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|  | Supplement to vocational qualification certificate(\*) | http://upload.wikimedia.org/wikipedia/commons/thumb/8/84/Flag_of_Latvia.svg/125px-Flag_of_Latvia.svg.pngLatvia |

Series of vocational qualification certificate \_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_\_

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| **1. Title of the vocational qualification certificate(1)** |
| ☐Atestāts par arodizglītību  ☐Profesionālās kvalifikācijas apliecība  Profesionālā kvalifikācija: **Dokers** |
| (1) in the original language |

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| **2. Translation of the title of the vocational qualification certificate(2)** |
| ☐A certificate of vocational basic education  ☐A vocational qualification certificate  Vocational qualification: **Docker** |
| (2)If applicable. This translation has no legal status. |

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| **3. Competence profile** |
| A docker, according to the work assignment in the port area, performs slinging, loading, unloading of freight for onward transport by means of a reloading mechanism or by physical means, ensuring the safe movement of freight.  Has acquired the competences required to perform the following professional duties and tasks:  3.1. Receiving work assignments from the supervisor:  - listen to the supervisor's instructions and familiarise oneself with the assignment;  - identify and obtain the appropriate machinery, equipment, accessories and materials for the assignment;  - clarify the terms of the assignment as the work progresses.  3.2. Preparing and cleaning up the loading area:  - ensure that the equipment and ancillary facilities are adequate for the assignment;  - transport the equipment and ancillary facilities to the loading area using appropriate equipment (rigging);  - place consumables (separates) in the loading area (including wagon, ship hold, road transport, etc.);  - cleaning up the loading area according to the type of freight;  - deliver the freight residues in accordance with the work assignment and instructions.  3.3. Slinging and securing general freight and containerised freight:  - identify and obtain the necessary attachments and ensure that they meet the requirements of the assignment and safety;  - sling and secure the attachments to the crane, load;  - signal the driver to check the load securing;  - make sure the load is securely fastened;  - signal that the load can be moved on.  3.4. Loading and unloading of freight using a reloading mechanism:  - move the freight with the appropriate machinery within the port area as assigned;  - obtain authorisation to load or unload the freight;  - switch on the reloading mechanism;  - operate the reloading mechanism;  - reload the freight as assigned.  3.5. Carrying out signalling measures:  - use identifying features (clothing, signs);  - check or ascertain that the load is ready to be moved;  - give precise signals for moving, transferring and lowering the load.  3.6. Compliance with occupational safety, labour protection and environmental protection requirements:  - choose and use work clothing (helmet, boots, vests, etc.) appropriate to the assignment;  - receive and use personal protective equipment;  - assess one's personal fitness for work and take appropriate tests before starting work;  - make sure that machinery, equipment and consumables are in working order and safe to start work;  - observe occupational safety, electrical safety and fire safety regulations;  - provide first aid;  - comply with environmental protection requirements in one's professional activities.  Additional competences:   * *<<To be completed by the education institution>>;* * *...;* * *...;* * *...* |

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| **4. Employment opportunities in line with the vocational qualification(3)** | |
| Work in companies that store and handle freight at the port. | |
| (3) If possible | |
| **5. Description of the document certifying vocational qualification** | |
| **Name and status of the body issuing the vocational qualification certificate** | **National authority providing recognition of the vocational qualification certificate** |
| *<<Full name, address, telephone number, website address; e-mail address of the issuing body. Legal status of the issuing body>>* | Ministry of Education and Science of the Republic of Latvia, website: *www.izm.gov.lv* |
| **Level of the vocational qualification certificate**  **(national or international)** | Assessment scale/Assessment attesting fulfilment of the requirements |
| State-recognised document, corresponding to the third level of the Latvian Qualifications Framework (LQF 3) and the third level of the European Qualifications Framework (EQF 3). | A mark of at least "average - 5" in the vocational qualification examination  (using a 10-point scale). |
| **Access to the next level of education** | **International treaties or agreements** |
| A certificate of vocational basic education or secondary education enables further education at LQF level 4/ EQF level 4. | *<<If applicable. To be completed by the education institution in case international treaties or agreements provide for the issue of additional certificates. If not applicable, delete comment>>* |
| **Legal basis** | |
| Vocational Education Law (Section 6) | |

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| **6. Means of obtaining the vocational qualification certificate** | | | |
| ☐Formal education:  ☐ Full-time  ☐ Full-time (work-based training)  ☐ Part-time | | ☐Education acquired outside the formal education system | |
| **Total duration of training\*\*\*\*** (hours/years) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| **A: Description of the vocational training received** | B: Percentage of total (100%) programme | | C: Duration (hours/weeks) |
| Part of the education programme completed in the education institution | *<<Indicate the amount (%) of the education programme completed on the premises of the education institution>>* | | *<<Indicate the amount (in hours or training weeks) of the education programme completed on the premises of the education institution>>* |
| Part of the education programme completed in workplace internship, including work-based training | *<<Indicate the amount (%) of the education programme completed outside the premises of the education institution,*  *i.e. practical training in enterprises, workplace internships, work-based training>>* | | *<<Indicate the amount (in hours or training weeks) of the education programme completed outside the premises of the education institution,*  *i.e. practical training in enterprises, workplace internships, work-based training>>* |
| **\*\*\*\*** Applicable to formal education.  **Further information available at:**  [*www.izm.gov.lv*](http://www.izm.gov.lv)  [*https://registri.visc.gov.lv/profizglitiba/nks\_stand\_saraksts\_mk\_not\_626.shtml*](https://registri.visc.gov.lv/profizglitiba/nks_stand_saraksts_mk_not_626.shtml)  **National Information Centre:**  National Europass Centre in Latvia, [*http://www.europass.lv/*](http://www.europass.lv/) | | | |