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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 apliecībaProfesionālā 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 certificateVocational 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/) |