

**1. TITLE OF THE CERTIFICATE (HU)**

52 7001 01 VASÚTÜZEMVITEL-ELLÁTÓ

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)DISPATCHER AND TRAFFIC ORGANIZER
(THIS TRANSLATION HAS NO LEGAL STATUS)**3. PROFILE OF SKILLS AND COMPETENCES****A typical holder of the certificate is able to:**

- perform traffic and commercial type transport activities not requiring a degree in engineering, and control and supervisory duties related to the following processes:
 - = preparing and organising passenger transport, determining the scope of services and fees;
 - = preparing and executing freight transport, concluding and amending freight contracts and determining and documenting freight costs;
 - = settlement and counting processes related to cash management;
 - = supervising and performing traffic service;
 - = organising, supervising and managing carriages and equipment for open freight wagons;
 - = handling signalling and safety equipment, computer technology equipment and telecommunications equipment;
 - = implementing new technologies;
 - = detecting faults.
- supervise passenger and freight transport processes, traffic operations and safety equipment;
- ensure materials, aids and tools required for uninterrupted operation.

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

5219 DISPATCHER AND TRAFFIC ORGANIZER

(*) 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/>

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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 Economy and Transport (MET), a vocational qualification-related independent professional committee commissioned by the MET.								
Level of the certificate (national or international) Level of vocational qualification according to the National Qualification Register: 52 Intermediate vocational qualification entitling the holder to fill positions requiring physical or intellectual work, which is based on the input competence determined in the vocational and examination requirements, on preliminary vocational qualification or on the baccalaureate. 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								
	Topics/subjects of written examination								
	<table border="1"> <tr> <td>Rate Setting</td> <td>5</td> </tr> <tr> <td>Cash Desk Management</td> <td>5</td> </tr> <tr> <td>Traffic</td> <td>5</td> </tr> <tr> <td>Grade of Written Examination</td> <td>5</td> </tr> </table>	Rate Setting	5	Cash Desk Management	5	Traffic	5	Grade of Written Examination	5
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	Cash Desk Management	5							
	Traffic	5							
	Grade of Written Examination	5							
	Topics/subjects of oral examination								
	<table border="1"> <tr> <td>Rate Setting (Passenger and Freight Transport Pricing)</td> <td>5</td> </tr> <tr> <td>Cash Desk Management</td> <td>5</td> </tr> <tr> <td>Traffic</td> <td>5</td> </tr> <tr> <td>Grade of Vocational Theory</td> <td>5</td> </tr> </table>	Rate Setting (Passenger and Freight Transport Pricing)	5	Cash Desk Management	5	Traffic	5	Grade of Vocational Theory	5
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	Traffic	5							
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2. Assessment of vocational practical preparedness									
Subjects of practical examination									
<table border="1"> <tr> <td>Final exam project</td> <td>5</td> </tr> <tr> <td>Cash Desk Management Practice</td> <td>5</td> </tr> <tr> <td>Grade of Vocational Practice</td> <td>5</td> </tr> </table>	Final exam project	5	Cash Desk Management Practice	5	Grade of Vocational Practice	5			
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Access to next level of education/training To higher level education	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 32/1995. (XII.30.) of the Minister of Transport, Communications and Water Management (KHVM) on vocational and examination requirements of dispatchers and traffic organizers, Central programme approved by the Minister of Labour (MüM) under approval number 3045/97 (III.23.).									

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: 55 % Practice: 45 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2 years

Entry requirements:

- Completed secondary education

Further information:

MANDATORY VOCATIONAL THEORETICAL SUBJECTS

Work Safety and Environment and Fire Protection	100 hours
Basic studies in economics	100 hours
Transport Skills	100 hours
Transport Geography	100 hours
Law and Administration	100 hours
Freight Transport	100 hours
Passenger Transport	100 hours
Cash Desk Management	100 hours
Traffic	100 hours
Carriage Management	100 hours
Railway Operations	100 hours
Telecommunications and Safety Equipment	100 hours

MANDATORY VOCATIONAL PRACTICAL SUBJECTS

Vocational Practice (Initial)	100 hours
Freight Transport Practice	100 hours
Passenger Transport Practice	100 hours
Cash Desk Management Practice	100 hours
Traffic Practice	100 hours
Telecommunications and Safety Equipment Practice	100 hours
IT	100 hours

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