

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

55 5499 03 FAIPARI TERMELÉSSZERVEZŐ

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

- participate in:
 - = the collection and arrangement of technical, economic, marketing, environmental protection, etc. information providing a basis for the production organisation activity,
 - = the creative activities of production organisation under professional supervision,
 - = the routine, repetitive activities of production organisation, where he/she can replace the wood industry engineer for a part of the tasks,
 - = the performance of economic calculations related to production organisation,
 - = the organisation and safe execution of experiments and measuring,
 - = the consultations and reconciliations conducted with technologists, manufacturers, quality assurance experts and operators,
 - = the compilation of technical reports and documentation,
 - = the presentation of the results of the production organisation activity,
 - = the organisation of quality assurance and control procedures and the preparation of related documentation.
- control:
 - = the progress of the production process in relation to the plan,
 - = the quantity and value of resources used,
 - = the technical parameters of experiments, materials used during experimental manufacturing and operation, equipment and instruments.
- look after:
 - = internal transport and packaging of raw materials and finished goods (sawing and sheet industry, furniture and construction joinery), the organisation of pre-sales activity and delivery,
 - = supply of material, auxiliary material, machinery, tools, instrument, measuring equipment and energy required for uninterrupted operation,
 - = delivery of production-related technical and economic information and documents to the organisational/production unit concerned.
- perform the following activities related to production:
 - = preparation and documentation of laboratory measurements,
 - = trial run, experimental works,
 - = simple operations related to fault identification and fault elimination.

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

3919 Wood industry production organiser

(*) 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

<p>Name and status of the institute issuing the certificate</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>In the case of vocational qualifications belonging to the competence of the Ministry of Education (ME), a vocational qualification-related independent professional committee commissioned by the ME</p>																								
<p>Level of the certificate (national or international)</p> <p>Level of vocational qualification according to the National Qualification Register: 55 Higher level vocational qualification based on the baccalaureate.</p> <p>ISCED97 code: 5B</p>	<p>Grading scale / Pass requirements</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Five -grade:</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 75%;">excellent</td> </tr> <tr> <td></td> <td style="text-align: center;">4</td> <td>good</td> </tr> <tr> <td></td> <td style="text-align: center;">3</td> <td>satisfactory</td> </tr> <tr> <td></td> <td style="text-align: center;">2</td> <td>pass</td> </tr> <tr> <td></td> <td style="text-align: center;">1</td> <td>fail</td> </tr> </table> <p>Vocational qualification examination after the completion of vocational training</p> <p>Parts of the examination: - Vocational theory - Vocational practice</p> <p>A successful vocational qualification examination requires a pass grade both in vocational theory and practice.</p>	Five -grade:	5	excellent		4	good		3	satisfactory		2	pass		1	fail									
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<p>Certificate number: PT K</p> <p>Serial number: 123456</p> <p>Certificate issue date: 2023.09.14</p>	<p>Description of vocational theoretical and practical subjects and their grades according to the five-grade scale</p> <p>1. Grades of vocational theoretical examination subjects</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Topics/subjects of written examination</td> </tr> <tr> <td style="width: 80%;">Economy and Accounting of Undertakings</td> <td style="width: 20%; text-align: center;">5</td> </tr> <tr> <td>Vocational Subjects</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade of Written Examination</td> <td style="text-align: center;">5</td> </tr> <tr> <td colspan="2">Topics/subjects of oral examination</td> </tr> <tr> <td>Management Type Subject</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Vocational Specialisation 1.</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Vocational Specialisation 2</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade of Vocational Theory</td> <td style="text-align: center;">5</td> </tr> </table> <p>2. Assessment of vocational practical preparedness</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Subjects of practical examination</td> </tr> <tr> <td style="width: 80%;">Diploma Work</td> <td style="width: 20%; text-align: center;">5</td> </tr> <tr> <td>Grade of Vocational Practice</td> <td style="text-align: center;">5</td> </tr> </table>	Topics/subjects of written examination		Economy and Accounting of Undertakings	5	Vocational Subjects	5	Grade of Written Examination	5	Topics/subjects of oral examination		Management Type Subject	5	Vocational Specialisation 1.	5	Vocational Specialisation 2	5	Grade of Vocational Theory	5	Subjects of practical examination		Diploma Work	5	Grade of Vocational Practice	5
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<p>Access to next level of education/training</p> <p>To higher education</p>	<p>International agreements</p>																								
<p>Other information concerning the vocational training process</p>																									
<p>Legal basis</p> <p>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, Act LXXX of 1993 amended by the Act of 1996 on higher education, Government Decree 45/1997. (III.12.) on the accredited school system-based advanced level vocational education, Decree 2/2002. (I.18.) of the Ministry of Education (OM) on vocational and examination requirements of wood industry production organiser, Training programme approved by the Hungarian Accreditation Committee (MAB) under approval number 1999/8/XIV/1.</p>																									

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

Entry requirements:

- Baccalaureate

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

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