy</td>
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<td>Sport and Recreation</td>
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<td>Finance</td>
<td>Automotive</td>
<td>Machine</td>
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Why are the National Occupational Standard and National Qualifications Important?

- Input for TVET
- Input for Testing and Certification Process
- Why are the NOS and NQ important?
- Providing Guidance for Human Resources Processes
- Guidance in Professional Development
TESTING AND CERTIFICATION

Theoretical Exam

Practical Exam
Authorized Certification Bodies

Authorized Certification Bodies are required:

• To have a system established in line with the conditions of the standard TS EN ISO/IEC 17024,

• To be accredited by TÜRKAŞ or the accreditation bodies which signed multilateral recognition agreements with the European cooperation for Accreditation (EA),

• To be deemed as fulfilling the necessary conditions as a result of the review, supervision and assessment by VQA.
Authorization Criteria

1. Legal Status and Organization
2. Human Resources and Management
3. Physical, Technical, Financial Resources and Management
4. Test Materials
5. Assessment, Evaluation and Certification
6. Internal and External Verification
7. Appeals and Complaints
8. Information Sharing, Communication and Guidance
9. Auditing Activities
10. Management of Objectivity
11. Politics and Goals
12. Management of Documents and Records
13. Terms and Conditions for Authorization
Auditing Activities

✓ Planned Auditing at least 1
✓ Unplanned Auditing
Reports

- 819 NOS
- 481 NQ
- 192 Authorized Certification Bodies
- 532.203 Certificates
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