

VOCATIONAL TRAINING CORPORATION

Concept paper

*(presented to Japanese Final Evaluation Mission for STIMI Project
May 20 th – May 31 st 2002)*

Developing and Extending STIMI Capacity and Services

Developing and Extending STIMI Capacity and Services

Introduction

The Specialized Training Institute (STIMI) was established in October, 1997 as a joint cooperation project between governments of Jordan and Japan. The Institute is situated in King Abdullah II Bin Al-Hussein Industrial Estate/Sahab to provide its services mainly to the middle region area of Jordan.

Main functions assigned to STIMI were as follows:

- 1. Vocational training of work force in metal industries occupations mainly to the craftsman level, as well as to the skilled and semi-skilled levels according to labor market needs.*
- 2. Upgrading of employed workers in metal industries occupations.*
- 3. Providing high tech production works and consultancy services to the metal industries companies.*
- 4. Classifying of workers through implementing occupational tests and classifying of working sites in metal industries sector.*

The Japanese side represented by JICA provided the technical assistance required for establishment and effective operation of STIMI project. Japanese technical assistance included: providing required equipment, dispatching long and short term Japanese experts to STIMI and In Japan training of key instructors, training officers, training coordinator and principal of STIMI.

The institute was operated and started receiving trainees for the first time in September 1999. Although the institute is still in the project stage which is supposed to be completed by September this year (2002), results and outcomes achieved so far regarding implementation of training programs and services provided to metal industries companies are considered very successful and effective.

Vocational Training Corporation (VTC) is looking to continue developing STIMI to provide higher level and better quality training programs, and to extend its services geographically to cover the training needs of other areas in Jordan.

Background and Justification

Poverty and unemployment are currently the main two problems facing Jordan. Continues governmental efforts are exerted to down sizing these two problems, mainly through economical and social development projects and initiatives.

This included the following:

- *Focusing on vocational training as a mean for Work force preparation and development as an essential element in promoting economical situation in Jordan. Technical and vocational education and training (TVET) was one of the basic areas targeted by the economical and consultative council formed by His Majesty The King in year 2000. The council had adopted and approved (14) recommendations to reform the TVET system in Jordan.*
- *The social and economical transforming program adopted recently by the government approved a plan of (35) millions J.D.budget to implement vocational training projects and programs. This included building new training centers or upgrading existing ones and implementing of a national vocational training program aiming at training of (12000) trainees (both females and males) in occupations expected to be demanded by Jordanian labor market.*
- *Issuance of Occupational Works Organizing Law No (27) of year 1999 which aims mainly at enhancing performance level of workers at labor market. Workers are to be tested for classification and certification according to their occupational practical skills and theoretical knowledge. The law is expected to encourage individuals in particular to upgrade their skills, and companies in general to encourage and motivate their employees to join training.*
- *The adoption of an integrated vocational qualification approach parallel to the academic educational qualification system (recommendation No.2 of the economical and consultative council).This approach will provide opportunities for the Jordanian workers to achieve higher vocational qualifications in general, and particularly it will allow craftsman level workers to be upgraded to technician level through successful completion of a specific training course designed and implemented by concerned TEVT institutions. The said approach is illustrated in the attached annex.*
- *The large scale industrial or developmental projects, currently implemented or planned to be implemented in the very near future such as:*
 1. *Qualified Industrial Zones (QIZ), where (5) public and private zones had already been established in different parts of Jordan. This number is expected to be extended in the future.*
 2. *Gas pipeline project to transfer gas between Egypt, Jordan, Syria, and Lebanon (expected to start in April 2003).*

3. *Drinking water pipe line from Desi aquifer south of Jordan to Amman area of about 300 Km. Long.*

4-*Oil pipe line from Iraq to Jordan (expected to start in October 2004).*

Such projects are expected to demand a trained and qualified workforce in various occupations in general and in particular for welders and other metal works occupations especially for gas and water pipe lines projects.

- *Establishment of Aqaba Special Economical Zone with duty free area and specific regulations to attract investments. It is expected that a lot of industries to be established in Aqaba in the near future.*

From above stated new Jordanian context, it is obvious that development of STIMI capacity to meet training needs in metal industries occupations and in particular for up grading of craftsman to technician level is essential and very crucial to development of Jordanian work force. Also extending of STIMI services to cover the southern regions of Jordan is required to cope with expected increase in demand on the welding and metal industries skilled workers for the planned projects expansion of industries expected in Aqaba area.

On the other hand, and referring to the Minutes of Meeting between VTC representatives and the Japanese Mid-Term Evaluation Team dated August 14,2000, the possibility of upgrading STIMI was recorded under item no. 7. The Jordanian side had explained to the team the ongoing policy initiatives by His Majesty the King in the area of education and vocational training in a bid to strengthen human resources development of Jordan to alleviate poverty and unemployment, in connection with this move, explained the highly possible elevation /upgrading of STIMI in the near future to provide technician level training.

Main objectives

1. *To develop STIMI capacity to provide technician training program in metal industries occupations.*
2. *To extend STIMI services to cover the southern part of Jordan particularly Aqaba area by establishing a branch for STIMI in Aqaba city.*

Required technical assistance

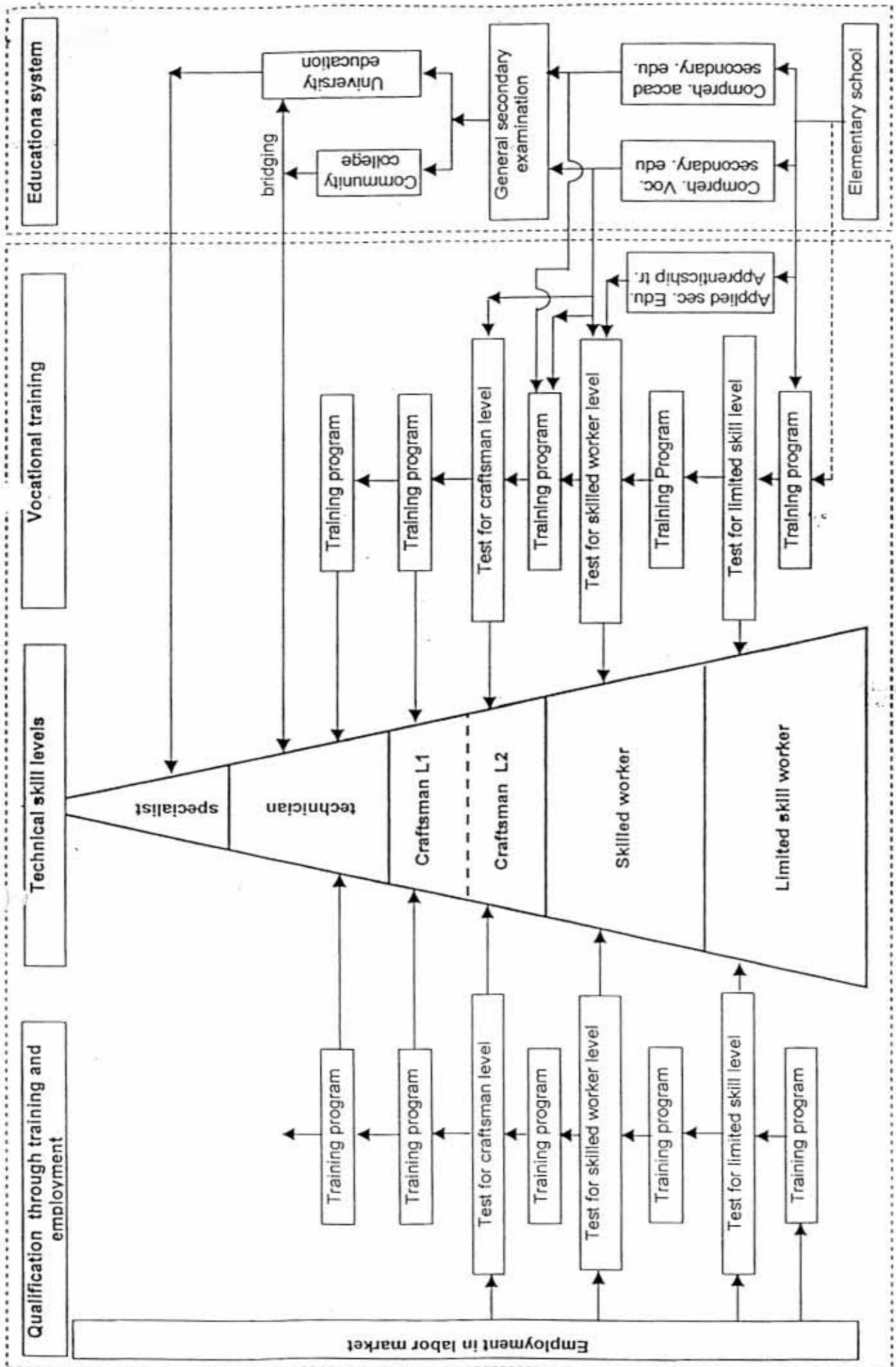
Technical cooperation is suggested to be implemented in two phases:

Phase I(Two years)

- Dispatching of a long term expert to assist in improving and developing training curriculums, particularly for technician level training program. The expert to have strong background and experience in developing technical education/ training curriculums in mechanical engineering fields.*
- Dispatching of short term experts as required in the fields of CNC, Heat treatment, and Metal testing.*
- Providing required equipment to establish a branch for STIMI in Aqaba city in the southern part of Jordan.*

Phase II(Three years)

- Providing STIMI with equipment required for implementing technician level training program.*
- Upgrading of STIMI instructors skills and technical knowledge through training in Japan.*
- Dispatching of long and short term training experts.*



*Tentative Plan of activities
related to
VTC Main Functions and
developmental
Initiatives for
the years 2002-2007*

Tentative Plan of activities related to VTC Main Functions and developmental Initiatives for the years 2002-2007

Introduction

Vocational Training Corporation is one of the main providers of vocational training in Jordan. It was established in 1976 as a semiautonomous governmental organization governed by a tripartite Board of Directors representing the Government, Unions and The Private Sector. The board is headed by the minister of labour.

According to its law No (11) of 1985 and its recent amendments, the mandate of VTC covers the following main functions:

A-Man power preparation & vocational training.

B- Organization of the labour market according to occupational law no. (27) of the year 1999.

C-Development of small and medium size enterprises.

The government of Jordan is concentrating on technical and vocational education training as a mean for preparing and developing Jordanian workforce. Consequently continuous efforts are exerted in this direction and a new context and development changes were created recently in relation to TEVT system in general and vocational training in particular. This included:

1. The TEVT system reform through adoption and implementation of the economical and consultative council (14) recommendations.

Proposed program for the implementation mechanisms for the (14) recommendations is attached (appendix A) .

2. The establishment of Technical and Vocational Education and Training council (TVETC) in compliance with law No (58) of year 2001 (attached appendix B).

- 1- The issuance of the occupational works organizing law No (27) of year 1999 (appendix C).*
- 2-The recently adopted economical and social transformation program by the government. The program approved about 35 millions JD for VTC projects to be implemented in the next few years. One of the most important projects is the national program for vocational training which aims at training of 12000 trainees in different occupations.*

From above mentioned new circumstances and based upon VTC role and main functions activities were planned as shown in the attached schedules within each of the following VTC main working areas:

- 1.Implementation of appropriate training courses.*
- 2.Execution of occupational works organization law.*
- 3.Small and Medium size Enterprises promotion.*
- 4.International cooperation.*

VTC Main working Areas /activities		JFY 2002/2003	JFY 2003/2004	JFY 2004/2005	JFY 2005/2006	JFY 2006/2007	JFY 2007/2008
Related Authority		4	10	4	10	4	10
1 Implementation of Appropriate Training Course							
1) Development of Training				continuous	continuous	continuous	continuous
2) Establishment of vocational training fund							
3) Development of integrated approach of voc. training	*	*	*				
4) Responding to national requirement	*	*	*	*	*	*	*
5) Development of new training centers							
2 Execution of Occupational Work Organization Law							
1) Classification of workers	*	*	*	*	*	*	*
2) Classification of work places	*	*	*	*	*	*	*
3) Occupational classification guide	*	*	*	*	*	*	*
3 Small and Medium Size Enterprises Promotion							
1) Establishment of small & medium enterprises institute		*	*	*	*	*	*
4 International Cooperation							
1) Japan International Cooperation Agency							
a) STIMI project	*****						
b) CAD/CAM training course at STIMI		*	*	*	*	*	*
c) Senior volunteers	*****	*****	*****	*	*	*	*
d) Junior volunteers							
2) Canadian International Development Agency							
a) VTC development	*****	*****	*****	*****	*****	*****	*****
3) World Bank							
4) United Nations							
5) European Union							

Vocational Training Corporation: Schedule of Main Activities 2002 - 2007 (Draft)

2002.4.30

Implementation of Appropriate Training Course		JFY 2002/2003	JFY 2003/2004	JFY 2004/2005	JFY 2005/2006	JFY 2006/2007	JFY 2007/2008
(Page: 1/2)	Related Authority	4	10	4	10	4	10
1	Development of Training						
1)	Evaluation of training programs						
2)	Development of strategies						
3)	Development (revision) of curriculum						
4)	Facilitation (equipment procurement)						
5)	Upgrading of instructors						
	VTC/TVETC*						
	VTC/TVETC						
	HRC&EVTC						
	VTC						
	VTC/TDI						
2	Establishment of Vocational Training Fund						
1)	Establishment of fund		*				
2)	Regulation of fund		*				
3)	Fund Functioning			*	*	*	*
3	Development of Integrated Approach of Voc. Training						
1)	Concept development		*				
2)	Coordination with other educational authorities		**				
3)	Planning of detailed regulation						
4)	Execution of integrated approach of voc. training						
	TVETC						
	VTC,BAU		*				
	VTC,BAU						
	VTC						
			Started Partially				
4	Responding to National Requirement						
1)	Pilot training project(693trainees)						
2)	National training project (12000trainees)		COMPLETED				
a)	Selection of participants		*	*	*	*	*
b)	Physical training at army camp		*	*	*	*	*
c)	Training implementation at VTC centers, working sites and army vocational training centers		*	*	*	*	*

*TVETC Training Vocational & Education Technical council.

Vocational Training Corporation: Schedule of Main Activities 2002 - 2007 (Draft)

Implementation of Appropriate Training Course (Page: 2/2)	Land / Design	JFY 2002/2003		JFY 2003/2004		JFY 2004/2005		JFY 2005/2006		JFY 2006/2007		JFY 2007/2008	
		4	10	4	10	4	10	4	10	4	10	4	10
5 Development of New Training Centers													
1) Salt TC for hotel and tourism	OK / Tender				Opening								
2) Wadi Musa TC for hotel and tourism	Soon / Not yet				Opening								
3) Mafrq TC	OK / OK	*Const			Opening								
4) Karak TC for sewing and chemical industry .	OK / OK	*Const			Opening								
5) Ajloun TC	OK / OK				Opening								
6) Jerash TC	OK / Soon				Opening								
7) Salt TC	OK / OK	*Const			Opening								
8) TC for electronics	Soon / Not yet				Opening								
9) TC for construction	OK / Redesign				Opening								
10) Abu Insair TC for textile	OK / Soon				Opening								
11) Madaba TC	ok / Soon				Opening								
12) Maan TC for women	Soon / Soon				Opening								
13) Aqaba TC for welding (Expansion)	OK / OK	*Const			Opening								
14) Karak TC for disabled person (Rehabilitation)	OK / OK	*Const	Open										

Vocational Training Corporation: Schedule of Main Activities 2002 - 2007 (Draft)

Execution of Occupational Work Organization Law		JFY 2002/2003		JFY 2003/2004		JFY 2004/2005		JFY 2005/2006		JFY 2006/2007		JFY 2007/2008	
	Related Authority	4	10	4	10	4	10	4	10	4	10	4	10
1 Classification of Workers													
1) Target number of testing and certifying (Licensing)	VTC	431 done	2000		4000		9000		Not fixed				
a) Vehicle Maintenance	VTC		500		1000		3000						
b) Carpentry and Decoration	VTC		500		1000		3000						
c) Beautification and Hair Dressing	VTC		500		1000		1000						
d) Metal Fabrication and General Maintenance	VTC		500		1000		3000						
e) works in other occupation to be governed by the law	VTC			500		1000		3000					
2 Classification of Work Places													
1) Development of work place standard													
a) Vehicle Maintenance	VTC	104 done											
b) Carpentry and Ornamentation	VTC	38											
c) Beautification and Hair Dressing	VTC	28											
d) Metal Fabrication and General Maintenance	VTC	16											
e) work places of other occupation to be governed by the law	VTC	22		10									
					50								
2) Classification certification of Work Places													
a) Vehicle Maintenance	VTC		400		2000		4000		Not fixed				
b) Carpentry and decoration			100		500		1000						
c) Beautification and Hair Dressing			100		500		1000						
d) Metal Fabrication and General Maintenance			100		500		1000						
e) work places of other occupation to be governed by the law			100		500		1000						
				100		300		1000					
3 Occupational Classification Guides													
1) Updating of existing occupational classification guides	VTC	5	5										
2) developing new occupational classification guides for other occupational families	VTC		6	5									

Vocational Training Corporation: Schedule of Main Activities 2002 - 2007 (Draft)

2002.4.30

	Related Authority	JFY 2002/2003		JFY 2003/2004		JFY 2004/2005		JFY 2005/2006		JFY 2006/2007		JFY 2007/2008	
		4	10	4	10	4	10	4	10	4	10	4	10
Small and Medium Size Enterprises Promotion													
1) Establishment of Small & Medium Enterprises Institute	VTC												
2) Consaltation and studies for management	VTC	*		*									
3) Providing business information	VTC												
4) Implementation of training courses for management	VTC												

Vocational Training Corporation: Schedule of Main Activities 2002 - 2007 (Draft)

2002.4.30

Specialized Training Institute for Metal Industries (STIMI)		JFY 2002/2003		JFY 2003/2004		JFY 2004/2005		JFY 2005/2006		JFY 2006/2007		JFY 2007/2008	
Related Authority		4	10	4	10	4	10	4	10	4	10	4	10
1 International Cooperation													
1) Project-type cooperation	JICA/VTC	*****	*	*	*	*	*	*	*	*	*		
2) CAD/CAM Third Country Training Course	JICA/VTC		*	*	*	*	*	*	*	*	*		
2 Regular Activity: Apprenticeship Training Course													
1) Enrolment	STIMI	*	*	*	*	*	*	*	*	*	*	*	*
2) Graduation	STIMI	*	*	*	*	*	*	*	*	*	*	*	*
3) Follow-up survey of graduates	STIMI	*	*	*	*	*	*	*	*	*	*	*	*
4) Training needs survey	VTC/STIMI		*	*	*	*	*	*	*	*	*	*	*
5) Revision of curriculum	VTC												
6) Training of instructors	VTC												
7) Additional curriculum for Craftsman Grade-1	VTC												
completed (140 hours training program at TDI& OSHI) and Approved.													
continuous													
continuous													
3 Regular Activity: Upgrading Training Course													
1) Training needs survey	STIMI												
2) Development of curriculum	STIMI												
CONTINUOUS and Upon Request													
50 UPGRADING TRAINING COURSES WERE PREPARED FOR 2002													
4 Upgrading of STIMI to Technician Level													
1) Preparation of concept paper	STIMI												
2) Coordination with other concerned authorities	Balqa A U&VTC	*	*	*	*	*	*	*	*	*	*	*	*
3) Approval of framework for cooperation	Balqa A U&VTC		*	*	*	*	*	*	*	*	*	*	*
4) Development of curriculum	Balqa App. Univ.												
COOPERATION BETWEEN JAPANESE EXPERT ,STIMI AND BAU													
5) Providing required equipment	VTC									*	*	*	*
6) Assignment of necessary staff	VTC									*	*	*	*
7) Training of instructors	VTC												
continuous													
8) Implementation	VTC&BAU									*	*	*	*

**Program For The Implementation Mechanisms For The
National Council For Vocational Education And Training
Based On The Recommendation Of The TVET Sub-
Committee Of The Advisory Economic Council**

1

A. Core Goal: Policies and General Directions

Recommendation 1:

Establish a National Council for Vocational Education and the Prime Minister or Deputy Prime Minister will chair training that.

Implementation Procedures:

1. Establish a National Council for Vocational Education and Training accordingly that:
 - a. the following authorities are represented:
 1. Minister of Education
 2. Minister of Labour
 3. Director-General of the Vocational Training Corporation
 4. Senior Representative of the Armed Forces
 5. President of Al-Balqa Applied University
 6. President of the National Center for Human Resources Development
 7. Six (6) representative from the Private Sector
 - b. The responsibilities of the council will be:
 1. Defining general policies for vocational education and training.
 2. Coordinating roles, responsibilities and projects of related partners in vocational education and training.
 3. Providing accreditation for the general framework for vocational education and training programs.
 4. Preparing and submitting initiatives related to the development of the vocational education and training system.
 5. Assessing and evaluating the outputs of the vocational education and training system together with the achieved results and all other information related to variance in the labor market (supply versus demand).
 6. Establishing a fund for supporting vocational education and training and defining the policies and operations of the fund.
 7. Establishing an institute for preparing vocational trainers and defining the policies and operations of the institute.
 8. Accrediting vocational education and training programs in related institutions.

9. Defining general policies for tests related to occupational classification.
 10. Establishing and association for all institutions involved with technical and vocational education and training.
- c. the organizational, administrative and financial aspects of the council are defined by:
1. Placing the legal framework for the establishment of the council, the duties and responsibilities of its members, and the organizational, administrative and financial aspects related to the council's work.
 2. Establishing a technical secretariat for the Council to be located at the Vocational Training Corporation.

Recommendation 2:

Develop an integrated approach to and bridging between vocational education and training and academic education to provide increased access, ensuring vocational education and training and academic education conformity and to be consistent with the Law for Organizing Vocational Occupations.

Implementation Procedures:

1. Form a specialized committee to undertake the preparation of documents, systems, procedures for the reform of vocational education and training, including the definitions of accredited and approved levels required for bridging from one level to another and developing the responsibilities and duties of the relevant parties with the help of the attached diagrams (original document had two diagrams that illustrated the bridging between levels of training).
2. Undertake an analysis of the draft system and related instructions prepared in #1 above in preparation for submission to the Prime Ministry for approval.
3. Prepare a publicity plan to develop awareness and to achieve implementation of the plan noted above.

B. Core Goal: Organizational and Administrative Aspects

Recommendation 3:

Activation of the VTC Law (11) of 1985 in order to achieve financial and administrative independence.

Implementation Procedures:

1. Establishing a modern financial and administrative system according to Item 13a of the VTC. Law (11) of 1985.

Recommendation 4:

Establish an Institute for the preparation of vocational education and training instructors as part of Al-Balqa Applied University.

Implementation Procedures:

1. Preparation of a draft document for the institute by a specialized committee (VTC, MOE, BAU, Armed Forces, Private Sector representative). This document will detail the following.
 - I the objectives of the Institute
 - II the framework of training programs (objective, qualifications of students, terms of acceptance, training curricula and components. Percentage of theoretical, applications. Type of practical training, training methods, duration of the training, etc.)
 - III the requirements of the training facility, workshops, laboratories, equipment, etc.
 - IV the requirements of the training staff (trainers of trainers) and supporting administration.
 - V the roles of relevant agencies (BAU, MOE, VTC, Jordan Universities, Armed Forces and the private sector) in the administration of the Institute and its training programs.
 - VI coordination of private sector input and ensuring the receive benefit from the resources.
2. Establishment of a Technical Committee for the Institute (BAU, VTC MOE. Armed Forces, and the private sector).
3. Establishment of a Council for guiding the Institute.
4. Ensuring that the Institute is administratively and technically within the Al-Balqa Applied University umbrella.
5. Implementation procedures for the transfer of the Training and Development Institute at the vocational training corporation, particularly that portion related to the training of trainers, to the institute and ensuring the use of the resources and knowledge of the training development institute in the new Institute.
6. Establishing instructions and basics of coordination and the benefits of the services of the Institute for the vocational education and training authorities in Jordan.

Recommendation 5:

Establish a Fund for the support of Vocational Education and Training.

Implementation Procedures:

1. Formulate a specialized committee (MOL, VTC, Social Security Commission, Chambers of Industry and Commerce, Taxation Department, private Social to work on preparing a system for the fund including:

- defining the objectives of the Fund
 - identifying the resources required for the Fund
 - identifying the contribution of the companies and employers to the Fund
 - determining disbursement procedures for the Fund
2. Obtain approval for the establishment of the Fund and the systems and instructions for the Fund from the Prime Ministry.
 3. Ensure private and public sector companies/agencies having more than 20 staff will pay an annual payment to the Fund according to the system and instructions prepared for this purpose.
 4. Obtain Prime Ministry approval for reductions of income tax payments by companies in favor of payments to the Fund.
 5. 0.5% per annum will be deducted from the annual income tax of private and public sector companies to be spent on vocational education and training as approved by the National Council for Vocational Education and Training.
 6. Establish a Board for the Fund including 50% private sector, MOF and the Income Tax Department.

Recommendation 6:

Ensure the availability of data and all information related to the requirements of the labor market (demand and supply) as well as the quality and quantity of the labor force inside and outside Jordan.

Implementation Procedures:

Continuation of the Human Resources 'Development Information System that is currently being undertaken by the National Center for Human Resources Development.

1. Connecting the relevant authorities in vocational education and training through internet so that the information can be used to direct programs.
2. Connecting the relevant authorities in vocational education and training through internet so that the information can be used to direct programs.

C. Core Goal: Legislative Aspects

Recommendation 7:

Rationalizing the naming and duties of vocational workers

Implementation Procedures:

1. Form a technical committee from specialized agencies (MOE, VTC, Armed forces, and private sector, Civil Service Bureau) to develop a working. This will include:
 - the names of vocational position
 - the qualifications and experience needed for vocational positions
 - the training program track for vocational workers including upgrading and proceeding from one level to the next
 - the duties and responsibilities related to the various levels of vocational worker positions
2. VTC Board to establish instructions for the naming and determining the duties of positions in the vocational sector.

Recommendation 8:

Modify the VTC Law (11) of 1985 to comply with the development of VTC in the field of training so that technical assistance can be provided in the establishment and development of Small and Medium Enterprises and to provide training in Occupational Health and Safety.

Implementation Procedures:

1. Modify Article 4 of the VTC Law (11) of 1985 to be as follows:
 - a- making available vocational education and training opportunities for the preparation of the work force and upgrading its capacities in different specialization and levels of vocation (non-academic) and working on a diversity of vocational education and training including:
 - I vocational trainees (youth and others) will be allowed to enroll in long-term training.
 - II training workers in specialized training institutes as well as their place of work for the purposes of building skills capacity.
 - III intensive and rapid training for all occupation.
 - IV occupational health and safety training
 - b- providing supervisory and supportive services for the establishment and development of SME's.

Recommendation 9:

Modify the Law for the Ministry of Education so that the profits from vocational production activities will be allocated to special accounts for the purposes of developing vocational education and training production Funds will be disbursed according to ministerial regulations.

Implementation Procedures:

1. Establish a new article in the Law for MOE that indicates that the profits from productive activity and vocational production works will be allocated in a special account in the Ministry of Finance and dedicated for use by Mie in the upgrading of the vocational production activities. Utilization of the fund will be set by regulations established by the Minister of Education.

D. Core Goal: Curriculum and Instructional Activities

Recommendation 10:

Develop curriculum of vocational education and training according to labor market requirements.

Implementation Procedures:

1. Revision of the curriculum of applied vocational education and training programs according to the following:
 - modernity
 - Matching to labor market requirements for qualified workers (vocational and technical) and compliance to the various levels of occupational work.
 - Composition of skills provided to strengthened to meet labor market requirements, including improving the skills in:
 - computer use
 - communication and administrative work
 - teamwork
 - English language (technical)
 - Vocational safetyAnd improving attitudes:
 - towards vocational work
 - towards the values and values and ethics of occupational work
2. Preparation of an implementation plan for the development and recognition of appropriate curriculum for vocational education and training.
3. Adopting a modernization plan for the development of vocational education and training curriculum.
4. Begin the implementation of the plan noted above using the resources available from the SETVET Project (Canadian funded) and the Industrial Sector Modernization Project (EU funded).
5. Strengthening programs and curriculum in vocational education and training in basic and secondary schools.

Recommendation 11:

Information agencies and education and training institutions will initiate vocational guidance programs so that vocational education and training will be accepted more by society.

Implementation Procedures:

1. Establish a special section for vocational guidance within each institution so that information on occupations is available as well as information on the opportunities for employment within each occupation.
2. Develop instructions/procedures for the approval of enrollments in vocational education and training so that qualified and interested academic students can be admitted to vocational education and training programs.
3. Develop and implement tests for vocational abilities and aptitudes to assist in identifying appropriate occupations for students.

E. Core Goal: Strengthen Opportunities for females to Enroll in Vocational Education / Training**Recommendation 12:**

Strengthen opportunities for females in vocational education and training to improve the participation and employment of females in the vocational sector.

Implementation Procedures:

1. Expand existing or develop new training program opportunities for females in non-traditional vocational areas.
2. Encourage private and public sector employers to hire female vocational workers.
3. Provide guidance materials for female students and provide counseling for female students considering the vocational sectors.
4. Provide a focus on the development of talented females to enroll in nontraditional fields of study.

F. Core Goal: Strengthening productive Sector Participation**Recommendation 13:**

Establish a participatory and active partnership between vocational education and training and the productive sector.

Implementation Procedures:

1. Encourage the building and equipping of vocational education and training facilities through the joint participation of both government and the productive sector addressing and administration and operation of such facilities on the basis of sustainability and ongoing development.
2. Establish a mechanism for the effective participation of the productive sector in the development of vocational education and training in all the various aspect.

G. Core Goal: International Cooperation

Recommendation 14:

Strengthen and deepen international cooperation withing TVET so that the quality of education and training will be developed.

Implementation Procedures:

1. Establish twinning programs between Jordan training institutions and some advanced international institutions.
2. Strengthen coordination between friendly and sister countries so that technological transfer (training) will be easily achieved.

**Technical and Vocational Education
and Training Council Law**

Article 1:

This law shall be named the law for the Technical and Vocational Education and Training Council and shall be effective thirty (30) days following the date of publication in the official gazette.

Article 2:

The following words and terms in the law have the meanings provided below unless the context of use in the law means otherwise:

The council: The Technical and Vocational Education and Training Council established through the enactment of this Law.

The chair: The Chair of the Technical and Vocational Education and Training Council established through the enactment of this Law.

The Fund: The Technical and Vocational Education and Training Support Fund.

The Corporation: The Vocational Training Corporation.

Article 3:

a- A council is to be established and to be named the Technical and Vocational Education and Training Council, the mandate of the council is to develop and improve the level of Technical and Vocational Educational and Training to ensure that the manpower development needs of the Kingdom are met.

b- The Council is to be chaired by His Excellency the Prime Minister or the Vice Chair and has the following membership:

1-Minister of Labor (Vice-Chair)

2-Minister of Finance

3-Minister of Education

4-Minister of Trade and Industry

5-Minister of Planning

6-Minister of Social Development

7-President of the National Center for Human Resources Development.

8- Director General of Ministry of Higher Education and science Research

9-Director General of the Vocational Training Corporation.

10-Assistant Chief of staff-Operations, Armed Forces.

11-President of Al-Balqa Applied University

12-President of the Amman Chamber of Industry

13-President of the Union of Chambers of Commerce

14-President of the General Union of Workers

15-Three (3) Members from Private Sector selected by the chair

c-The duration of appointment for those members identified in article (3b) above by the number (15) shall be for two (2) years on renewable basis.

Article 4:

The Council shall have the following duties and responsibilities:

a-Formulation of general policies for the Technical and Vocational Education and Training . Establishing plans necessary for the implementation of the policies and follow -up on the implementation of the plans.

b- Formulation standards of the development and enhancement of the Technical and Vocational Education and Training system and its programs.

c-Approval of the general framework of education and training programs in Technical and Vocational Education and Training institutions having authority over any other legislation in this respect.

d-Formulation and approval of the Technical and Vocational Education and Training programs in the Technical and Vocational Education and Training institutions in coordination with the Accreditation Council related with middle university collage.

e- Coordination of the roles, responsibilities of relevant Technical and Vocational Education and Training institutions.

f-Evaluation of the products of Technical and Vocational Education and Training and the results achieved in responding to the requirements of the labor market.

g-Request and assignment of any authority in the private or public sector related to Technical and Vocational Education and Training for the provision of information, studies, and data related to the work of the Council.

h-Formulation of general policy and supervising for the Fund.

i-Formulation of general policy related to the preparation and upgrading of Technical and Vocational Education and Training instructors.

j- Approval of general policy tests to be conducted for the occupational organization of the labour market.

k-Support and coordination between national Technical and Vocational Education and Training institutions and other technical and vocational education and training institute from Arabic, regional or international levels.

l-Formulation of specialized committees from members of the Council or any other authority or individual and defining the roles of each committee according to the reasons for establishing the committee and defining the financial compensation for the members of the committees.

m-Reporting periodically on the work, progress and achievements of the Council to the Cabinet.

Article 5 :

a-The council shall convene at the invitation of the Chair or the Vice Chair once every two months. The meeting shall have quorum (legal authority) when the majority of its members are in attendance , however the Chair or Vice-Chair must be in attendance. Decisions of the council shall be made through a simple majority of the members in attendance at the meeting .

b-The Chair has the right to invite any person to attend meetings related to the work of the Council to participate in the discussions of the Council on the matters under consideration, but shall not have the right to vote on decisions of the Council.

c-The Director General of the Corporation shall assign the necessary staff to perform the functions of the Secretariat. The Secretariat will take responsibility for the preparing for meetings, filing of correspondence and any related documents.

Article 6:

a-A Fund called the Technical and Vocational Education and Training Support Fund shall be established with administrative and financial independence .

b- A By-law will be issued for the Fund for the purposes of determining the objectives of the Fund, the methods of operations of the Funds, the financial resources for the Fund, the contributions of companies and employers to the Fund, the guidelines for the investment of the Fund,the methods of disbursements from the Fund, and any other relevant matter.

c-Financial resources of the Fund consists of:

1- (1%) of the net profit of the companies to be collected and transferred to the Fund by Income Tax Directorate .

2- Contribution of government to support the Fund to achieve its objectives .

3- Any funds , assistance and approved by the Cabinet .

Article 7:

The Fund shall realize all the benefits, privileges, waivers and exemptions from taxation and payments, as well as the support that government institutions enjoy.

Article 8:

The participation and contribution submitted to the Fund are exempted from taxation.

Article 9:

Any legislation or part of any legislation that contradicts with instructions of this Law will be cancelled.

Article 10:

The Cabinet has the right to issue a By-Law upon the recommendation of the Council for the implementation of this Law .

Article 11:

The Prime Minister and Ministers are required to implement the conditions and instructions set forth within this law.

Law No. (27) of 1999 Occupational Work Organization Law

Article 1 :

This law is called "Occupational Work Organization Law for the Year 1999" and will be effective from its publication date in the official gazette.

Article 2 :

The following words and expressions will have the meanings mentioned below wherever they occur in this law unless stated otherwise:

The Ministry: The Ministry of Labor.

The Minister: The Minister of Labor

The Corporation: The Vocational Training Corporation (VTC)

The Board: The VTC Board of Directors

The Director General: The Director General of the VTC

The Occupation: Any work, profession or trade that is subject to the decrees of this law.

The Person: Any person real or imaginary.

The Place (Workshop): The place where a person practices any occupation.

The Occupational Inspector: Every employee appointed by the Minister from among the Ministry or Corporation employees to perform inspection activities according to the decrees of this law or whoever is authorized to do so.

Article 3 : The decrees of this law are applied to all occupations which the Cabinet decides to include, based upon the Board's proposal.

Article 4 :

The Board issues, based on the advice of the technical committees formed by the Board for this purpose, regulations concerning the classification of occupational Places (Workshops) into categories, specifying the special conditions for each category according to the set of criteria among which are the following, and these regulations are to be published in the official gazette:

1-Place (Workshop) size

2-Equipment and tools that need to be available in the Place

(Workshop).

3-Occupational safety and health requirements

4-Workers skill levels and numbers.

5-The administration's technical level.

Article 5 :

a- The Place (Workshop) Classification Certificate with a five year validity period is to be issued upon the Director General's decision or whoever is officially authorized to do so according to the specialized committees formed for this purpose. The owner of Place (Workshop) has the right to appeal against the classification to the Competent Conciliation Court within 60 days of being informed of the classification decision.

b- No occupation can be practiced in any Place (Workshop) unless the Place (Workshop) is classified according to the decrees of this law.

Article 6 :

a-The Place (Workshop) to be classified must have obtained all licenses as required by other laws and by-laws in effect at the time.

b-The owner of Place (Workshop) must display the Place (Workshop) Classification Certificate in a clearly visible location, and must keep the employees occupational practice licenses available.

Article 7 :

For the purpose of implementing the decrees of this law, occupational workers are to be classified according to the following categories. The specifications, degrees and titles of each category are to be defined according to a by-law to be issued for this purpose:

1- The Professional

2- The Technician

3- The Craftsman

4- The Skilled

5- The Semi-Skilled

Article 8 :

Occupational classification rules and procedures that correspond to the decrees of this law are to be defined for the purposes of issuing the Occupational Practice License with a five year validity. This

includes occupational tests which the Corporation conducts to define skill level and criteria for promotion from one degree to another in each category according to a by-law to be issued for this purpose. No person is allowed to practice any occupation unless he obtains an Occupational Practice License, which states the person's occupation and his occupational classification level.

Article 9 :

a-Fees are imposed on the issuing of a Place (Workshop) Classification Certificate and an Occupational Practice License, the amount of fees are to be defined in a by-law to be issued for this purpose.

b-The Corporation assigns and collects a cost for tests it conducts as part of its duties, and the amount of the cost is to be determined in a by-law to be issued for this purpose, provided that the amount collected is to be allocated for vocational training and testing.

Article 10 :

a- The Occupational Inspector has to inspect Places (Workshops) in order to ensure their adherence to the conditions and specifications stated in this law and in the by-laws and regulations issued accordingly. The Occupational Inspector has the authority of a warrant officer with the responsibilities stated in the rules of the Penal Trails Law in effect at the time.

b- Occupational Inspector's tasks, authorities and rewards are to be defined in a by-law to be issued for this purpose.

c- The Occupational Inspector may ask the Owner of the Place (Workshop) to remove the transgression within fifteen days from the date of a written notice . In case of disobedience, the Minister may close down the Place (Workshop) until the transgression is removed or a court decision concerning it is issued.

Article 11 :

a- The Competent Conciliation Court undertakes hearings of the following:

1- Objections on classification of Place (Workshop) and Occupational Practice Licenses.

2- Transgressions committed inconsistent with the provisions of this law.

The court is entitled to close down the Place (Workshop) or to suspend its Classification Certificate or Occupational Practice License for a period it deems suitable or decide on closure of the Place (Workshop) and cancellation of the Place (Workshop) Classification Certificate or Occupational Practice License , in addition to the penalties stated in this law.

Article 12 :

a- The owner of a Place (Workshop) who practices any occupation without obtaining the Place Classification Certificate or is more than sixty days late in renewing it, is fined from J.D 100 to J.D 1000, and the court may decide to close down the Place (Workshop) until classification procedures are completed.

b- Everyone who opens a Place (Workshop) which the court had decided to close down will be imprisoned for a period of between one month to six months.

Article 13 :

a- The punishment of anyone who commits any of the following transgressions will be imprisoned for a period ranging from one week to three months, or to be fined J.D 100 to J.D 500, or both of these two punishments:

1-Contradictions of the classification conditions stated in this law.

2-Employing unclassified occupational workers in the Place (Workshop).

3-Changing the Place (Workshop) location without informing the Corporation.

b- The owner of the Place (Workshop) is fined from J.D 10 to J.D 50 if he does not display the Place (Workshop) Classification Certificate in an easily visible location, or does not keep his workers Classification Level Certificates readily available.

c- The owner of the Place (Workshop) and the shop manager are responsible for any contradictions occurring in the Place (Workshop) that are against the decrees of this law.

Article 14 :

An imprisonment sentence of one week to three months, or a fine of J.D 20 to J.D 100 or both is imposed on anyone who practices any occupation without obtaining an Occupational Practice License or

does not renew it within sixty days after its expiry date.

Article 15 :

No reduction of a fine as a penalty below its minimum level as stated in Articles (13-14) is allowed for any reason.

Article 16 :

Anyone practicing any occupation for which the decrees of this law apply has to adjust his conditions or his Place (Workshop) conditions according to the decrees of this law within a period of not more than three years from the date that the occupation is included in the decrees of this law. The Minister has the right to extend the period for two additional years upon the recommendation of the Board, subject to Place (Workshop) closure and annulment of the Occupational Practice License.

Article 17 :

The Cabinet will issue the by-laws needed to implement the decrees of this law.

Article 18 :

Any statement in any other legislation is cancelled if it contradicts the decrees of this law.

Article 19 :

The Prime Minister and Ministers are responsible for implementing the decrees of this Law .