|  |  |  |
| --- | --- | --- |
| **E:\IKVD_darbs\VISC_projekts_8_5_2\Europass_un_modular_projekts_2018\EUROPASS_PIELIKUMI_Aktualie\2_EUROPASS_pielik_jauns_form_ar_shana\Aktualais_no_2020_maija\Europass-Full-Colour-Brand-Mark.png** | Supplement to a vocational qualification certifying document(\*) | http://upload.wikimedia.org/wikipedia/commons/thumb/8/84/Flag_of_Latvia.svg/125px-Flag_of_Latvia.svg.pngLatvia |

Vocational qualification certifying document serial \_\_\_\_\_\_\_\_\_\_\_\_ No.\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **1. Title of the vocational qualification certifying document(1)** |
| Diploms par profesionālo vidējo izglītību  Profesionālās kvalifikācijas apliecība  Profesionālā kvalifikācija: **Kuģa pavārs** |
| (1) in the original language |

|  |
| --- |
| **2. Translation of the title of the vocational qualification certifying document(2)** |
| A diploma of vocational secondary education  A vocational qualification certificate  Vocational qualification: **Ship Cook**\*\* |
| (2) If necessary. This translation does not have a legal status. |

|  |
| --- |
| **3. Description of competences** |
| A ship cook calculates the amount of products necessary for catering the ship crew, prepares and designs dishes, taking into consideration the requirements of the ship crew, principles of balanced nutrition and cultural pecularities in multinational ship crews, organises and manages the work of the galley and the service staff, observes the requirements of personal and food hygiene, labour protection, maritime safety, environmental protection and binding national and international laws and requlations and good maritime practice.  Has acquired the cook's occupation and additional competences for performance of the following professional duties and tasks:  3.1. Ensuring of catering on the ship:  − to prepare a list for ordering of necessary food products and galley accessories (hereinafter – supplies);  − to prepare a menu according to the work mode on the ship;  − to prepare dishes by rationally using food supplies available on the ship and observing the requirements of food hygiene;  − to ensure catering process on the ship.  3.2. Taking care of safety of the ship and people, and prevention of pollution of maritime environment caused by ships:  − to observe the requirements of binding laws and regulations, as well as health and labour protection principles on the ship;  − to observe the work organisation procedure of the ship;  − to use professional English during performance of job duties;  − to observe the requirements for prevention of pollution of maritime environment;  − to act appropriately in emergency situations on the ship.  Additional competences:  − *<<Filled in by the education institution>>;*  − *...;*  − *...* |
| **4. Employment opportunities according to the vocational qualification(3)** |
| To work on Latvian ships or ships with flags of other countries in international navigation, provided that the ship cook is certified according to the requirements of national laws and regulations on certification of seafarers. |
| (3) If possible |

|  |  |
| --- | --- |
| **5. Description of the vocational qualification certifying document** | |
| **Name and status of the institution that has issued the vocational qualification certifying document** | **State intitution that ensures recognition of the vocational qualification certifying document** |
| *<<Full name, address, phone No., website address; e-mail address of the document issuing institution.* *Legal status of the issuing institution>>* | The Ministry of Education and Science of the Republic of Latvia, website: [*www.izm.gov.lv*](http://www.izm.gov.lv/) |
| **Level of the vocational qualification certifying document**  **(national or international)** | Grading scale/Grade, which certifies fulfilment of requirements |
| Nationally recognised document, corresponding to the Level 4 of the Latvian Qualifications Framework (LQF 4) and the Level 4 of the European Qualifications Framework (EQF 4). | The grade received in the vocational qualification exam not less than “satisfactory – 5”  (the 10-point grading system is used). |
| **Access to the next education level** | **International contracts or agreements** |
| Diploma of vocational education allows to continue education in LQF 5/ EQF 5 or LQF 6/ EQF 6. | *<<if applicable.* *Filled in by the education institution, if the concluded international contracts or agreements provide for issuance of additional certificates. Delete the comment, if not applicable>* |
| **Legal basis** | |
| Vocational Education Law (Section 6). | |

|  |  |  |  |
| --- | --- | --- | --- |
| **6. Type of acquisition of the vocational qualification certifying document** | | | |
| Formal education:  Full-time  Full-time (work environment-based studies)  Extramural studies | | Education acquired outside the formal education system | |
| **Total duration of studies\*\*\*** (hours/years) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| **A: Description of the acquired vocational education** | B: Percentage of full (100%) programme | | C: Duration (hours/weeks) |
| Part of the education programme acquired at the education institution | *<<Enter the volume (%) of the education programme acquired in classrooms of the education institution>>* | | *<<Enter the volume (hours or study weeks) of the education programme acquired in classrooms of the education institution>>* |
| Part of the education programme acquired in internship at a workplace, incl., work environment-based studies | *<<Enter the volume (%) of the education programme acquired outside classrooms of the education institution,*  *i.e., practical studies at a company/-ies, internship at a workplace, work environment-based studies>>* | | *<<Enter the volume (hours or study weeks) of the education programme acquired outside classrooms of the education institution,*  *i.e., practical studies at a company/-ies, internship at a workplace, work environment-based studies>>* |
| \*\*\*Applicable to acquired formal education.  **Additional information:**  [*www.izm.gov.lv*](http://www.izm.gov.lv/)  [*https://visc.gov.lv/profizglitiba/stand\_saraksts\_mk\_not\_626.shtml*](https://visc.gov.lv/profizglitiba/stand_saraksts_mk_not_626.shtml)  **National information centre:**  Latvian National Europass Centre, [*http://www.europass.lv/*](http://www.europass.lv/) | | | |