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

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| **1. Title of the Certificate(1)** |
| ☐ Atestāts par arodizglītību  ☐ Profesionālās kvalifikācijas apliecība  Profesionālā kvalifikācija: **Kokapstrādes iekārtu operators** |
| (1) in the original language |

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| **2. Translated title of the Certificate(2)** |
| ☐ Certificate of vocational basic education  ☐ Certificate of professional qualification  Professional qualification: **Woodworking machine operator\*\*,**  **Woodworking equipment operator\*\*\*** |
| (2) If applicable. This translation has no legal status. |

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| **3. Profile of competences** |
| A woodworking machine operator sets up the equipment for a specific operation and carries out pre-processing, further processing and finishing of wood at a specific stage of the work, maintains hand tools, assembles and repairs simple wood products.  Has acquired the competences required to perform the following professional duties and tasks:  3.1. Compliance with labour protection requirements:  − check that woodworking machines comply with safety requirements;  − use appropriate work clothing and personal protective equipment;  − observe safety signs and signals;  − observe electrical and fire safety regulations;  − comply with environmental protection requirements.  3.2. Familiarisation with the work assignment and technical documentation:  − familiarise oneself with the drawing;  − familiarise oneself with the technological map;  − determine the type of treatment required for the work assignment;  − determine the suitability of the raw materials for the work assignment.  3.3. Preparation of woodworking machines and workplace:  − check woodworking machines for suitability to start work;  − install and set up protective and auxiliary devices;  − asses the suitability of the raw materials for the work assignment;  − prepare the workplace;  − set up wood-cutting tools.  3.4. Mechanical processing of wood or wood-based panel materials:  − determine and set the mechanical processing mode;  − insert workpieces into the machine;  − monitor the operation of auxiliary devices, protective devices and other technological equipment during mechanical processing;  − carry out mechanical processing of wood.  3.5. Performing control measurements:  − use a template;  − select measuring instruments and other technical means for carrying out control measurements;  − perform the production of control parts;  − carry out routine inspection of the part in accordance with the drawing and technical documentation;  − adjust the technological process.  3.6. Maintenance of woodworking machines:  − keep woodworking machines clean and in working order;  − monitor the wear and condition of wood-cutting tools or abrasives;  − monitor the condition of auxiliary and protective equipment;  − carry out maintenance on woodworking machines in accordance with its work schedule.  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 woodworking companies and furniture factories. |
| (3) If possible |

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| **5. Description of the Certificate** | |
| **Name and status of the body issuing 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*](http://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 third level of the Latvian Qualifications Framework (LQF level 3) and the third level of the European Qualifications Framework (EQF level 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** |
| 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 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 programme completed on the premises of the education institution>>* | | *<<Indicate the amount (in hours or training weeks) of the 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 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 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/) | | | |