



**NATIONAL COMPETENCY STANDARDS
FOR
HAIR AND BEAUTY THERAPIST
(C2 & C3)**

SERVICE SECTOR

**TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING
QUALITY COUNCIL
BHUTAN QUALIFICATION AND PROFESSIONAL
CERTIFICATION AUTHORITY
Thimphu, Bhutan.
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FOREWORD

The TVET Quality Council, BQPCA, is pleased to present the National Competency Standards (NCS) for Hair and Beauty Therapist developed in collaboration with industry experts and trainers. These standards establish a nationally recognized qualification aligned with international best practices, setting a benchmark for TVET qualifications in Bhutan.

The NCS ensures that trainees acquire the necessary skills, knowledge, and attitude required by industries. Developed through close consultation with experts, it enhances the relevance of training to labor market needs, equipping graduates to meet industry expectations and improving their employability. A strong and responsive TVET system will also make vocational education more attractive to youth.

The Council acknowledges the valuable contributions of industry experts and trainers in the development of these standards. We urge employers and training providers to continue their support in implementing the NCS, fostering a skilled and productive workforce that contributes to national socio-economic development. Moving forward, we look forward to enhanced industry engagement and collaborative efforts in building a quality-assured, demand-driven TVET system.

Director

BQPCA

ACKNOWLEDGEMENT

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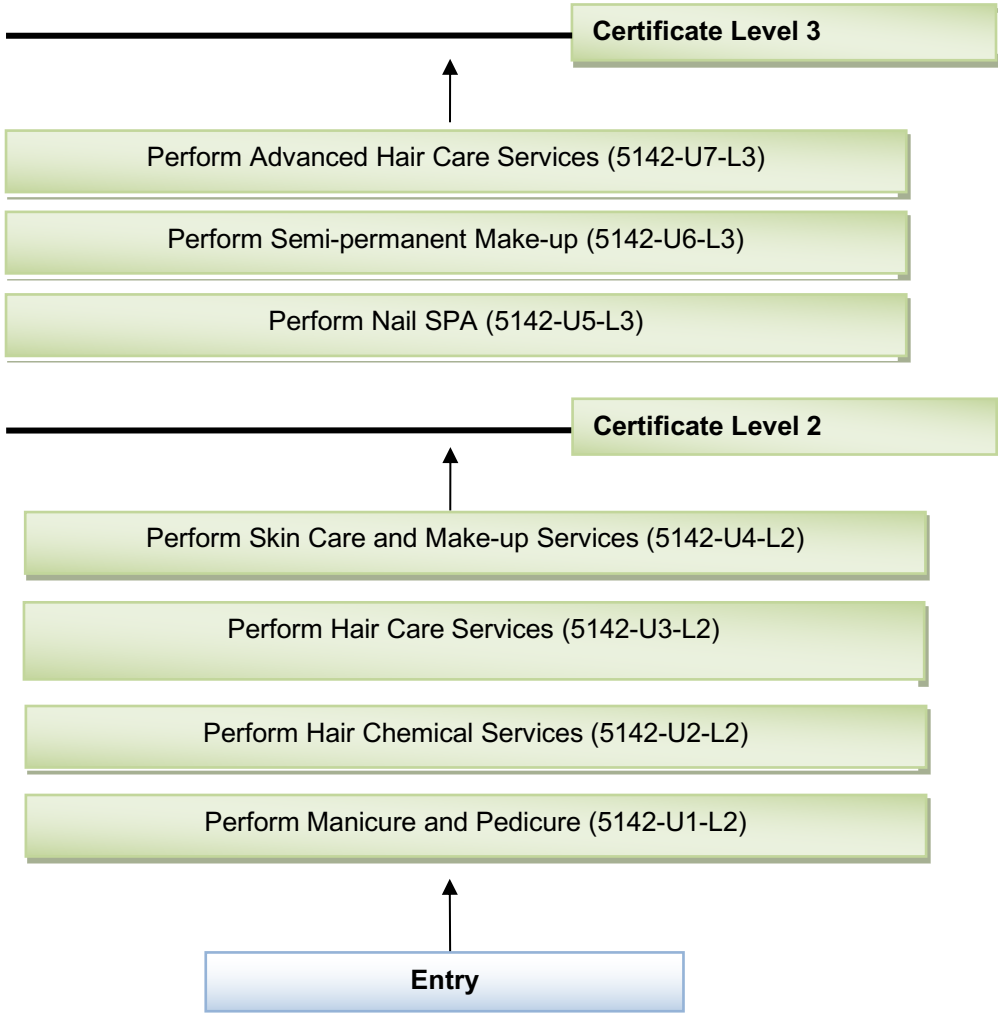
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The TVET Quality Council, Bhutan Qualification and Professional Certification Authority would like to express our deepest appreciation to the following industry and subject matter experts who have participated in development and validation of the National Competency Standards:

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PACKAGING OF QUALIFICATIONS



Overview of National Competency Standards

UNIT TITLE	ELEMENTS OF COMPETENCE
Perform Manicure and Pedicure	<ol style="list-style-type: none"> 1. Perform Manicure 2. Perform Pedicure
Perform hair chemical services	<ol style="list-style-type: none"> 1. Perform hair colouring 2. Perform hair straightening 3. Perform hair perming
Perform hair Care Services	<ol style="list-style-type: none"> 1. Perform hair cut 2. Perform hair oiling 3. Perform hair styling 4. Perform scalp and hair spa treatment
Perform skin care and make-up services	<ol style="list-style-type: none"> 1. Perform waxing and threading 2. Perform facial 3. Perform makeup
Perform Nail SPA	<ol style="list-style-type: none"> 1. Perform nail extension 2. Perform Gel polish
Perform Semi-Permanent Makeup	<ol style="list-style-type: none"> 1. Perform Micro Blading 2. Perform Micro shading 3. Perform lip shading 4. Perform eyelash extension 5. Perform BB glow treatment
Perform Advanced Hair Care Services	<ol style="list-style-type: none"> 1. Perform Advanced hair treatment 2. Perform hair extension

UNIT TITLE : Perform Manicure and Pedicure

DESCRIPTOR : This unit covers the competencies required to perform manicure and pedicure services based on client's requirement following safety at all times.

CODE : 5142- U1- L2

ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA
1. Perform Manicure	1.1 Select and use tools, equipment and materials . 1.2 Sterilize tools, equipment and workstation to ensure safety. 1.3 Check client's hand condition for readiness. 1.4 Perform manicure based on client's requirement. 1.5 Perform post manicure advice for safety.
2. Perform Pedicure	2.1 Check client's feet condition. 2.2 Perform pedicure based on client's requirement. 2.3 Provide post pedicure advice for safety.

RANGE STATEMENT	
Tools and Equipment may include but not limited to:	
<ul style="list-style-type: none"> • Manicure tool set • Bowl • Table/chair 	<ul style="list-style-type: none"> • Towel (S & M) • Trolley • Sterilization box
Manicure Materials may include but not limited to:	
<ul style="list-style-type: none"> • Nail polish • Nail Polish remover 	<ul style="list-style-type: none"> • Cotton • Manicure product kit
Manicure may include but not limited to:	
<ul style="list-style-type: none"> • Cleaning • Nail Filing 	<ul style="list-style-type: none"> • Nail buffing • Hand massage

<ul style="list-style-type: none"> • Nail trimming 	<ul style="list-style-type: none"> • Removing Cuticle
<p>Pedicure tools, Equipment and Materials may include but not limited to:</p>	
<ul style="list-style-type: none"> • Pedicure tool set • Foot Tub • Chair • Towel • Trolley 	<ul style="list-style-type: none"> • Nail polish • Nail polish remover • Pedicure product kit • Cotton • Scraper
<p>Pedicure may include but not limited to:</p>	
<ul style="list-style-type: none"> • Cleaning • Nail filing • Nail trimming 	<ul style="list-style-type: none"> • Nail buffing • Removing cuticle • Foot massage
<p>Critical Aspects</p>	
<ul style="list-style-type: none"> • Follow Safety procedure at workplace. • Follow standard procedure for all the tasks. 	

UNDERPINNING KNOWLEDGE	UNDERPINNING SKILLS
<ul style="list-style-type: none"> • Ethics and Integrity • Occupational Health & Safety • Basic First Aid • Salon Procedures • Basic skin and allergy • Structure, shape and styles of nails • Different kinds of antiseptic • Pressure points of hands and feet • Indication, Contra-indication and contra-action of Pedicure • Health and hygiene of workstation 	<ul style="list-style-type: none"> • Team Work • Communication • Problem Solving • Interpersonal Relationship • Time Management • Creativity and Innovation

UNIT TITLE : **Perform Hair Chemical Services**

DESCRIPTOR : This unit covers the competencies required to perform hair chemical services based on client's requirement following safety at all times.

CODE : **5142- U2- L2**

ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA
1. Perform hair coloring	1.1 Select and use required PPE to ensure safety. 1.2 Select and use required tools, equipment and materials. 1.3 Sterilize tools, equipment and workstation. 1.4 Analyze the client's hair and recommend suitable color. 1.5 Apply hair color based on client's requirement. 1.6 Conduct final touch. 1.7 Provide post care advice to ensure safety.
2. Perform hair straightening	2.1 Analyze the client's hair prior to the service. 2.2 Perform hair straightening based on client's requirement. 2.3 Conduct final touch. 2.4 Provide post care advice to ensure safety.
3. Perform hair perming	3.1 Consult client on hair curls prior to the service. 3.2 Analyze the client's hair and recommend hair curls. 3.3 Perform hair perming based on client's requirement. 3.4 Conduct final touch. 3.5 Provide post care advice to ensure safety.

RANGE STATEMENT	
Hair coloring Tools and materials may include but not limited to:	
<ul style="list-style-type: none"> • Bowl • Brush • Comb 	<ul style="list-style-type: none"> • Coloring products • Cotton • Nitrile gloves (Blue)
Hair color may include but not limited to:	
<ul style="list-style-type: none"> • Touch up • Global hair color 	<ul style="list-style-type: none"> • Highlights
Final touch may include but not limited to:	
<ul style="list-style-type: none"> • Wash • Set 	<ul style="list-style-type: none"> • Dry
Hair straightening tools, Equipment and Materials may include but not limited to:	
<ul style="list-style-type: none"> • Bowl • Dryer • Iron 	<ul style="list-style-type: none"> • Comb • Section Clip • Straightening cream • Neutralizer
Hair perming tools, equipment and materials may include but not limited to:	
<ul style="list-style-type: none"> • Digital Curler • Perm rods • Bowl 	<ul style="list-style-type: none"> • Dryer • Butter paper • Perm lotion • Neutralizer
Hair perming final touch may include but not limited to:	
<ul style="list-style-type: none"> • Wash • Dry 	<ul style="list-style-type: none"> • Crunch • Mousses
Critical Aspects	
<ul style="list-style-type: none"> • Follow Safety procedure at workplace. • Follow standard procedure for all the tasks. 	

UNDERPINNING KNOWLEDGE	UNDERPINNING SKILLS
<ul style="list-style-type: none"> • Ethics and Integrity • Occupational Health & Safety • Basic First Aid • Hair color and oxidants • Types of hair coloring products • Types of hair • Types of hair curls • Importance of bleaching and care • Estimation and costing 	<ul style="list-style-type: none"> • Team Work • Communication • Problem Solving • Interpersonal Relationship • Time Management

UNIT TITLE : **Perform Hair Care Services**

DESCRIPTOR : This unit covers the competencies required to perform hair cutting, oiling and scalp treatment based on client's requirement following safety at all times.

CODE : **5142- U3- L2**

ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA
1. Perform hair cut	1.1 Select and use required PPE to ensure safety. 1.2 Select and use required tools, equipment and materials. 1.3 Sterilize tools, equipment and workstation. 1.4 Consult client on specific haircut requirements. 1.5 Wash/shampoo hair. 1.6 Cut the hair based on client's requirement. 1.7 Set and style the hair based on haircut. 1.8 Provide post care advice.
2. Perform hair oiling	2.1 Analyze the scalp/hair condition of the client and recommend for treatment. 2.2 Apply oil as per the client's requirement. 2.3 Perform head massage. 2.4 Provide post care advice to ensure safety.
3. Perform hair styling	3.1 Style the hair based on client's requirement. 3.2 Perform blow drying of hair based on client's requirement. 3.3 Provide post care advice to ensure safety.
4. Perform scalp and hair spa treatment	4.1 Analyze the scalp/hair condition of the client and recommend for treatment. 4.2 Wash/shampoo hair based on treatment types. 4.3 Apply hair treatment cream. 4.4 Conduct final touch up. 4.5 Provide post care advice to ensure safety.

RANGE STATEMENT	
Tools and materials may include but not limited to:	
<ul style="list-style-type: none"> • Scissor • Water spray • Comb and brush set • Trolley • Blow dryer • Section clip • Clipper • Hot comb brush 	<ul style="list-style-type: none"> • Hair serum • Shampoo • Conditioner • Thermal tools • Pins • Hair accessories • Hair dryer
Hair cut may include but not limited to:	
<ul style="list-style-type: none"> • One length cut • Uniform cut • Fade cut 	<ul style="list-style-type: none"> • Short and long graduation • Trimming
Hair Styles may include but not limited to:	
<ul style="list-style-type: none"> • Curl • Straightening 	<ul style="list-style-type: none"> • Wavy • Braid
Blow drying may include but not limited to:	
<ul style="list-style-type: none"> • Straight blow dry • Out-curl blow dry 	<ul style="list-style-type: none"> • In-curl blow dry
Scalp & hair spa tools, equipment and materials may include but not limited to:	
<ul style="list-style-type: none"> • Dryer • Bowl • Brush • Comb • Streamer 	<ul style="list-style-type: none"> • Section Clip • Spray bottle • Towel (M & L) • Shower cap • Treatment products
Final touch may include but not limited to:	
<ul style="list-style-type: none"> • Rinse • Dry 	<ul style="list-style-type: none"> • Serum
Critical Aspects	
<ul style="list-style-type: none"> • Follow Safety procedure at workplace. • Follow standard procedure for all the tasks. 	

UNDERPINNING KNOWLEDGE	UNDERPINNING SKILLS
<ul style="list-style-type: none"> • Ethics and Integrity • Occupational Health & Safety • Basic First Aid • Estimation and costing • Indication, Contra-indication and Contra-action • Basic anatomy of hair and scalp • Types of hair styles • Types of products • Types of hair cut • Types of hair treatment • Basic skin types and allergy 	<ul style="list-style-type: none"> • Team Work • Communication • Problem Solving • Interpersonal Relationship • Time Management • Creativity and Innovation

UNIT TITLE : **Perform Skin Care and Make-up Services**

DESCRIPTOR : This unit covers the competencies required to perform both skin care and make-up services based on client's requirement following safety at all times.

CODE : **5142- U4- L2**

ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA
1. Perform waxing and threading	1.1 Select and use required PPE to ensure safety. 1.2 Select and use required tools, equipment and materials. 1.3 Sterilize tools, equipment and workstation. 1.4 Prepare skin surfaces prior to the required service. 1.5 Perform waxing based on client's requirement. 1.6 Perform threading based on client's requirement. 1.7 Provide post care advice to the clients.
2. Perform facial	2.1 Select and use required facial tools, equipment and materials. 2.2 Analyze the client's skin and recommend suitable facial treatment. 2.3 Obtain the client's requirement prior to the service. 2.4 Perform facial treatment based on client's requirement. 2.5 Perform facial extraction (pimple, black heads, white heads) based on client's requirement. 2.6 Provide face steam. 2.7 Provide post care advice based on client's skin type.
3. Perform makeup	5.1 Select and use required make-up tools and materials . 5.2 Apply make-up based on client's requirement. 5.3 Conduct final touch-up. 5.4 Provide post care advice to the clients to ensure safety.

RANGE STATEMENT	
Tools and materials for threading and waxing may include but not limited to:	
<ul style="list-style-type: none"> • Wax heater • Spatula • Thread • Towel • Tweezers • Scissors • Stripes 	<ul style="list-style-type: none"> • Powder • Cream • Cotton • Hand Sanitizers • Astringent • Wax • Moisturizer
Full body surfaces may include but not limited to:	
<ul style="list-style-type: none"> • Full arm • Half arm • Arm pit 	<ul style="list-style-type: none"> • Full leg • Half leg • Full body
Facial Tools, Equipment and materials may include but not limited to:	
<ul style="list-style-type: none"> • Hair band • Sponge • Spatula/scoop • Bowl • Face Steamer • Sterilizer 	<ul style="list-style-type: none"> • Pimple extractor • Trolley • Towel (S, M, L) • Hydra facial machine • Facial products • Ear bud
Facial Treatment may include but not limited to:	
<ul style="list-style-type: none"> • Manual treatment 	<ul style="list-style-type: none"> • Mechanical treatment/Hydra Facial
Make-up tools and materials may include but not limited to:	
<ul style="list-style-type: none"> • Make-up brush set • Toner • Primer • Concealer • Foundation • Blusher • Lip liner • Highlighter • Contour 	<ul style="list-style-type: none"> • Lipstick • Eyeliner • Fix spray • Mascara • Glitters • Eye lashes • Setting powder
Make-up requirements may include but not limited to:	
<ul style="list-style-type: none"> • Light make-up 	<ul style="list-style-type: none"> • Heavy Make-up

Critical Aspects

- Follow Safety procedure at workplace.
- Follow standard procedure for all the tasks.

UNDERPINNING KNOWLEDGE	UNDERPINNING SKILLS
<ul style="list-style-type: none">• Ethics and Integrity• Occupational Health & Safety• Basic First Aid• Estimation and costing• Grooming• Basic anatomy and physiology of skin• Types of treatment products• Facial pressure points• Make-up procedures and techniques• Types of face shape• Types of make-up products	<ul style="list-style-type: none">• Team Work• Communication• Problem Solving• Interpersonal Relationship• Time Management• Creativity and Innovation

UNIT TITLE : **Perform Nail SPA**

DESCRIPTOR : This unit covers the competencies required to perform nail SPA following client's requirement maintaining safety at all times.

CODE : **5142- U5- L3**

ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA
1. Perform Nail Extension	1.1 Select and use required tools and equipment. 1.2 Select and use required nail extension materials. 1.3 Analyze the nails of clients. 1.4 Perform nail extension based on client's requirement. 1.5 Perform nail art based on client's requirement.
2. Perform Gel Polish	2.1 Analyze the nails of clients. 2.2 Apply Gel polish based on client's requirement. 2.3 Provide post care advice to the clients to ensure safety.

RANGE STATEMENT	
Tools, Equipment and Materials may include but not limited to:	
<ul style="list-style-type: none">• Manicure tool set• Nail drilling machine• Hand rest• Towel (S & M)• Nail brush• PVC nail• Hard Gel Extension set• Acrylic extension product set• Poly Gel extension set	<ul style="list-style-type: none">• LED UV nail lamp• Nail buffer• Nail dust collector• Lint Free Nail Cotton• Primer• Top and base coat• Dehydrator• Gel colors• Cuticle oil• Cuticle cream• Nail art brush and dotting pens• Nail charms• Magic nail polish remover

	<ul style="list-style-type: none"> • Nail glue
Nail Extension may include but not limited to:	
<ul style="list-style-type: none"> • Hard Gel Extension • Acrylic extension 	<ul style="list-style-type: none"> • Gel X /PVC nail extension • Poly Gel extension
Critical Aspects	
<ul style="list-style-type: none"> • Follow Safety procedure at workplace. • Follow standard procedure for all the tasks. 	

UNDERPINNING KNOWLEDGE	UNDERPINNING SKILLS
<ul style="list-style-type: none"> • Ethics and Integrity • Occupational Health & Safety • Basic First Aid • Salon Procedures • Skin allergy • Types of nail extension 	<ul style="list-style-type: none"> • Team Work • Communication • Problem Solving • Interpersonal Relationship • Time Management • Creativity and Innovation

UNIT TITLE : **Perform Semi-Permanent Makeup**

DESCRIPTOR: This unit covers the competencies required to perform semi-permanent makeup services following client's requirement maintaining safety at all times.

CODE : **5142-U6-L3**

ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA
1. Perform Micro Blading	1.1 Select and use required <i>tools, equipment and materials.</i> 1.2 Sanitize workplace to ensure safety. 1.3 Consult the clients on product choices and requirement. 1.4 Analyse the skin and brow shape of the clients. 1.5 Perform Micro Blading based on client's requirements. 1.6 Perform post care advice to the clients to ensure safety.
2. Perform Micro shading	2.1 Consult the clients on product choices and requirement. 2.2 Analyse the skin and brow shape of the clients. 2.3 Perform shading based on client's requirements. 2.4 Perform post care advice to the clients to ensure safety.
3. Perform lip shading	3.1 Consult the clients on product choices and requirement. 3.2 Analyse the skin and lip shape of the clients. 3.3 Perform lip shading based on client's requirements. 3.4 Perform post care advice to the clients to ensure safety.

<p>4. Perform eyelash extension</p>	<p>4.1 Consult the clients on product choices and requirement.</p> <p>4.2 Recommend the styles and thickness of eyelash to the clients.</p> <p>4.3 Perform eyelash extension based on client's requirements.</p> <p>4.4 Perform post care advice to the clients to ensure safety.</p>
<p>5. Perform BB glow treatment</p>	<p>5.1 Consult the clients on product choices and requirement.</p> <p>5.2 Recommend the product based on client's requirement.</p> <p>5.3 Perform BB glow treatment based skin type.</p> <p>5.4 Perform post care advice to the clients to ensure safety.</p>

RANGE STATEMENT	
Tools, Equipment and materials may include but not limited to:	
<ul style="list-style-type: none"> • Micro-blading/ shading pigments • Micro-blading/Shading tool set • Lip Shading tool set • Lip Shading Pigments • Eye Lash tool set • Eye Lash set • Eye Lash product set 	<ul style="list-style-type: none"> • Numbing Cream • Anesthetic Gel • After care cream • BB glow tool set • BB glow product set • Derma Pen
Critical Aspects	
<ul style="list-style-type: none"> • Follow Safety procedure at workplace. • Follow standard procedure for all the tasks. 	

UNDERPINNING KNOWLEDGE	UNDERPINNING SKILLS
<ul style="list-style-type: none"> • Ethics and Integrity • Occupational Health and safety regulations • First Aid • Facial skin types and conditions • Types of treatment products 	<ul style="list-style-type: none"> • Team Work • Communication • Problem Solving • Interpersonal Relationship • Time Management • Creativity and Innovation

UNIT TITLE : **Perform advanced hair care services**

DESCRIPTOR : This unit covers the competencies required to perform advanced hair treatment and hair extension based on client's requirement following safety at all times.

CODE : **5142- U7- L3**

ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA
1. Perform advanced hair treatment	1.1 Select and use required PPE to ensure safety. 1.2 Select and use required tools, equipment and materials. 1.3 Sterilize tools, equipment and workstation. 1.4 Consult client on advanced hair treatment requirements. 1.5 Perform deep cleansing using shampoo. 1.6 Perform Botox treatment based on client's requirement. 1.7 Perform Keratin treatment based on client's requirement. 1.8 Perform Nanoplastia treatment based on client's requirement. 1.9 Provide post care advice to ensure safety.
2. Perform hair extension	2.1 Select and use required PPE to ensure safety. 2.2 Select and use required tools, equipment and materials. 2.3 Sterilize tools, equipment and workstation. 2.4 Consult client on desired hair length and volume. 2.5 Wash/shampoo hair. 2.6 Perform hair extension based on client's requirement. 2.7 Provide post care advice to ensure safety.

RANGE STATEMENT	
Tools, Equipment and materials may include but not limited to:	
<ul style="list-style-type: none"> • Comb and brush set • Trolley • Blow dryer • Section clip • Botox Product Set • Keratin Product Set • Nanoplastia Product Set 	<ul style="list-style-type: none"> • Hair serum • Iron • Hair dryer • Hair Extension tool set
Final touch may include but not limited to:	
<ul style="list-style-type: none"> • Rinse • Dry 	<ul style="list-style-type: none"> • Serum
Critical Aspects	
<ul style="list-style-type: none"> • Follow Safety procedure at workplace. • Follow standard procedure for all the tasks. 	

UNDERPINNING KNOWLEDGE	UNDERPINNING SKILLS
<ul style="list-style-type: none"> • Ethics and Integrity • Occupational Health & Safety • First Aid • Estimation and costing • Indication, Contra-indication and Contra-action • Basic anatomy of hair and scalp • Types of products • Basic scalp types and allergy 	<ul style="list-style-type: none"> • Team Work • Communication • Problem Solving • Interpersonal Relationship • Time Management • Creativity and Innovation

ANNEXURE

A. National Competency Standards (NCS)

The National Competency Standards specify the skill, knowledge and attitudes applied to a particular occupation. Standards also specify the standards or criteria of performance of a competent worker and the various contexts in which work may take place. Standards provide explicit advice to assessors regarding the skill and knowledge to be demonstrated by candidates seeking formal recognition either following training or through work experience.

Purpose of National Competency Standards

National Competency Standards serve a number of purposes including:

- Providing advice to curriculum developers about the competencies to be included in curriculum.
- Providing specifications to assessment resource developers about the competencies within an occupation to be demonstrated by candidates.
- Providing advice to industry/employers about job functions, which in turn can be used for the development of job descriptions, performance appraisal systems and work flow analysis.

B. BQF Level Descriptors

The qualification levels are decided based on level descriptors. The detail of the qualification level descriptor is as follows:

BQF Certificate Level 1

Carry out processes that:	Learning demand:	Responsibilities which are applied:
<ul style="list-style-type: none">• Are narrow in range.• Are established and familiar.• Offer a clear choice of routine responses.• Involve some prioritizing of tasks from known solutions.	<ul style="list-style-type: none">• Basic operational knowledge and skill.• Utilization of basic available information.• Known solutions to familiar problems.• Little generation of new ideas.	<ul style="list-style-type: none">• In directed activity.• Under general supervision and quality control.• With some responsibility for quantity and quality.• With no responsibility for guiding others.

BQF Certificate Level 2

Carry out processes that:	Learning demand:	Responsibilities which are applied:
<ul style="list-style-type: none"> • Require a range of well-developed skills. • Offer a significant choice of procedures requiring prioritization. • Are employed within a range of familiar context. 	<ul style="list-style-type: none"> • Some relevant theoretical knowledge. • Interpretation of available information. • Discretion and judgments. • A range of known responses to familiar problems 	<ul style="list-style-type: none"> • In directed activity with some autonomy. • Under general supervision and quality checking. • With significant responsibility for the quantity and quality of output. • With some possible responsibility for the output of others.

BQF Certificate Level 3

Carry out processes that:	Learning demand:	Responsibilities which are applied:
<ul style="list-style-type: none"> • Requires a wide range of technical or scholastic skills. • Offer a considerable choice of procedures requiring prioritization to achieve optimum outcomes. • Are employed in a variety of familiar and unfamiliar contexts. 	<ul style="list-style-type: none"> • A broad knowledge base which incorporates some theoretical concepts. • Analytical interpretation of information. • Informed judgment. • A range of sometimes innovative responses to concrete but often unfamiliar problems. 	<ul style="list-style-type: none"> • In self-directed activity. • Under broad guidance and evaluation. • With complete responsibility for quantity and quality of output. • With possible responsibility for the output of others.

CODING USED FOR NATIONAL COMPETENCY STANDARDS

The coding and classification system developed in Bhutan is logical, easy to use, and also aligned with international best practises. The Bhutanese coding and classification system is based on the International Standard Classification of Occupations, 2008 (ISCO-08) developed by the International Labour Organisation (ILO).

The coding of the national competency standards forms the basis of the identification code for the Vocational Education and Training Management Information System (VET – MIS) both in terms of economic sector identification and that of the individual standard.

Coding the individual units of competency standard is to identify the level in qualification packages to which it belongs.

While packaging, in order to follow a logical order, only competency standards related to each other and following a logical sequence in terms of training delivery, from the simple to the complex, are clustered into a qualification packages.

Implementation and Operational Procedures for National Competency Standards

