



Maldives National Skills Development Authority



National Competency Standard for Food Safety and Hazard Analysis and Critical Control Points (HACCP)

Standard Code: TOU-13L3-V1-25

Qualification Name: National Certificate III Food Safety and Hazard Analysis and Critical Control Points (HACCP)

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 Certificate III in Food Safety and Hazard Analysis and Critical Control Points (HACCP) 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	Aishath Ali	Director General	Ministry of Tourism
02	Uzma Abdul Latheef	Executive,Investor Services,Invest Maldives	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
06	Nafiz Mohamed	Industry Expert	-
07	Zoona Naseem	Industry Expert	-
08	Fathimath Haula	Program Officer	Maldives National Skills Development Authority
09			

National Occupational Standard has been endorsed by:



Zeenath Solih

Chairperson

Tourism Sector Council

Maldives National Skills Development Authority

Umar Zahir Office Building, 5th Floor,

Orchid Ma higu, HulhuMale', Republic of Maldives.

Date of Endorsement: 30.01.2025

TECHNICAL SUPPORT

#	Name	Designation	Organisation
01			
02			

TECHNICAL PANEL MEMBERS			
#	Name	Designation	Organisation
01	Zakariyya Easa	GM - HR, Planning and development	Sollarelle Insuarence
02	Sathish Moosa	Lead Food quality assuarence officer	Maldives Food and Drug Authority
03	Mishaal Ahmed	Head of Quality Control	Maldives Industrial Fisheries Company Ltd
04	Seema Ali	Freelance	-

VERSION	DEVELOPER	DATE	STANDARD CODE
V1	Maldives Institute of Technology	06.02.2024	TOU-13L3-V1-25

Standard Development Process

The development of the “National Certificate III in Food Safety and Hazard Analysis and Critical Control Points (HACCP)” Standard involved a comprehensive study of food safety and HACCP 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 Food Safety and Hazard Analysis and Critical Control Points (HACCP) 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 food safety and HACCP program, ensuring its widespread implementation across the country

Description of “Food Safety and Hazard Analysis and Critical Control Points (HACCP)”

The “Food Safety and Hazard Analysis and Critical Control Points (HACCP)” standard serves as a foundational guideline crafted to enhance essential skills within various industries. This program is dedicated to equipping individuals with fundamental competencies crucial for effective hazard analysis and control processes. Participants will acquire practical insights into core techniques and practices, emphasising the significance of identifying and preventing hazards at critical stages.

The certification acts as an entry point for professionals venturing into the application of HACCP principles, providing a robust foundation in the fundamental skills necessary for implementing and managing efficient hazard analysis and control systems. This standard is particularly valuable for individuals in the Maldives aiming to establish a strong foothold in ensuring product safety 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 Certificate III in Food Safety and Hazard Analysis and Critical Control Points (HACCP).

1. *Nil*

Job opportunities upon completion of “National Certificate III in Food Safety and Hazard Analysis and Critical Control Points (HACCP)”

Upon successful completion of the National Certificate III in Food Safety and Hazard Analysis and Critical Control Points (HACCP), students can work in the following jobs.

1. *Food safety Assistant officer*
2. *Food quality auditor Assistant*

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 within a 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 CERTIFICATE III IN FOOD SAFETY & HAZARD ANALYSIS AND CRITICAL CONTROL POINTS (HACCP)		
3. Qualification code: TOU-13L3-V1-25		Total Number of Credits: 73
4. Purpose of the qualification This qualification aims to furnish individuals with the essential knowledge, skills, and competencies required to excel in diverse positions within the food safety and HACCP framework. Specifically tailored for those engaging in roles related to food safety and quality control, the qualification is meticulously designed to provide learners with both practical skills and theoretical insights crucial for effective identification and control of critical points to mitigate hazards in the food production process.		
5. Regulations for the qualification		National Certificate III in the occupation of Food Safety and Hazard Analysis and Critical Control Points (HACCP) 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+16+17
6. Schedule of Units		
Unit No.	Unit Title	Code
Common Competencies		
01	Develop tourism industry knowledge	TOU-02-CM01-V4-24
02	Apply occupational health and safety requirements	TOU-05-CM01-V4-24
03	Apply work ethics and optimise professionalism	TOU-02-CM02-V4-24
04	Practice effective workplace communication	TOU-02-CM03-V4-24
05	Provide effective customer care	TOU-03-CM02-V2-24
06	Perform computer operations	TOU-02-CM05-V4-24
07	Respond to emergency situations	TOU-01-CM05-V1-24
Core Competencies		
08	Understand the basic knowledge of food safety	TOU-13-CC01-V1-24
09	Determine food safety hazards	TOU-13-CC02-V1-24
10	Prevent cross-contamination of hazards	TOU-13-CC03-V1-24
11	Identify and control allergens	TOU-13-CC04-V1-24
12	Investigate foodborne illness and outbreak	TOU-13-CC05-V1-24
13	Determine temperate control and food storage	TOU-13-CC06-V1-24
14	Manage packaging, distribution, and traceability	TOU-13-CC07-V1-24
15	Respond for emergency response in food safety	TOU-13-CC08-V1-24
16	Apply HACCP principles and implementation	TOU-13-CC09-V1-24
17	Document HACCP procedures in food safety	TOU-13-CC10-V1-24

18	Comply with food safety legislation and standards	TOU-13-CC11-V1-24
7. Accreditation requirements		The training provider should have made arrangements to ensure students are provided with adequate theory and practicals for them to develop all the required knowledge and skills stipulated in the National Competency Standard.
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	Develop tourism industry knowledge	TOU-02-CM01-V4-24	III	03	30	15
02	Apply occupational health and safety requirements	TOU-05-CM01-V4-24	III	03	30	15
03	Apply work ethics and optimise professionalism	TOU-02-CM02-V4-24	III	04	40	20
04	Practice effective workplace communication	TOU-02-CM03-V4-24	III	03	30	15
05	Provide effective customer care	TOU-03-CM02-V2-24	III	03	30	15
06	Perform computer operations	TOU-02-CM05-V4-24	III	05	50	25
07	Respond to emergency situations	TOU-01-CM05-V1-24	III	05	50	25
08	Understand the basic knowledge of food safety	TOU-13-CC01-V1-24	III	04	40	20
09	Determine food safety hazards	TOU-13-CC02-V1-24	III	04	40	20
10	Prevent cross-contamination of hazards	TOU-13-CC03-V1-24	III	05	50	25
11	Identify and control allergens	TOU-13-CC04-V1-24	III	05	50	25
12	Investigate foodborne illness and outbreak	TOU-13-CC05-V1-24	III	04	40	20
13	Determine temperate control and food storage	TOU-13-CC06-V1-24	III	04	40	20
14	Manage packaging, distribution, and traceability	TOU-13-CC07-V1-24	III	04	40	20
15	Respond for emergency response in food safety	TOU-13-CC08-V1-24	III	03	30	15
16	Apply HACCP principles and implementation	TOU-13-CC09-V1-24	III	06	60	30
17	Document HACCP procedures in food safety	TOU-13-CC10-V1-24	III	05	50	25
18	Comply with food safety legislation and standards	TOU-13-CC11-V1-24	III	03	30	15
Total				73	730	365

Packaging of National Qualifications:

National Certificate-3 Food Safety and Hazard Analysis and Critical Control Points (HACCP) 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+16+17+18

Qualification Code: TOU-13L3-V1-25

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.