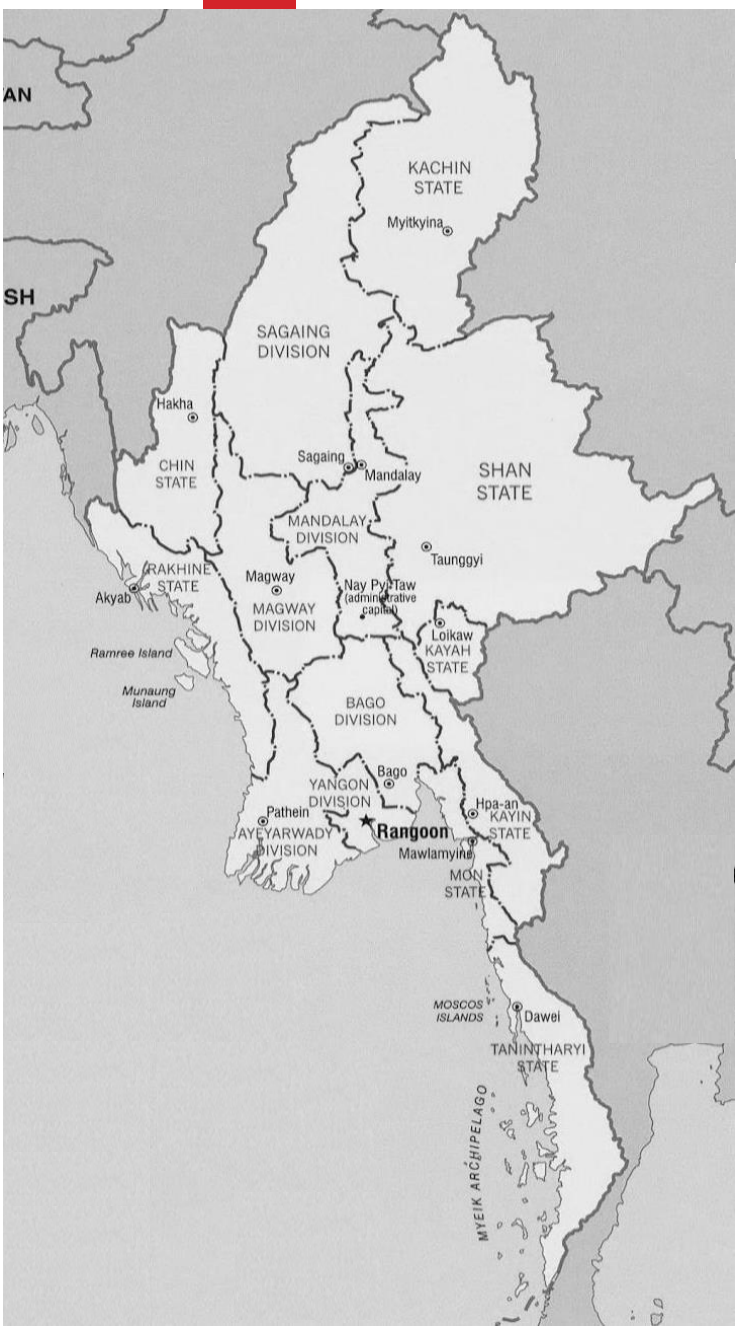
**Myanmar-German Financial and Technical Cooperation**
**Fast Track Skills Assessment Pilot Project |**
**Short Term Assignment**
**National Skills Standards Authority (NSSA) |**
**Ministry of Labour, Employment and Social Security (MoLES)**
Draft Report | July 2015

# NSSA Framework for Assessment Venues

## First survey on optional locations for the 2nd and 3rd round of the pilot project

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German Technical Cooperation with Myanmar

# NSSA Framework for Assessment Venues | First survey on locations | Conclusions for 2nd and 3rd round of the pilot project

Draft Report

presented by

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on behalf of: Deutsche GesellschaftfürInternationaleZusammenarbeit (GIZ)

in cooperation with: National Skill Standards Authority (NSSA)

Ministry of Labour, Employment and Social Security (MoLES)

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Jana Schlick (PLANCO Consulting)
NSSA team as per report section 2.2

place and date: Hamburg | Yangon | 10 July 2015

# Content

# Abbreviations | Indication of Picture Sources

| | |
|---|---|
| TVET | Technical and Vocational Education and Training |
| NSSA | National Skills Standards Authority |
| GIZ | Deutsche GesellschaftfürInternationaleZusammenarbeit GmbH (German Agency for International Cooperation) |
| BMZ | Federal Ministry for Economic Cooperation and Development |
| MoLES | Ministry of Labour, Employment and Social Security |
| MoC | Ministy of Construction |
| MoI | Ministry of Industry |
| STC | Skills Testing Centre |
| ITC | Industrial Training Centre |

Most of the photographs were taken by the mission team during the mission or supplied by the visited venue managements themselves. Besides that, the following sources were used (outlined in the text, all downloads 1 July 2015) :

*1 HWK Hamburg, Chamber of Crafts Hamburg, www.hwk-hamburg.de
*2 HWK Hannover, Chamber of Crafts Hannover, www.hwk-hannover.de
*5 www.dachdecker.com
*6 www.wolfgang-gerhards.de/fliesen.htm
*7 www.bbs-lingen-gf.de
*8 http://www.adolf-reichwein-schule.de/385.0.html
*9 www.bia-karlsruhe.de/hwk/beruf
*10 www.malerinnung-rhoen-grabfeld.de/ausbildungsberuf-maler-und-lackierer-2014.html
*11 www.autolackiererei-wiesbaden.de
*12 http://indeveloping.de/bshof/berufsschule-fachbereiche/
*13 http://www.bs-eutin.de/aktuelles/news-archiv/gesellenprfung-der-elektroniker/

# 1 Introduction

## 1.1 Background

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), on behalf of the German Federal Ministry for Development and Co-operation (BMZ), is supporting the reform of Technical and Vocational Education and Training (TVET) in Myanmar. The main thrust of the cooperation is to strengthen the capacities of key actors in the TVET sub sector. During the current project phase (2012-2015), GIZ is implementing its capacity building support through four main fields of activities:

1) Policy advice

2) Strengthen the National Skill Standards Authority (NSSA)

3) Introduction of demand-oriented training at the Industrial Training Centre Sinde

4) Cooperation of stakeholders from the private sector and civil society

The activities as outlined in this report relate to component (2). Within the context of supporting NSSA chaired by the Ministry of Labour, Employment and Social Security (MoLES), the Deputy Minister for the Department of Labour expressed the wish to test and certify skilled workers. GIZ therefore agreed to look into the possibility of fast tracking skills assessment on a 'pilot' basis, for selected priority occupations, pending the promulgation of the rules under the Employment and Skills Development (ESD) Law, which would include rules related to skills testing and certification.

The purpose of the pilot project is to establish a system of testing and certifying the skills of existing workers, irrespective of whether they acquired the skills through formal, informal, non-formal training or through experience on-the-job.

The Fast Track Skills Assessment Pilot Project combines occupationwise single pilot activities to minimum 3 batches ("rounds"). Thus, an organizational framework for NSSA, practice concepts and processes, interaction of the stakeholders, relevant facilities etc. can be stepwise developed and tested in practice. The gained experiences are evaluated and can be immediately fed into the next steps of the development process. After first activities in Yangon, the operating range of the project shall be broadened to Mandalay.

**Overview on stepwise establishment of the assessments:**

**1st round and 2nd round Part (A) (Yangon):**
Air-Con Installer, Metal Arc Welder, Cabinet Maker, Carpenter, Electrician, Waiting Staff (F&B-Service)

**2nd round Part (B) (Yangon and Mandalay):**
Sales Person / Cashier, Room Attendant, brick layer, garment sewing machine operator,

**3rd round (Yangon & Mandalay):**
Ygn: Automotive Technician, Concreter, Tiler, Plumber, Pneumatic Technician,

Mdy: Agricultural Machine mechanic , Miner, Concreter, Tiler, Plumber, (Manual Metal/ Gas metal/ Metal Arc Welder, Machine Tool Operator, Electrician, AC Installer, Foundry Worker).

The implementation of the first round for 6 priority occupations took place from July 2014 to end of November 2014. The respective technical and financial evaluation was completed by beginning of 2015. For the selected occupations NSSA decided to assess only the first level (semi-skilled worker) and to use accredited assessment venues in Yangon.

The second round was planned to be implemented in two parts (part A and part B) in 2015. Part A continues skills testing for the 6 occupations (level 1) as piloted in 2014, and Part B is for 5 new occupations (level 1). The estimated number of candidates to be tested in the second round is 150 (part A) and 100 (part B). Part A was concluded by the end of May 2015 and Part B is expected to be concluded at the end of December 2015.

The third round of the Pilot Project is expected to commence in the beginning of 2016.

In order to be able to efficiently implement the skills assessment of workers in selected priority occupations (14 occupations) and certifications for the third round, the project team provides technical assistance during the preparatory phase of the following areas:

1) Review of occupational standards and assessment plan development
2) Identifying necessary assessment tools and materials
3) Identifying and layout planning of potential assessment venues
4) Defining necessary activities, procurement and estimating of costs
5) Conducting trail tests
6) Installing the assessment centres located in Yangon and Mandalay.

It was agreed that the purchase of necessary tools and materials for the assessment centres will be undertaken by MOLES with the funds provided by the government.

Through the implementation of such a pilot project, it is expected to improve the capacity of NSSA technical staff and the members of the 14 Sectorial Committees as well as the Assessment and Certification Committee (ACC) for revising, developing and applying demand-led occupational and competency standards and for the accreditation and certification of skills with reference to the National Qualifications Framework (NQF) and Regional Qualifications Framework (RQF).

For a short overview on the recent results pls refer to Annex 4.5 (press release on 1st round)

## 1.2 Tasks, mission team and work strategy

According to the agreed plan of the project team and to the Terms of Reference given to the Consultant by GIZ it was **task** of the recent mission to

- Evaluate and discuss the lessons learnt by the recent first round of the ast track assessments with regard to venue establishment
- Discuss possible upgrades of the existing venues targeting their permanent use and identify additional venues for the 3rd round of assessments
- Execute a preliminary survey on the appropriateness of such optional venues for the 3rd round
- Generally discuss possible layouts for the selected venues and identify necessary activities, taking into account aspects like cost effectiveness, affordability and sustainability etc.
- Provide suitable recommendations to NSSA and MOLES (including the national occupational experts) as decision basis for financial investments and works related to the permanent establishment of the assessment venues for 14 priority occupations in Yangon and Mandalay.

In order to include all relevant stakeholders of the Fast Track Skills Assessment Process the mission team consisted of the following **participants** (* some on part time basis):

Ms. Naing Yee Mar (Deputy Head of TVET project),
Mr. Kyaw Win* (GIZ National Consultant),
Mr. KoKoNaing (GIZ National Consultant)
Mr. KyawKyawLwin* (Director of Skill Development Session of DOL/MOLES ),
MsKhin Mar Aye* (Deputy Director of Skill Development Session of DOL/MOLES ),
Mr. Min Soe* (Secretary of Assessment and Certification Committee),
Ms. ThiriNandarAung (Coordinator of Assessment and Certification Committee, ACC),
Mr. KoKoGyi* (Central Executive Committee Member of Myanmar Engineering Society),
Mr. OhnMyint* (Central Committee Member of Myanmar Engineering Society),
Mr. MyintThan (Senior Training Officer of MoLES),
Ms. KhinSu SuHtun (Coordinator Metal & Engineering Sectorial Committee),
Mr. Aye Min Min (Chief Assessor of AC installer & Principal of AKI school of engineering).
Ms. Jana Schlick (international Consultant for GIZ).

All work during the mission was executed and mutually discussed/followed up as participatory group process. Hence, this report reflects the findings, discussions and agreements of the mission team.

## 1.3 Mission schedule | Sequence of activities

The mission team undertook the following activities, accompanied by mutual review and validation of the findings as well as joint discussions on the subsequent recommendations for action of the project:

1. Preparatory meeting of GIZ team members with Consultant at GIZ project office
2. Kick off meeting of the NSSA Team at NSSA office and mutual exchange on
   - NSSA Fast Track Skills Assessment Pilot Project
   - German and international assessment issues
3. Travel to Mandalay and visit of optional venues for 3rd round assessments
   - ITC Mandalay
   - Future Theory Assessment Venue of Myanmar Federation of Mining Association (MDY)
   - Training Centre of MoC
   - Skills Training Centre (MoLES)
4. Travel to Meikhtila and visit of possible venue
   - Training Centre for Agricultural Mechanization Department
5. Visit to proposed assessment venues for the third round in Yangon:
   - Warehouse of No 11 Heavy Industry (MoI) - for Automobile Mechanics, Auto-Electricians
   - Star Resources Academy
   - FestoSea Lion Co-Ltd
6. Visit to existing assessment venues used during the first round
   - STC School
   - Kabar Training Centre
   - CVT(N/Dagon workshop for engineering trades & Electrician)
   - Central Training Centre of Ministry of Construction
   - Arbourfield Training Centre

7. Visit to assessment venues for 2nd round
   - Garment training centre at Insein
   - CVT headquarter
8. Mutual discussion on the findings, validating of the results and recommendations

## 1.4 General remarks

The venues that were reviewed during the mission range from buildings that have already served for NSSA assessments to places that may possibly be used in the future, particularly during the 3rd round of assessments. Targeting reliable results, all findings were mutually discussed and validated by the majority of project team members, depending on their availability.

Since the technical and quantitative contents and requirements for all intended assessments are not yet fully defined and the venue visits were limited to 1-2 hrs. on average, the efforts to make the single venues fully usable for those assessments could only be generally estimated. E.g. the exact kind and effort of building measures depends on a further definition of the technical equipment to be used, the number of candidates/ assesses s etc.

However, the impressions gathered during the mission serve very well to decide on the grade of further consideration of each location and on the dimension of necessary financial and technical investments. After the respective decisions further details as per section 3.4 have to be defined asap and the respective work steps can be carried out by the team, supported by special expertise as far as necessary.

## 1.5 Acknowledgements

PLANCO being the only international party of the mission would like to express its thanks to the Government of Myanmar and in particular to the NSSA team and the GIZ team as well as the MoLES for the open, committed and friendly work atmosphere and for the excellent logistical management of the mission. Thanks are also addressed to all involved representatives of sectorial committees and to the staff of the visited venues as well as to all persons, who supported the mission and provided relevant information.

# 2 Findings of venue visits

This report summarizes a very first assessment of the potentials of possible venues for the mid or long term establishment of skills assessment facilities. The portfolio of visited assessment venues can be separated in 3 categories:

1. Venues that were already successfully used for assessments in 1st round and which shall be long term established as official/accredited assessment venues
2. Venues that are part of the 2nd round of assessments and that may be established as official/accredited assessment venues in the future
3. Localities/venues that were suggested to become assessment venues in the 3rd round.

These venues were suggested by the concerned sectorial committees which are responsible for the related priority occupations Some of these venues were pre-checked by representatives of these sectorial committee and NSSA members regarding their general appropriateness for the intended purposes. Some additional centres (particularly centres as per section 2.2 and 2.3) were suggested in order to generally check options for the utilization of their existing facilities which are presently underused.

In an earlier project stage, the NSSA team had already agreed on certain physical criteria that should be met by locations serving as assessment centres (refer to Annex 2). These criteria were now slightly modified for the present survey purposes and were checked as far as possible during the mission (Some criteria apply rather to an assessment centre that is already in use than to the bare venue; some criteria were added). Individual rankings per criterion were mutually agreed by the project team. These serve as traceable documentation of the status quo during the visit and as decision making basis for the next steps.

These data are documented in the checklists as per Annexes 4.2-4. The detailed ranking as per agreement of the project team can be viewed in Annex 4.4.

In the following the main impressions of the visits are summarized in writing.

## 2.1 Agricultural Mechanization Training Centre, Meik Hti La. (3rd rd.)

### Occupation: Agric. Machine Repair

Tractor driving school

Machine workshop for assessments

The Centre mainly provides training in agricultural farm machinery, engine repairs and operation of tractors as well as a driving school for agricultural vehicles for farmers. It was founded in 1963 and specialized for mechanization issues in 1984. The trainees are mainly working in the public sector, but also private farmers are accepted. The centre is well established in the area and provides well-functioning structures.

### 2.1.1 General impression of the facilities

The centre is presently only accessible by individual traffic. But this is well accepted by the clientele.

The building ensemble consists of several workshop / functional premises, three office buildings and four buildings for accommodation purposes. The buildings were erected in 1963; they are relatively well-kept.

The lattice workshop building for the intended assessments has a usable area of 38 m x 18 m = 684m² without partitions, room heights of appr. 7 / 3.50m and a gabled (basilica) roof with metal sheet cover. The temperatures, especially in the lower parts, are rather high as the ventilation is not sufficient. The natural lighting is limited, but generally acceptable. The overall building status can be summarized as “old but in tolerable conditions”. Presently, the building serves for auto mechanics training.

### 2.1.2 General impression of human resources

The management was committed and well prepared, the centre provides personnel for conducting assessment and maintenance. Hence, the respective assessments could be implemented with experienced occupational experts and assessors . Additional recruitment for certified assessors would be mainly required for the assessment

### 2.1.3 Recommendations reg, building conditions

In principle, the building is usable, although the conditions are not very comfortable. If the building standard should be raised, the following building measures could be recommendable:

- Ventilation openings of upper gable walls (replacement of metal sheets by metal grids)

- In any case, mechanical fans should be mounted to support natural ventilation in the roof area
- Refurbishments including interior wall paint, paint of constructive elements like pillars and girders, paint of external false ceilings, repair of window grids would improve the general impression of the building.

Options:

- The installation of a ventilated roof ridge would be helpful. Possibilities for the respective construction measures should be considered although they require certain work efforts. A ventilated ridge could be constructed with an additional light steel construction on the ridge in order to elevate it by appr. 0.5 m height and 2 m width. A new metal sheet roof cover including grids for the vertical elevation areas would be necessary.
- Insulation of the roof (e.g. sandwich panels) – especially in the low areas – would support the reduction of room temperatures.

### 2.1.4 General recommendations for technical facilities

The status of the technical equipment for assessments was not yet evaluated in detail. But as the centre has been carrying out respective training, basic equipment seems to be available.

### 2.1.5 General remarks and recommendations of the project team

Although some details still have to be further evaluated, the centre generated the impression of a well-established institution, which may very well be used for the intended assessments. Further details will have to be defined. Investments for additional equipment or building status will have the positive side effect to support also the ongoing training measures.

**Layout sketches:**

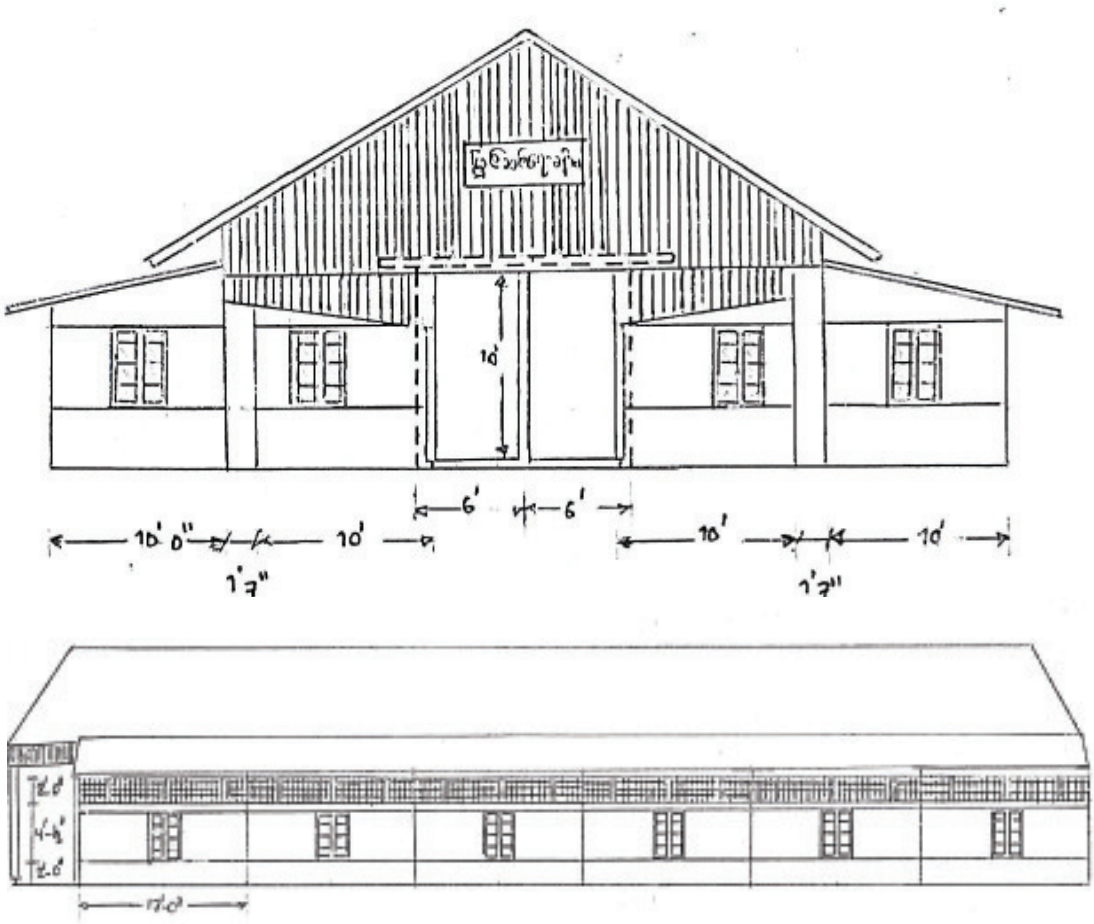
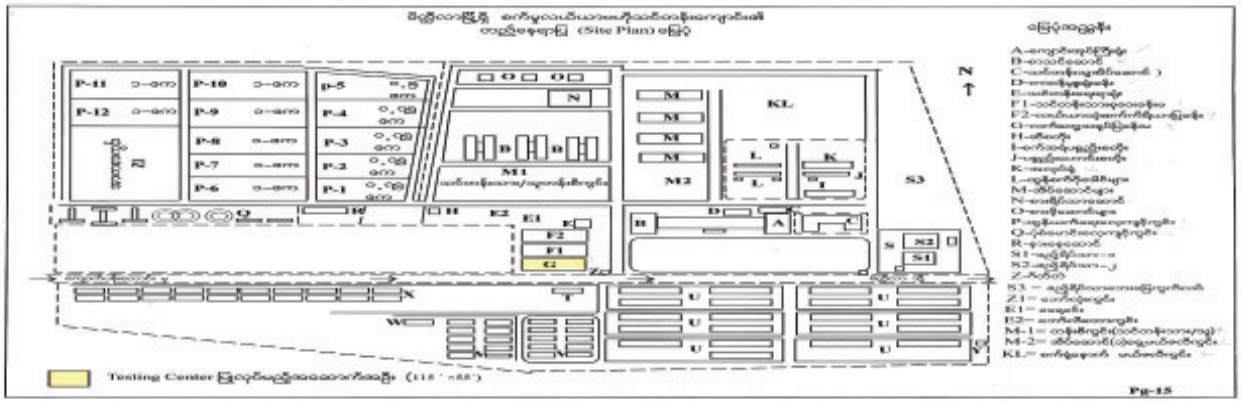



*Figure 2.1 A:* Front view and side view

Figure 2.1 B: Floor plan



## 2.2 Industrial Training Centre ITC No. 2,Mdy (3rd round)

**Suggested/possible occupations (in total 7):**

**Machine Tool Operator**
**Manual Metal Arc Welder / Gas Metal Arc Welder**
**Electrician / AC Installer**
**Agric. Machine Mechanic**
**Foundry Workers**

ITC No. 2 Mandalay workshop

Existing workshop interior condition

Currently, the Centre provides training for a range of technical occupations. Since its foundation by the Republic of China with the aid of Institute of Planning and Project Research-IPPR Engineering International in 2008 more than 1100 trainees have passed training measures held by a staff of 21 teachers.


General site plan of ITC No.2

### 2.2.1 General impression of the facilities

ITC Mandalay is located in the Mandalay City, Aung Myay Tharzan Township, Mandalay Division; it is well accessible by individual and public traffic.

The buildings consist of six workshops, one main teaching building, an office building, a special purpose teaching building and four hostels as well as exterior training zones located on a spacious plot of 86 acres (35 ha) with green areas.

The buildings are solid and show an adequate technical, well maintained standard (except

foundry workshop needing more ventilation). Some minor equipment/furniture (office, auxiliary rooms) appeared outdated, but is easily improvable.

The workshops and access areas provide more than enough room for the intended events. The main workshops which are relevant for this project have the following useable floor areas:

Machining and Stamping & Welding workshop: 72 x 15 m (h=12 m)
CNC workshop: 57x7.2 m (h=6 m)
Electrical and Electroplating workshop: 82.35 x 18.85 m (h=10 m)

Foundry, Forging & Heat Treatment workshop: 82.35 x18.85 m (h=10 m)..

After a limited general refurbishment, a range of assessments should be possible. The particular measures to be undertaken have to be agreed in detail after defining the occupational areas to be assessed and the exact areas to be used within the spacious building ensemble.,

A cost estimation for the equipment required for assessments shall be possible on the basis of experience/budgeting from the 1st round, in accordance with local needs. For that purpose NSSA should consult with local technical experts.

### 2.2.2 General impression of human resources (relevant for assessments)

The management was well prepared and already provides 4 accredited assessors for air conditioning, welding and electrical area. Hence, a number of respective assessments could be implemented by existing experienced personnel. The availability of enough administration, maintenance and security personnel seems realistic, but should be re-checked. Additional recruitment would be required for assessments apart from the above mentioned areas.

### 2.2.3 General recommendations for building facilities

According to the impressions during the first the following rather general construction measures seem to be recommendable:

- Renewal of wall painting, particularly in public access areas
- Additional lighting for the work areas, particularly in foundry workshop
- Probably mechanical ventilation for the working areas, particularly in the foundry workshop
- Additional electrical installations for the individual working booths
- Creation of a movable reception/wardrobe zone, a zone for theoretical instructions and an assembly zone for waiting phases for each occupational area, designed in an NSSA CI.

### 2.2.4 General recommendations for technical facilities

Rooms, heavy equipment and a certain quantity of qualified operating personnel are already available in the centre. Consumables and hand tools would have to be purchased. A detailed planning should be carried out in the near future.

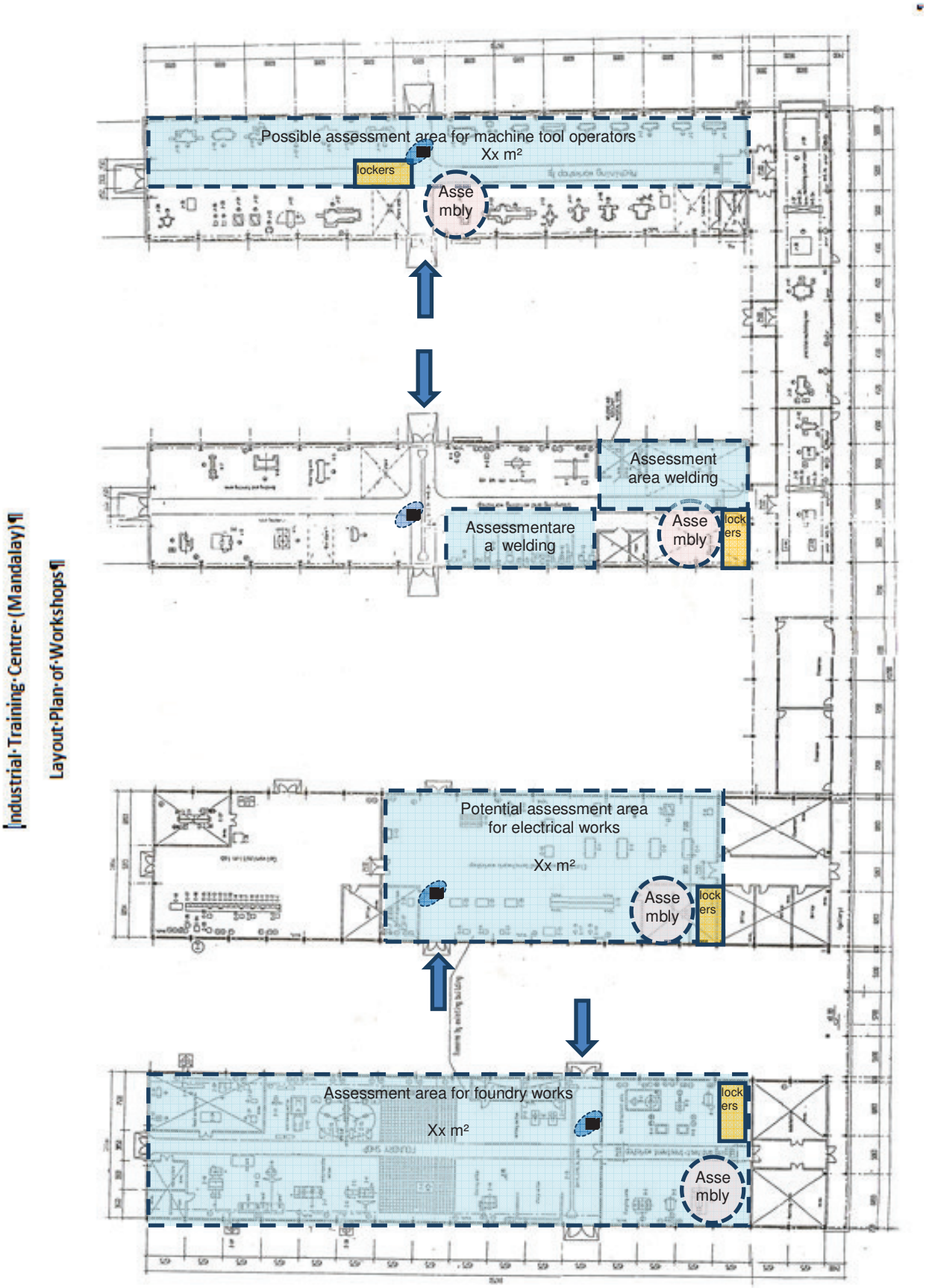
- For welding assessments 4 existing booths could be used, 6 should be added. Additional welding booths are envisaged to be donated by Korean donors, but their arrival is still open.
- For tests for machine tool operators existing machines could be used.
- For electricians and AC installers assessments, some basic equipment are already in place but not appropriate for actual assessments
- For foundry works assessments, the existing facilities – with some general improvements acc. to 2.2.3 - would be sufficient.

- For agricultural machine repair no equipment and trainers are presently available. Nevertheless, this area should be considered as the training equipment shall be installed soon by ADB.

### 2.2.5 General remarks and recommendations by the project team

The centre offers very good conditions for conducting a number of assessments. Since the range of available rooms/areas and personnel is rather broad and would cover a good part of the envisaged assessments, a final decision on the occupations to be assessed in this centre and a subsequent detailed concept for the assessment establishment should be carried out in the near future.

**Figure 2.2.A: floor plan of workshops with indication of possible assessment areas**



## 2.3 Training Centre of MoC, Mdy. (3rd round)

### Occupation: Concreter / Tiler / Plumber

Current training building condition

Interior

Compound

Training equipment

### 2.3.1 General impression of the facilities and the human resources

The mission team was asked by the Sectorial Committee to visit this centre in order to check its general usability for the project, as it is presently not adequately used. It was not officially listed as potential assessment venue.

However, it was discovered that the buildings and the equipment are very outdated and scarce and obviously haven´t been used for some time. Although the management was open to participate in the project, besides the lack of infrastructure no equipment for training or assessments and no well experienced trainers / assessors would be available.

### 2.3.2 General remarks and recommendations of the project team

The mission team suggests not to consider this centre for the 3rd assessment round. Thus, this report refrains from further text descriptions.

## 2.4 MoLES Training Centre, Mdy. (3rd round)

### Occupation: Man Metal Arc Welder

Workshop with roof damages

Former welding booths

Flooded compound

Status of the room

### 2.4.1 General impression of the facilities and the human resources

The mission team was also asked by MoLES to visit this centre in order to check its general usability for the project. It is not used presently. It was not officially listed as potential assessment venue.

The centre has got a director, but is not used. One of the reasons, according to the director, is the missing accessibility by public transport. The building shows an advanced stage of dilapidation. Parts of the roof are missing, windows are broken, the whole site is flooded. The interior is damaged by weather and a severe lack of maintenance. If the building should be used, a concept for drainage of the whole compound, a range of restoration works and additional building measures for adjacent rooms, sanitary facilities etc. would be necessary. Although the management was open to participate in the project, besides the lack of infrastructure no personnel would be available.

### 2.4.2 General remarks and recommendations of the project team

The mission team suggests not to consider this centre for the 3rd assessment round since the cost benefit ratio is negative. Thus, this report refrains from further text descriptions.

However, the condition of the compound and building could be refurbished with noteworthy efforts for future assessment and training purposes.

## 2.5 Mining Centre, Mdy. ("Theory Building") (3rd round)

### Occupation: Mining

Gold Mine (example)

Entrance view

### 2.5.1 General impression of the facilities

The building was recently transferred by the Ministry of Mining to the Mining Association for training purposes. Formerly it served as guest house for the Ministry, thus, it is in a relatively good condition. It is well accessible and offers good facilities for well organized activities in small groups.The association representatives announced to refurbish and to reorganize both floors for theoretical courses and office use soon.

### 2.5.2 General impression of human resources

The association was represented by the chairman of the Mining Association under UMFCCI. Although training is not yet common for mine workers, it can be assumed that the association is able to provide experienced specialists and engineers for any kind of training and the assessment.

### 2.5.3 General recommendations regarding building facilities

Since this venue will only be used for theoretical courses and tests, the required preparative works are limited. Some interior walls will have to be demolished / replaced in order to host groups / classes. Beyond that, normal modernization measures like repair / renewal of floor and wall coverings, single doors etc. will be necessary, which will be planned and carried out by the association.

The venue for practical assessments – which is the more demanding issue - shall be established under real work conditions directly in a mine and was not yet visited.

### 2.5.4 General recommendations for technical facilities

Presently, no sophisticated technical facilities are necessary for the intended purposes. The necessary goods (mainly classroom and office furniture and stationery) for theory classes and assessments will be easily purchasable.

### 2.5.5 General remarks and recommendations of the project team

Normally the only educated employees in the mines are engineers and certain administrative / commercial staff. But the association is aware of the necessity to implement basic training in order to raise security and efficiency in the mines. Since the number of workers in a mine is rather high, the intended theoretical courses and assessments to be executed in this building will only serve for special target groups.

The training and assessment concepts will be subject to further exchange and will also depend on the occupational / assessment standards for the respective occupations. The focus of the assessments will be laid on the practical tests in the mines.

## 2.6 MoI N°. 11 Heavy Industry Work Place, Ygn. (3rd round)

### Occupation: Automotive

Garage to become assessment venue

Access

### 2.6.1 General impression of the facilites

The building envisaged for assessment purposes is an empty hall being part of an industrial work place of the MoI, which offers a good overall infrastructure. The building itself serves as car park at the moment and is located near the main entrance of the compound and well accessible by individual and public traffic.

The premise is constructed as combination of 2 rectangular concrete skeleton structures, each with a gable roof. The combination forms one bigger hall with a central double row of pillars covered by central roof guttering along the contact line of the 2 eaves. This guttering is damaged and causes leakages. The false ceiling made of chipboard is heavily damaged hereby.

Wall plastering / painting and cement floor are acceptable and only need refurbishment.

Usable electrical installations are limited to electrical lighting, Natural light and ventilation is provided to a limited extent by 2 rows of overhead windows and 4 gates.

Dimensions of the hall are: 36 m * 9 m = 324 m²; h= 4.30 m²

### 2.6.2 General impression of human resources

The management was committed and provides experienced personnel for management and training. Hence, the respective assessments could be implemented. Additional recruitment would be required for installation of assessment centers and skills assessments.

### 2.6.3 General recommendations reg, building facilities

According to the impressions during the first visit it seems recommendable to:

- Repair the roof
- Refurbish (light) water damages at walls and floor as far as necessary
- Replace the damaged parts (at least) of the false ceiling
- Implement new electrical installations incl. high voltage
- (Probably) install water supply and discharge for workshop purposes (to be re-checked)

- Paint the interior and external walls
- Repair damaged windows as far as necessary
- Add mechanical fans to improve ventilation
- For heavy equipment like car lifters the opening of the floor and construction of additional load bearing foundations will be necessary.
- Overhead cable trays and cable channels will be necessary
- Implement/construct store rooms for tools and material as well as a room for assessors

The availability of sufficient sanitary facilities can be assumed but has to be re-checked.

### 2.6.4 General recommendations for technical facilities

At the present stage, no technical facilities are available at all. Hence, all equipment/machinery and technical installations will have to be purchased and to be installed including the necessary construction measures.

### 2.6.5 General remarks and recommendations of the project team

As the investment for this venue would be rather high, an additional regular use of the facilities for other purposes than assessments has to be considered. Moreover, use of flexible / movable equipment could be recommendable in order to limit the dependency of the particular building/centre and to optimize the utilization of the limited usable area.

## 2.7 Festo Ass. Centre, Ygn. (3rd round)

### Occupation: Pneumatic Technician

Reception / show room


Training places

### 2.7.1 General impression of the Facilites

The private centre was founded in 2014. It is centrally located and easily accessible by individual and public transport. It is rather small, but very well and newly equipped / designed and already is used for the respective training and assessments for private industries (e.g. universities, breweries). The work installations are new and are flexibly usable for for 5 persons at a time on diverse technical levels.

### 2.7.2 General impression of human resources

The management was committed and provides personnel for the respective assessments so that they could be easily implemented for small groups. 2 assessments per day would be feasible.

### 2.7.3 Recommendations reg, building facilities

No noteworthy measures required. For NSSA assessments, a recognizable NSSA CI would have to be created, which should be easy. Space for assessors, sanitary and storage facilities are assumed to be available, but would have to be re-checked. If the number of assesses is above 5, a small waiting zone for the passive participants should be defined.

### 2.7.4 General recommendations reg. technical equipment

The equipment is tailor made for training and assessment of a small group; no recommendations so far.

### 2.7.5 General remarks and recommendations of the project team

As this centre is privately owned, the conditions for utilization of this centre for assessments might be comparable to organizing assessments in a real work place (e.g. renting a restaurant). A concept for probable financial investments would have to be negotiated.

## 2.8 Garment Manufacturing Association Training Centre, Ygn. (3rd round)

### Occupation: Garment Sewing Machine Operator


Basic sewing training


Theory class

This training centre offers textile training for big groups in sewing machine operation on diverse levels from mechanical sewing machine operation to sewing of quality textiles with diverse types of electrical machines. It is fully equipped and owned by the Garment Association.

### 2.8.1 General impression of the facilities

The workshop and classroom buildings are part of a bigger compound, accessible with private and public transport. They are older lattice constructions with a solid concrete base in an acceptable quality. The construction of the workshop as combination of 2 gable roof halls with a central rain guttering (along the meeting line of the eaves) causes a double row of pillars in the centre of the room and leakages due to the damaged rain gutter (usual problem of such constructions). Parts of the false ceiling made of chip wood are damaged, too. As no equipment is placed in that central axis, the leakages have not yet influenced the furnishing, but they should be repaired asap. A provisional store room is constructed by metal sheet walls.

The neighboring classroom / multi-purpose building is in a better condition.

Ventilation is lacking in both buildings, but could be improved.

The sanitary rooms need an update. Open rainwater (also wastewater from the sinks?) ditches in the direct vicinity of the rooms create an unsavory atmosphere.

### 2.8.2 General impression of human resources

The management was principally committed, but does not yet provide personnel for assessments. As trainings are already regularly carried out, experienced assisting staff is at hand. Hence, the respective assessments could be implemented, but additional recruitment in terms of assessors would be required.

### 2.8.3 Recommendations reg, building facilities

According to the impressions during the first visit it seems recommendable to

- Repair the roof and the false ceiling as well as further (light water damages)
- Improve ventilation be mechanical fans

- Cover water ditches in access areas of the rooms.
- Carry out minor redecoration of walls etc..
- Refurbish sanitary facilities
- Optional: Roof insulation would improve the room temperatures.
- Improve storage and organize zone for assessors.

### 2.8.4 . General recommendations reg. technical equipment

The technical equipment is ready to be used for assessments. At least consumables and small tools (scissors etc.) would have to be added.

### 2.8.5 General remarks and recommendations of the project team

The conditions for assessments are generally good, detailed planning has to be elaborated.

## 2.9 Central Training Centre MoC,Ygn. (1st, 2nd+3rd round)

**Occupations:**

**Brick Layer, Tiler, Concreter, Plumber** (2nd & 3rd round)

**Carpenter** (1st rd)

Typical workshop

Building status

The big centre with a range of workshops and other buildings was erected in the 1970s on a spacious compound and was used to provide training in building trades. Presently it is under-used and provides diverse courses. It is accessible by individual and public transportation.

### 2.9.1 General impression of the facilities

The whole compound is affected by flooding during rainy season. Already at the beginning of the rains, all grounds are swampy and full of insect breeding. Snakes are said to be common on the compound. The walkways and their roof constructions are in very bad shape. A lot of concrete floors in the buildings and outside show biggest cracks and warpings.

Hence, also the buildings are damaged by water from the ground and through faulty roofs in different stages. All buildings suffer from a lack of maintenance and construction mistakes like open gaps between walls and ceiling etc. Water damages have influenced the constructions from “normal” defects as broken or moldy false ceilings, destroyed wall painting and slight cracks of the floors up to heavy deformations of the whole building. Some workshops are basically useable, but a lot seem not worthwhile to be restored, while the status of the access zones ranges from acceptable to dangerous.

### 2.9.2 General impression of Human Resources

The management was committed and provides personnel for skills assessments for carpenters. An assessment for basic carpentry (semi skills level 1) was already carried out with moveable and very simple equipment in the 1st round. For the coming tests, additional recruitment would be required for concreters, tilers, plumbers.

### 2.9.3 Recommendations reg, building facilities

As the status of the buildings is different and as some refurbishments cannot be sustainable without a concept for drainage of the compound, it seems recommendable to decide first which single buildings are in a condition to be used for the assessments. Then, it would be helpful to

- restore the paint and varnish of buildings / building parts that shall be further used
- repair the respective roofs
- refurbish the power supply
- care for adequate water supply and disposal as well as for sanitary facilities
- restore the floors in the buildings
- restore the walkways outside

Some measures might even be carried out as training measures, e.g. for concretes / brick layers. It has to be considered that the necessary building measures will need a lot of time and work / money.

### 2.9.4 General recommendations reg. technical facilities

The technical facilities generally seem to be scarce. But for the intended occupations, requirements are limited and mobile solutions that may be used in various places. could be selected.

### 2.9.5 General remarks and recommendations of the project team

If the centre shall be included into the project, it would be absolutely recommendable to use only moveable equipment in order to use the premises only an interim solution and in order to show that NSSA assessments only use these buildings as a hull for a well-functioning equipment.

## 2.10 CVT Training Centre Ygn, (2nd+3rd round)

### Occupations: Sales Person / Cashier

Access zone

Office

The CVT training centre is a private training centre financed by donations and organized by a Myanmar/Swiss non-profit organization. In Yangon, it offers dual training for commercial, administrative and gastronomic occupations as well as technical trainingin 2 different sites (refer to 2.14). For the CVT TVET training the interlinkage between training institute and economies/employers is a crucial aspect.

### 2.10.1 General impression of the building facilities

The rooms used by the centre are placed on several floors in a central building rented from Red Cross. An own new building for the organization is presently under construction. All rooms are very tidy and appear very well organized. There is enough room for training and assessments including auxiliary areas and no need for major works.

### 2.10.2 General impression of human resources

The management was very committed and very well prepared. The centre provides various trainers for the respective occupations, but no assessement personnel yet. Hence, the respective assessments could be implemented at CVT centre with the help of additional personnel, namely assessors.

### 2.10.3 Recommendations reg, facilities

No works necessary.

### 2.10.4 General recommendations reg. technical facilities

Consumables and smaller equipment for the assessments may have to be purchased. The respective portfolio has to be defined by the NSSA project team. .

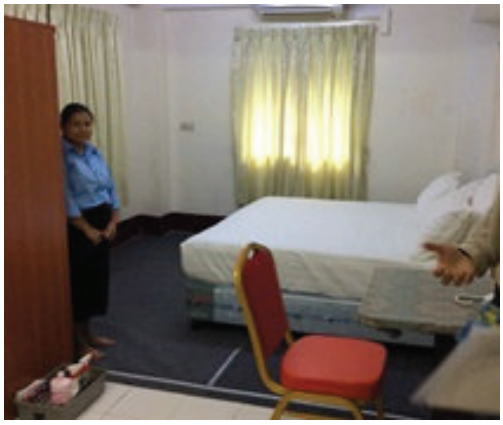
### 2.10.5 General remarks and recommendations of the project team

The cooperation seems promising and will be deepened by the additional collaboration for the technical occupations.

## 2.11 Star Resource Academy, (2nd+3rd rd., for external assessments only)

### Occupations: Waiter / Room Attendant /Bell Boy

Restaurant training



Room attendant

This training centre provides training for gastronomic service (hotel, restaurant, kitchen, flight attendant). Some training measures are limited to basic courses as preparative measures for job applications with subsequent training by the employers (e.g. flight attendant), some serve as qualifying measures on different levels.

For NSSA assessments, the academy applied accreditation as assessment center and offers its qualified staff; but external venues would have to be used.

### 2.11.1 General impression of the facilities

The training centre is centrally located in a very narrow house with a rather low technical and maintenance standard. The facilities are very limited in space and of a rather limited standard, but there is a lot of activity. Training for superior work places, e.g. in better hotels or restaurants, is not yet possible.

Since the physical facilities will not be subject of assessments, further descriptions are not necessary.

### 2.11.2 General impression of human resources

The management was very committed and well organized. The staff consists of qualified trainers who were trained abroad and who are engaged to transfer their professional experience to the trainees. Training is executed acc. to the Asean standard. Cooperation relations of the centre with several hotels and restaurants for occasional practical work of the trainees or job placements are existing and are being further developed. According to the management, internships in existing hotels etc., that would be very helpful for the trainees, have been difficult to organize up to now.

The staff will be capable to cooperate in assessments for the intended qualifications. Additional recruitment needs would have to be defined.

### 2.11.3 Recommendations reg, building facilities

For training measures on a medium or higher quality level, an alternative building would have to be used. For the existing facilities, stepwise upgrades of the used equipment and consumables as well as an upgrade of room designs would be achievable. But this is not relevant for the intended cooperation in NSSA assessments.

### 2.11.4 General recommendations reg. technical facilities

Not relevant, pls. refer to 2.11.3

### 2.11.5 General remarks and recommendations of the project team

The mode of cooperation with the centre management and staff as well as necessary qualification standards etc. would have to be negotiated and officially agreed. A stable cooperation basis with external venues (hotels / restaurants) has to be negotiated and agreed.

## 2.12 Arbourfield Centre, Ygn. (2nd round)

### Occupation: Welding

Welding boothes


Entrance hall

This private centre successfully provides theoretical and practical training courses and assessments in welding occupations for the labour export to diverse Asian countries.

### 2.12.1 General impression of the facilites

The premise is located in the industrial zone of Yangon and offers a relatively tidy atmosphere in rather chaotic surroundings outside the compound. It is well accessible. Besides a spacious entrance hall and several rooms for theoretical training, interviews and breaks, 12 fixed welding booths with full equipment acc. to Asean skills standard are installed in the rear part of the workshop building, supplemented by 10 additional booths in a semi open neighboring area. The equipment appears acceptable, the lighting is of medium quality, but ventilation and particularly exhaustion at the welding places are totally missing. There are only 3 single ventilators in the roof.

### 2.12.2 General impression of human resources

The management was obliging and well organized. The centre provides training and assessment personnel for assessments as those are already being carried out for external clients.

Hence, the respective assessments can be implemented without major efforts. Possible additional recruitment needs have to be defined.

### 2.12.3 Recommendations reg, building facilities

According to the impressions during the first visit it seems recommendable to

- improve the ventilation of the welding workshop by additional measures
- equip welding booths with exhaust air ventilation systems
- create a reception zone for the assessments
- rand separate the material storage

### 2.12.4 General remarks and recommendations of the project team

Assessment will be carried out in the 2nd round; experience will show possible requirements.

## 2.13 Skills Testing Centre STC, Ygn.(1st+2nd rd.)

### Occupations: AC Installer, Electrician

Assessment room

Entrance facade

The public testing centre was already partly renovated and utilized for an assessment in the 1st round.

### 2.13.1 General impression of the building facilities

The old one room lattice building with a small separated store room and room for the assessors was equipped with light weight walls forming 8 working booths. Each has got a power supply, the rest of the equipment consists of mobile parts. The room is simple, but sufficient.

The building is located in a lower area of the compound. Consequently, the structural elements, especially the wooden parts, are partly damaged by flooding in the rainy season. Some renovation works at the building and the construction of a rainwater drainage are presently being carried out.

### 2.13.2 General impression of human resources

The management is committed and has got experience with the first round of assessments already. Hence, the next assessments could be easily implemented. Additional recruitment needs would have to be defined.

### 2.13.3 Recommendations reg, building facilities

According to the impressions during the visit it seems recommendable to:

- Finalize refurbishment of building
- Further raise the inner edge (towards wall) of the drainage channel at the building back side in order to lead owerflow away from the building
- Restore doors (particularly lower parts)
- Improve ventilation by mechanical fans

### 2.13.4 General recommendations reg. technical equipment

Equipment is already available from the 1st round.

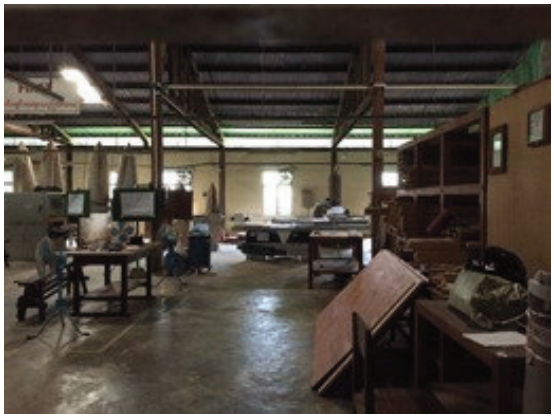
### 2.13.5 General remarks and recommendations of the project team

Pls. refer to 2.13.3.

## 2.14 CVT Ass. Centre,Ygn. (1st.+ 2nd. round)

### Occupations: Cabinet Maker / Electrician

Electricians´ training



Carpentry workshop

The CVT training centre is a private training centre financed by donations and organized by a Myanmar/Swiss non-profit organization. In Yangon it offers dual training for metal, wood and electricity and for commercial, administrative and gastronomic occupations at 2 different sites (refer to 2.11). For the CVT TVET training the interlinkage between training institute and economies/employers is a crucial aspect

### 2.14.1 General impression of the facilities

The workshop building is part of a bigger ensemble. The 3 workshops are located in one very big old timber hall divided into the 3 sections by semitransparent partitions made of lattice / wire mesh and an access and gathering area. The workshops, including the store rooms, appear well equipped and very well organized. However, the ventilation and natural lighting of the old building is absolutely insufficient.

### 2.14.2 General impression of human resources

The management is well organized. As the centre already carried out an assessment during the first round the situation of human resources is already defined and recruitment needs for the future should be known already.

### 2.14.3 General recommendations reg, building facilities

Presently, a new building for the whole CVT centre is being erected. Hence, major restructuring works at the existing building wouldn´t be appropriate. For the time being, it would be recommendable to

- Improve the ventilation, at least by fans (additional wall openings would be helpful)
- Reorganize the access and gathering zone

### 2.14.4 General recommendations reg, technical equipment facilities

None

### 2.14.5 General remarks and recommendations of the project team

Pls. refer to 2.14.3

## 2.15 Kabar Training Cente, Ygn (1st round)

### Occupation: Welding

Welding training

Theory class

This private centre was founded with support of Singaporean funds and successfully provides theoretical and practical training courses and assessments in welding occupations for the labour export to Singapore for several years now. It has already carried out an assessment in the 1st round..

### 2.15.1 General impression of the facilities

The centre is easily accessible by private and public transport. It consists of spacious buildings on a big compound for training workshops, big class rooms, laboratories, store rooms, meetings etc. The layout is modern and generous. The welding workshop is visible from the upper floor (meeting area) and also from the instructors´/ assessors` room through interior windows. It offers. appr. 60 work booths in a big and high room with an acceptable room climate, supported by mechanical fans and overhead windows. However, the ventilation/exhaustion system is not according to international standards. Rooms for assessors, storage, testing and sanitary rooms are in acceptable conditions.

### 2.15.2 General impression of human resources

The management was well organized and committed. Trainers and assessors are available. As diverse assessments for international employers and one NSSA assessment already took place, a continuation should be feasible.

### 2.15.3 Recommendations reg, building facilities

Presently no recommendations.

### 2.15.4 Recommendations reg, technical equipment

The usual equipment is available. Consumables would have to be purchased.

### 2.15.5 General remarks and recommendations of the project team

None.

# 3 Recommended scenarios / Next steps

## 3.1 Framework conditions for NSSA assessments

The existing or potential assessment venues offer very different preconditionsfor the intended utilization and, thus, different need for action / financial investments. They can be separated into 3 categories:

1. Existing Ass. Centres / Exist. Training Centres / Realistic work places, that are already (partly) equipped for assessment purposes and need
   - no further noteworthy activity:
     Venue 2.7, 2.10, 2.15
     Venue 2.11 (with external assessment venue)
   - only moderate improvements of existing installations and/or of building facilities:
     Venue 2.1, 2.8, 2.13, 2.14, 2.12, 2.4.1 / 2.4.2,
     Venue 2.5 (for theoretical units, venue for practical assessments in the mine not yet evaluated)
2. Venues that have to be equipped with technical facilities, but are in a good general condition:
   2.4.3 / 2.4.4
3. Venues that have to be equipped with technical facilities and to be fundamentally refurbished
   2.2, 2.6, 2.9.1 / 2.9.2 (some buildings not appropriate), 2.3 (building not appropriate)

The project has to balance the political demand for a dynamic implementation and the requirements of necessary long term decisions in the interest of a sustainable allocation of limited public funds and an optimum quality of the initiated processes. It aims at

- gaining broad experience with diverse fast track assessments in the nearest future
- using working settings that are as close to reality as possible
- a most reasonable and traceable allocation of funds
- supra regional presence – first in the 2 major cities, later also in rural areas
- flexibility for ´learning by doing´ and subsequent development of improvements
- establishing a representative visibility of NSSA fast track skills assessments.

The focus of the recent mission was the definition of feasible options for the establishment of assessment locations. Bearing in mind the above mentioned aspects, the advantages of using existing facilities and equipment – either training centres or existing work places that are made available for particular assessments –are obvious. Nevertheless, the purchase of additional equipment will be necessary in order to meet up to date technical requirements, numbers of participants or logistical requirements. In the interest of sustainable investments, options for a maximum utilization ratio of such equipment, hence, for its additional utilization apart from assessment purposes, should be considered.

Beyond that, the narrow time frame for the project limits possibilities for the establishment of holistic assessment settings with modern and exemplary room and working conditions offering a well-kept, representative and recognizable framework for NSSA assessments. This applies particularly to venues that first have to undergo complex refurbishments to fulfill these requirements.

## 3.2 Scenarios for assessment settings

As a consequence, it seems recommendable to target flexible solutions that allow for adaptations during the process development of NSSA Fast Track Skills Assessments rather than seeking fixed settings in the present early stage of the project. Accordingly, 3 scenarios seem feasible for the coming assessments:

**A. Occasional use of existing training / assessment centres**

This solution is generally economically and logistically recommendable and probably the most common scenario for skills assessments. It raises the rate of utilization of training and assessment equipment and requires low financial investments for assessments. In any case it should be actively sought for occupations requiring heavy/expensive machinery.

*NSSA cabinet making assessment in STC Training Center in Yangon*

Most NSSA assessments of the first round were executed in existing training centres, e.g. for welding, carpentry, electricians. Targeting functional assessment conditions, certain investments for refurbishment and reorganization of rooms and for assessment equipment / tools had to be made.

However, from a pedagogical and technical point of view, most of the existing facilities should still be technically upgraded targeting exemplary work conditions.

With the present portfolio of optional venues for the 3rd round, this scenario may be applied for

- garment sewing machine operators
- pneumatic technicians
- machine tool operators
- cashiers and sales persons.

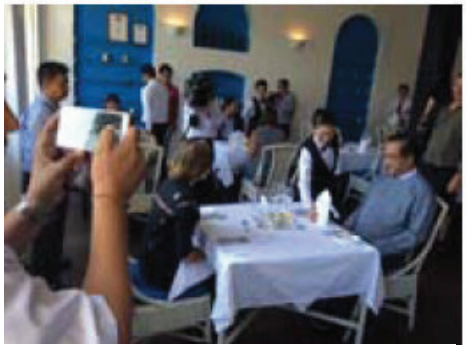
The dimension and character of the respective investments – particularly in case of private centres – needs thorough decisions. In order to ensure flexible solutions, removable equipment should be favored as far as feasible (refer to C.).

**B. Occasional use of appropriate realistic work places**

An assessment venue has to allow for parallel work of a number of trainees under comparable circumstances.

For the present portfolio of occupations, this scenario applies particularly to the hospitality business, e.g. to

- waiters
- cooks
- hotel personnel etc.



*NSSA assessment in the Monsoon Restaurant in Yangon (1st round)*

While the training often takes place under rather basic and artificial conditions, e.g. assessment opportunities in restaurants / hotels are relatively easy to arrange; some cooperative relations between hotels and NSSA or training centres exist already. This scenario offers best testing conditions and requires minimum

investments.

Unique work places like those of

- miners

should be tested at the real work place, too. For certain occupations, the working conditions cannot be simulated away from the original setting.

Commercial occupations and office occupations like

- salespersons
- cashiers
- IT clerks etc.

may also be tested in authentic shops or offices, but they can also be assessed in training centres.

### C. Buildup of transportable assessment settings in changeable venues

In order to gain flexibility and to reduce construction efforts, a lot of occupations can be tested with individual, removable work places/booths that may even be constructed as transportable units. Such light weight booths were already successfully used by the project, especially for electrical installation tests. With some adaptations such booths could be constructed as movable units.

*Flexible work booth for electr.install. in STC Ygn.*

By intentionally choosing flexible testing layouts, this principle can be applied to most occupations. It is advantageous that a well-functioning and good looking transportable testing unit may be built up in diverse settings upon availability. Such a solution would release NSSA from making short term final decisions for assessment venues in the present early stage of the project. It would offer the possibility to build up assessment equipment in a preliminary location for a certain time and to move it to a better place upon availability. Especially in case of a suboptimal hosting building, this would rather serve as a sort of shell, furnished with the assessment equipment. Thus, scenario C. would reduce the immediate demand for extensive refurbishment of hosting buildings.

It would also allow for execution of assessments in multiple locations – even in remote areas.

For the present range of occupations and venues, such a scenario could easily be applied for

- carpenter / cabinet maker
- agricultural mechanic repair technician
- concreter / tiler / plumber / brick layer
- electrician / AC installer
- pneumatic technician; sewing machine operator (possibly only relevant for Mdy. region).

*Mobile work units for automechanics(*2), electricians (* PLANCO) in Germany, Vietnam*


*Mobile work units for plumbers in Germany,(*1)*

Seen from an international viewpoint, flexible settings for trade tests according to the number of participants, locally available facilities and contents of the examination are the standard solution in many countries, e.g.in Germany. There, trade tests are carried out in training centres, TVET schools, guild centres, on construction sites, in workshops and even under open air conditions. The following pictures show some examples:

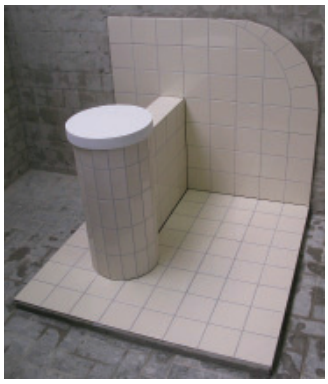
**Mobile trade testing settings in Europe:**

*Test setting for brick layers, work places separated by barrier type* *1

*Trade testing for brick layers, work places separated by walls* *7

*Trade testing for brick layers, work places separated by benches* *7

*Trade testing for pavers* *8



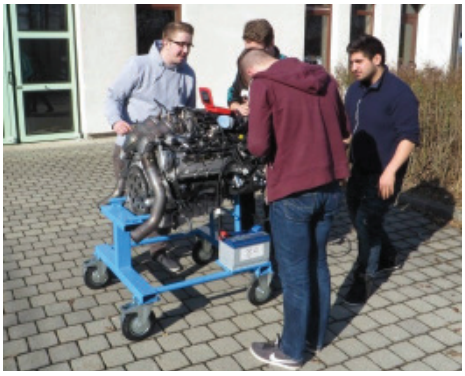
*Removable test setting for tilers* *6

*Movable testing installations for plumbers* *9

*Mobile test setting for roofers (window installation)* *5

*Trade testing for roofers on sports ground* *5

*Mobile car lifter* *11



*Mobile trade testing for automechanics* *12

*Mobile test setting for painters& decorators* *10

*Mobile test setting for electronics* *13

Moreover, a clear trend towards trade tests in rather individual settings – e.g. by working on realistic customer orders in companies or directly on construction sites – is visible for diverse occupations. This trend arose from particularly to fast developing crafts like IT, electronics, green technologies. But it has meanwhile become consensus that assessment tasks shall be as holistic and realistic as possible, in order to reflect a broad range of the required skills under realistic working conditions of the respective occupation.

*Individual trade testing on a construction site / in commercial workshop* *5

## 3.3 General aspects for the layout of NSSA assessments

On the long run, the NSSA Fast Track Skills Assessments shall be carried out countrywide and shall contribute to capacity building and quality assurance in the trades as well as to the official recognition of the degree of available skilled labor in Myanmar. Hence, it would be positive to establish certain hallmarks that make the NSSA assessments perceivable and recognizable wherever they take place. This would contribute to their public acceptance and professional valuation, which are indispensable for the intended dissemination of tests and the numbers of participants. Hence, PR aspects should be considered for the assessment design. They may - inter alia - be achieved by the appearance of the events.

In this sense, certain flexible elements in a typical design to be used for working and information purposes might be provided for every assessment:

1) Information roll ups with project logo etc.
2) Small reception desks in a typical design
3) Mobile information / separation boards for separation of work places, display of assessment tasks, technical information or NSSA information
4) Movable tool/equipment boxes for a flexible, but well organized assessment setup (e.g. each box with 1 set of tools/equipment per examinee)
5) Furniture like e.g. small benches for placement of utilities, separation of work places or seating
6) Foldable and movable (e.g on roles) work stands or work booths.
7) Even a combination of equipment / tool storage with a plug-in vertical work top could be feasible for tests like electrical installation.

## Layout examples:


1

2

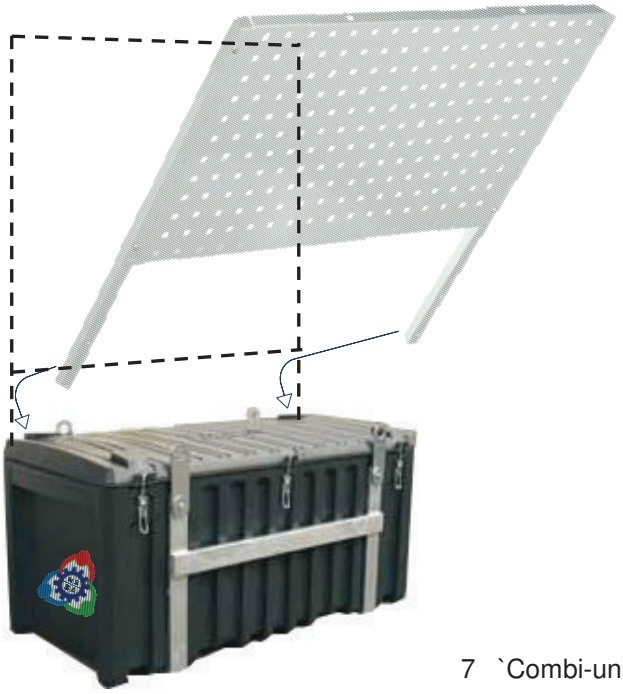
3

4

5

6

*(Pictures: diverse advertisements by www.amazon.de, www.ebay.de)*



7 `Combi-unit´ tool box / vertical plug-in metal work top

## 3.4 Next steps for the establishment of assessment venues

For a sustainable set up of all intended assessments, the project team has to facilitate the execution and matching of the following work steps in the near future:

- Decision on detailed character of assessments (acc. to NSSA standards) to be carried out
- Finalization of all assessment standards
- Decision on ideal assessment group sizes (inter alia depending on available assessors, venue facilities, feasible quantity of equipment etc.)
- Assessment of outstanding “real life work place” venues like mine, automotive workshop, restaurant, office/shop
- Final decision on assessment venues for the next assessments
- Designing / elaboration of layouts for the venues
- Planning of necessary construction / refurbishment / reorganization measures for the selected venues
- Definition on necessary equipment for the defined assessment settings acc. to NSSA standards
- Balancing of equipment demand with already available equipment at the venues
- Cost estimations for necessary material purchase and building measures and final selection of feasible measures
- Tendering and procurement of equipment and works
- Establishment of the venues for the 3rd round
- Stepwise systematic establishment of complete assessment settings at the agreed venues

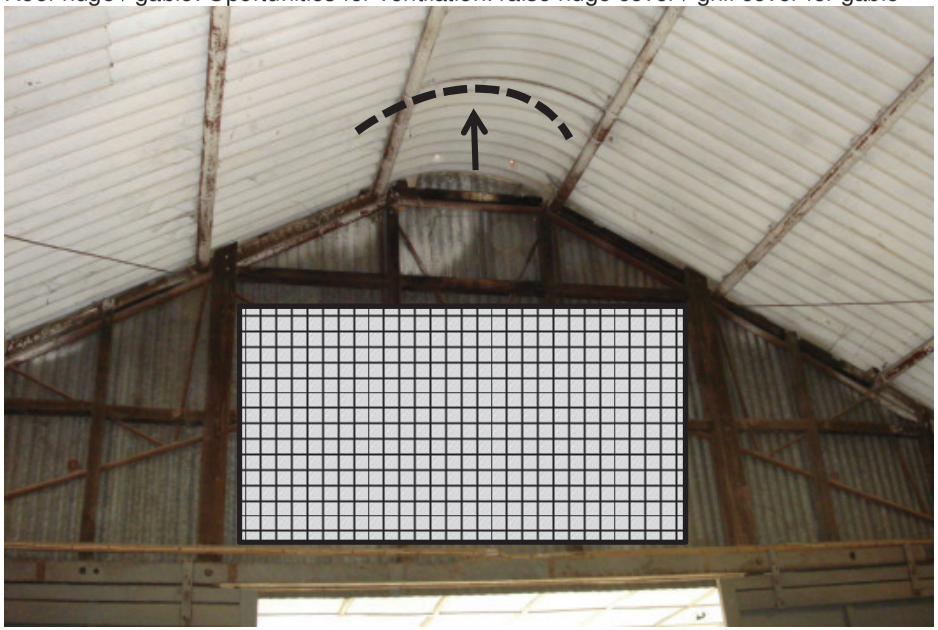
# 4 Annexes

## Annex 4.1: Selected Photographs of the Venues

**2.1 Agricultural Mechanization Training Centre, Meik Hti La**

Typical workshop building
Roof ridge / gable: Oportunities for ventilation: raise ridge cover / grill cover for gable

Workshop for Assessments
Typical work place



## 2.1 Agricultural Mechanization Training Centre, Meik Hti La

Main building | Open air area (here: tractor training)

Building construction status: interior | Facade

## 2.2 Industrial Training Centre ITC No. 2,Mdy

Welding workshop | Wall paint access zone

Foundry workhsop

## 2.2 Industrial Training Centre ITC No. 2,Mdy

Empty workshop | Machine workshop

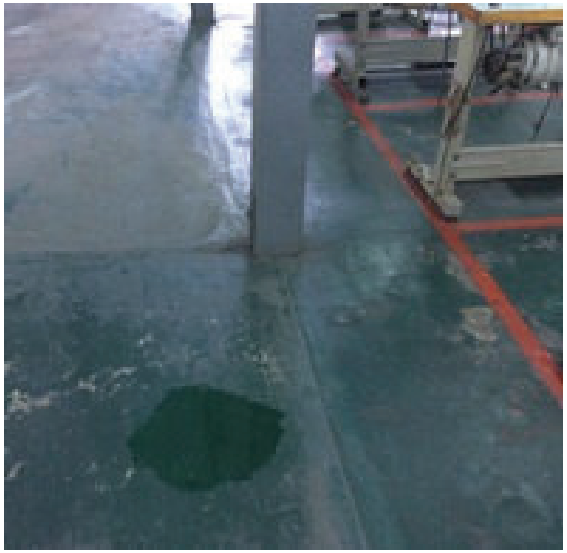
Electrical testing installations | Access zone

**2.6 MoI No. 11 Heavy Industry Work Place, Ygn**

Upper row: False ceiling | Ventilation / ceiling | Gates and power supply

Lower row: Site situation | Gate and roof gutter | Typical leakages

**2.8 Garment Manufacturing Association Training Centre, Ygn**



Leakages (roof / floor) | Room part with provisional store room

Access to sanitary zone | Workshop

**2.9 Central Training Centre MoC,Ygn.**

Site condition | Drainage situation

Typical pathway damage | Power supply (example)

## 2.9 Central Training Centre MoC,Ygn.

Workshop in medium condition | Workshop in bad conditions

Workshops in relatively good condition

## 2.9 Central Training Centre MoC,Ygn

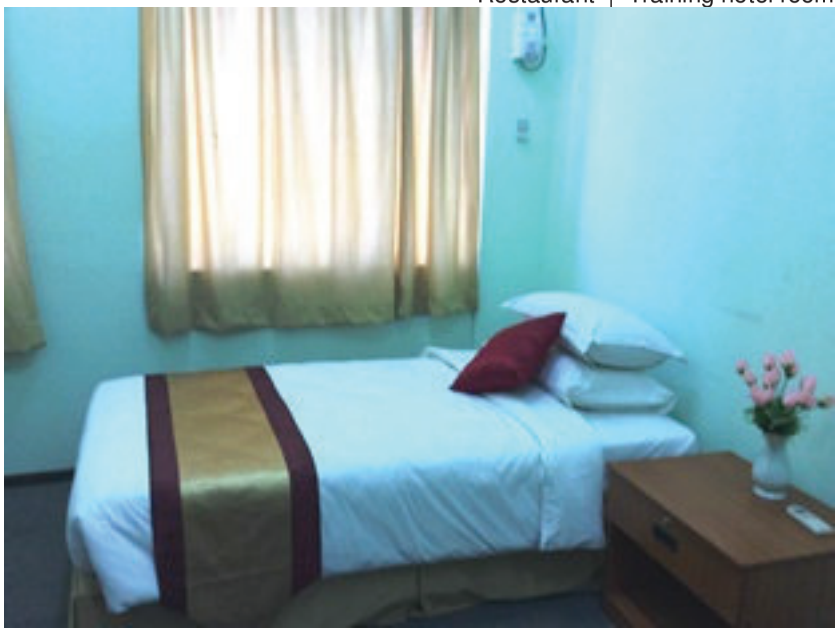
Wall damage due to missing drainage | Typical floor damage

Typical ceiling | Typical construction mistake

**2.10 CVT Training Centre Ygn (Hotel /Commercial)**

Kitchen | Office

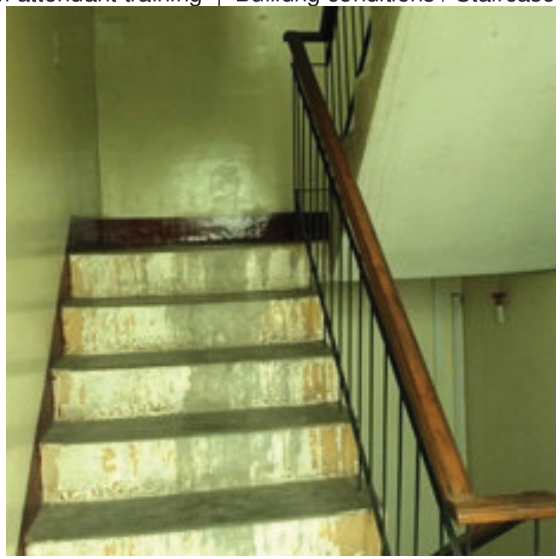
Restaurant | Training hotel room



## 2.11 Star Resource Academy Ygn.

Kitchen | Hotel management

Restaurant and Room attendant training | Builidng conditions / Staircase



## 2.12 Arbourfield Welding Centre


Upper row: Roof ventilation welding places | interior welding places | site entrance

Lower row: External weding places | Assembly zone


**2.13 STC Yg.**

Upper row: Rainwater drainage | Assessors´ room | Rainwater damage facade

Lower row: Theory training zone | Testing zone

**2.14 CVT Assessment Centre,Yg. (crafts)**

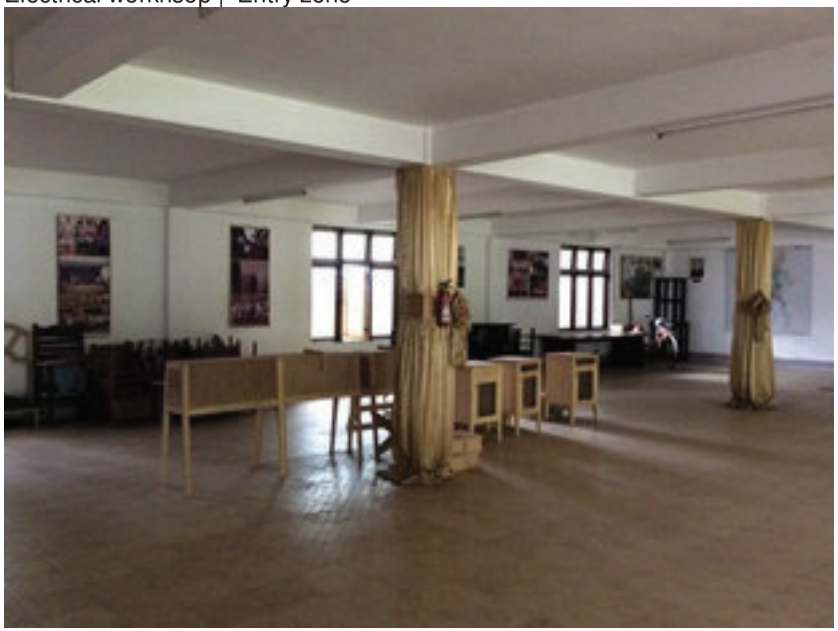
Welding section | Tool store

Carpentry workshop | Workshop assembly / access zone

**2.14 CVT Assessment Centre, Yg. (crafts)**

Electrical workhsop | Entry zone

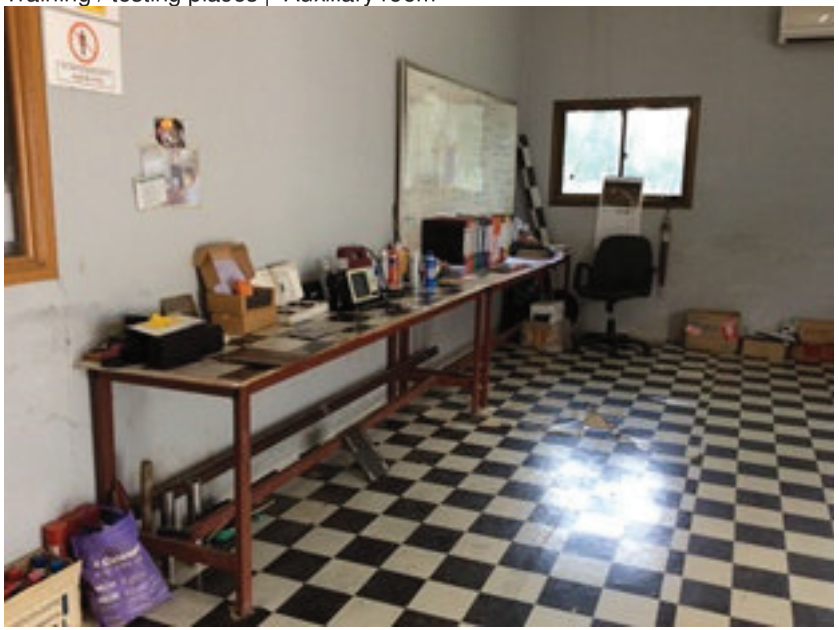
Metal workshop | Main centre entrance



## 2.15 Kabar Welding Training Centre Yg.

Training / testing places | Auxiliary room

Training / testing zone | Assessors´ room



# Annex 4.2: NSSA Criteria List for assessment venues

ACCREDITATION OF ASSESSMENT CENTRE for NSSA

GENERAL GUIDE FOR **PHYSICAL STRUCTURE**

| **PHYSICAL STRUCTURE** |
|---|
| Location and Area<br>• The Assessment Centre is accessible to public transportation and visibly identifiable from its side of the road.<br>• Assessment area is appropriate on workplace for candidates (minimum area). |
| Lighting and Ventilation<br>• The assessment room should be lighted at an average of 30-40 ft. candle with minimal tolerance dark spots.<br>• In the absence of an air conditioning unit, all rooms must utilize blowers/fans or mechanical ventilation system when natural ventilation is not good because of the physical layout. |
| Rooms<br>• Storeroom is provided for the safekeeping of the tools;<br>• Separate storage bins and racks are provided for critical materials,;<br>• Assessment room for skills must be able to accommodate at least 8 candidates/batch;<br>• Specification of Assessment Booths should be in conformity with assessment plan and layout,<br>• Height of ceiling and roof of assessment space should be appropriate for occupational nature<br>• Chairs and tables; and assessors room (sufficient number and area)<br>• Clean and functional wash rooms should be available and located at a convenient part of the building (separate for male and female). |
| Stations for Assessment Equipment, Hand tools, Supplies, materials<br>• Sufficient areas (e.g,including bench and table) for Equipment, hand tools, supplies, materials shall be in accordance with the list indicated in the assessment plan of the skill standards applied for. |
| Safety requirements<br>• Medicine cabinet with first aid kit and other medical supplies;<br>• Open floor spaces are maintained entrances and exits;<br>• Work stations, tool panels and equipment are appropriately grouped to provide ease of movement;<br>• Functional fire extinguishers are located in highly accessible locations places;<br>• Equipment are laid out according to sequence of operations to allow maximum use of resources;<br>• Color coded buttons are installed and located at strategic locations in cases of emergency.<br>• Risk level of location should be in allowable level (minimum level)<br>• Assembly point should be specified for emergency condition |

## Annex 4.3: Summary of Venue Assessment Matrix

**Summary Scores of Physical Review of Assessment Venues | June 2015**
(related to future assessment area)

**- draft -**

| Assessment Matrix Summary<br>* = venue for 3rd round | Mandalay | | | | | | | | Yangon | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | * Agricultural Mechanization Training Centre Mdy<br>Agric. Machine Repair (3rd rd.) | * Training Centre of MoC (Mdy)<br>Concreter / Tiler / Plumber (3rd rd.) | * MoLES Training Centre Mdy<br>Man Metal Arc Welder (3rd rd.) | * ITC No. 2 Mdy<br>Machine tool operator (3rd rd.) | * ITC No. 2 Mdy<br>Manual metal arc welder / gas metal arc welder (3rd rd.) | * ITC No. 2 Mdy<br>Electrician / AC / Agric. Machine repair (3rd rd.) | * ITC No. 2 Mdy<br>Foundry works (3rd rd.) | * Mining Centre Mdy<br>(only theory, 3rd rd.) | * MoI No. 11 Heavy Industry Ygn (3rt round)<br>Automotive | * Central Training Center MoC Ygn.<br>Brick layer, tiler, concreter, plumber (2nd+3rd round) | * Festo Ass. Ctr.<br>Pneumatic Technician (3rd round) | * Garment Manufacturing Association Training Center Ygn<br>Garm. Sewing Machine Operator (3rd round) | * CVT Training Center Ygn<br>Sales person / Cashier (2nd+3rd round) | * Star Resource Academy<br>Waiting / room attendant /Bell boy (external assessments! 2nd+3rd rd.) | Central Training Center MoC Ygn<br>Carpenter (1st round) | STC Ygn.<br>AC installer, electrician (1st+2nd rd.) | CVT Ass. Centre Ygn. (1st.+ 2nd. round)<br>cabinet maker / electrician | Kabar Training Center Ygn (1st round)<br>Welding | Arbourllied<br>Welding (2nd round) |
| | i | ii | iii | iv | v | vi | vii | viii | ix | x | xi | xii | xiii | xiv | xv | xvi | xvii | xviii | xix |
| | public | public | public | public | public | public | public | private | public wp | public | private | private | private | private | public | public | private | private | private |
| Criteria (weighted value) | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade | grade |
| | 1= good, 2= medium, 3= bad | | | | | | | | | | | | | | | | | | |
| Location and Area (10%) | | | | | | | | | | | | | | | | | | | |
| Average score | 2,0 | 1,0 | 2,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,5 | 1,0 | 1,0 | 1,0 | 1,0 | 1,5 | 1,0 | 1,0 | 1,5 | 2,0 |
| Room standards (25%) | | | | | | | | | | | | | | | | | | | |
| Average score | 2,5 | 2,3 | 1,9 | 1,0 | 1,0 | 1,0 | 1,3 | 1,1 | 3,0 | 2,8 | 1,0 | 1,4 | 1,0 | 1,4 | 2,6 | 1,3 | 2,0 | 1,0 | 1,7 |
| Building facilities (10%) | | | | | | | | | | | | | | | | | | | |
| Average score | 2,5 | 3,0 | 3,0 | 1,7 | 1,7 | 1,7 | 1,7 | 0,0 | 3,0 | 2,8 | 1,0 | 1,5 | 1,0 | 1,0 | 2,8 | 1,0 | 1,0 | 1,3 | 1,0 |
| Tech. Assess. equipment (25%) | | | | | | | | | | | | | | | | | | | |
| Average Score | 2,0 | 3,0 | 3,0 | 1,7 | 2,0 | 2,3 | 1,7 | 0,0 | 3,0 | 3,0 | 1,0 | 1,0 | 1,0 | 2,0 | 3,0 | 1,0 | 1,0 | 1,0 | 1,0 |
| Safety provisions (5%) | | | | | | | | | | | | | | | | | | | |
| Average Score | 2,5 | 2,5 | 2,0 | 1,5 | 1,5 | 1,5 | 1,5 | 0,0 | 2,0 | 3,0 | 1,0 | 1,0 | 1,0 | 2,0 | 3,0 | 1,0 | 1,5 | 1,0 | 1,0 |
| Human ressources (20%) | | | | | | | | | | | | | | | | | | | |
| Average Score | 1,6 | 2,8 | 2,8 | 1,6 | 1,2 | 1,6 | 1,6 | 3 | 1,6 | 2 | 1,4 | 1,6 | 1,4 | 1,4 | 1,4 | 1 | 1,4 | 1,4 | 1 |
| operational resources (5%) | | | | | | | | | | | | | | | | | | | |
| Average Score | 1,0 | 1,0 | 2,5 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 | 1,0 |
| Expected financial investment | m | h | h | l | m | m | l | l | h | h | l | l | l | m | m | l | m | l | l |
| low / middle / high | | | | | | | | | | | | | | | | | | | |
| Weighed Overall Score (1 /100%) | 2,1 | 2,5 | 2,5 | 1,5 | 1,5 | 1,6 | 1,6 | 1,7 | 2,4 | 2,5 | 1,1 | 1,3 | 1,1 | 1,5 | 2,3 | 1,1 | 1,4 | 1,2 | 1,3 |
| General remarks / Recommendations | Well established. Building repairs necessary. | outdated, no equipment | no infrastructure | extension of existing facilities | extension of existing facilities | extension of existing facilities | improvement of room climate | Venue only for theory,practice assesment site (mine) still to be visited | Full investment in facilities necessry, addit. utilization should be considered | Buildings in very bad condition; interim utilization with transportable equipment should be considered. | very good useability | good usability, minor building improvements recommended | good usability, building improvements recommended | rooms not usable, external assessments intended | minor room improvements recommended. | minor building improvements | good usability | good usability | work place improvement recommended (exhaustion) |

Not Sufficient

Sufficient

Good Condition

Only for Theory Test

## Annex 4.4: Assessment Matrix of visited venues

| | | Mandalay 3rd round | | | | | |
|---|---|---|---|---|---|---|---|
| **Physical Review of Assessment Venues \| June 2015** (related to future assessment area) | | 2.1 Agricultural Mechanization Training Centre Mdy Agric. Machine Repair (3rd rd.) | | 2.2 ITC No. 2 Mdy Machine tool operator (3rd rd.) | | ITC No. 2 Mdy Manual metal arc welder / gas metal arc welder (3rd rd.) | |
| | | public | | public | | public | |
| No | Criteria (weighed value) | grade | Remarks | grade | Remarks | grade | Remarks |
| **1** | **Location and Area (10%)** | | | | | | |
| 1.1 | Accessibility with public transport | 2 | travel is accepted by trainees | 1 | | 1 | |
| 1.2 | Available area for assessments | 2 | scarce but acceptable, room height partly limited | 1 | | 1 | |
| **1** | **Average score** | **2,0** | | **1,0** | | **1,0** | |
| | | | | | | | |
| **2** | **Room standards (25%)** | | | | | | |
| 2.1 | Appropriateness of floor covers | 2 | repair cement finish | 1 | | 1 | |
| 2.2 | Appropriateness of walls/wall coverings | 3 | reapairs and painting | 1 | | 1 | |
| 2.3 | Lighting ( to date) | 2 | | 1 | | 1 | |
| 2.4 | Natural ventilation (to date) | 3 | to be improved by building measures (ventilate ridge/gable) | 1 | | 1 | |
| 2.5 | Air conditioning availabe (if feasible) | 0 | not feasible | 0 | not feasible | 0 | |
| 2.6 | Blowers available (if feasible) | 3 | would be helpful under ridge | 0 | not necessary | 0 | |
| 2.7 | Availability of adequate electrical facilities | 0 | to be checked after equipment definition | 1 | | 1 | |
| 2.8 | Availability of water for working purposes | 0 | to be checked | 1 | | 1 | |
| 2.9 | General building condition | 2 | broader refurbishment necessary | 1 | good | 1 | good |
| **2** | **Average score** | **2,5** | | **1,0** | | **1,0** | |
| | | | | | | | |
| 3 | **Building facilities (10%)** | | | | | | |
| 3.1 | Store rooms for tools / material | 3 | to be erected | 1 | | 1 | |
| 3.2 | storing facilities for critical material | 3 | see above | 3 | should be added | 3 | |
| 3.3 | furniture (mainly for assessors) | 2 | available | 1 | | 1 | |
| 3.5 | sanitary rooms | 2 | to be re-checked | 1 | | 1 | |
| **3** | **Average score** | **2,5** | | **2,0** | | **2,0** | |
| | | | | | | | |
| **4** | **Technical Equipment for Assessments (25%)** | | | | | | |
| 4.1 | Avail. of technical equipment | 2 | | 1 | | 2 | partly (6 boothes) |
| 4.2 | Avail. of hand tools | 2 | to be checked in detail | 2 | to be checked and discussed | 2 | to be checked and discussed |
| 4.3 | Avail. of materials | 2 | | 3 | | 3 | |
| **4** | **Average Score** | **2** | | **2** | | **2,3333** | |
| | | | | | | | |
| **5** | **Safety provisions (5%)** | | | | | | |
| | Provisions for escape routes | 2 | 2nd door to be added | 1 | | 1 | |
| | safety equipment (medicine cabinet, fire extinguishers etc.) already available | 3 | not yet | 2 | to be checked | 2 | |
| **5** | **Average Score** | **2,5** | | **1,5** | | **1,5** | |
| **6** | **Human ressources (20%)** | | | | | | |
| | Av. of experienced trainers | 1 | | 1 | | 1 | |
| | Av. of accredited assessors | 3 | | 3 | | 1 | 1 for man.met.arc welding |
| | Av. of committed management | 1 | | 1 | | 1 | |
| | Av. of administrative staff (liaison staff, accountant, cashier, IT staff etc.) | 1 | assumed | 1 | | 1 | |
| | Av. of operative staff (security, maintenance etc.) | 2 | assumed | 2 | to be checked | 2 | |
| **6** | **Average Score** | **1,6** | | **1,6** | | **1,2** | |
| | | | | | | | |
| **7** | **operational resources (5%)** | | | | | | |
| | Telephone | 1 | | 1 | | 1 | |
| | Fax | 1 | | 1 | | 1 | |
| | Computer with peripherals | 1 | | 1 | | 1 | |
| | Internet Connection | 1 | | 1 | | 1 | |
| **7** | **Average Score** | **1** | | **1** | | **1** | |
| | | | | | | | |
| **8** | **Expected financial investment** | **m** | | **l** | | **m** | |
| | low / middle / high | | | | | | |
| | **Overall Weighed Score (1 /100%)** | **2,1** | | **1,5** | | **1,5** | |

| | | Mandalay, 3rd round | | | | | |
|---|---|---|---|---|---|---|---|
| **Physical Review of Assessment Venues \| June 2015** (related to future assessment area) | | ITC No. 2 Mdy Electrician / AC / Agric. Machine repair (3rd rd.) | | ITC No. 2 Mdy Foundry works (3rd rd.) | | 2.3 Training Centre of MoC (Mdy) Concreter / Tiler / Plumber (3rd rd.) | |
| | | public | | public | | public | |
| No | Criteria (weighed value) | grade | Remarks | grade | Remarks | grade | Remarks |
| **1** | **Location and Area (10%)** | | | | | | |
| 1.1 | Accessibility with public transport | 1 | | 1 | | 1 | |
| 1.2 | Available area for assessments | 1 | | 1 | | 1 | |
| **1** | **Average score** | **1,0** | | **1,0** | | **1,0** | |
| | | | | | | | |
| **2** | **Room standards (25%)** | | | | | | |
| 2.1 | Appropriateness of floor covers | 1 | | 1 | | 2 | |
| 2.2 | Appropriateness of walls/wall coverings | 1 | | 1 | | 2 | |
| 2.3 | Lighting ( to date) | 1 | | 1 | | 2 | |
| 2.4 | Natural ventilation (to date) | 1 | | 1 | | 2 | |
| 2.5 | Air conditioning availabe (if feasible) | 0 | | 0 | | 3 | |
| 2.6 | Blowers available (if feasible) | 0 | | 3 | should be added | 3 | |
| 2.7 | Availability of adequate electrical facilities | 1 | | 1 | | 2 | |
| 2.8 | Availability of water for working purposes | 1 | | 1 | | 2 | water on site, to be rechecked |
| 2.9 | General building condition | 1 | good | 1 | good | 3 | very outdated |
| **2** | **Average score** | **1,0** | | **1,3** | | **2,3** | |
| | | | | | | | |
| 3 | **Building facilities (10%)** | | | | | | |
| 3.1 | Store rooms for tools / material | 1 | | 1 | | 3 | |
| 3.2 | storing facilities for critical material | 3 | | 3 | | 3 | |
| 3.3 | furniture (mainly for assessors) | 1 | | 1 | | 3 | |
| 3.5 | sanitary rooms | 1 | | 1 | | 3 | |
| **3** | **Average score** | **2,0** | | **2,0** | | **3,0** | |
| | | | | | | | |
| **4** | **Technical Equipment for Assessments (25%)** | | | | | | |
| 4.1 | Avail. of technical equipment | 3 | | 1 | | 3 | |
| 4.2 | Avail. of hand tools | 3 | | 2 | to be checked and discussed | 3 | |
| 4.3 | Avail. of materials | 3 | | 3 | | 3 | |
| **4** | **Average Score** | **3** | | **2** | | **3** | |
| | | | | | | | |
| **5** | **Safety provisions (5%)** | | | | | | |
| | Provisions for escape routes | 1 | | 1 | | 2 | |
| | safety equipment (medicine cabinet, fire extinguishers etc.) already available | 2 | | 2 | | 3 | |
| **5** | **Average Score** | **1,5** | | **1,5** | | **2,5** | |
| | | | | | | | |
| **6** | **Human ressources (20%)** | | | | | | |
| | Av. of experienced trainers | 3 | | 1 | | 3 | |
| | Av. of accredited assessors | 1 | 1 for elec., 1 for AC | 3 | | 3 | |
| | Av. of committed management | 1 | | 1 | | 2 | |
| | Av. of administrative staff (liaison staff, accountant, cashier, IT staff etc.) | 1 | | 1 | | 3 | |
| | Av. of operative staff (security, maintenance etc.) | 2 | | 2 | | 3 | |
| **6** | **Average Score** | **1,6** | | **1,6** | | **2,8** | |
| | | | | | | | |
| **7** | **operational resources (5%)** | | | | | | |
| | Telephone | 1 | | 1 | | 1 | |
| | Fax | 1 | | 1 | | 1 | |
| | Computer with peripherals | 1 | | 1 | | 1 | |
| | Internet Connection | 1 | | 1 | | 0 | to be checked |
| **7** | **Average Score** | **1** | | **1** | | **1** | |
| | | | | | | | |
| **8** | **Expected financial investment** | **m** | | **l** | | **h** | |
| | low / middle / high | | | | | | |
| | **Overall Weighed Score (1 /100%)** | **1,6** | | **1,6** | | **2,5** | |

| | | Mandalay, 3rd round | | | |
|---|---|---|---|---|---|
| **Physical Review of Assessment Venues \| June 2015** (related to future assessment area) | | 2.4 MoLES Training Centre Mdy Man Metal Arc Welder (3rd rd.) | | 2.5 Mining Centre Mdy **(only theory,** 3rd rd.) | |
| | | public | | private | |
| No | Criteria (weighed value) | grade | Remarks | grade | Remarks |
| **1** | **Location and Area (10%)** | | | | **practical assessments in mine; not yet visited** |
| 1.1 | Accessibility with public transport | 3 | no public transport | 1 | |
| 1.2 | Available area for assessments | 1 | | 1 | building will be renovated |
| **1** | **Average score** | **2,0** | | **1,0** | |
| | | | | | |
| **2** | **Room standards (25%)** | | | | |
| 2.1 | Appropriateness of floor covers | 1 | | 1 | will be renovated |
| 2.2 | Appropriateness of walls/wall coverings | 2 | | 1 | will be renovated |
| 2.3 | Lighting ( to date) | 1 | | 1 | will be renovated |
| 2.4 | Natural ventilation (to date) | 1 | | 1 | |
| 2.5 | Air conditioning availabe (if feasible) | 0 | not feasible | 1 | |
| 2.6 | Blowers available (if feasible) | 3 | | 1 | |
| 2.7 | Availability of adequate electrical facilities | 2 | | 1 | |
| 2.8 | Availability of water for working purposes | 2 | to be rechecked | 1 | |
| 2.9 | General building condition | 3 | demolished and flooded | 2 | renovation will be done by association |
| **2** | **Average score** | **1,9** | | **1,1** | |
| | | | | | |
| 3 | **Building facilities (10%)** | | | | |
| 3.1 | Store rooms for tools / material | 3 | | 0 | |
| 3.2 | storing facilities for critical material | 3 | | 0 | |
| 3.3 | furniture (mainly for assessors) | 3 | | 0 | |
| 3.5 | sanitary rooms | 3 | | 0 | |
| **3** | **Average score** | **3,0** | | **0,0** | **not relevant for theory** |
| | | | | | |
| **4** | **Technical Equipment for Assessments (25%)** | | | | |
| 4.1 | Avail. of technical equipment | 3 | | 0 | |
| 4.2 | Avail. of hand tools | 3 | | 0 | |
| 4.3 | Avail. of materials | 3 | | 0 | |
| **4** | **Average Score** | **3** | | **0** | **not relevant for theory** |
| | | | | | |
| **5** | **Safety provisions (5%)** | | | | |
| | Provisions for escape routes | 1 | | 0 | |
| | safety equipment (medicine cabinet, fire extinguishers etc.) already available | 3 | | 0 | |
| **5** | **Average Score** | **2** | | **0** | **to be checked** |
| | | | | | |
| **6** | **Human ressources (20%)** | | | | |
| | Av. of experienced trainers | 3 | | 3 | |
| | Av. of accredited assessors | 3 | | 3 | |
| | Av. of committed management | 2 | | 3 | |
| | Av. of administrative staff (liaison staff, accountant, cashier, IT staff etc.) | 3 | | 3 | |
| | Av. of operative staff (security, maintenance etc.) | 3 | | 3 | |
| **6** | **Average Score** | **2,8** | | **3** | |
| | | | | | |
| **7** | **operational resources (5%)** | | | | |
| | Telephone | 1 | | 1 | |
| | Fax | 3 | | 1 | |
| | Computer with peripherals | 3 | | 1 | |
| | Internet Connection | 3 | | 0 | to be checked |
| **7** | **Average Score** | **2,5** | | **1** | |
| | | | | | |
| **8** | **Expected financial investment** | **h** | | **l** | |
| | low / middle / high | | | | |
| | **Overall Weighed Score (1 /100%)** | **2,5** | | **1,7** | |

| | | | Yangon , 3rd round | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Physical Review of Assessment Venues \| June 2015** (related to future assessment area) | | | 2.6 MoI No. 11 Heavy Industry Ygn (3rt round) Automotive (3rd rd.) | | 2.7.1 Central Training Center MoC Ygn Brick layer, tiler, concreter, plumber (2nd+3rd round) | | 2.8 Festo Ass. Ctr. Pneumatic Technician (3rd round) | |
| | | | public work station | | public | | private | |
| No | Criteria (weighed value) | | grade | Remarks | grade | Remarks | grade | Remarks |
| **1** | **Location and Area (10%)** | | | | | | | |
| 1.1 | Accessibility with public transport | | 1 | | 1 | | 1 | |
| 1.2 | Available area for assessments | | 1 | | 2 | | 1 | |
| **1** | **Average score** | | **1,0** | | **1,5** | | **1,0** | |
| | | | | | | | | |
| **2** | **Room standards (25%)** | | | | | | | |
| 2.1 | Appropriateness of floor covers | | 3 | | 3 | flooded + broken floor | 1 | |
| 2.2 | Appropriateness of walls/wall coverings | | 3 | | 3 | water damages, walls broken / bent, gap between wall + roof, false | 1 | |
| 2.3 | Lighting ( to date) | | 3 | | 2 | ceilings damaged, leakages of roof | 1 | |
| 2.4 | Natural ventilation (to date) | | 3 | | 2 | | 1 | |
| 2.5 | Air conditioning availabe (if feasible) | | 0 | not feasible | 3 | | 1 | |
| 2.6 | Blowers available (if feasible) | | 3 | | 3 | should be added | 1 | |
| 2.7 | Availability of adequate electrical facilities | | 3 | | 3 | | 1 | |
| 2.8 | Availability of water for working purposes | | 3 | | 3 | | 1 | |
| 2.9 | General building condition | | 3 | roof damages, missing technical standard | 3 | flooded area, major damages to old buildings | 1 | very good |
| **2** | **Average score** | | **3,0** | | **2,8** | | **1,0** | |
| | | | | | | | | |
| 3 | **Building facilities (10%)** | | | | | | | |
| 3.1 | Store rooms for tools / material | | 3 | | 3 | 1 | 1 | 1 |
| 3.2 | storing facilities for critical material | | 3 | | 3 | | 1 | |
| 3.3 | furniture (mainly for assessors) | | 3 | | 3 | | 1 | |
| 3.5 | sanitary rooms | | 3 | | 2 | in a distance | 1 | |
| **3** | **Average score** | | **3,0** | | **2,8** | | **1,0** | |
| | | | | | | | | |
| **4** | **Technical Equipment for Assessments (25%)** | | | | | | | |
| 4.1 | Avail. of technical equipment | | 3 | | 3 | | 1 | |
| 4.2 | Avail. of hand tools | | 3 | | 3 | | 1 | |
| 4.3 | Avail. of materials | | 3 | | 3 | | 1 | |
| **4** | **Average Score** | | **3** | | **3** | | **1** | |
| **5** | **Safety provisions (5%)** | | | | | | | |
| | Provisions for escape routes | | 1 | | 3 | | 1 | |
| | safety equipment (medicine cabinet, fire extinguishers etc.) already available | | 3 | | 3 | | 1 | |
| **5** | **Average Score** | | **2** | | **3** | | **1** | |
| **6** | **Human ressources (20%)** | | | | | | | |
| | Av. of experienced trainers | | 1 | | 2 | to be checked | 1 | |
| | Av. of accredited assessors | | 3 | | 3 | | 3 | |
| | Av. of committed management | | 1 | | 1 | | 1 | |
| | Av. of administrative staff (liaison staff, accountant, cashier, IT staff etc.) | | 1 | | 2 | | 1 | |
| | Av. of operative staff (security, maintenance etc.) | | 2 | | 2 | | 1 | |
| **6** | **Average Score** | | **1,6** | | **2** | | **1,4** | |
| **7** | **operational resources (5%)** | | | | | | | |
| | Telephone | | 1 | | 1 | | 1 | |
| | Fax | | 1 | | 1 | | 1 | |
| | Computer with peripherals | | 1 | | 1 | | 1 | |
| | Internet Connection | | 1 | | 1 | | 1 | |
| **7** | **Average Score** | | **1** | | **1** | | **1** | |
| **8** | **Expected financial investment** | | **h** | building damaged, empty. High invest for assessment | **h** | major refurbishment of buildings and drainage of plot | **l** | |
| | low / middle / high | | | | | | | |
| | **Overall Weighed Score (1 /100%)** | | **2,4** | | **2,5** | | **1,1** | |

| | | Yangon, 3rd round (partly) | | | | | |
|---|---|---|---|---|---|---|---|
| **Physical Review of Assessment Venues \| June 2015** (related to future assessment area) | | 2.9 Garment Manufacturing Association Training Center Ygn Garm. Sewing Machine Operator (3rd round) | | 2.10 CVT Training Center Ygn Sales person / Cashier (2nd+3rd round) | | 2.11 Star Resource Academy Waiting / room attendant /Bell boy (2nd+3rd rd.) | |
| | | private | | private | | private | |
| No | Criteria (weighed value) | grade | Remarks | grade | Remarks | grade | Remarks |
| **1** | **Location and Area (10%)** | | | | | | |
| 1.1 | Accessibility with public transport | 1 | | 1 | | 1 | |
| 1.2 | Available area for assessments | 1 | | 1 | | 1 | external assessments intended |
| **1** | **Average score** | **1,0** | | **1,0** | | **1,0** | |
| **2** | **Room standards (25%)** | | | | | | |
| 2.1 | Appropriateness of floor covers | 1 | | 1 | | 1 | |
| 2.2 | Appropriateness of walls/wall coverings | 1 | | 1 | | 2 | |
| 2.3 | Lighting ( to date) | 1 | | 1 | | 1 | |
| 2.4 | Natural ventilation (to date) | 2 | | 1 | | 2 | |
| 2.5 | Air conditioning availabe (if feasible) | 0 | not feasible | 1 | | 1 | not relevant for ext. Assessment |
| 2.6 | Blowers available (if feasible) | 3 | should be added | 1 | | 2 | |
| 2.7 | Availability of adequate electrical facilities | 1 | | 1 | | 1 | |
| 2.8 | Availability of water for working purposes | 0 | not necessary | 1 | | 1 | |
| 2.9 | General building condition | 2 | roof repair needed (leakages) | 1 | good | 2 | not adequate for assessments |
| **2** | **Average score** | **1,4** | | **1,0** | | **1,4** | |
| 3 | **Building facilities (10%)** | | | | | | |
| 3.1 | Store rooms for tools / material | 1 | 1 | 1 | 1 | 1 | |
| 3.2 | storing facilities for critical material | 2 | | 1 | | 1 | |
| 3.3 | furniture (mainly for assessors) | 1 | | 1 | | 1 | not relevant for ext. assessment |
| 3.5 | sanitary rooms | 2 | | 1 | | 1 | |
| **3** | **Average score** | **1,5** | | **1,0** | | 1,0 | |
| **4** | **Technical Equipment for Assessments (25%)** | | | | | | |
| 4.1 | Avail. of technical equipment | 1 | | 1 | | 2 | |
| 4.2 | Avail. of hand tools | 1 | | 1 | | 2 | not relevant for ext. assessment |
| 4.3 | Avail. of materials | 1 | | 1 | | 2 | |
| **4** | **Average Score** | **1,0** | | **1** | | **2** | |
| **5** | **Safety provisions (5%)** | | | | | | |
| | Provisions for escape routes | 1 | | 1 | | 2 | not relevant for ext. Aasess. |
| | safety equipment (medicine cabinet, fire extinguishers etc.) already available | 1 | | 1 | | 2 | |
| **5** | **Average Score** | **1** | | **1** | | **2** | |
| **6** | **Human ressources (20%)** | | | | | | |
| | Av. of experienced trainers | 1 | | 1 | | 1 | |
| | Av. of accredited assessors | 3 | | 3 | | 3 | |
| | Av. of committed management | 1 | | 1 | | 1 | |
| | Av. of administrative staff (liaison staff, accountant, cashier, IT staff etc.) | 1 | | 1 | | 1 | |
| | Av. of operative staff (security, maintenance etc.) | 1 | | 1 | | 1 | |
| **6** | **Average Score** | **1,4** | | **1,4** | | **1,4** | |
| **7** | **operational resources (5%)** | | | | | | |
| | Telephone | 1 | | 1 | | 1 | |
| | Fax | 1 | | 1 | | 1 | |
| | Computer with peripherals | 1 | | 1 | | 1 | |
| | Internet Connection | 1 | | 1 | | 1 | |
| **7** | **Average Score** | **1** | | **1** | | **1** | |
| **8** | **Expected financial investment** | **l** | | **l** | | **m** | not relevant (ext. Assessment) |
| | low / middle / high | | | | | | |
| | **Overall Weighed Score (1 /100%)** | **1,2** | | **1,1** | | **1,5** | |

| | | | Yangon, 1st & 2nd round | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Physical Review of Assessment Venues \| June 2015** (related to future assessment area) | | | 2.7.2 Central Training Center MoC Ygn Carpenter (1st round) | | 2.12 STC Ygn. AC installer, electrician (1st+2nd rd.) | | 2.13 CVT Ass. Centre Ygn. (1st.+ 2nd. round) cabinet maker / electircian | |
| | | | public | | public | | private | |
| No | Criteria (weighed value) | | grade | Remarks | grade | Remarks | grade | Remarks |
| **1** | **Location and Area (10%)** | | | | | | | |
| 1.1 | Accessibility with public transport | | 1 | | 1 | | 1 | |
| 1.2 | Available area for assessments | | 2 | spacious, but area flooded, damaged, snakes etc. | 1 | | 1 | |
| **1** | **Average score** | | **1,5** | | **1,0** | | **1,0** | |
| | | | | | | | | |
| **2** | **Room standards (25%)** | | | | | | | |
| 2.1 | Appropriateness of floor covers | | 3 | flooded + broken floor | 1 | | 1 | |
| 2.2 | Appropriateness of walls/wall coverings | | 3 | water damages, walls broken / bent, gap between wall + roof, false | 1 | | 1 | |
| 2.3 | Lighting ( to date) | | 2 | ceilings damaged, leakages of roof | 1 | | 3 | |
| 2.4 | Natural ventilation (to date) | | 2 | | 1 | | 3 | has to be improved!!! |
| 2.5 | Air conditioning availabe (if feasible) | | 3 | | 0 | not necessary | 3 | |
| 2.6 | Blowers available (if feasible) | | 3 | should be added | 2 | | 3 | |
| 2.7 | Availability of adequate electrical facilities | | 2 | | 1 | | 1 | |
| 2.8 | Availability of water for working purposes | | 0 | not necessary | 1 | | 1 | |
| 2.9 | General building condition | | 3 | flooded area, major damages to old buildings | 2 | flood protection needed, some repairs needed | 2 | works for better ventilation necessary |
| **2** | **Average score** | | **2,6** | | **1,3** | | **2,0** | |
| | | | | | | | | |
| 3 | **Building facilities (10%)** | | | | | | | |
| 3.1 | Store rooms for tools / material | | 3 | 1 | 1 | 1 | 1 | |
| 3.2 | storing facilities for critical material | | 3 | | 1 | | 1 | |
| 3.3 | furniture (mainly for assessors) | | 3 | | 1 | | 1 | |
| 3.5 | sanitary rooms | | 2 | in a distance | 1 | | 1 | |
| **3** | **Average score** | | **2,8** | | **1,0** | | **1,0** | |
| | | | | | | | | |
| **4** | **Technical Equipment for Assessments (25%)** | | | | | | | |
| 4.1 | Avail. of technical equipment | | 3 | | 1 | | 1 | |
| 4.2 | Avail. of hand tools | | 3 | | 1 | | 1 | |
| 4.3 | Avail. of materials | | 3 | | 1 | | 1 | |
| **4** | **Average Score** | | **3** | | **1** | | **1** | |
| **5** | **Safety provisions (5%)** | | | | | | | |
| | Provisions for escape routes | | 3 | | 1 | | 2 | 2nd door should be added |
| | safety equipment (medicine cabinet, fire extinguishers etc.) already available | | 3 | | 1 | | 1 | |
| **5** | **Average Score** | | **3** | | **1** | | **1,5** | |
| **6** | **Human ressources (20%)** | | | | | | | |
| | Av. of experienced trainers | | 1 | | 1 | | 1 | |
| | Av. of accredited assessors | | 1 | | 1 | | 1 | |
| | Av. of committed management | | 1 | | 1 | | 1 | |
| | Av. of administrative staff (liaison staff, accountant, cashier, IT staff etc.) | | 2 | | 1 | | 2 | |
| | Av. of operative staff (security, maintenance etc.) | | 2 | | 1 | | 2 | |
| **6** | **Average Score** | | **1,4** | | **1** | | **1,4** | |
| **7** | **operational resources (5%)** | | | | | | | |
| | Telephone | | 1 | | 1 | | 1 | |
| | Fax | | 1 | | 1 | | 1 | |
| | Computer with peripherals | | 1 | | 1 | | 1 | |
| | Internet Connection | | 1 | | 1 | | 1 | |
| **7** | **Average Score** | | **1** | | **1** | | **1** | |
| **8** | **Expected financial investment** | | **m** | medium refurbishment of building, drainage of plot | **l** | small invest fo r repairs | **m** | |
| | low / middle / high | | | | | | | |
| | **Overall Weighed Score (1 /100%)** | | **2,3** | | **1,1** | | **1,4** | |

| | | Yangon, 1st & 2nd round | | | |
|---|---|---|---|---|---|
| **Physical Review of Assessment Venues \| June 2015** (related to future assessment area) | | 2.14 Kabar Training Center Ygn (1st round) Welding | | 2.15 Arbourfiled Welding (2nd round) | |
| | | private | | private | |
| No | Criteria (weighed value) | grade | Remarks | grade | Remarks |
| **1** | **Location and Area (10%)** | | | | |
| 1.1 | Accessibility with public transport | 2 | | 3 | |
| 1.2 | Available area for assessments | 1 | | 1 | |
| **1** | **Average score** | **1,5** | | **2,0** | |
| | | | | | |
| **2** | **Room standards (25%)** | | | | |
| 2.1 | Appropriateness of floor covers | 1 | | 1 | |
| 2.2 | Appropriateness of walls/wall coverings | 1 | | 1 | |
| 2.3 | Lighting ( to date) | 1 | | 1 | |
| 2.4 | Natural ventilation (to date) | 1 | | 3 | |
| 2.5 | Air conditioning availabe (if feasible) | 1 | for welding work places | 3 | no exhausts for work places |
| 2.6 | Blowers available (if feasible) | 1 | | 3 | only few |
| 2.7 | Availability of adequate electrical facilities | 1 | | 1 | |
| 2.8 | Availability of water for working purposes | 1 | | 1 | |
| 2.9 | General building condition | 1 | ok | 1 | good |
| **2** | **Average score** | **1,0** | | **1,7** | |
| | | | | | |
| 3 | **Building facilities (10%)** | | | | |
| 3.1 | Store rooms for tools / material | 1 | | 1 | 1 |
| 3.2 | storing facilities for critical material | 1 | | 1 | |
| 3.3 | furniture (mainly for assessors) | 1 | | 1 | |
| 3.5 | sanitary rooms | 1 | | 1 | |
| **3** | **Average score** | **1,3** | | **1,0** | |
| | | | | | |
| **4** | **Technical Equipment for Assessments (25%)** | | | | |
| 4.1 | Avail. of technical equipment | 1 | | 1 | |
| 4.2 | Avail. of hand tools | 1 | | 1 | |
| 4.3 | Avail. of materials | 1 | | 1 | |
| **4** | **Average Score** | **1** | | **1** | |
| | | | | | |
| **5** | **Safety provisions (5%)** | | | | |
| | Provisions for escape routes | 1 | | 1 | |
| | safety equipment (medicine cabinet, fire extinguishers etc.) already available | 1 | | 1 | |
| **5** | **Average Score** | **1** | | **1** | |
| | | | | | |
| **6** | **Human ressources (20%)** | | | | |
| | Av. of experienced trainers | 1 | | 1 | |
| | Av. of accredited assessors | 3 | | 1 | |
| | Av. of committed management | 1 | | 1 | |
| | Av. of administrative staff (liaison staff, accountant, cashier, IT staff etc.) | 1 | | 1 | |
| | Av. of operative staff (security, maintenance etc.) | 1 | | 1 | |
| **6** | **Average Score** | **1,4** | | **1** | |
| | | | | | |
| **7** | **operational resources (5%)** | | | | |
| | Telephone | 1 | | 1 | |
| | Fax | 1 | | 1 | |
| | Computer with peripherals | 1 | | 1 | |
| | Internet Connection | 1 | | 1 | |
| **7** | **Average Score** | **1** | | **1** | |
| | | | | | |
| **8** | **Expected financial investment** | **I** | | **I** | ventilation system for welding boothes to be added |
| | low / middle / high | | | | |
| | **Overall Weighed Score (1 /100%)** | **1,2** | | **1,3** | |

## Annex 4.5: General background information: Press release on first round of NSSA assessments

# Background Note: Fast-Track Skills Assessment Pilot Project

After the enactment of the Employment and Skills Development (ESD) Law by the Pyidaungsu Hluttaw in 2013, which provided a legal framework for the National Skills Standards Authority (NSSA), and with a view to engage with the implementation of the ASEAN Economic Community (AEC) by 2015, the Ministry of Labour, Employment and Social Security (MoLES) requested the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) to provide support ***to the certification of skilled workers as a priority matter.*** At this point, however, the rules and regulations pertaining to the assessment of skills at different levels (a prerequisite for the assessment and certification of skilled workers) were still being drafted. Due to these circumstances, and acknowledging the urgency of assessing and certifying skilled workers expressed by the authorities, GIZ proposed to MoLES to undertake a "Fast Track Skills Assessment Pilot Project".

***The project aims to pilot a system of assessment and certification of skilled worker***s, who are already in the workforce and have acquired their occupational skills through experience and learning on-the-job. The purpose was to design a skills assessment system, which is sustainable and delivers good quality assessments that can be replicated for an increasing number of occupations and candidates across Myanmar. Hence, the guiding principle of the pilot assessment was to establish a healthy balance between quality (of tests), quantity (i.e. numbers of occupations and candidates) and costs (per candidate).

Through the implementation of such a pilot project, ***it is expected to improve the capacity of the NSSA*** technical staff and the members of the 14 Sectorial Committees and Assessment and Certification Committee (ACC) for revising, developing and applying demand-led occupational and competency standards and for the accreditation and certification of skills with reference to the National Qualifications Framework (NQF) and Regional Qualifications Framework (RQF).

***In collaboration with the Swiss Development Corporation/Swisscontact,*** GIZ agreed to provide technical and financial assistance to such a project as a means to support NSSA in fully establishing itself and operating in such a way as to be able to fulfill its mandate constituted by the ESD Law. The project team is comprised of members of the NSSA, Sectorial Committees, the ACC, employers and employer associations, national occupational experts, the NSSA Technical Working Group and its Advisory Committee members, national consultants and experts from GIZ and Swisscontact. The team is also supported by the Union of Myanmar Federation of Chambers of Commerce and Industry (UMFCCI) and the Myanmar Engineering Society.

***The project uses the recognition of prior learning approach***, which is a method of skills assessment, by which an individual's skills or knowledge, regardless of where and how these were

learned, can be formally assessed and recognized formally. This approach is also in accordance with the four levels of competency standards developed by the NSSA for the national level certification of occupational skills. Of the four levels of occupational competency standards, the pilot project envisages skills assessments only for levels 1 and 2 in a limited number of selected priority occupations

***The pilot project is going to consist of a minimum of three rounds.*** The intention is to learn from each round through evaluation and gradually improve the capacity of the NSSA, both from a technical and organizational perspective, in particular its capacity to conduct skills assessments. Because of its nature as a pilot project it was recommended that the skills assessments be conducted first in Yangon. Based on the experience gained during the first round, further rounds can be conducted in Mandalay or other cities as proposed by the NSSA.

***The implementation of the first round of the Fast Track Skills Assessment Project,*** which had started in July and concluded at the end of November 2014, with the evaluation and reporting done at the beginning of 2015. For the purpose of the first round, only six priority occupations were selected, i.e. Air-Con Installer, Arc Welder, Cabinet Maker, Carpenter, Electrician, Waiting Staff (F&B-Service). For all six occupations, the NSSA decided to implement the assessments only for the first level (semi-skilled worker), and conducted the assessments at the NSSA accredited assessment venues located in Yangon.

A total of 51 companies and organizations participated and sent their employees as candidates for the national skills assessment conducted by the NSSA. Assessment panels of a minimum of five occupational experts for each occupation were formed to conduct the actual assessments and orientation programs (i.e. refresher and familiarization courses). The assessments for six occupations were carried out in November. ***A total number of 157 candidates took part in the first round of the pilot project*** to attain the level 1 national certificate of occupational competency in the six occupational skills areas. Out of this total number of 157 candidates, 133 candidates ***(84.7%) were found to be competent*** and the remaining 24 candidates ***(15.3%) were found to be in the not yet competent stage***.

***Evaluation of the first round of the pilot project was undertaken in a systematic way*** with a view to improving the following three aspects for the second round of the pilot project: Technical, organizational and costing. Overall, the evaluation of the 1st round of pilot skills assessment revealed that it was a success. However, the evaluation also revealed that regarding some aspects/areas there is room for improvement, since the overall objective of the pilot project was to provide a sustainable model for the NSSA and an outline of how its services can be provided, proven and possibly scaled up. It is recommended that improvements in these areas will lead to the establishment of a unified and consistent system for skills assessment and certification according to the Employment and Skills Development Law and the related Rules and Regulations resulting in enhancement of the employability and gainful employment for candidates.

***The awarding ceremony*** in honor of those participated in the first round of the fast track skills assessment pilot project was organized by MoLES on the 15 February at the Submit Park View Hotel. During this event, MoLES awarded different types of national level certificates to133 candidates who have been assessed as competent in their respective occupation (at the skilled level 1), 50 occupational experts involved in the project, and 6 accredited assessment centers located in Yangon. The 51 employers as well as the members of the project team were also awarded with the Certificates of Appreciation. The total number of 290 visitors participated in this awarding ceremony. ***The project report*** is available upon request.

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