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Series of the Certificate \_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_\_

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| **1. Title of the Certificate(1)** |
| ☐ Diploms par profesionālo vidējo izglītību  ☐ Profesionālās kvalifikācijas apliecība  Profesionālā kvalifikācija: **Siltumapgādes un apkures sistēmu tehniķis** |
| (1) in the original language |

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| **2. Translated title of the Certificate(2)** |
| ☐ Diploma of vocational secondary education  ☐ Certificate of professional qualification  Professional qualification: **Central Heating Technician\*\*** |
| (2) If applicable. This translation has no legal status. |

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| **3. Profile of competences** |
| A central heating technician independently plans and organises the installation of external and internal heating systems in the premises under his/her supervision. Plans, organises and carries out monitoring, diagnosis, adjustment and repair of the operation of heating equipment and facilities in service. Identifies faults in ancillary equipment and networks, defects in equipment and individual network sections, the technical condition of heating equipment and networks, and ensures the optimum operation of equipment and systems.  Has acquired the competences required to perform the following professional duties and tasks:  3.1. Planning the installation, maintenance and servicing of heating equipment and systems:  − familiarise oneself with the work assignment;  − familiarise oneself with the documentation for the heating equipment and systems;  − assess the existing condition of the heating equipment and systems;  − plan the resources needed to carry out the work;  − establish a schedule for the work to be carried out.  3.2. Organisation of technical installation, maintenance and repair of heating equipment and systems:  − ensure the supply of materials, resources, tools, technical aids, equipment and other inputs;  − coordinate the work to be performed with the bodies involved;  − attract the experts needed;  − carry out briefing of personnel involved in the work;  − prepare the work area for safe work.  3.3. Installation, maintenance and operation of heating equipment and systems:  − supervise the installation of heating sources, heating networks and internal building systems;  − supervise maintenance work on heating sources, heating networks and internal building systems;  − manage the operation and maintenance of heating sources, heating networks and internal building systems;  − monitor the operation of heating sources, heating networks and internal building systems;  − set the technical parameters of the process equipment.  3.4. Commissioning of installation, maintenance and operation of heating equipment and systems:  − check the readiness for operation of heating equipment and systems;  − arrange for the restoration or initial connection of heating equipment and systems;  − assess the compliance of the technical performance of heating equipment and systems with specified requirements;  − complete the technical documentation for commissioning of heating equipment and systems;  − keep stakeholders informed of progress.  3.5. Compliance with labour protection, electrical safety, fire safety and environmental protection requirements:  − comply with labour protection and occupational safety, environmental protection requirements;  − comply with fire safety and civil protection requirements;  − comply with electrochemical and electrical safety requirements;  − ensure storage and application of chemicals in accordance with the safety data sheet;  − sort waste generated during the course of work;  − provide first aid in case of an accident.  3.6. Observance of the general basic principles of professional practice:  − communicate in the national language;  − use a foreign language in performing professional tasks;  – apply the basic principles of mathematics in professional activities;  − cooperate, observing the basic principles of positive communication;  − use information technology to produce documents;  − respect employment relationship;  − develop professional skills and abilities.  Additional competences:   * *<<To be completed by the education institution>>;* * *...;* * *...;* * *...* |

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| **4. Employment opportunities in line with the professional qualification(3)** |
| Work independently or in a team with other professionals in companies involved in heating and cooling. |
| (3) If possible |

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| **5. Description of the Certificate** | | | |
| **Name and status of the Certificate** | | **National authority providing recognition of the** **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 Certificate**  **(national or international)** | | Grading scale/Grade attesting fulfilment of the requirements | |
| State-recognised document, corresponding to the fourth level of the Latvian Qualifications Framework (LQF level 4) and the fourth level of the European Qualifications Framework (EQF level 4). | | 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** | |
| Diploma of vocational secondary education enables further education at LQF level 5/ EQF level 5 or LQF level 6/ EQF level 6. | | *<<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) | | | |
| **6. Means of obtaining the 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://visc.gov.lv/profizglitiba/stand\_saraksts\_mk\_not\_626.shtml*](https://visc.gov.lv/profizglitiba/stand_saraksts_mk_not_626.shtml)  **National Information Centre:**  National Europass Centre in Latvia, [*http://www.europass.lv/*](http://www.europass.lv/) | | | |