



Maldives National Skills Development Authority



National Competency Standard for Surf Guiding

Standard Code: TOUS01V1/20

Qualification Name: National Certificate III in Surf Guiding

PREFACE

Technical and Vocational Education and Training (TVET) Authority was established with the vision to develop a TVET system in the Maldives that is demand driven, accessible, beneficiary financed and quality assured, to meet the needs of society for stability and economic growth, the needs of Enterprise for a skilled and reliable workforce, the need of young people for decent jobs and the needs of workers for continuous mastery of new technology.

TVET system in the Maldives flourished with the Employment Skills Training Project (ESTP) funded by ADB with the objective of increasing the number of Maldivians, actively participating in the labor force, employed and self-employed. The Project supported expansion of demand driven employment-oriented skills training in priority occupations and to improve the capacity to develop and deliver Competency Based Skill Training (CBST). The project supported delivery of CBST programs to satisfy employer demand-driven needs.

Recognizing the importance of developing the youth sector to enable Maldives to transition from an upper-middle-income country to high-income country, the World Bank Country Partnership Framework (CPF) proposes to finance the Maldives Enhancing Employability and Resilience of Youth (MEERY) project. As part of the MEERY project is financing for skills development and entrepreneurship in priority sectors such as tourism, ICT and construction sector MEERY continues to provide support to TVET Authority to develop National Occupational Standard, instructional materials, assessment resource book and trainees log book for the National Occupational Standard for "Surf Guide". As part of the MEERY Project, TVET Authority has only undertaken to review standard which were developed in the ESTP Project to increase the economic opportunities for youth's trainees and promote equitable economic & social development in the country.

The National Competency Standards (NCS) provide the base for this training. Currently CBST is offered for six key sectors in the Maldives: Tourism, Fisheries and Agriculture, Transport, Construction, Social and the Information and Technology sectors. These sectors are included as priority sectors that play a vital role in the continued economic growth of the country.

The NCS are developed in consultation with Employment Sector Councils representing employers. They are designed using a consensus format endorsed by the Maldives Qualifications Authority (MQA) to maintain uniformity of approach and the consistency of content amongst occupations. This single format also simplifies benchmarking the NCS against relevant regional and international standards. NCS specify the standards of performance of a competent worker and the various contexts in which the work may take place. NCS also describes the knowledge, skills and attitudes required in a particular occupation. They provide explicit advice to assessors and employers regarding the knowledge, skills and attitudes to be demonstrated by the candidates seeking formal recognition for the competency acquired following training or through work experience. By sharing this information, all participants in the training process have the same understanding of the training required and the standard to be reached for certification. Certification also becomes portable and can be recognized by other employers and in other countries with similar standards.

NCS are the foundation for the implementation of the TVET system in Maldives. They ensure that all skills, regardless of where or how they were developed can be assessed and recognized. They also form the foundation for certifying skills in the Maldives National Qualification Framework (MNQF).

NCS are developed by the Technical and Vocational and Education Training Authority of Ministry of Higher Education. The NCS are endorsed by the Employment Sector Councils of the respective sectors and validated by the Maldives Qualification Authority.



Mohamed Hashim
Minister of State for Higher Education
TVET Authority



Ahmed Nisham
Director, Standard Development & Statistics
TVET Authority



TECHNICAL PANEL MEMBERS			
#	Name	Designation	Organization
01	Mohamed Hamza	Representative	Maldives Surfing Association
02	Abdul Muhsin Ramiz	Director	Maldives Meteorological Service
03	Mohamed Shizleen	Head of School / Course Director	Maldives Swimming and Lifesaving Skills Training School
04	Ahmed Zubair Adam	Executive Board Director	Maldives Boating Association
05	Mohamed Naveez	Managing Guide	Tropicsurf
06	Ryan Thoyyib	Head Surf Guide	Atoll Adventures
07	Ali Hashim	Executive Director	Tourism ministry
08	Abdulla Areef	President	Body Board Association of Maldives President

VERSION	DEVELOPER	DATE	STANDARD CODE
V1	Maldives Institute of Technology	05th October 2020	TOUS01V1/20

EMPLOYMENT SECTOR COUNCILS

#	Name	Designation	Organization
01	Mariyam Noordeen	President	Chef's Guilds of Maldives
02	Dr. Sham'aa Abdullah Hameed	Education and Projects Manager	Parley Maldives
03	Fathmath Shifa	Assistant Director	Ministry of Tourism
04	Ali Adam	General Manager HR	Universal Enterprise / Maldives Association of Tourism Industry
05	Zoona Naseem	Co-founder	Moodhu Bulhaa Diving Centre
06	Aishath Neesha Mohamed Shahid	Deputy Managing Director	Maldives Marketing and Public Relations Corporation
07	Zubana Ibrahim	Assistant Director	Ministry of Economic Development
08	Mamdhoon Rasheed	Director	Ministry of Youth, Sports and Community Empowerment
09	Abdulla Su'ood	President	Maldives Association of Travel Agents and Tour Operators
10	Mohamed Wafir	Gold Member	Guesthouse Association of Maldives
11	Ali Hafeez	Lecturer	Faculty of Hospitality and Tourism Studies, Maldives National University

National Occupational Standard has been endorsed by:

<p>Mariyam Noordeen Chairperson Tourism Employment Sector Council</p> 	<p>Dr. Sham'aa Abdullah Hameed Vice-Chairperson Tourism Employment Sector Council</p> 
<p>Technical and Vocational Education and Training Authority Ministry of Higher Education Handhuvaree Hingun, M. World Dream Male', Maldives</p>	
Date of Endorsement: 05 th October 2020	Date of Revision: NA

Standard Development Process

To begin with, Surf Guide occupations were profiled through study of the occupation across Maldivian workplaces. Referred occupational profiling process led to the development of the Draft Occupational Standard.

Referred draft occupational standard is then submitted to a team of Technical Panel (TP) selected from the Maldivian workplaces to review the Surf Guide Standard. The members of the TP provided technical support by recommending changes to the Surf Guide Standard through incorporation of units of competencies and editing of the already included competency units. Purpose of this process was to develop a standard that reflects authentic work practices of Surf Guide across the Maldives. Technical Panel meetings continued in reviewing the Surf Guide Standard until the Final Draft is developed and agreed among all the participating members.

Final Draft of the Surf Guide Service Standard is then submitted to the Tourism Employment Sector Council for endorsement and validation. A brief report on how the National Occupational Standard of Surf Guide was compiled is also presented to the Tourism Employment Sector Council together with the standard. Council members ensured that the industry needs, including all the core and common competencies presented in the Surf Guide standard reflect the work practices of Surf Guide occupations across the Maldives. With further editing, Surf Guide Standard has been endorsed by the Council.

With the endorsement from the Tourism Employment Sector Council, final document of the National Occupational Standard of Surf Guide is submitted to Maldives Qualification Authority (MQA) for approval. With approval from MQA, the National Occupational Standard of Surf Guide is published on TVETA website, to be used by training providers in delivering Surf Guide Training programs across the Maldives.

Description of “Surf Guide”

Surf Guides play an important role in facilitating guests to have a joyful holiday with diversified activities and to assist the visitors to have a lasting holiday in the Maldives. Maldives has many surfing points scattered across the Maldives and through Surf Guides, these points can be properly utilized.

Surf Guides will work with tourism establishments in guiding beginners to undertake surfing and at the same time, assisting surfers to enjoy the various surfing points across the Maldives. Properly trained Surf Guides can elevate services provided from the tourism facilities and thus stimulate increase of tourist arrivals into the country.

Job opportunities upon completion of “National Certificate-3 in Surf Guide”

Upon successful completion of the National certificate-3 in Surf Guide, students can work in the following jobs.

1. *Surf Guide of local Guest Houses*
2. *Surf guide at local Resorts*
3. *Surf guide on Safari Boats*
4. *Surf Guide Trainer at Skills Training Institutions*
5. *Surf Guide at the event hosting enterprises*

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)
Competency Standard	S
Occupation with in an industry sector	Two digits 01-99
Unit	U
Common Competency	CR
Core Competency	CM
Optional / Elective Competency	OP
Assessment Resources Materials	A
Learning Resources Materials	L
Curricular	C
Qualification	Q1, Q2 etc.
MNQF level of qualification	L1, L2, L3, L4 etc.
Version Number	V1, V2 etc.
Year of Last Review of standard, qualification	By “/” followed by two digits responding to the year of last review, example /20 for the year 2020

1. Endorsement Application for Qualification 01		
2. NATIONAL CERTIFICATE III FOR SURF GUIDING		
3. Qualification code: TOUS01Q01L3V1/20		Total Number of Credits: 62
This unit describes the performance outcomes, skills and knowledge required to guide surfing sessions. This unit focuses on the application of planning skills to make suitable arrangements to guide a group on a day surfing session.		
5. Regulations for the qualification		Course Prerequisites: National Certificate III in Surf Guiding will be awarded to those who are competent in units 1+2+3+4+5+6+7+8+9+10+11+12+13+14
6. Schedule of Units		
Unit No.	Unit Title	Code
Common Competencies		
01	Develop tourism industry knowledge	TOUCM01V2/20
02	Apply work ethics and professionalism	TOUCM02V1/20
03	Follow health, safety and security procedures	TOUCM03V2/20
04	Practice effective workplace communication	TOUCM04V2/20
05	Provide effective customer care	TOUCM05V2/20
06	Perform basic computer operations	TOUCM06V2/20
07	Provide first aid	TOUCM07V2/20
08	Respond to Fire	TOUCM08V1/20
Core Competencies		
09	Interpret weather and environmental conditions for outdoor recreation activities	TOUS01CR09V1/20
10	Demonstrate basic surfing maneuvers	TOUS01CR10V1/20
11	Perform basic surf rescues	TOUS01CR11V1/20
12	Apply supervision techniques in managing groups at aquatic facilities	TOUS01CR12V1/20
13	Guide surfing sessions	TOUS01CR13V1/20
14	Operate and maintain water crafts for rescue operations	TOUS01CR14V1/20
7. Accreditation requirements		The training provider should demonstrate hands-on experience related to this qualification. In addition to this simulated, or actual organizational work environment should be provided.
8. Recommended sequencing of units		As appearing under the section 06

Units Details

#	Unit Title	Code	Level	No of credits	Credit Hours	Contact Hours
01	Develop tourism industry knowledge	TOUCM01V2/20	III	03	30	15
02	Apply work ethics and professionalism	TOUCM02V1/20	III	03	30	15
03	Follow health, safety and security procedures	TOUCM03V2/20	III	03	30	15
04	Practice effective workplace communication	TOUCM04V2/20	III	04	40	20
05	Provide effective customer care	TOUCM05V2/20	III	05	50	25
06	Perform basic computer operations	TOUCM06V2/20	III	03	30	15
07	Provide first aid	TOUCM07V2/20	III	05	50	25
08	Respond to Fire	TOUCM08V1/20	III	03	30	15
09	Interpret weather and environmental conditions for outdoor recreation activities	TOUS01CR09V1/20	III	05	50	25
10	Demonstrate basic surfing maneuvers	TOUS01CR10V1/20	III	06	60	30
11	Perform basic surf rescues	TOUS01CR11V1/20	III	05	50	25
12	Apply supervision techniques in managing groups at aquatic facilities	TOUS01CR12V1/20	III	05	50	25
13	Guide surfing sessions	TOUS01CR13V1/20	III	06	60	30
14	Operate and maintain water crafts for rescue operations	TOUS01CR14V1/20	III	06	60	30
Total				62	620	310

Packaging of National Qualifications:

National Certificate III in Surf Guiding will be awarded to those who are competent in units 1+2+3+4+5+6+7+8+9+10+11+12+13+14

Qualification Code: TOUS01Q01L3V1/20

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.