

1. TITLE OF THE CERTIFICATE (HU)

51 7899 03 TEMETKEZÉSI SZOLGÁLTATÓ

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

UNDERTAKER

(THIS TRANSLATION HAS NO LEGAL STATUS)

3. PROFILE OF SKILLS AND COMPETENCES**A typical holder of the certificate is able to:**

- provide for and manage full or partial services related to the registration of deceased persons and their preparation for funeral as well as the transportation of corpses, manage funeral equipment and decoration, arrange the viewing of the dead, direct and arrange memorial services, sheltering of the ashes, cremation, the placement of or handing over of the urn, the scattering of the ashes, exhumation, the opening of the grave and reburials according to the pertaining regulations;
- provide for and manage the preparation of the burial plot and certain parts of the cemetery for burials as well as manage the maintenance and operation of cemeteries according to the instructions of the owner of the cemetery;
- communicate with the persons involved with a view to the circumstances;
- carry out work as per cultural traditions related to burials and cemeteries.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

5354 Undertaker occupations

(*) Explanatory notes:

This document is designed to provide additional information about the specified certificate and does not serve as a legal certificate of vocational qualification. The format of the description is based on the following documents:

Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications; Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information on transparency is available at: <http://europass.cedefop.europa.eu/>

©European Communities 2002 ©

5. OFFICIAL BASIS OF THE CERTIFICATE																					
Name and status of the institute issuing the certificate	Name and status of the national/regional authority providing accreditation/recognition of the certificate In the case of vocational qualifications belonging to the competence of the Ministry of the Interior (BM), a vocational qualification-related independent professional committee commissioned by the BM																				
Level of the certificate (national or international) Level of vocational qualification according to the National Qualification Register: 51 Intermediate vocational qualification entitling the holder to fill positions characteristically requiring physical work, which is based on the input competence determined in the vocational and examination requirements, on preliminary vocational qualification or on the completion of the final grade of secondary school. ISCED97 code: 4CV	Grading scale / Pass requirements Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail Vocational qualification examination after the completion of vocational training Parts of the examination: - Vocational theory - Vocational practice A successful vocational qualification examination requires a pass grade both in vocational theory and practice.																				
Certificate number: PT K Serial number: 123456 Certificate issue date: 2023.09.14	Description of vocational theoretical and practical subjects and their grades according to the five-grade scale 1. Grades of vocational theoretical examination subjects <table border="1"> <tr> <td colspan="2">Topics/subjects of written examination</td> </tr> <tr> <td>Complex</td> <td>5</td> </tr> <tr> <td>Grade of Written Examination</td> <td>5</td> </tr> <tr> <td colspan="2">Topics/subjects of oral examination</td> </tr> <tr> <td>Knowledge of Related Legal Regulations (Regulations on the Arrangement of Funerals and the Implementation Thereof, Regulations Related to Activities Carried Out in Cemeteries, Funeral-Related Contracts as Part of Public Services, Pertaining Legal Regulations and Rules; Administrative and Authority-Issued as Well as Public Health, Environment, Fire Protection and Safety at Work Related Rules Pertaining to Funeral Related Activities)</td> <td>5</td> </tr> <tr> <td>Vocational Skills (Communication With the Persons Involved With a View to the Circumstances, Carrying Out Work as Per Cultural Traditions Related to Burials and Cemeteries, the Practice of Funeral Related Activities, the Practice of Maintaining and Operating Cemeteries)</td> <td>5</td> </tr> <tr> <td>Grade of Vocational Theory</td> <td>5</td> </tr> </table> 2. Assessment of vocational practical preparedness <table border="1"> <tr> <td colspan="2">Subjects of practical examination</td> </tr> <tr> <td>Complex (Vocation Related Paper Prepared by the Candidate and Defended in Front of the Examination Committee.)</td> <td>5</td> </tr> <tr> <td>Grade of Vocational Practice</td> <td>5</td> </tr> </table>	Topics/subjects of written examination		Complex	5	Grade of Written Examination	5	Topics/subjects of oral examination		Knowledge of Related Legal Regulations (Regulations on the Arrangement of Funerals and the Implementation Thereof, Regulations Related to Activities Carried Out in Cemeteries, Funeral-Related Contracts as Part of Public Services, Pertaining Legal Regulations and Rules; Administrative and Authority-Issued as Well as Public Health, Environment, Fire Protection and Safety at Work Related Rules Pertaining to Funeral Related Activities)	5	Vocational Skills (Communication With the Persons Involved With a View to the Circumstances, Carrying Out Work as Per Cultural Traditions Related to Burials and Cemeteries, the Practice of Funeral Related Activities, the Practice of Maintaining and Operating Cemeteries)	5	Grade of Vocational Theory	5	Subjects of practical examination		Complex (Vocation Related Paper Prepared by the Candidate and Defended in Front of the Examination Committee.)	5	Grade of Vocational Practice	5
Topics/subjects of written examination																					
Complex	5																				
Grade of Written Examination	5																				
Topics/subjects of oral examination																					
Knowledge of Related Legal Regulations (Regulations on the Arrangement of Funerals and the Implementation Thereof, Regulations Related to Activities Carried Out in Cemeteries, Funeral-Related Contracts as Part of Public Services, Pertaining Legal Regulations and Rules; Administrative and Authority-Issued as Well as Public Health, Environment, Fire Protection and Safety at Work Related Rules Pertaining to Funeral Related Activities)	5																				
Vocational Skills (Communication With the Persons Involved With a View to the Circumstances, Carrying Out Work as Per Cultural Traditions Related to Burials and Cemeteries, the Practice of Funeral Related Activities, the Practice of Maintaining and Operating Cemeteries)	5																				
Grade of Vocational Theory	5																				
Subjects of practical examination																					
Complex (Vocation Related Paper Prepared by the Candidate and Defended in Front of the Examination Committee.)	5																				
Grade of Vocational Practice	5																				
Access to next level of education/training	International agreements																				
Other information concerning the vocational training process																					

Legal basis

Act LXXVI of 1993 on vocational training,
Decree 27/2001 (VII. 27.) OM of the Minister of Education on the amendment of Decree 7/1993 (XII. 30.) MüM of the Minister of Labour on the National Qualifications Register,
Decree 26/2001 (VII. 27.) OM of the Minister of Education on the general rules and rules of procedure of vocational examinations,
Decree 38/1997. (VI.27.) of the Minister of the Interior (BM) on the individual unique vocational and examination requirements.

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Description of vocational education and training received	Percentage of total programme %	Duration (hours/weeks/months/years)
School-/training centre-based	Theory: 80 % Practice: 20 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		300 hours

Entry requirements:

- minimum 21 years of age
- baccalaureate
- two-year-long practise carrying out funeral related activities

Further information:

MANDATORY VOCATIONAL THEORETICAL SUBJECTS

Filled in by the exam organiser.

MANDATORY VOCATIONAL PRACTICAL SUBJECTS

Filled in by the exam organiser.

Further information (including the description of the national grading method):

The basis of the grading system is a list of vocational and examination requirements compiled in accordance with uniform criteria and structure, issued in the form of legal regulation that includes the following:

- identification number and description of the vocational qualification as specified in OKJ and the relevant FEOR number,
- school and vocational prequalification required for the start of the training, aptitude and vocational competence requirements and prescribed practice,
- the most typical occupation or activity accessible to the holder of the vocational qualification certificate, the short job description, and the list of related vocational qualifications,
- the duration of the training required for the vocational qualification; maximum number of hours; the ratio of theoretical and practical training; the number of vocational training classes in the vocational training school; the duration of initial training period; the possibility of organising a grade examination assessing the efficiency of practical training,
- occupational requirements of vocational qualification,
- requirements pertaining to vocational examination.

The vocational and examination requirements will be classified by the occupational group committees of the National Qualification Register (OKJ) and by the National Council for Vocational Training, and subsequently they will be issued in the form of legal regulations.

Vocational and examination requirements are available at: <http://www.nive.hu>

This certificate supplement was prepared on the basis of the instruction for filling in the Certificate Supplement published on the homepages of the National Reference Point and the National Europass Centre.

National Reference Point – NSZFH – <http://nrk.nive.hu>

Head of Examination Organiser:

Issue date: 2023.09.14

SEAL