



Maldives National Skills Development Authority



# National Competency Standard for Fish Processing and Quality Control

Standard Code: FNA-01L3-V2-24

Qualification Name: National Certificate III in Fish Processing and Quality Control

## 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 Fish Processing and Quality Control 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	Organization
01	Adam Manik	Deputy Director General	Ministry of Fisheries and Agriculture
02	Hassan Shakeel	Senior Biologist/Marine Research Center	Ministry of Fisheries and Agriculture
03	Ali Amir	Director /Agriculture Division	Ministry of Fisheries and Agriculture
04	Hussain Shuaz	General Manager	MIFCO
05	Mohamed Zaheen	Lecturer	Zikura International College
06	Adnan Ali	Industry Expert	Industry Expert
07	Maizan Ahmed Manik	Industry Expert	Industry Expert
08	Aishath Shazleena	HR Manager	Agro National Corporation Ltd (AgroNat)
09	Shakeeba Ali	Director General	Maldives National Skills Development Authority
National Occupational Standard has been endorsed by:			
<p>Mohamed Zaheen Chairperson Construction Sector Council</p> <p>Maldives National Skills Development Authority Umar Zahir Office Building, 5th Floor, Orchid Ma higu, HulhuMale' , Republic of Maldives.</p>			
Date of Endorsement: 14.11.2023		Date of Revision:	

TECHNICAL SUPPORT			
#	Name	Designation	Organization
01			
02			

TECHNICAL PANEL MEMBERS			
#	Name	Designation	Organization
01	Adam Manik	Deputy Director General	Ministry of Fisheries and Agriculture
02	Ahmed Shifaz	Director	Ministry of Fisheries and Agriculture
03	Mishaal Ahmed	Head of Quality Control	Maldives Industrial Fisheries Company
04	Seema Ali	Part time lecturer	Freelance
05			
06			
07			
08			
09			

VERSION	DEVELOPER	DATE	STANDARD CODE
V2	Maldives Institute of Technology	19/02/2024	FNA-01L3-V2-24

## Standard Review Process

---

To begin with Fish Processing occupation competencies were profiled through study of the occupations across the Maldivian workplaces aligned to the principles of "Functional Analysis", a methodology used for reviewing Competency Standards. Referred occupational profiling process compared existing competency units incorporated within the National Competency Standard of Level III in Fish processing and Quality Control program.

Draft Review of the occupational standard is then compiled and submitted to the Technical Panel (TP) organised by the Maldives National Skills Development Authority (MNSDA). The Draft Standard is then edited based on comments from TP members under the direct observation of MNSDA. With series of reviewing and editings, TP approved standard is then tabled at Employment Sector Council (ESC) meeting for endorsement.

All the Standards of MNSDA are endorsed from the ESC before being published on its website.

## Description of “Fish processing and Quality Control”

---

Fish Processing and Quality Control is designed to provide individuals with essential competencies necessary for efficient fish processing and maintaining quality control standards. Participants will gain practical insights into basic techniques and practices, emphasising the importance of hygiene, safety, and quality assurance in fish processing.

The certification serves as an entry point for individuals entering the field of fish processing and quality control in the Maldives, offering a solid foundation in the basic skills required for contributing to the seafood industry.

## Recommended changes to the existing National Certificate III in Fish processing and Quality Control Standard

---

Following are the changes recommended by the Technical Panel and the Employment Sector Council of MNSDA for the National Certificate III in Fish processing and Quality Control Standard.

1. *Strengthen soft skills and recommended to include common modules used in the current Competency Standards of MNSDA*
2. *Following new units is included to keep the Standard aligned with current industry needs, fill skill gaps, meet evolving standards, enhance employability, promote innovation, accommodate specialisations, and respond to stakeholder feedback*
  - *Maintain personal hygiene and apply hygienic practices*
  - *Operate machinery and equipment*
  - *Perform fish processing techniques*
  - *Perform fish quality control, assessment and grading*
  - *Undertake quality control measures in fish processing*
  - *Perform fish preservation and shelf-life extension*
  - *Apply regulatory compliance and standards*
  - *Managing challenges in fish processing operations*
  - *Developing a quality management system*

## Job opportunities upon completion of “National Certificate III in Fish Processing and Quality Control”

---

Upon successful completion of the National certificate III in Fish Processing and Quality Control, students can work in the following jobs.

1. *Fish Processing and Quality Controller*
2. *Quality Control Inspector*

## 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 FISH PROCESSING AND QUALITY CONTROL		
3. Qualification code: FNA-01L3-V2-24		Total Number of Credits: 61
<b>4. Purpose of the qualification</b> This qualification equips its holders with the competence to excel in the Fisheries Sector, specifically in the role of a Fish Processing and Quality Controller. The level three qualification offered herein serves as a valuable preparation for individuals seeking employment within the local fish processing industry.		
5. Regulations for the qualification		National Certificate III in Fish Processing and Quality Control 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 occupational health and safety requirements	FNA-01-CM01-V2-24
02	Apply work ethics and optimise professionalism	FNA-01-CM02-V2-24
03	Practice effective workplace communication	FNA-01-CM03-V2-24
04	Perform computer operations	FNA-01-CM04-V2-24
05	Provide first aid	FNA-01-CM05-V2-24
06	Respond to fire	FNA-01-CM06-V2-24
Core Competencies		
07	Maintain personal hygiene and apply hygienic practices	FNA-01-CC01-V2-24
08	Operate machinery and equipment	FNA-01-CC02-V2-24
09	Perform fish processing techniques	FNA-01-CC03-V2-24
10	Perform fish quality control, assessment and grading	FNA-01-CC04-V2-24
11	Undertake basic food safety in fish processing	FNA-01-CC05-V2-24
12	Perform fish preservation and shelf-life extension	FNA-01-CC06-V2-24
13	Apply regulatory compliance and standards	FNA-01-CC07-V2-24
14	Managing challenges in fish processing operations	FNA-01-CC08-V2-24
15	Developing a quality management system	FNA-01-CC09-V2-24
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 80 hours of industrial experience



<b>8. Recommended sequencing of units</b>	As appearing under the section 06
---	-----------------------------------

## Unit Details

Unit No.	Unit Title	Code	Level	No. of credits	Credit hours	Contact hours
1	Apply occupational health and safety requirements	FNA-01-CM01-V2-24	III	04	40	20
2	Apply work ethics and optimise professionalism	FNA-01-CM02-V2-24	III	03	30	15
3	Practice effective workplace communication	FNA-01-CM03-V2-24	III	03	30	15
4	Perform computer operations	FNA-01-CM04-V2-24	III	03	30	15
5	Provide first aid	FNA-01-CM05-V2-24	III	05	50	25
6	Respond to fire	FNA-01-CM06-V2-24	III	03	30	15
7	Maintain personal hygiene and apply hygienic practices	FNA-01-CC01-V2-24	III	03	30	15
8	Operate machinery and equipment	FNA-01-CC02-V2-24	III	04	40	20
9	Perform fish processing techniques	FNA-01-CC03-V2-24	III	06	60	30
10	Perform fish quality control, assessment and grading	FNA-01-CC04-V2-24	III	04	40	20
11	Undertake basic food safety in fish processing	FNA-01-CC05-V2-24	III	05	50	25
12	Perform fish preservation and shelf-life extension	FNA-01-CC06-V2-24	III	05	50	25
13	Apply regulatory compliance and standards	FNA-01-CC07-V2-24	III	04	40	20
14	Managing challenges in fish processing operations	FNA-01-CC08-V2-24	III	05	50	25
15	Developing a quality management system	FNA-01-CC09-V2-24	III	04	40	20
Total				61	610	305

### Packaging of National Qualifications:

National certificate III in Fish Processing and Quality Control 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: FNA-01L3-V2-24

## 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.