2013

National Training Agency Annual Report

Grenada Council for Technical and Vocational Education and Training

6/30/2014

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List of Acronyms and Abbreviations

APL	Assessment of Prior Learning
BNTF	Basic Needs Trust Fund
CANTA	Caribbean Association of National Training Agencies
CARCIP	Caribbean Regional Communication Infrastructure Programme
CARICOM	Caribbean Community
CBET	Competence-based Education and Training
CDB	Caribbean Development Bank
C-EFE	CARICOM Education for Employment Project
CEO	Chief Executive Officer
CINTERFOR	Inter-American Centre for Knowledge Development in Vocational Training
COHSOD	Committee for Human and Social Development
CSME	Caribbean Single Market and Economy
CTCP	CARICOM Trade and Competitiveness Project
CVQ	Caribbean Vocational Qualification
CXC	Caribbean Examinations Council
DACUM	Developing a Curriculum
GCTVET	Grenada Council for Technical and Vocational Education and Training
GHTA	Grenada Hotel and Tourism Organization
GNTA	Grenada National Training Agency
ICR	Implementation Completion and Results Report
IFAD	International Fund for Agricultural Development
ILO	International Labour Organization
ISO	Industrial Security Operations
IYF	International Youth Foundation
MAREP	Market Access and Rural Enterprise Development Programme
MIS	Management Information System
MOE	Ministry of Education
NEWLO	New Life Organization
NGO	Non-governmental Organization
NTATT	National Training Agency of Trinidad and Tobago
NVQ	National Vocational Qualification
OECS	Organization of Eastern Caribbean States
OFPPT	Office of Vocational Training and Employment Promotion (Morocco)
PCU	Project Coordinating Unit
RCMTVET	Regional Coordinating Mechanism for Technical and Vocational Education and Training
SAAT	School of Applied Arts and Technology
SCE	School of Continuing Education
SIGP	Skills for Inclusive Growth Project
SSDA	Sector Skills Development Agency
UNESCO	United Nations Educational, Scientific and Cultural Organization

Grenada Council for Technical and Vocational Education and Training

Members of the GCTVET who served during 2013 were as follows:

- Permanent Secretary – Ministry of Labour
  Mr. Javan Williams
- Chief Education Officer – Ministry of Education
  Mrs. Andrea Phillip
  Ms. Patricia Felix (Ag.)
- Permanent Secretary – Ministry of Finance and Economic Development
  Mr. Timothy Antoine
  Mr. Mike Sylvester (Ag.)
- Chief Executive Officer – Grenada National Training Agency
  Mr. Lincoln Morgan
- Marine Sector Representative
  Mr. Jason Fletcher, Chairman
- Representative of the T.A. Marryshow Community College
  Mr. David Fleming, Deputy Chairman
- Representative of the Grenada Employers Federation
  Mrs. Janice Francis
- Representative of Non-Governmental Organization (NGO) with interest in TVET
  Sr. Margaret Yamoah, Executive Director – NEWLO
- Representative of the Hospitality Sector
  Ms. Gerlinde Seupel
- Fine Arts Representative
  Mr. Richardo Keens-Douglas

National Training Agency Team

Mr. Lincoln Morgan
Chief Executive Officer

Mrs. Frances Ruffin
Quality Assurance Coordinator

Mr. Roderick Griffith
Standards & Planning Coordinator

Mr. John Telesford
Training Support Coordinator

Mr. Shevon Licorish
Monitoring and Evaluation Officer

Mrs. Kay Julien-Gutu
Communications Officer

Ms. Patti Joseph
Executive Assistant

Ms. Rocksann Jeremiah
Clerk / Typist

Mr. Dax Telesford
Chauffeur / Office Attendant

Mrs. Gemma Boca-Johnson
Cleaner

Chairman's Message

High unemployment a national concern.

During the year in review, Grenada continued to experience the economic downturn along with several other countries in the region and around the world. High unemployment, particularly among the youth, continued to be a national concern. The unemployment rate rose to over 30% with unemployment among youth being even higher.

Two critical concerns for unemployed persons are whether or not they possess employable skills, and for those with skills, whether these skills will continue to be in demand by employers and lead to employment opportunities when the economy recovers. In an effort to address these concerns, the NTA continued to provide opportunities for unemployed youth to have access to skills training programmes and implemented a Labour Market Needs Assessment to assess the present and future needs of the labour market thus informing decisions of training and certification programmes that would be implemented to address our national needs.

The value of training during periods of economic downturn

We believe that there is tremendous value in training workers during periods of economic downturn. It is important to see money spent on training during such times not as a cost but as an investment. In today's globalized world, skills training is of critical importance to national competitiveness and investing in skills during the economic downturn can be a significant factor in helping our small businesses, firms and enterprises to develop competitive advantage during and after the recovery. This view is well understood in the US and the UK where skills training has been receiving tremendous attention and increased funding (government funding in the case of the US) because of their belief (which is grounded in research) that those who invest in training during the period of the economic downturn will reap benefits when the economy turns

around. John Denham, British Secretary of state for Innovation, University and Skills in a presentation to the Confederation of British Industry in 2008, encouraged businesses to "resist the temptation to slash training to cut costs". He pointed out that the businesses that do not invest in training are two and a half times more likely to fail and that those that do invest in training are likely to recover more quickly.

In our quest to increase the employability of unemployed youth, the Grenada National Training Agency continued with the implementation of the final phase of the OECS (Grenada) Skills for Inclusive Growth Project (SIGP) which resulted in the training and certification of more than 900 youth with Caribbean Vocational Qualifications (CVQ) and National Vocational Qualifications (NVQ) certifications.

The OECS Skills for Inclusive Growth Project was a programme funded by the Government of Grenada and the World Bank to increase the employability of youth through demand driven Skills Training programmes implemented in collaboration with industry. The training programmes included Life Skills training followed by Technical Skills training and a Traineeship component involving placement in industry for three months of full time work experience. The project started in 2009 and was completed during the year under review. We are pleased to be able to report that the project was successfully implemented and received an overall rating of "Moderately Satisfactory" from a review conducted by the Independent Evaluation Group commissioned by the World Bank.

OECS SIGP rated 'Moderately Satisfactory' by independent World Bank Review.

It is important to note that the first two and a half years of the project was plagued by the ill effects of the economic downturn which had significant negative effects on the Grenadian economy and especially in the Tourism and Construction sectors, two of the sectors originally targeted by the project. The final year included a restructuring of the

project which resulted in greater flexibility and the ability to respond more quickly to the realities on the ground. This was a critical factor in the NTA being able to meet and exceed all of the targets for capacity building, training and certification under the project.

Grenada NTA approved by COHSOD for awarding the CVQ.

During the year under review, the NTA realized a number of significant achievements. One such major achievement was the approval by CARICOM's Committee for Human and Social Development (COHSOD) for the awarding of the CVQ. This approval was the first of its kind in the region since the three NTA's with CVQ granting status were awarded that status by virtue of being founding members of the Caribbean Association of National Training Agencies (CANTA). Grenada and Saint Lucia however, were subjected to a rigorous accreditation process and had to demonstrate through the provision of evidence that all of the required quality assurance and other procedures were in place for the award of the CVQ. Grenada has therefore now become one of only five CARICOM territories approved by COHSOD for the award of the CVQ. The official launch of the CVQ took place on August 29, 2013. CVQs are one of the features in the process towards achieving the free movement of certified skilled workers under the Caribbean Single Market and Economy (CSME). It will ensure that persons certified will be equipped with the necessary skills and knowledge on a regional level, to enable them to be marketable enough to gain employment within the region without much difficulty.

Another significant achievement in 2013 was the development of a strategic plan to guide the process of workforce development in Grenada for 2014-2016. The plan was developed through a highly consultative process and involved all major stakeholders. Additionally, the plan was developed to be consistent with CARICOM's recently revised Regional TVET Strategy for Workforce Development and Economic Competitiveness, with the Ministry of Education's Strategic Plan and with the Government of Grenada's

Chairman's Message

Strategic Plan for 2014-2016 highlighted the need to train and certify the employed workforce.

National Strategic Development Plan for 2012-2017. The Strategic Plan highlights the importance of the NTA placing highest priority in 2014-2016 on activities that would contribute to the training and certification of the employed workforce which comprises the largest segment of the labour market and has the greatest potential to impact on Grenada's competitiveness.

Labour market needs assessment conducted to inform planning for workforce development

Yet another significant achievement in 2013 was the conduct of a Labour Market Needs Assessment. This study which was done with funding from the OECS SIGP, was aimed at analysing the needs and trends of the market place as well as providing more relevant information on the skills gaps to more effectively anticipate and plan for skills training for youth and others and to improve the overall efficiency and effectiveness of technical and vocational training in Grenada. In conducting the assignment, the consultant was required to assess the employment gaps in Grenada in all sectors with emphasis on the targeted economic sectors including agriculture, agro processing, health and wellness renewable energy, ICT, marine, construction and hospitality & tourism, and to identify the job opportunities for young persons (ages 16-40) including vulnerable youth. The Labour Market Assessment provides information on the specific employment needs in Grenada that would inform future training plans and the formulation of policies and programs for skills training that correspond to the current and projected labour market needs.

More than 70 Occupational Standards approved for training and certification in Grenada.

During the period under review the NTA also invested significant time and efforts in the areas of occupational standards development & dissemination and on capacity building. By the end of 2013 *seventy four* standards were vetted by Industry Lead Bodies and approved by the GCTVET for use in the training and certification of Grenadians. Four of those standards were developed locally while the others were regional standards adapted and adopted for use in Grenada. In the area of Capacity Building three Master Assessors were trained by Dunn Pierre Barnett and Associates and certified by the

National Training Agency of Trinidad and Tobago. This gave the Grenada NTA the ability to train all of the persons required for assuring that the quality of the TVET training and certification activities are in line with the requirements of CANTA. The training of assessors, verifiers, instructors and auditors had to be contracted out in the past at high costs to the NTA. All of the training can now be done by our Master Assessors at a fraction of the cost.

Additionally, the capacity of the TVET system in Grenada to train and certify candidates was increased through the training of additional assessors, verifiers and instructors.

The achievements of the GCTVET/NTA in 2013 were accomplished in the face of a number of challenges, especially those related to the sustainability of the NTA. The OECS SIGP was scheduled to end on September 1, 2013 and the NTA was faced with the challenge of transitioning from being a funded project to an institution that is a critical part of the education landscape of Grenada. The development of the Strategic Development Plan for 2014 -2016 was an attempt by the GCTVET to make the transition smooth and effective. The plan identified the key priorities for the next three years with a set of activities aimed at achieving the desired results. The implementation of the strategic plan will be monitored using a monitoring and evaluation framework that was developed using a set of indicators related to the results outlined in the plan.

Dependence on Government funding likely to decrease over time.

A key element in the Strategic Plan is the development of a sustainable funding mechanism for supporting the development of the Grenadian workforce in the short term and the medium to long term. In the short term, the NTA is likely to be heavily dependent on financial support from the Government to meet operational expenses and to implement its programmes. However, this dependence on Government will decrease as the NTA builds its capacity to generate its own income. In the long term, however, the Plan proposes the development of an Enterprise Training Fund to support the

development of the workforce. This will have to be carefully developed in consultation with all stakeholders including the Government, Private Sector and Labour.

Other challenges faced by the NTA during the year under review included staffing and space limitations. The NTA is staffed by three senior technical officers, two technical officers and two administrative/clerical staff. There are three departments each consisting of one officer. During high periods of activity staff members are overstretched and the quality of services provided to clients adversely affected. The level of staffing was pointed out as a limiting factor during the review for the award of the CVQ. Additionally, the NTA occupies a space that is inadequate for the current staff and allows for no possibility of growth. If the NTA is to grow in terms of the services offered to clients and stakeholders there is the need to secure premises that will allow for adequate space for housing the staff and provision of quality services.

Staffing limitations could limit the growth of the organization.

We are happy that in spite of the above-mentioned constraints the NTA has accomplished significant milestones in 2013. We are grateful for the support of all our stakeholders whose contributions and efforts have enabled the achievements of those milestones. The Grenadian private sector is a critical partner in our efforts at workforce development and we are happy for the collaborative arrangements to date and look forward to building closer ties as we move forward. We are also grateful for the support of our regional counterparts and especially to the National Training Agency of Trinidad and Tobago and the Barbados TVET Council for their collaborative support in building the capacity of the Grenada NTA. And finally, we acknowledge the critical support of the Government of Grenada which ensures the continued existence and growth of the GCTVET/NTA.

Chief Executive Officer's Report

During the year under review, the Grenada National Training Agency focused its efforts on completing the implementation of the World Bank and Government of Grenada funded OECS (Grenada) Skills for Inclusive Growth Project and on setting the stage for broadening the scope of its operations in its life beyond the funded project. Accomplishments during the year included approval by CARICOM's Committee on Human and Social Development to award the CVQ, the conducting of a Labour Market Needs Assessment Survey, the development of a three year Strategic Development Plan, the certification of the first candidates through the Assessment of Prior Learning Programme, the successful completion of all activities under the OECS SIGP and the provision of support to other CARICOM countries in their efforts to develop their TVET systems.

OECS (Grenada) Skills for Inclusive Growth Project

The OECS (Grenada) Skills for Inclusive Growth Project was developed to address issues related to youth unemployment and its negative economic and social consequences. The project which was implemented over a four year period ended in September 2013. The objective of the project was to increase the employability of youth through demand driven skills training using the competency-based education and training model in collaboration with employers.

SIGP to increase employability of unemployed youth

The project comprised of three intermediate outcomes resulting in three components as follows:

- Component 1: Skills training for unemployed youth to increase the job related competencies among unemployed youth through the establishment of a competitive training mechanism that supports the financing and delivery of demand driven training.

- **Component 2:** Establishment of an occupational standards framework to improve the quality and value of training in Grenada and enhance OECS collaboration in training through the adoption of an existing occupational standards framework that is validated locally and recognized regionally.
- **Component 3:** Institutional strengthening and project management to strengthen institutional capacity to plan, implement and monitor training.

Successful trainees receive NVQ/CVQ certification

The skills training component (Component 1) consisted of three phases - Life Skills, Technical Skills and Traineeship. Upon successful completion of all phases trainees received a National Vocational Qualification (NVQ) or Caribbean Vocational Qualification (CVQ) certification at Level 1 or Level 2.

21 new training programmes started in 2013.

In 2013 a total of 21 training programs were started across 5 parishes; St. George, St. David, St. Andrew, St. John & St. Mark. A total of 420 persons (99 males or 24% & 321 females or 76%) were enrolled in these programs as shown in Table 1.

Table 1: OECS SIGP Training Programmes Started in 2013

Sectors	No. of New Programmes in 2013	Level 1 Prog.	Level 2 Prog.	Male Trainees	Females Trainees	Total Trainees
Information and Communications Technology	9	3	6	34	146	180
Hospitality and Tourism	5	4	1	16	84	100
Fashion	4	2	2	3	77	80
Agriculture	1	1	0	8	12	20
Construction	2	1	1	38	2	40
TOTALS	**21**	**11**	**10**	**99**	**321**	**420**

It is important to note that the 420 persons enrolled in January to August 2013, the final year of the project, represented 40% of the overall total number of trainees (1,052) that were enrolled over the life of the project under Component 1.

Figure 1: Enrolment of Trainees by Year

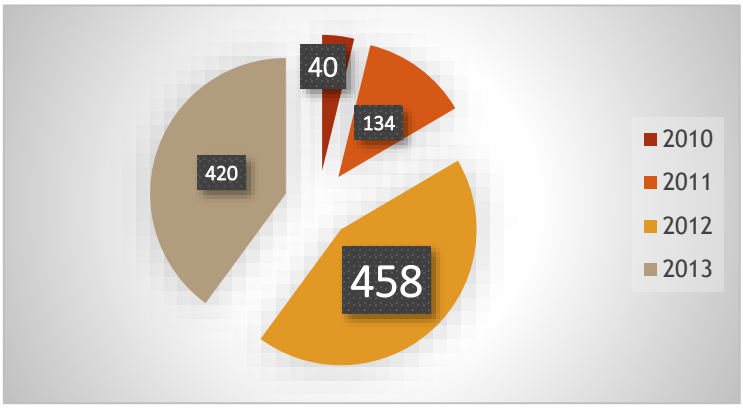

Figure 2: Distribution of Trainees across Sectors

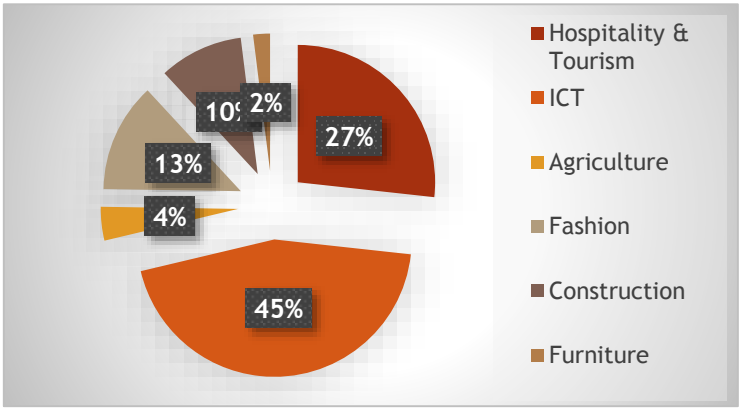

Figure 2 shows the distribution of trainees across sectors for the OECS SIGP. This represents all trainees for the duration of the project. Information and Communications Technology and Hospitality and Tourism accounted for more than 70% of the trainees with Fashion and Construction accounting for another 25%.

Figure 3 shows the distribution of trainees based on geographical location. More than 70% of the trainees were from the parishes of Saint George and Saint Andrew. While these two parishes accounted for the largest concentrations of youth in the country the number of trainees are noticeably low for St. Mark and St. John and especially St. Patrick where there were no trainees.

Figure 3: Distribution of Trainees by Geographical Location

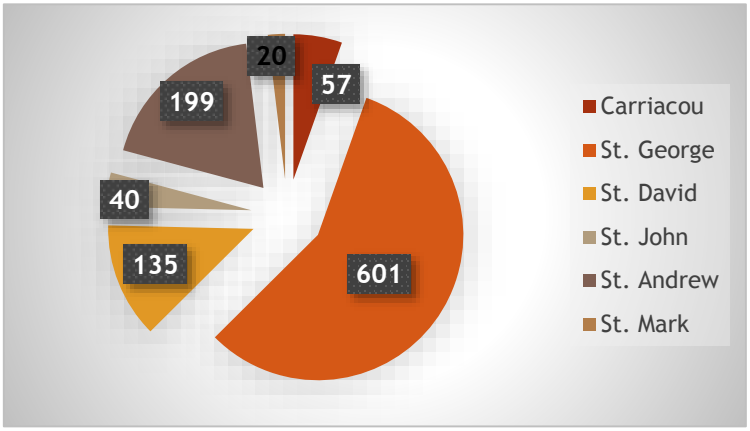

Table 2: OECS SIGP Results Framework

Indicator	Baseline Value	Original Target Values (from approval documents)	Formally Revised Target Values	Actual Value Achieved at Completion or Target Years
Indicator 1	Number of youth certified (NVQ/CVQ) at Level I or above			
Value quantitative or Qualitative)	0	814	500	918
Status	***Exceeded*** (113% and 184% level of achievement with respect to target at approval and revised target, respectively).			

Indicator	Baseline Value	Original Target Values (from approval documents)	Formally Revised Target Values[1]	Actual Value Achieved at Completion or Target Years
Intermediate Outcome 1 To increase job-related competencies among unemployed youth through the establishment of a competitive training mechanism that supports the financing and delivery of demand-driven training				
Indicator 1	Number of youth enrolled in the training scheme at Level 1			
Value quantitative or Qualitative)	0	1,160	800	832
Status	***Achieved*** (72% and 104% level of achievement with respect to target at approval and revised target, respectively).			
Indicator 2	Number of youth enrolled in the training scheme at Level 2			
Value quantitative or Qualitative)	0	40	80	220
Status	***Exceeded*** (550% and 275% level of achievement with respect to Appraisal and March 2013 restructuring targets, respectively).			
Indicator 3	Number of youth successfully completing a training program (i.e., completing includes: graduating from the technical and life skills modules, and completing the traineeship in a public/private company).			
Value quantitative or Qualitative)	0	969	500	886
Status restructuring	***Achieved*** (91% and 177% level of achievement with respect to Appraisal and March 2013 targets, respectively).			
Indicator 4	Number of private sector companies that take on trainees from the project			

Value quantitative or Qualitative)	0	45	90	240
Status	***Exceeded*** (533% and 267% level of achievement with respect to Appraisal and March 2013 restructuring targets, respectively).			
Indicator 5	Percentage of trainees in sectors other than tourism			
Value quantitative or Qualitative)	0	30%	48%	55%
Status	***Exceeded*** (183% and 115% level of achievement with respect to Appraisal and March 2013 restructuring targets, respectively).			
Indicator 6	Number of employed youth assessed and certified at Level I or II (i.e., Prior Learning)			
Value quantitative or Qualitative)	0	n.a.	50	35
Status	***Partially Achieved*** (70% level of achievement with respect to March 2013 restructuring target			
Indicator 7	Percentage of employed youth trained only in life skills			
Value quantitative or Qualitative)	0	n.a.	75	103
Status	***Exceeded*** (137% level of achievement with respect to March 2013 restructuring target).			
Intermediate Outcome 2 (i.e., Component 2) To develop an improved policy framework for delivering training by enhancing OECS collaboration in training and introducing occupational standards to increase quality and value of training				
Indicator 8	Number of qualifications acquired, validated, adopted and published on the web by the GCTVET			
Value quantitative or Qualitative)	0	65	68	74
Status	***Exceeded*** (114% and 109% level of achievement with respect to Appraisal and March 2013 restructuring targets, respectively).			
Indicator 19	Number of certified assessors			
Value quantitative or	0	39	58	63

Qualitative)				
Status	***Exceeded*** (162% and 109% level of achievement with respect to Appraisal and March 2013 restructuring targets, respectively).			
Indicator 10	CVQs introduced			
Value quantitative or Qualitative)	0	n.a.	Yes	Yes
Status	***Achieved*** (100% level of achievement).			
Intermediate Outcome 3 (i.e., Component 3) To strengthen institutional capacity to plan, implement, and monitor training				
Indicator 11	Establishment of a National Training Agency (NTA)			
Value quantitative or Qualitative)	0	n.a.	Yes	Yes
Status	***Achieved.***			
Indicator 12	National Qualifications register in operation: Certification activity is being recorded in the NTA MIS, and reports are available			
Value quantitative or Qualitative)	0	Yes		Yes
Status	***Achieved.***			
Indicator 13	Percentage of above indicators and of additional implementation indicators reported on a yearly basis by the NTA			
Value quantitative or Qualitative)	0	100%		100%
Status	***Achieved*** (100% level of achievement).			

As can be seen in Table 2, Grenada achieved or exceeded all of the indicators (except one) that were established for monitoring the results of the project. The following provides an overview of the project:

Most results indicators achieved or exceeded

- 1,052 trainees (24% males, 76% females) were enrolled under the program, with a retention rate of 93%. This exceeded the target of 880 that was established for the restructured project. Of the total trainees, 832 were enrolled at Level 1 (surpassing the target of 800) and 220 enrolled at Level 2 (exceeding the target of 80).
- 918 trainees were certified, exceeding both the restructured target of 500 and the original target of 814.
- 103 youth completed training in Life Skills only, exceeding the target of 75.
- 74 occupational standards vetted and approved for training and certification in Grenada, exceeding the target of 68.
- 103 training providers were pre-qualified and 23 of these pre-qualified training providers provided training and benefited from capacity building activities under the project.
- 93 employers provided traineeship places for trainees.
- Training was conducted in 6 parishes as follows: Carriacou, St. Mark, St. Andrew, St. David, St. George and St. John.
- 6 sectors were covered; Hospitality and Tourism, Agriculture, Construction, ICT, Fashion, Furniture
- Overall, there were 53 training programs across 16 occupational areas (42 at Level 1 and 11 at Level 2)

Table 3: Training Programmes Implemented Under OECS SIGP

Occupational Area	No Of Programmes at Level 1	No. of Programmes at Level 2	Total Prog.	Male	Females	Total
Food and Beverage Restaurant Service: Server	4	0	4	10	70	80

Data Operations	11	7	18	61	297	358
General Office Administration	5	0	5	0	97	97
Industrial Security Operations	2	0	2	22	18	40
Electrical Installation	1	1	2	36	4	40
General Cosmetology	4	1	5	0	99	99
Furniture Making	1	0	1	16	2	18
Garment Production	5	0	5	8	92	100
Printing and Graphics Arts	1	0	1	10	10	20
Commercial Food Preparation: Cookery	1	0	1	4	16	20
Crop Production	1	0	1	12	8	20
Livestock Rearing	1	0	1	8	12	20
General Construction	3	0	3	54	6	60
Cricket Pitch & Field Maintenance	1	0	1	14	6	20
House Keeping: Room Attendant	1	0	1	0	20	20
Fashion Design	0	2	2	2	38	40
Total	**42**	**11**	**53**	**257**	**795**	**1052**

682 trainees certified in 2013

Three OECS SIGP graduation ceremonies were held in 2013 in which a total of 682 trainees received CVQ and NVQ certification. Two ceremonies were held in St. George's on May 16 and August 20, 2013 and the third was in Carriacou on July 25, 2013.

Under Component 2, the development of an occupational qualifications framework to improve the quality and value of TVET, sixteen occupational standards were vetted and

16 occupational standards approved in 2013

approved in 2013 taking the total of standards approved for training and certification in Grenada to 74. These standards were vetted by Industry Lead Bodies comprising of representatives of employers, relevant sector associations, industry experts and TVET instructors.

In line with the demand-led approach, the department identified areas for training and vetted standards that were needed for training and certification of candidates under the Skills for Inclusive Growth Project and Assessment of Prior Learning Programme. This was done mainly by way of "Just in Time" information gathering through visitations to employers and other stakeholders to ascertain their skills demand.

Table 4: Occupational Standards Approved by GCTVET in 2013

	Occupational Standard	Level
1	Agro Processing	Level 2
2	Crop Production	Level 2
3	Customer Service	Level 1
4	Dairy Farming Operations	Level 1
5	Fashion Design	Level 2
6	Fish Handling and Processing	Level 1
7	Fish Handling and Processing	Level 2
8	General Agriculture	Level 2
9	General Cosmetology	Level 2
10	Geriatric Care Giver Level 2	
11	Horticultural Nursery Operations	Level 1

12	Hospitality & Coastline Services for Tour Guiding & Cruises	Level 2
13	Live Sound Engineering	Level 2
14	Marine Mechanics	Level 2
15	Poultry Rearing	Level 1
16	Rabbit Rearing	Level 2

21 new Assessors trained and certified

Additionally, 36 Assessors were trained and 21 certified by the Barbados TVET Council, taking the total number of Assessors trained to 63. Also under component 2, the CVQ was introduced in Grenada with the receipt of formal approval from COHSOD in May 2013. The CVQ was officially launched in Grenada on August 29, 2013.

GNTA approved to award CVQ

Under Component 3, the NTA was established and supported in its early development and the National Qualifications Register was established. An MIS system was developed in collaboration with Saint Lucia to serve as a national TVET registry.

Other Training and Certification Programmes

Assessment of Prior Learning

The Assessment of Prior Learning (APL) programme was established to provide opportunities for persons who have developed skills and knowledge in an occupational area through work experience and/or other relevant experiences to have the opportunity to be assessed and certified with CVQ or NVQ certification. In 2013 fifty-three persons were registered in the APL programme in fourteen occupational areas. Some candidates have completed the assessments and have been issued CVQ Unit certification. Other candidates are still being assessed by TAMCC and those who are deemed competent will be certified during 2014.

First APL candidates certified

The successful implementation of the APL programme is of critical importance to Grenadian skilled workers being able to benefit from the free movement of workers under the CSME. This programme is expected to be given increased attention in 2014.

Collaboration with Ministry of Youth on New IMANI Programme

The NTA worked closely with the Ministry of Youth, Sports and Religious Affairs in the implementation of the NEW IMANI Programme during the second half of 2013. This included providing support for the implementation of the Direct Skills Component of the programme and the development of procedures for the certification of persons in the Youth Apprenticeship component. Activities under the collaboration included the identification of potential training providers, training of Instructors in Competency-based Education and Training Methodologies, training of Assessors and Verifiers.

NTA support for New Imani Direct Skills Training

Institution-based Training Programmes

T. A. Marryshow Community College

In 2013 the T. A. Marryshow Community College (TAMCC) continued to be a critical partner in the achievement of the NTA's mission. The School of Applied Arts and Technology continued the Dual Certification programme in which students pursuing the Associate Degree in Electrical Technology also completed the requirements for CVQ certification in Electrical Installation Level 3. Eight students were enrolled in the programme in 2013.

Dual Certification Programme at TAMCC

New Life Organization

In 2013 the NTA worked with New Life Organization (NEWLO) towards the certification of trainees in the USAID funded International Youth Federation (IYF) training programme. Seventy trainees were registered for certification al Level 1 in five occupational areas.

IYF programme at NEWLO

Enterprise-based Training

During the first four years of the operation of the NTA much of its attention was focused on increasing the employability of unemployed youth. To this end, more than one

thousand unemployed youth were trained and more than eight hundred certified with N/CVQ certification. With the completion of the OECS SIGP, the NTA has recognized the need to broaden its focus to include the development of the employed workforce. The employed workforce consists of more than 40,000 workers with 25% being university graduates or graduates of post-secondary education and training programmes. A significant part of the remaining 75% of the workforce might benefit from on-the-job training and certification.

75% of workforce are potential beneficiaries of EBT programmes.

As a first step in addressing this issue, a discussion paper on an Enterprise-based Training (EBT) Programme was developed by the Training Support Coordinator in 2013. Along with the discussion paper a concept paper was developed for a funded project to support the development and implementation of the EBT Programme.

First EBT candidates certified

Some aspects of the EBT Programme have been implemented and 20 trainees were trained and certified through the APL programme through an EBT programme at the Ministry of Works.

Additionally, in 2013 an occupational standard in Hospitality and Coastline Services for Tour Guiding and Cruises was developed by the relevant industry lead body and approved by the GCTVET in response to a request from an employer for training and certification of his staff.

Management Information System

Collaboration with St. Lucia to develop MIS

During the year under review a major engagement of the NTA was the development of a Management Information System (MIS) through a collaborative effort of the governments of St. Lucia and Grenada. The MIS is a national registry of NVQ/CVQ certified persons. The National Registry of certified personnel was developed under the "Skills for Inclusive Growth Project" to accommodate persons receiving the NVQ and CVQ.

This online computerized database system will be responsible for recording most of the CVQ/NVQ processes, inclusive of:

- Application process – trainee, training provider, employee, and training institutions.
- Advisory and counseling processes
- Registration of trainees
- Registration for APL (Assessment of Prior Learning)
- Training providers' records of trainee attendance
- It involves a five (5) stage process of assessment; Internal Verification, External Verification, Assessment, Quality Sign-off, and TVET Council Sign-off.

Benefits of the system include:

- A one stop shop for sourcing a list of trained Grenadians by the public.
- The agencies and training providers will use the system to manage their current paper process during training.
- The applicant will now be able to access a single online form which can be used to apply to many training institutions/providers for any offerings.
- The NTA will be able to have oversight of what is happening during the delivery of training, thus enabling greater levels of accountability and stakeholder reporting.
- The Ministry of Labour can now have access to the list of certified personnel based on skill area in real time.
- The list of Approved Training Centres, Standards, Quality Assurance personnel, Internal Verifiers will be managed through this system.
- With the advent of free movement in the OECS states, the system allows for sharing of data to other countries.

Approval to Award the Caribbean Vocational Qualification (CVQ)

Grenada NTA receives COHSOD approval to award CVQ

In 2012 the NTA completed a Self-Assessment exercise and submitted a request to CARICOM through the Minister for Education for approval to award the CVQ. An External review was conducted by a CANTA appointed panel comprising of regional TVET experts in October 2012 and a recommendation made by CANTA to COHSOD that Grenada, having been determined to have all of the requirements in place, be approved to award the CVQ. In 2013 CANTA's recommendation was approved by the Regional Coordinating Mechanism for TVET (RCMTVET) and then by COHSOD on May 24, 2013 at the 24th Council for Human and Social Development meeting in Georgetown, Guyana. The Caribbean Vocational Qualification was officially launched in Grenada on August 29, 2013.

CVQ will facilitate movement of skilled workers under CSME

The Caribbean Vocational Qualification (CVQ) is a part of the process towards achieving the free movement of certified skilled workers under the Caribbean Single Market and Economy (CSME). It represents the achievement of a set of competencies which define core work practices of an occupational area. The awarding of CVQ granting status to Grenada will mean that in addition to not being disadvantaged in the local job market, skilled and certified workers will be able to seek available employment opportunities in any other CARICOM states where there are available jobs.

Strategic Plan for 2014-2016

Strategic plan developed through a consultative process

During the year in review, the NTA was also successful in developing a Strategic Plan in order to chart the way ahead for the period 2014 -2016. On July 6, 2013, the Grenada National Training Agency entered into a contract with Mr. Michael Julien, to develop the

strategic plan that will chart the priorities to be addressed and the associated implementation agenda of the Grenada National Training Agency (NTA) for the period 2014 – 2016. The plan was derived from a combination of

- a review of international, regional and national documentation on education and on the development of TVET implementation systems and priorities;
- meetings, using a questionnaire format, to solicit feedback from 15 private and public sector entities involved in training and in technical and vocational work in Grenada;
- meetings with the NTA staff to seek clarification on their role and key functions and meetings with the Ministry of Education (MOE) to develop an understanding of their role in TVET in the secondary school system; and
- the hosting of a two-day strategy planning workshop with the private sector, NTA, TAMCC, MOE and other stakeholders held on September 4-5, 2013.

The need to shift focus to the development of the employed workforce.

The most significant finding was that the development of the employed workforce, by equipping them with occupational standards and competency-based certification, should be the NTA's main priority during the period 2014-16. This is because the employed workforce represents the largest share of the labour market and offers the greatest potential for increasing labour productivity. Increasing labour productivity is probably the most important prerequisite for increasing national competitiveness.

So far considerable attention has been given to the unemployed through programmes such as the OECS SIGP and the New IMANI Programme and much less attention paid to enterprise-based training and to approaches to incentivize the private sector to engage in on-the-job training of its established workforce. The Plan therefore provides for a shift in focus through the development of the Enterprise-based Training Programme and the

establishment of an Enterprise Training Fund as a part of a sustainable funding mechanism to support the development of the Grenadian workforce.

Through consultation with NTA staff, members of the GCTVET and a broad cross section of stakeholders, the NTA's mission statement, vision statement, goal and strategic objectives were developed.

Vision
A highly productive workforce improving Grenada's competitiveness

Mission
To enhance the employability of Grenada's workforce

Goal
To increase the competitiveness of Grenada's workforce through the adoption of occupational standards and CVQ/NVQ certification

The strategic plan includes seven strategic objectives that are aligned with the overall goal and are important for the realization of the Mission during 2014-2016. An implementation plan including activities and timelines for the achievement of the objectives is also incorporated. The strategic objectives are as follows:

Strategic Objectives

1. The NTA's core funding is assured
2. Awareness of workforce development is increased
3. Financial sustainability of workforce training is increased
4. Public perception of the value of TVET is enhanced
5. Occupational standards and certification capacity are expanded
6. Adequate maintenance of quality assurance is ensured
7. TVET coordination is streamlined and improved

Labour Market Needs Assessment

A Labour Market Needs Assessment was implemented to analyse the structure and trends regarding the labour market of Grenada, make labour market projections for a five year period (2013-2018) thus providing information on the future labour market and on skill mismatch in particular. The study also implemented and analysed a survey among employers and made recommendations for policies to improve the labour market situation and for improvements regarding the labour market information system.

High unemployment coupled with skills gaps and shortages

The report characterized the Grenadian labour market as having a high rate of unemployment, especially among youth, alongside particular skills gaps and shortages and pointed to a disconnect between the demand for and supply of labour in the country. The study cited the 2011 unemployment rate of over 25% with youth unemployment of over 40%. In this environment only a small minority of employers reported experiencing problems in filling vacancies and a large majority of firms did not expect to experience any difficulties to fill vacancies until 2015. This was consistent with the labour market projections made by the study which showed the unemployment rate remaining relatively unchanged until 2014 and then a gradual limited reduction due to the recovery in the US economy.

Employers report inadequate performance of 15% of their workforce.

Issues related to soft skills and basic skills.

Employers, although reporting very little difficulties filling vacancies, indicated qualitative issues regarding the labour force. Fifteen percent of their workforce was reported to be performing inadequately on the job. Most of the unemployed were leaving the education system without sufficient employable skills and for those employed, problems were indicated in the areas of soft skills (self-initiative, communication skills, work attitudes) and basic skills (basic literacy and numeracy).

Employers also signalled the expectation of future problems in hiring for some occupations such as managers, chefs, sales representatives and construction engineers.

Demand for post-secondary and university graduates will increase.

Additionally, the study projected that the employment rate for persons with post-secondary and university education will increase while the rate for those with only primary education will decrease. The unemployment rate for the secondary educated is predicted to remain unchanged. Thus, shortages may arise for post-secondary and university graduates.

The Labour Market Needs Assessment study was conducted by the Erasmus School of Economics of the University of Rotterdam. The report is available on the NTA's website at www.grenadanta.gd.

Collaborative Arrangements

The effectiveness of the NTA is to a large extent dependent on its ability to establish collaborative arrangements with critical stakeholders. To this end the NTA during the year under review has developed and maintained relationships with institutions and organizations both locally and within the region to build a TVET system in Grenada that is "fit for purpose" and to contribute to the development of the CVQ and the TVET system within the region.

St. Vincent & the Grenadines Study Tour

The National Training Agency hosted a three member team from the Sector Skills Development Agency (SSDA) of the Ministry of Education in St. Vincent and the Grenadines (the NTA of St. Vincent). The visiting team spent two days at the Grenada National Training Agency from March 18-19, 2013 on a Study Tour to examine the

systems and procedures implemented by the Grenada NTA in relation to its issuance of the CVQ and in particular to provide guidance to the SSDA as they prepared for submission of an application for CARICOM authorization to grant the Caribbean Vocational Qualification (CVQ).

The visit included a study of the NTA's documented policies and procedures, operational effectiveness, examining Grenada's quality assurance processes and mechanisms and observing the general operations of the NTA.

Antigua and Barbuda National Training Agency

The Quality Assurance Coordinator visited Antigua for one week to assist the Antigua and Barbuda National Training Agency in their development of TVET policies and procedures as well as to share Grenada's experiences in preparation for the self-study and external review for approval to award the CVQ.

Suriname

The Chief Executive Officer spent three days in Suriname sharing with a working group that was established by the Government of Suriname for the establishment of a National Training Agency in that country. The Suriname working Group comprised of major stakeholders including officials from relevant Government ministries, strong private sector representation, Labour and TVET experts.

National Training Agency of Trinidad and Tobago (NTATT)

Quality Assurance Study Tour

In August 2013, the Quality Assurance Coordinator participated in a four-day quality assurance study tour which was facilitated by the National Training Agency of Trinidad

and Tobago. The purpose of the visit was to gain first-hand experience of the operations of all aspects of the quality assurance system including the implementation of the CVQ in Schools.

Master Assessor Training

The Quality Assurance Coordinator accompanied two other Master Assessor Candidates to NTATT to participate in training and certification activities leading to completion of the requirements for the CVQ Level 4 certification in Training and Assessment, the minimum requirement to perform their roles as Master Assessors. Master assessors are responsible for the training and certification of Assessors, Verifiers, Auditors and TVET Instructors for the adequate performance of their roles in the delivery of training and certification services for the award of the CVQ and NVQ. Having an adequate number of Master Assessors is critical to the sustainability of the TVET system.

Master Assessors are critical to the sustainability of the TVET system

Barbados TVET Council

The Barbados TVET Council collaborated with the Grenada National Training Agency on the training and certification of Assessors in Grenada. The training was conducted in accordance with CANTA requirements and covered the five units required from the CVQ standard Training and Assessment Level 4:

- Plan Assessments
- Conduct Assessments
- Review Assessments
- Develop assessment Tools
- Develop Assessment Procedures

Thirty-six Assessors were trained and twenty-one certified through this activity.

Caribbean Examinations Council (CXC)

The Caribbean Examinations Council conducted a Curriculum Development Workshop for the Grenada NTA from June 17-21, 2013. The aim of the workshop was to equip participants with the skills to develop their own curriculum and curriculum guides for learners. This will support the delivery of Competency-based training based on the Regional and National Occupational Standards. The training workshop covered curriculum development models, developing instructional materials, conducting a job/task analysis and developing DACUM charts.

The training workshop was facilitated by Mr. Glenroy Cumberbatch, Pro-Registrar and Dr. Hamilton Jemmott, Measurement and Evaluation Officer. The workshop was attended by twenty participants comprising of representatives from the Ministry of Education Curriculum Department (TVET Unit), TAMCC, NEWLO, small training providers and industry.

TAMCC Collaboration

The Training Support Coordinator, Mr. John Telesford, assisted the T.A. Marryshow Community College to develop a program (standard) and curriculum in Environmental Sustainability Practice; this project is funded by the Canadian Government and is facilitated by a partnership between the TAMCC and two Canadian Colleges. This is implemented under the CARICOM Education for Employment Project (CEFE). One component of this project will establish sixteen new TVET programmes by tertiary institutions in the CARICOM territories working in partnership with Canadian colleges. TAMCC is probably the only college in the region that is implementing more than one such programme – TAMCC is also developing an Associate Degree/Level 3 programme in the Cultural and Entertainment Industries in partnership with Nova Scotia Community College.

TAMCC developing two new Level 3 TVET programs under C-EFE

Additionally, the School of Applied Arts and Technology (SAAT) continued to work with the NTA in the delivery of a dual certification programme in Electrical Installation. Students enrolled in this programme can receive an Associate Degree in Electrical Installation and a CVQ Level 3 certificate after two of years of study. This programme has been noted as a best practice in the region. The School of Continuing Education (SCE) continues to offer a wide range of programmes leading to NVQ and CVQ certification at Levels 1, 2, and 3.

CVQ and NVQ certification offered at TAMCC's SCE and SAAT

Basic Needs Trust Fund

The Basic Needs Trust Fund (BNTF) is a programme funded by the Caribbean Development Bank (CDB) and contributes to poverty reduction in targeted communities by providing infrastructure and livelihood enhancement services. The Programme supports a socially inclusive development process aimed at empowering the poor and vulnerable, and supports institutional development.

Skills training for vulnerable groups is an important component of the BNTF programme. Officers of the NTA met with the BNTF to discuss possible collaboration in the delivery of training programmes funded by the BNTF. This collaboration will add value to the training through the introduction of CVQ and NVQ quality assurance mechanisms, standards and certification. This will also assist the NTA in its revenue generation through the provision of services.

The Caribbean Regional Communications Infrastructure Program (CARCIP)

Officials of the NTA met with CARCIP officials to discuss collaboration with regards to training and certification. CARCIP is a World Bank funded project that seeks to increase access to regional broadband networks and advance the development of an ICT-enabled services industry in Grenada and the Caribbean Region. One component of CARCIP

involves training in ICT related areas. The intent of the discussions was to arrive at an agreement for the NTA to coordinate the delivery of the training on behalf of CARCIP and to certify successful trainees with CVQ and/or NVQ certification. It is hoped that this discussion can resume in 2014 and an MOU be signed to consolidate this process.

Market Access and Rural Enterprise Development Programme

A series of meetings were held with NTA staff and the Human and Social Development Officer of MAREP. The aim of the discussions was to work out arrangements for collaboration between MAREP and the NTA for the delivery of training to unemployed youth from the rural communities targeted by MAREP. MAREP is the Market Access and Rural Enterprise Development Programme, a joint IFAD/CDB/Government of Grenada project aimed at alleviating rural poverty in Grenada. Discussions with MAREP will continue in 2014.

Morocco Visit

The CEO was part of a team of four officials that visited Morocco from September 23 to 26, 2013. The objectives of the visit were:

- To hold discussions with Moroccan officials with regards to implementation of the activities outlined in the Road-map on Cooperation Programme between Grenada and the Kingdom of Morocco for the period 2013 to 2015 and
- To meet with Grenadian students in Morocco on scholarships from the Kingdom of Morocco to listen to their concerns and to work at achieving interventions that would lead to resolutions where possible.

The activities in the Road-map include the award of scholarships to Grenadian students to pursue studies leading to qualifications in Moroccan Technical and Vocational Training institutions, the award of scholarships to train persons for occupations in the Health sector and the provision of training opportunities for artisans in the craft sector.

The Office of Vocational Training and Employment Promotion (OFPPT) in Morocco has a mandate similar to that of the GNTA and provides support to several African countries to develop their TVET systems. There are opportunities for collaboration between the GNTA and Morocco's OFPPT. These include

- Training of Grenadians in OFPPT institutions through the scholarship progranmme in specialized technical and vocational areas where we do not have the capacity to train
- Training of TVET instructors
- Development of entrepreneurship training programmes
- Benefiting from lessons learned and OFPPT best practices in the implementation of their Enterprise-based Training Programme (Department of Continuous Training)
- The development of an Enterprise Training Fund in Grenada (The OFPPT is funded through a government subvention (15%), an enterprise training Tax (45%) and a generation of its own funds (40%)
- Training opportunities for Grenadian artisans as we seek to revive and develop the craft industry in Grenada. This might have to be done in collaboration with another Moroccan agency which has specific responsibility for the crafts.

Caribbean Association of National Training Agencies (CANTA)

The Grenada National Training Agency in 2013 maintained its status as a full member of CANTA and participated actively in all activities of the association. During 2013 Grenada

and Saint Lucia were approved by COHSOD to award the CVQ and therefore joined Jamaica, Trinidad and Tobago, Barbados and CXC as CVQ granting institutions in the region. In 2013 the CEO served as the Deputy Chair of CANTA and the Quality Assurance Coordinator and Standards and Planning Coordinator served on the Quality Assurance Sub-committee and the Standards Sub-committee respectively.

CANTA Standards Technical Committee

The NTA through the department of Standard and Planning benefitted from a number of collaborations with CANTA, CXC, and C-EFE.

- A two-day workshop facilitated by CXC on curriculum development and instructional materials design at CXC headquarters in Barbados.
- Standards and Planning Officer, Mr. Roderick Griffith, attended a CANTA Occupational Standards Working Group meeting in Barbados from March 21 - 22, 2013. The meeting was hosted by the Barbados TVET Council. The objectives of the meeting were as follows:
    - To redesign the format of the Regional Occupational Standards
    - To explore the option of a CANTA approach to the development of Occupational standards
    - To develop a strategy for the revision of 193 Regional Occupational Standards.
- From September 15-20 a one week training workshop on DACUM (Developing a Curriculum) was held in Barbados. This was done through the initiative of CANTA and CEFE. Thirty participants from CANTA territories attended this training which looked at the following objectives:
    - To orient individuals on the procedure to follow in order to perform an occupational analysis.

- To have participants facilitate a DACUM process

- On November 12-13, 2013, CANTA Technical Standards Committee met to review the format of the CVQ. Experts from member states presented on various topics such as occupational analysis, workforce development, structure and format of a standard. Approximately thirty persons from CARICOM member countries attended this training which took place in Trinidad.

CANTA Quality Assurance Meeting

From July 25-26, 2013, the Quality Assurance Coordinator participated in a CANTA Quality Assurance Meeting in Barbados. The meeting reviewed the procedures and documentation involved in the CVQ awarding body evaluation process and the CANTA Quality Assurance Guidelines for the CVQ. The meeting also recommended the standardization of the training for TVET instructors in CARICOM member states.

(C-EFE) Gender and TVET Regional Working Group Meeting

Communications Officer, Kay Julien-Gutu participated in a CARICOM Education for Employment Programme (C-EFE) Gender and TVET Regional Working Group Meeting held at the Grenadian by Rex Resort on March 12 and 13, 2013. The Gender and TVET Working Group advises on strategies to promote gender equality in the C-EFE programme design and delivery. The major aim of the C-EFE is to achieve a more equitable workforce in CARICOM and to develop most effective approaches to creating gender-balanced TVET Programmes.

The objectives of the meeting were as follows:

- To formalize the operating guidelines of the C-EFE Gender and TVET technical group
- To review the accomplishments and challenges of the first year of operations

- To fine-tune the strategy for achieving gender equitable policies and program approaches in the C-EFE programme
- To review gender analytical tools for college partnerships
- To suggest approaches to policy formulation to support gender in the C-EFE.

C-EFE Results-Based Management Meeting

During the period January 16 – 17, 2013, the Quality Assurance Coordinator, Mrs. Frances Ruffin and the CEO, attended a CARICOM Education for Employment Program (C-EFE) Results-Based Management (RBM) and Monitoring and Reporting Workshop. It was held in St. Kitts with participants from CARICOM member states. The objectives of the workshop were as follows:

- To develop the capacity of CARICOM TVET stakeholders in managing for and monitoring and reporting on results;
- To refine the C-EFE logic model (i.e. expected results) and performance measurement framework (PMF) with Caribbean stakeholder input, including indicators, baseline, and targets;
- To identify/validate information sources for TVET data in participating countries.

Appreciation

During the year under review, the GNTA was able to achieve progress on several of the objectives that were established to move the organization towards the achievement of its mission. The achievements of 2013 were due in large measure to the dedication, commitment and teamwork demonstrated by the staff during the period, the unwavering support of the Grenada Council for Technical and Vocational Education and Training, the support of the Ministry of Education, Ministry of Youth and the Project Coordinating Unit. Additionally, the support of our various stakeholders including private

sector institutions/organizations and NGOs was invaluable to the development and achievements of the NTA during the period under review.

I therefore take this opportunity to thank the Chairman and members of the GCTVET, the NTA staff, the leadership and staff of the Ministry of Education, the leadership and staff of the Ministry of Youth, the PCU, all of our partners in the private sector, public sector and NGOs, Training Providers, quality assurance personnel, and all who helped to support the development of a more productive workforce in Grenada in 2013.

List of Occupational Standards Approved by the GCTVET

Occupational Area	Level	Qualification
Agro Food Processing	1	CVQ
Agro Food Processing	2	CVQ
Apiculture	2	CVQ
Building & Construction- Construction Site Supervision	3	CVQ
Call Centre Operations	1	CVQ
Carpentry	1	CVQ
Carpentry	2	CVQ
Commercial Food Preparation -Cookery	1	CVQ
Community Tourism	1	CVQ
Cricket Pitch and Field Maintenance	1	CVQ
Crop Production	1	CVQ
Crop Production	2	CVQ
Customer Service	1	CVQ
Customer Service	2	CVQ
Dairy Farming	1	CVQ
Data Operations	1	CVQ
Data Operations	2	CVQ
Early Childhood Development	1	CVQ
Early Childhood Development	2	CVQ

List of Occupational Standards Approved by the GCTVET

	Electrical Installation	1	CVQ
	Electrical Installation	2	CVQ
	Electrical Installation	3	CVQ
	Fabric Design	1	CVQ
	Fashion Design	2	CVQ
	Fish Handling and Processing	1	CVQ
	Fish Handling and Processing	2	CVQ
	Floral Arrangement	1	CVQ
	Food & Beverage - Bar Service (Portering)	1	NVQ
	Food & Beverage - Restaurant Service (Server)	1	NVQ
	Furniture Finishing	1	CVQ
	Furniture Making	1	CVQ
	Furniture Making	2	CVQ
	Garment Production	1	CVQ
	General Agriculture	2	NVQ
	General Construction	1	CVQ
	General Construction	2	CVQ
	General Cosmetology	1	CVQ
	Cosmetology	2	CVQ
	General Office Administration (Office Clerk)	1	CVQ
	Geriatric Caregiver	2	CVQ
	Horticultural Nursery Operations	1	NVQ
	Hospitality and Coastline Services for Tour Guiding & Cruises	2	NVQ

List of Occupational Standards Approved by the GCTVET

Hospitality Services (Villa and Other Properties)	2	NVQ
Housekeeping - Room Attendant	1	NVQ
Industry Security Operations	1	CVQ
Live Sound Engineering	2	CVQ
Livestock Rearing	1	CVQ
Marine Mechanics	2	NVQ
Masonry	1	CVQ
Metal Work Engineering	2	CVQ
Motor Vehicle Air Conditioning systems	1	NVQ
Motor Vehicle Body Repairs (Cars & Light Trucks)	1	CVQ
Motor Vehicle Engine Systems	1	CVQ
Motor Vehicle Engine Systems	2	CVQ
Occupational Health and Safety	3	CVQ
Parenting Facilitation	3	CVQ
Photography	1	CVQ
Plumbing	1	CVQ
Plumbing	2	CVQ
Plumbing	3	NVQ
Poultry Rearing	1	NVQ
Printing &Graphic Arts (Computer Graphic Arts)	1	CVQ
Property & Facilities Maintenance (Building Maintenance)	1	CVQ
Rabbit Rearing	2	CVQ
Refrigeration and Air Conditioning	1	CVQ

List of Occupational Standards Approved by the GCTVET

	Refrigeration and Air Conditioning	2	CVQ
	Refrigeration and Air Conditioning	3	CVQ
	Small Appliance Repairs	1	CVQ
	Small Engine Repairs	1	CVQ
	Technical Assistance in TV and Video Production	1	CVQ
	Welding	1	CVQ
	Welding	2	CVQ
	Youth Development Work	1	CVQ
	Youth Development Work	2	CVQ

Key

	CVQ
	NVQ

2013 in Summary

January

- 16-17 Results-Based Management Workshop in St. Kitts
- 24 OECS SIGP Interviews for Applicants (at the Youth Centre)

February

- 13 Interviews for Housekeeping Applicants
- 14 Orientation for Electrical Installation Level 2 Trainees
- 15 Interviews for Data Operations and Garment Production Applicants
- 18 Interviews for ISO and Garment Production Applicants
- 27 Orientation for 7 new SIGP Programmes

March

- 12-15 CBET Instructor Training in Carriacou
- 12-13 C-EFE Regional Gender and TVET Working Group Meeting
- 12-13 National Policy Workshop on "The Use of Open Educational Resources"
- 18-19 Study visit to the NTA by team from St. Vincent's SSDA
- 21-22 CANTA Occupational Standards Technical Working Group Meeting in Barbados

April

- 10-11 CANTA Sub Committee Meeting – Developing a Business Plan to Sustain the Operations of the Organization in Trinidad
- 15-16 CXC Curriculum Development for CVQ (Barbados)
- 22 C-EFE National Programming Sub Committee
- 22 Meeting With IYF Official
- 24 GHTA Workshop
- 24-27 World Bank Mission

May

- 10 RCMTVET Meeting in Guyana

- 16 Second Graduation: Skills for Inclusive Growth Project
- 20-24 COHSOD Meeting
- 21 Presentation from Ministry of Youth re: New Imani Programme
- 23-24 Minister Boatswain attended COHSOD Meeting in Guyana

June

- 2-14 Assessor Training by TVET Council Barbados
- 12 CTCP Component 300 (Phase II) – Information Flow(s) Consultation
- 12 APL Meeting
- 17-21 CXC Curriculum Development Workshop (Grenada)
- 17-21 Master Assessor Training at NTATT
- 24-27 Employer Mentorship Training
- 24-28 MIS Meeting and Training in Saint Lucia (Saint Lucia and Grenada Teams)
- 25-26 IYF Conference on Youth Employability, Saint Lucia

July

- 1 Commencement Ceremony for New IMANI Trainees
- 1-5 Quality Assurance Officer Provided Support to Antigua NTA
- 1-4 Employer Mentorship Training
- 8-10 ILO / CINTERFOR 41st Technical Committee Meeting
- 8 CXC Second Chance Programme Meeting
- 11-12 CANTA Meeting in Capital Plaza Trinidad
- 15-26 Assessor Certification by TVET Council Barbados
- 24-25 CANTA Quality Assurance Sub-committee Meeting in Barbados
- 25 OECS SIGP Graduation Ceremony in Carriacou
- 29-Aug. 2 MIS Meetings (Grenada and Saint Lucia Teams) in Grenada

August

- 7 Graduation Planning Committee Meeting
- 8 Industry Lead Group Meeting –Rabbit Rearing Level 2
  Industry Lead Group Meeting Fish Handling and Processing Levels 1&2
- 9 Certification Review Committee Meeting
- 14 World Bank SIGP ICR Meeting with NTA

- 19-20 World Bank Mission
- 20 OECS SIGP Graduation at Trade Centre
- 29 Official Launch of Caribbean Vocational Qualification (CVQ)

September

- 4-5 Stakeholder Workshop re: Development of NTA Strategic Plan
- 10-12 MIS Launch and SIGP Graduation Ceremony, Saint Lucia
- 16-20 DACUM Workshop in Barbados

October

- 7 Skype Meeting with Antigua NTA
- 11 Life Skills Review Meeting
  Meeting with CXC Representative re CVQ in Schools
- 23 Meeting with Strategic Planning Committee
- 24 National Youth Policy Meeting
- 31 Industry Lead Body Meeting -Housekeeping Level 2
  Industry Lead Body Meeting-Camera Operations Level 2

November

- 1 Industry Lead Body Meeting - Nail Technology Level 2
- 4 Industry Lead Body Meeting -Food & Beverage Bartending Level 2
- 4 Industry Lead Body Meeting - Massage Therapy Level 2
- 5 Industry Lead Body Meetings- Agro Food Processing Level 3, Security Operations Level 3
  Launch of Skills Training Programme at Her Majesty's Prison
- 6 Industry Lead Body Meeting - Commercial Food Preparation Level 2, Commercial Diving Level 3, Heavy Equipment Maintenance Level 3
- 7 Industry Lead Body Meeting- Radio Broadcasting Level 2
- 8 Industry Lead Body Meetings - Web Programming Level 2, Network Engineering Level 2, Computer Repairs Level 2
- 11-13 CBET Instructor Training
- 15 CBET Instructor Training
- 19 CBET Instructor Training
- 26 Meeting with Instructors, Internal & External Verifiers re: Min. Of

Youth's New IMANI Programme

- 28 Human Resource Development Expo 2013
- 29 Meeting with Instructors, Internal & External Verifiers re: Min. Of Youth's New IMANI Programme

December

- 5 Human Resource Development Expo 2013
- 17-21 Travel to Suriname for sessions with working groups to establish a National Training Agency

Picture Gallery

Left: Carriacou SIGP Graduates

Right: OECS SIGP graduate

Left: Orientation for Electrical Installation trainees

Right: Hospitality trainees during practical session

Left: Hospitality Trainees during practical session

Right: Minister for Youth, Sports & Religious Affairs participating in graduation ceremony

Picture Gallery

Left: GNTA CEO Presenting to Suriname NTA Working Group

Right: CEO with Suriname NTA Working Group

Left: GNTA staff working with St. Vincent SSDA Officials on Study tour.

Right: Minister Boatswain with OFPPT officials at vocational training facility in Morocco.

Left: NTA staff meeting with External Review Panel for approval to award the CVQ.

Right: Permanent Secretary and New Minister for Education and Human Resource Development updated on work of NTA

Picture Gallery

Left: TVET Curriculum Development workshop facilitated by CXC

Right: Glenroy Cumberbatch of CXC conducting session at Curriculum workshop

Left: Dr. Jemmot of CXC and a private sector representative at Curriculum workshop

Right: Assessor Training workshop facilitated by trainers from the Barbados TVET Council

Left: Formal ceremony for the launch of the CVQ in Grenada

Right: Hon. Oliver Joseph, Minister for Economic Development, Trade, Planning & Cooperatives delivering feature address at CVQ launch

Picture Gallery

Left; Meeting with industry representatives

Right: World Bank Supervision Mission

Left: Group Sessions at Strategic Planning workshop

Right: Robert Gregory, former Executive Director of HEART Trust NTA Jamaica, delivering the feature address at OECS SIGP graduation ceremony

Left: 3rd OECS SIGP graduation ceremony

Right: SIGP graduates

GNTA Information

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