

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

52 8912 03 BÜNTETÉS-VÉGREHAJTÁSI FŐFELÜGYELŐ

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

- manage and continuously follow with attention the guarding, surveillance and control of prisoners;
- manage and continuously follow with attention the security system and its signals;
- to keep in touch with his superiors and the law enforcement officers;
- carry into effect the regulations for the bound and the rules of the house;
- ensure the ordered cloths, equipment and outdoor stay for the prisoners;
- manage security controls;
- take part in keeping up the order of bounds;
- take part in the preparation and carrying out of transport, arrest and escort;
- control the work of law enforcement officers;
- control the performing of differentiated emplacement of prisoners;
- control separation and emplacement in cells;
- report:
 - = danger or occurrence of unusual event;
 - = discipline fault committed by the confined;
 - = suspicion of committing crime;
 - = occurrence of malfunction in security equipment and technical devices;
 - = other condition threatening security;
 - = actions done for eliminating it;
 - = use equipment of coercion against confined;
- organize and ensure the material and technical conditions necessary for operation and medical supply;
- perform tasks - belonging to his scope of authority - related to the accommodation and release of confined;
- out of office hours, control the inner life of quartering bounds according to the rules of the house.

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

5363 Senior law enforcement officer
5363 Senior security officer
5363 Senior bound officer
5363 Carriage officer
5363 Occupation officer
5361 Police officer
5365 Bodyguard
5366 Property guard
5369 Other security service occupations
9121 Porter
9122 Night watchman, estate guard

(*) 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 Justice (MJ), a vocational qualification-related independent professional committee commissioned by the MJ.																														
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 <table border="1"> <tr> <td colspan="2">Topics/subjects of written examination</td> </tr> <tr> <td>Knowledge of Finance and Management Related to Law Enforcement</td> <td>5</td> </tr> <tr> <td>Drug Diagnosis and Treatment</td> <td>5</td> </tr> <tr> <td>Educational Studies</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>Security Related Issues</td> <td>5</td> </tr> <tr> <td>legal studies</td> <td>5</td> </tr> <tr> <td>Psychology of Duty Behavior</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>Security Related Issues</td> <td>5</td> </tr> <tr> <td>Knowledge of Security Technologies, Informatics and Computer Science</td> <td>5</td> </tr> <tr> <td>Knowledge of Direction and Administration</td> <td>5</td> </tr> <tr> <td>Grade of Vocational Practice</td> <td>5</td> </tr> </table>	Topics/subjects of written examination		Knowledge of Finance and Management Related to Law Enforcement	5	Drug Diagnosis and Treatment	5	Educational Studies	5	Grade of Written Examination	5	Topics/subjects of oral examination		Security Related Issues	5	legal studies	5	Psychology of Duty Behavior	5	Grade of Vocational Theory	5	Subjects of practical examination		Security Related Issues	5	Knowledge of Security Technologies, Informatics and Computer Science	5	Knowledge of Direction and Administration	5	Grade of Vocational Practice	5
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Access to next level of education/training To higher 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 5/1999. (V.31.) of the Minister of Justice (IM) on vocational and examination requirements of law enforcement officer.																															

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: 60 % Practice: 40 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2 years

Entry requirements:

- Completion of the final year of secondary school.
- Those may take part in vocational education, who fulfills the requirements detailed in paragraph 37. § (1). and 302. § (3) of Act 18. of 1996 on the duty relation of professed staff of armed organizations'.

Further information:

MANDATORY VOCATIONAL THEORETICAL SUBJECTS

Knowledge of Finance and Management Related to Law Enforcement	100 hours
Economic studies	100 hours
Drug Diagnosis and Treatment	100 hours
Educational Studies	100 hours
Security Related Issues	100 hours
Legal knowledge	
Constitutional Law	100 hours
Criminal law	100 hours
Criminal Action Law	100 hours
Civil Service Law	100 hours
International Legal Studies	100 hours
Studies in criminal justice law	100 hours
Psychology of Duty Behavior	100 hours

MANDATORY VOCATIONAL PRACTICAL SUBJECTS

Security Related Issues	100 hours
Knowledge of Security Technologies, Informatics and Computer Science	100 hours
Knowledge of Direction and Administration	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