



Maldives National Skills Development Authority



National Competency Standard for Occupational Safety and Health

Standard Code: CON-15L3-V1-25

Qualification Name: National Certificate III in Occupational Safety and Health

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 Occupational Safety and Health 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	Ahmed Thalhath	Director General	Ministry of Construction and Infrastructure
02	Adnan Haleem	Secretary General	Maldives National Association of Construction Industry
03	Mohamed Rasheed	Director	Housing Development Corporation
04	Mohamed Waheed	Lecturer	Maldives Polytechnic
05	Hussain Shiyam	Civil Engineer	Civil Engineers Association
06	Ibrahim Shareef Hassan	Training Expert	Ibrahim Shareef Hassan
07	Mohamed Yoosuf	Professional Member	Architects Association of Maldives
08	Shakeeba Ali	Director General	Maldives National Skills Development Authority
09			

National Occupational Standard has been endorsed by:



Adnan Haleem
Chair person
Construction Sector Council

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

Date of Endorsement: 05/02/2025

TECHNICAL SUPPORT

#	Name	Designation	Organisation
01			
02			

TECHNICAL PANEL MEMBERS			
#	Name	Designation	Organisation
01	Ahmed Majeed	MACL project department GM	Maldives Airports Company PVT LTD
02	Zuhurulla Siyaad	Director General	Ministry of Construction and Infrastructure
03	Anwar Ali	Deputy Director General	Ministry of Construction and Infrastructure
04	Mohamed Abdullah	General manager- Occupational safety and health environment management	Maldives Airports Company PVT LTD

VERSION	DEVELOPER	DATE	STANDARD CODE
V1	Maldives Institute of Technology	14/07/2024	CON-15L3-V1-25

Standard Development Process

The development of the “National Certificate III in Occupational Safety and Health” Standard involved a comprehensive study of Construction occupations in Maldivian workplaces. 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 Construction 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 Construction Employment Sector Council, the finalised National Occupational Standard for Occupational Safety and Health 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 Occupational Safety and Health program, ensuring its widespread implementation across the country

Description of “Occupational Safety and Health”

The 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 proficient Occupational Safety and Health. Participants will gain practical insights into core techniques and practices.

The certification acts as an entry point for professionals venturing into the application of Occupational Safety and Health principles, providing a robust foundation in the fundamental skills in this field.

Proposed Qualification Titles

Following are the recommended titles by the selected internal expert team of MIT for the National Certificate III in Occupational Safety and Health.

1. Nil

Job opportunities upon completion of “National Certificate III in Occupational Safety and Health”

Upon successful completion of the National certificate III in Occupational Safety and Health, students can work in the following jobs.

1. *Assistant Safety Officer*
2. *Assistant Occupational Health Technician*

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 CERTIFICATE III IN OCCUPATIONAL SAFETY AND HEALTH		
3. Qualification code: CON-15L3-V1-25		Total Number of Credits: 40
4. Purpose of the qualification The National Certificate-3 in Occupational Safety and Health aims to equip learners with essential knowledge and practical skills to ensure workplace safety, promote health and well-being, and comply with regulatory standards in diverse industries.		
5. Regulations for the qualification		National Certificate III in Occupational Safety and Health will be awarded to those who are competent in units 1+2+3+4+5+6+7+8+9+10+11+12
6. Schedule of Units		
Unit No.	Unit Title	Code
Common Competencies		
01	Apply work ethics and optimise professionalism	CON-13-CM01-V2-24
02	Practice effective workplace communication	CON-01-CM03-V2-24
03	Provide effective customer care	CON-01-CM04-V2-24
04	Perform computer operations	CON-01-CM05-V2-24
Core Competencies		
05	Understand the principles of occupational safety and health	CON-15-CC01-V1-25
06	Understand risk management	CON-15-CC02-V1-25
07	Respond to occupational emergency situations	CON-15-CC03-V1-25
08	Understand OSH legislation	CON-15-CC04-V1-25
09	Manage occupational health and hygiene	CON-15-CC05-V1-25
10	Prevent occupational accidents and injuries	CON-15-CC06-V1-25
11	Implement environmental safety practices	CON-15-CC07-V1-25
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 make arrangements for providing 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 work ethics and optimise professionalism	CON-13-CM01-V2-24	III	03	30	15
02	Practice effective workplace communication	CON-01-CM03-V2-24	III	03	30	15
03	Provide effective customer care	CON-01-CM04-V2-24	III	05	50	25
04	Perform computer operations	CON-01-CM05-V2-24	III	03	30	15
05	Understand the principles of occupational safety and health	CON-15-CC01-V1-25	III	03	30	15
06	Understand risk management	CON-15-CC02-V1-25	III	03	30	15
07	Respond to occupational emergency situations	CON-15-CC03-V1-25	III	04	40	20
08	Understand OSH legislation	CON-15-CC04-V1-25	III	03	30	15
09	Manage occupational health and hygiene	CON-15-CC05-V1-25	III	05	50	25
10	Prevent occupational accidents and injuries	CON-15-CC06-V1-25	III	04	40	20
11	Implement environmental safety practices	CON-15-CC07-V1-25	III	04	40	20
Total				40	400	200

Packaging of National Qualifications:

National certificate III in Occupational Safety and Health will be awarded to those who are competent in units 1+2+3+4+5+6+7+8+9+10+11

Qualification Code: CON-15L3-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.