



Maldives National Skills Development Authority



National Competency Standard for Pastry and Bakery

Standard Code: TOU-06L5-V1-24

Qualification Name: National Diploma in Pastry and Bakery

FOREWORD

The pivotal role of the Maldives National Skills Development Authority (MNSDA) in meticulously implementing and expanding Technical and Vocational Education & Training (TVET) exemplifies the steadfast commitment of the Maldives to build a skilled and resilient workforce. This commitment is evident from the strategic formulation of National Standards and the establishment of a comprehensive framework for training and certification.

Under the Higher Education and Training Act 7/2021, the MNSDA assumes an instrumental role, reflecting the government's unwavering dedication to streamlining TVET policies and procedures. This includes the establishment of a robust system for accrediting and registering both Institution Based Training (IBT) and Employer Based Training (EBT) providers. The MNSDA's active involvement in conducting the National Apprenticeship Program (NAP), National Trade Testing and Certification (NTTC), and the issuance of National Certificates reflects a comprehensive approach to ensure elevated quality standards and competency within the workforce.

The National Competency Standards (NCS) revised through the Maldives Enhancing Employability and Resilience of Youth (MEERY) project accentuates the commitment to updating and sustaining contemporary skill sets aligned precisely with industry demands. Deliberate efforts to revise existing NCS, coupled with the development of curriculum, teaching materials, resource books, and logbooks, attest to our dedication to ensuring the ongoing relevance and currency of the TVET system in the Maldives.

The active engagement of Technical Panels and Employment Sector Councils in the NCS development and approval process, coupled with alignment to the Maldives National Qualification Framework (MNQF) and accreditation by the Maldives Qualifications Authority (MQA), certifies that the TVET system not only remains highly responsive but also ensures the quality standards demanded by industries. This approach enables the system to effectively meet the diverse needs of industries and adapt to the evolving economic landscape.

The collaborative development of the National Diploma in Pastry and Bakery by the MNSDA, MEERY, and the Maldives Institute of Technology exemplifies the practical implementation of TVET initiatives. This training package represents a critical stride towards addressing the requisite skills while fostering opportunities to integrate sustainable economic development within the TVET framework.



Dr. Zahra Mohamed

Chief Executive Officer

Maldives National Skills Development Authority

EMPLOYMENT SECTOR COUNCILS

#	Name	Designation	Organisation
01	Fathmath Shifa	Director	Ministry of Tourism
02	Aishath Sajny	Consultant	Ministry of Economic Development & Trade
03	Ali Adam	HR Consultant	Maldives Association of Tourism Industry
04	Yazeedh Mohamed Fulhu	Apprenticeship and Talent Acquisition Manager	Four Seasons Resort Maldives
05	Zeenath Solih	Dean	Faculty of Hospitality and Tourism Studies, Maldives National University
06	Nafiz Mohamed	Tourism Expert	Industry Expert
07	Zoona Naseem	Managing Director	Moodhu Bulhaa Dive Center
08	Saleela Hussain Fayaz	Assistant Director - Admin &HR	Maldives Integrated Tourism Development Corporation
09	Fathimath Haula	Programme Officer	Maldives National Skills development Authority

National Occupational Standard has been endorsed by:



Zeenath Solih
Chairperson
Tourism Sector Council

Maldives National Skills Development Authority
Umar Zahir Office Building, 5th Floor,
Orchidmaa Hingun, HulhuMale', Republic of Maldives.

Date of Endorsement: 13.06.2024

TECHNICAL SUPPORT

#	Name	Designation	Organisation
01			
02			

TECHNICAL PANEL MEMBERS			
#	Name	Designation	Organisation
01	Fathimath Umar	Senior lecturer	Villa college
02	Mohamed Afshan Ashfag	Lecturer	Zikura College
03	Hanan Mohamed Naeem	Course coordinator	EFES institute

VERSION	DEVELOPER	DATE	STANDARD CODE
V1	Maldives Institute of Technology	05.03.2024	TOU-06L5-V1-24

Standard Development Process

The development of the “National Diploma in Pastry and Bakery” Standard involved a comprehensive study of Pastry and Bakery occupations in Maldivian workplaces, with a focus on tourism enterprises. Job descriptions and international occupational trends were analysed to draft an initial Occupational Standard. This draft will undergo further refinement through a Technical Panel (TP) from Maldivian workplaces, ensuring incorporation of competencies and edits. The TP will provide technical input, suggesting changes to the standard, until a final draft is agreed upon. The approved Final Draft will then be submitted to the Tourism Employment Sector Council for endorsement and validation. A brief report detailing the compilation process will accompany the Standard for the Council's review, and any recommended changes will be addressed before final endorsement.

With the endorsement from the Tourism Employment Sector Council, the finalised National Occupational Standard for Pastry and Bakery will be submitted to the Maldives Qualification Authority (MQA) for final approval. Upon receiving MQA approval, the standard will be officially published on the Maldives National Skills Development Authority (MNSDA) website. This publication will enable training providers in the Maldives to utilise the standard for delivering the Pastry and Bakery program, ensuring its widespread implementation across the country

Description of “Pastry and Bakery”

The "Pastry and Bakery" standard serves as a foundational guideline designed to enhance essential skills across diverse industries. This program is dedicated to equipping individuals with fundamental competencies crucial for effective hazard analysis and control processes specific to pastry and bakery. Participants will gain practical insights into core techniques and practices, emphasising the significance of identifying and preventing hazards at critical stages in ensuring the quality and safety of pastry and bakery products.

The certification acts as an entry point for professionals venturing into the application of Pastry and Bakery principles, providing a robust foundation in the fundamental skills necessary for implementing and managing efficient waste analysis and control systems. This standard is particularly valuable for individuals in the Maldives aiming to establish a strong foothold in ensuring environmental sustainability and quality within their respective industries.

Proposed Qualification Titles

Following are the recommended titles by the selected internal expert team of MIT for the National Diploma in Pastry and Bakery.

1. Nil-

Job opportunities upon completion of “National Diploma in Pastry and Bakery”

Upon successful completion of the National Diploma in Pastry and Bakery, students can work in the following jobs.

1. *Chef de partie*
2. *Pastry Chef*
3. *Entrepreneur (Small & Middle Business owner)*

KEY FOR CODING

Coding Competency Standards and Related Materials

DESCRIPTION	REPRESENTED BY
Industry Sector as per ESC (Three letters)	Construction Sector (CON) Fisheries and Agriculture (FNA) Information, Communication and Technology (ICT) Transport Sector (TRN) Tourism Sector(TOU) Social Sector (SOC) Foundation (FOU)
Standard Number - Occupation with in an industry sector	Two digits 01-99
Common Competency	CM
Core Competency	CC
Unit Number - Occupation with in an Standard	Three digits 01-99
MNQF level of qualification	L1, L2, L3, L4 etc.
Version Number	V1, V2 etc.
Separator	-
Year of Last Review of standard, qualification	Two digits responding to the year of last review, example 23 for the year 2023
Qualification Code	Refers to Standard code in cover page

1. Endorsement Application for Qualification 01		
2. NATIONAL DIPLOMA IN PASTRY AND BAKERY		
3. Qualification code: TOU-06L5-V1-24		Total Number of Credits: 146
4. Purpose of the qualification The Diploma in Pastry & Bakery aims to equip learners with comprehensive expertise and practical skills required in the art of pastry and bakery. This program intends to provide students with the necessary knowledge to manage various facets of a pastry and bakery operation efficiently. Graduates will be proficient in pastry creation, bakery production, kitchen management, customer service, and business administration within the culinary industry. These units cover a spectrum of skills in pastry and bakery, focusing on recipe creation, baking techniques, kitchen operations, quality control, team leadership, innovation, financial analysis, and market promotion essential for success in the pastry and bakery industry.		
5. Regulations for the qualification		National Diploma in the occupation of Pastry and Bakery will be awarded to those who are competent in units 1+2+3+4+5+6+7+8+9+10+11+12+13+14+15
6. Schedule of Units		
Unit No.	Unit Title	Code
Common Competencies		
01	Apply writing and ICT skills	TOU-01-CM01-V1-24
02	Apply inclusive tourism management	TOU-06-CM01-V1-24
03	Manage customer experience and relationship	TOU-01-CM03-V1-24
04	Demonstrate leadership and management	TOU-01-CM04-V1-24
05	Understand basic entrepreneurship and small business development	TOU-06-CM02-V1-24
Core Competencies		
06	Understand pastry and baking knowledge	TOU-06-CC01-V1-24
07	Apply food safety, hygiene and sanitation practices	TOU-06-CC02-V1-24
08	Develop and implement budgeting strategies	TOU-06-CC03-V1-24
09	Produce advanced pastry & bakery products	TOU-06-CC04-V1-24
10	Design menus for pastry and bakery products	TOU-06-CC05-V1-24
11	Oversee pastry and bakery operations management	TOU-06-CC06-V1-24
12	Develop and implement human resource management	TOU-06-CC07-V1-24
13	Specialise in baking and decorating cakes	TOU-06-CC08-V1-24
14	Prepare hot, cold and frozen desserts	TOU-06-CC09-V1-24
15	Execute pastry & bakery project (Internship)	TOU-06-CC10-V1-24

7. Accreditation requirements	The training provider should have a workshop or similar training facility to provide the trainees the hands-on experience related to this qualification and 120 hours of industrial experience.
8. Recommended sequencing of units	As appearing under the section 06

Unit Details

Unit No.	Unit Title	Code	Level	No. of credits	Credit hours	Contact hours
01	Apply writing and ICT skills	TOU-01-CM01-V1-24	V	10	100	50
02	Apply inclusive tourism management	TOU-06-CM01-V1-24	V	10	100	50
03	Manage customer experience and relationship	TOU-01-CM03-V1-24	V	10	100	50
04	Demonstrate leadership and management	TOU-01-CM04-V1-24	V	10	100	50
05	Understand basic entrepreneurship and small business development	TOU-06-CM02-V1-24	III	04	40	20
06	Understand pastry and baking knowledge	TOU-06-CC01-V1-24	V	08	80	40
07	Apply food safety, hygiene and sanitation practices	TOU-06-CC02-V1-24	V	06	60	30
08	Develop and implement budgeting strategies	TOU-06-CC03-V1-24	V	06	60	30
09	Produce advanced pastry & bakery products	TOU-06-CC04-V1-24	V	15	150	75
10	Design menus for pastry and bakery products	TOU-06-CC05-V1-24	V	10	100	50
11	Oversee pastry and bakery operations management	TOU-06-CC06-V1-24	V	10	100	50
12	Develop and implement human resource management	TOU-06-CC07-V1-24	V	08	80	40
13	Specialise in baking and decorating cakes	TOU-06-CC08-V1-24	V	10	100	50
14	Prepare hot, cold and frozen desserts	TOU-06-CC09-V1-24	V	09	90	45
15	Execute pastry & bakery project (Internship)	TOU-06-CC10-V1-24	V	20	200	100
Total				146	1460	730

Packaging of National Qualifications:

National Diploma in Pastry & Bakery will be awarded to those who are competent in units 1+2+3+4+5+6+7+8+9+10+11+12+13+14+15

Qualification Code: TOU-06L5-V1-24

COMPETENCY BASED ASSESSMENT

The final assessment of the National Competency-Based Programmes conducted by the Maldives National Skills Development Authority (MNSDA) is a competency-based assessment.

The Competency-Based Assessment ensures that the students' performance meets the requirements specified in the National Competency Standards (NCS). This assessment approach is designed to verify that graduates are job-ready and meet established occupational competency requirements within their respective fields.

Eligibility for Final Assessment

To be eligible for the final Competency-Based Assessment, students must fulfil the following conditions:

- achieve a **minimum of 80%** attendance
- deemed competent in each of the units of the programme in the pre-assessment

Competency-Based Assessment Process

Upon submission of the Pre-assessment report by the training provider, MNSDA will check for all the necessary supporting documents and conduct Competency-Based Assessment through a National Assessor registered with MNSDA. It is important to note that any trainer involved in the training process is **not permitted** to conduct the assessment to maintain impartiality and integrity of the process.

The final Competency-Based Assessment conducted by MNSDA includes both:

- **Theory:** Evaluating students' knowledge and understanding of key theoretical aspects of the competency.
- **Practical:** Assessing hands-on skills and application of knowledge in real-world or simulated environments.

Once the assessment is completed, the National Assessor will send the Competency-Based Assessment Report to MNSDA.

Competency Status Requirement

For certification to be granted, the student must be officially declared "**Competent**" in each of the units of the programme by the National Assessor.

Conclusion

Competency-Based Assessment is a critical component in ensuring the quality and credibility of technical and vocational skills-based training. By adhering to the outlined procedure, MNSDA upholds the standards required to certify students who are fully prepared to meet industry demands.