

**1. TITLE OF THE PROFESSION**

10324018 Tűzvédelmi főelőadó

2. TRANSLATED TITLE OF THE PROFESSION

Chief fire safety coordinator

(THIS TRANSLATION HAS NO LEGAL STATUS)

3. PROFILE OF SKILLS AND COMPETENCES

- Analyzes the fire safety obligations and status of the business organisation and facility in context, reports on this both orally and in writing, makes suggestions for improving deficiencies and directions for development;
- Prepares and professionally supports managerial decisions and fire safety measures, oversees the work of people involved in fire safety tasks;
- Organizes the fire safety measures of highly dangerous factory from a fire safety point of view, creates and operates a fire safety organisation and a system of fire safety representatives when necessary;
- Prepares and continuously updates fire safety regulations, the fire alarm plan, and other regulatory documents and plans related to fire safety; ensures that concerned parties familiarise them in the necessary scope and extent. Contributes to the implementation of fire safety considerations in the internal regulation and coordination activities of other specialist areas;
- Performs organisational and record-keeping tasks related to fire safety education and professional examinations, compiles the topics of fire safety education, and conducts fire safety training;
- Contributes to the conclusion, modification, control and certification of fire safety-related service contracts;
- As a specialist of the host facility, contributes to the preparation, organisation, implementation and evaluation of exercises to be held by fire departments;
- Manages fire safety records at a high level and maintains the necessary documents, arranges for keeping them up-to-date and continuously available;
- In instances required by law, initiates the establishment of a facility-based fire department and professionally supports its establishment and operation;
- Evaluates and professionally supports, in terms of fire safety, the planning, execution and definition of the rules of use, and safe commissioning of developments, investments, and conversions;
- Supervises and arranges for the supervision of the condition of fire safety equipment, tools and equipment, makes preparations for their professional and safe use. Assesses the need for improvements and replacements. Arranges for the fulfillment of inspection, review, maintenance and registration obligations;
- Liaises with fire safety authorities and professionally supports their client, particularly in the submission of applications, the fulfillment of reporting and data provision obligations, as well as in tasks related to official decisions;
- In the event of a fire, manages priority fire alarm, firefighting and rescue tasks, fulfills reporting obligations, and as a local specialist supports the activities of the fire chief and the fire investigator;
- Informs organisational leaders about changes in fire safety-related legislation and regulations, as well as the professional and technical developments in the field of fire safety, formulates proposals for the necessary measures and opportunities for development.

4. CLASSIFICATION OF THE VOCATIONAL TRAINING ACCORDING TO THE ISCED FIELDS OF EDUCATION AND TRAINING (ISCED-F)

1032 Personal and property protection

(*) Explanatory notes:

¹ In the original language. | ² The translation of the designation is provided for information purposes only. | ³ Fill it out if necessary. The certificate supplement provides additional information on the qualification but have no legal value in itself. The format of the description is in conformity with Decision (EU) 2018/646 of the European Parliament and of the Council of 18 April 2018 on a common framework for the provision of better services for skills and qualifications (Europass) and repealing Decision No 2241/2004/EC.

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5. OFFICIAL BASIS OF THE CERTIFICATE

Name and status of the authority issuing the certificate	Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry for Innovation and Technology																		
Level of the certificate (national or international) NQF level: 5 EQF level: 5 Digital Competence Framework level: 5	Grading scale / Pass requirements Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail																		
Certificate number: CXX A Serial number: 123456 Certificate issue date: 2024.04.26	Designation of the theoretical and practical subjects of the vocational qualification examination and their grades according to a five-grade scale <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td colspan="3">written</td> </tr> <tr> <td style="width: 80%;">Chief fire safety coordinator tasks - interactive examination</td> <td style="width: 10%; text-align: center;">100%</td> <td style="width: 10%; text-align: center;">5</td> </tr> <tr> <td colspan="3">project exercise</td> </tr> <tr> <td>Complex chief fire safety coordinator examination paper</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">5</td> </tr> <tr> <td colspan="3">Result of the qualification examination</td> </tr> <tr> <td></td> <td style="text-align: center;">100%</td> <td style="text-align: center;">5</td> </tr> </table>	written			Chief fire safety coordinator tasks - interactive examination	100%	5	project exercise			Complex chief fire safety coordinator examination paper	100%	5	Result of the qualification examination				100%	5
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	100%	5																	
Access to next level of education/training Access to the next level of education/training	International agreements																		
Other information concerning the vocational training process Legislation prescribing qualification requirements: Ministry of Interior Decree 9/2015 (III. 25) on the professional qualification requirements and professional training for professional disaster prevention agencies, municipal and facility-based fire departments, volunteer fireman associations, and those employed in the relevant sectors.																			
Legal basis Government Decree 12/2020 (II. 7.) on the Implementation of the Vocational Education and Training Act, Government Decree 319/2020 (VII. 1.) on the amendment of Government Decree 12/2020 (II. 7.) on the Implementation of the Vocational Education and Training Act, Government Decree 11/2020 (II. 7.) on the Implementation of the Act on Adult Education.																			

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Description of the sectoral basic training and the theoretical and practical vocational training	Distribution of programme elements in percentage
Total duration of the education/training	250 hours

Entry requirements:

- Educational attainment: school-leaving qualification
- Professional qualifications: OKJ 53 861 10 Fire safety coordinator qualification 10324017 Fire safety coordinator

Further information:

WRITTEN EXAMINATION EXERCISES

Completion of digitized test sheet on a computer, including multiple choice, short answer, sequencing and linking tasks

PROJECT EXERCISES

Part 1 of the examination: Within the framework of the examination, the candidate comprehensively evaluates the fire safety status of a facility that requires the expertise of a person with a higher level fire safety qualification pursuant to legal requirements, based on the task description compiled by the examination organiser, and prepares a written report on their findings, the necessary measures and possible direction of developments

Part 2 of the examination: As an oral supplement to the examination paper, the examinee explains their findings, supports them professionally, defends them, and gives an account of their firefighting and fire safety management and technical preparation related to the task of the examination paper

You can find more information on the Programme and System Requirements in the following link: <https://ikk.hu>
This certificate supplement was elaborated in accordance with the programme requirements registered by the minister responsible for VET.

National Reference Point: National Office of Vocational Education and Training and Adult Learning: <https://nrk.nive.hu>

Head of Examination Organiser:

Issue date: 2024.04.26

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