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PART II

Statutory Notifications containing Rules and Orders Issued by all Ministries and Divisions of the Government of Pakistan and their Attached and Subordinate Offices and the Supreme Court of Pakistan

GOVERNMENT OF PAKISTAN

MINISTRY OF FEDERAL EDUCATION & PROFESSIONAL TRAINING

[NATIONAL VOCATIONAL & TECHNICAL TRAINING COMMISSION]

NOTIFICATION

Islamabad, the 9th November, 2015

S.R.O.144 (KE)/2016 :

Whereas the establishment of the National Accreditation Council for Technical and Vocational Stream (NAC-TVS) is essential not only for providing direction, guidelines to upgrade reform and improve the Technical and Vocational Institutes across Pakistan but also to devise a proper mechanism of standardization and Quality Assurance in these institutes;

And whereas the National Accreditation Council for Technical and Vocational Stream (NAC-TVS) has a mandate to evaluate, Scrutinize and monitor the standards of technical and vocational institutes and ensure production of quality workforce acceptable and readily available to domestic as well as international market for absorption;

Now, therefor, in exercise of the powers conferred by Section 18 of the National Vocational and Technical Training Commission Act, 2011 (XV of 2011), read with clause (d) of Section 7 of thereof the National Vocational and

(1047)

Price : Rs. 10.50

Technical Training Commission, with the approval of Federal Government, is pleased to establish "The National Accreditation Council for Technical and Vocational Stream (NAC-TVS)" for the purpose of accreditation of the Technical and Vocational Education and Training (TVET) service providers and TVET qualification awarding bodies in Pakistan and make the following regulations, namely:-

1. **Short title, and commencement.**—(1) These Regulations may be called the National Accreditation Council for Technical and Vocational Stream (NAC-TVS) Regulations, 2015.

(2) they shall come into force at once.

2. **Definitions.**—In these Regulations, unless there is any thing repugnant in the subject or context :-

(a) **"Accreditation"** means a process of assessing quality against a defined set of standards and in defined procedure;

- i. a process of external quality assurance of programs or institutions based on defined standards and criteria;
- ii. the state of "being accredited" i.e. acknowledged by the Council as having successfully completed an accreditation process, and
- iii. the aim and objective of accreditation is to inspire public trust in the accredited program or institution and Qualification Awarding Boards;

(b) **"Accreditation Certificate"** means award of accreditation status to a TVET service provider or TVET qualification awarding body;

(c) **"Accreditation Committee"** means the TVET Accreditation and Quality Evaluation Committee (TA&QEC), constituted for evaluating the reports submitted by Accreditation Assessment Team and make recommendations to the Council for award of accreditation status or otherwise to the TVET service provider or TVET qualification awarding body desirous of seeking accreditation;

(d) **"Accreditation Manual"** means NAVTTC notified Accreditation Manual as revised from time to time by the Council;

(e) **"Act"** means the National Vocational and Technical Training Commission Act, 2011 (XV of 2011);

(f) **"Application"** means a written request submitted on the prescribed form by a TVET service provider (institution/organization/entity) TVET qualification awarding body seeking accreditation;

(g) **"BTE"** means Boards of Technical Education established in the provinces for examining and certifying students of affiliated TVET service providers delivering

trainings leading to attainment of NVQF qualifications for Technical, Commerce and Vocational Streams;

(h) "TTB" means Trade Testing Boards established in the provinces for examining and certifying students of affiliated TVET service providers delivering trainings leading to attainment of NVQF qualifications for selected programs of vocational streams and ;

(i) (b) "Commission" means the National Vocational and Technical Training Commission established under the Act;

(j) "Competent Authority" means the "Council" or any Council member or officer to whom the power are delegated under these Regulations;

(k) "Council" means the National Accreditation Council for Technical and Vocational Stream known as (NAC-TVS);

(l) "TEVT service provider" means any public/private sector or institute, organization or body involved in delivery of TVET leading to attainment of an NVQF;

(m) "Chief Executive Officer" means the Chief Executive Officer of the Council appointed under these Regulations;

(n) "Program " means Systematic course of learning that leads to an NVQF qualification for a specific technology, trade or vocation;

(o) "TEVTA" means Technical Education and Vocational Training Authorities established by the provinces;

3. Establishment of the Council.---(1) There is hereby established a Council called the National Accreditation Council for Technical and Vocational Stream (NAC-TVS).

(2) The Council shall be sole recognized body within the country and internationally for accreditation of TVET Sector in Pakistan.

(3) The Council shall accredit the TVET service providers and TVET qualification awarding bodies leading to the attainment of NVQF qualifications as per requirements of International Acceptable Standards. The technical and vocational institutes (Public/Private) may include;

(a) Chartered by Federal Government or a Provincial Government or registered with the concerned TEVTAs;

(b) Affiliated with Trade Testing Boards (TTBs) or Boards of Technical Education (BTEs);

(c) Affiliated with an already accredited University/Institute in Pakistan;

(d) Affiliated or accredited by a reputable and credible foreign accrediting/qualification awarding body which is linked and acknowledged by the Commission through Memorandum of Understanding or Mutual Recognition Agreement, and

(e) not registered TVET institutes offering NAVTTC/TEVTA approved programs.

(4) The Secretariat of the Council shall be at Islamabad. The Council may establish its Regional Offices or Branches across Pakistan.

4. **The Council** The Council shall consist of the following members:-

- (1) The Chairman.
- (2) Chief Executive Officer of the Council,
- (3) Senior representative from Higher Education Commission,
- (4) Joint Secretary, Ministry of Education and Training,
- (5) Joint Secretary, Ministry of Science and Technology,
- (6) Joint Secretary, Ministry of Economic Affairs Division,
- (7) One representative from each Provincial TEVTAs (including AJ&K, GB and FATA),
- (8) A representative from Pakistan Engineering Council (PEC),
- (9) Two office bearers of FPCCI Standing Committee for TVET and Science and Technology,
- (10) Two representatives from Employers Federation of Pakistan.
- (11) Director General (Accreditation and Certification) of the Commission/CEO of the Council shall act as *ex officio* Secretary of the Council.

5. **The Chairman** (1) The Federal Minister for Education and Training shall nominate Chairman of the Council from amongst the private sector entrepreneurs.

(2) In case the Chairman is out of Country or unable to preside over the meeting on any grounds whatsoever, the Council may elect a Chairperson for the said meeting.

6. **Terms of Office of Chairman and Council Members** (1) The Chairman and the private Members of the Council shall hold office for tenure of three years.

(2) The tenure of members *ex officio* will be limited to incumbency of their designated offices.

(3) The tenure of office of private members may be extended by one term.

(4) The Chairman and the Council members other than *ex officio* may be removed from the office by the Council before the expiry of their term, on proven charges of corruption, inefficiency, permanent disability or failure to attend three consecutive meetings without intimation in writing in advance, provided that the affected person shall be given a reasonable opportunity of being heard in his defence.

7. Powers and functions of the Council The Council shall be the supreme decision making body having the powers to supervise, control, direct and regulate all affairs pertaining to accreditation and shall have the following functions, namely:-

- (a) Policy Planning on all accreditation matters for technical and vocational streams and issue of policy guidelines and directives;
- (b) direct and supervise efficient and effective implementation of NAVTTC Accreditation regime;
- (c) to devise a comprehensive accreditation plan for TVET sector in Pakistan as per approved policy;
- (d) devise policies for promotion of Accreditation regime implementation among public as well as private sector TVET Service providers. This may include creation of incentive schemes for TVET service providers;
- (e) to ensure periodic (every two—five years) review of Accreditation regime with a view to continuously raising the quality benchmarks;
- (f) to monitor and regulate the promotion and implementation of NAVTTC Accreditation regime;
- (g) to evaluate, scrutinize and monitor the Quality Standards of TVET institutions including already accredited programs and institutions in order to see that TVET institutions are following Acceptable International Standards;
- (h) to suspend or withdraw program accreditation of institution(s) that do not follow acceptable standards or if their standards deteriorate;
- (i) to establish committees and sub-committees as deemed fit for smooth enforcement of TVET Accreditation regime;
- (j) to act as advisor to the Commission and shall, in particular propose or recommend review of any existing policies, adoption of certain procedures for the purpose of accreditation or quality assurance and amendments in Accreditation Manual or regulations;

- (k) to organize seminars, workshops, conferences, orientation sessions or awareness programs for the creating awareness with a view to promoting Accreditation regime under the leadership of private sector council members;
- (l) capacity building of pool of Accreditation Assessors, Lead Assessors and relevant staff of NAVTTC/TEVTAs;
- (m) capacity building of Heads and Deputy Heads of public and private sector TVET institutions for Accreditation self-assessment of their respective institutions, and
- (n) to develop and maintain linkages with other international Accreditation bodies of European Union (European Agency for Accreditation), UNEVOC, APACC etc.

8. **Chief Executive Officer of the Council** (1) there shall be a Chief Executive Officer of the Council appointed by the Executive Director of the Commission on such terms and conditions as prescribed by the Council.

- (2) The Chief Executive Officer shall be the head of the Secretariat of the Council. The secretariat shall act as executing wing of the Council and the Chief Executive Officer shall be responsible for implementation of all orders, decisions, directives and policies of the Council for accreditation.
- (3) The Chief Executive Officer may hire or appoint relevant supporting staff on regular & deputation basis within the sanctioned strength of the Council for smooth functioning of the Council.
- (4) The Chief Executive Officer will formally appoint the conveners for the accreditation processes, assessors, experts' and any specific skilled person for rendering advisory services regarding accreditation of technical and vocational institutions.
- (5) The Chief Executive Officer may permit accreditation of technical or vocational institutions in specific backward areas in Pakistan on discounted rates or either free of cost as per decision of the Council to encourage the accreditation of TVET Sector.
- (6) The Chief Executive Officer resolves conflicts (if any) between the TVET institutions and the accreditation assessment teams; he may consult with the TA and QEC in these matters.
- (7) The Chief Executive Officer may on his discretion, delegate any his roles or duties.

9. **Committees and Sub-committees:-** The Council may constitute committees and sub-committees for every trade or vocation as per requirement and for carrying out its functions smoothly and efficiently. The Council may also constitute such committees as it may deem fit from time to time.

10. TVET Accreditation and Quality Evaluation Committee:- The Council shall exercise the Quality Assurance through TVET Accreditation and Quality Evaluation Committee (TA&QEC), which is a committee formed under Accreditation Manual. The Committee,

- (1) shall evaluate the reports of the accreditation assessment team and submit its recommendations on accreditation or non-accreditation of programs/TVET institutes/BTEs or TTBs to the Council;
- (2) suggest experts for accreditation assessment team from the pool of assessors with due consideration for avoiding any conflict of interest;
- (3) provide an assessment report to TVET institutions about possible achievements in future and assists in improving overall quality of TVET programs;
- (4) monitor that each program accredited maintains minimum standard;
- (5) recommend suspension or withdrawal of program accreditation of an institution if it does not follow acceptable standards or its standards deteriorate.

11. Decisions of the Council:- All the decisions of the Council shall be authenticated by the Chief Executive Officer or the person to whom the powers are delegated by the competent authority.

12. Appeals. (1) Any institution aggrieved by a decision of the Council, may prefer an Appeal on prescribed form to the Council who may refer the case to the Appellate Committee constituted by the Council and shall comprise of the following :-

- (a) One private sector member of the Council nominated by the Council.
 - (b) A senior representative of the Pakistan Engineering Council relevant to accreditation who will be head of the appellate committee.
 - (c) Neutral experienced assessor who was not part of accreditation assessment team that carried out visit of aggrieved institution.
- (2) The appellate committee may, on the merit of the case, accept or reject the appeal. In case the appellate committee accepts the appeal it may recommend grant of program accreditation or a re-assessment visit by a new accreditation assessment team. In case the appellate committee decides to reject the appeal, it will record detailed reasons for the same.

- (3) The decisions on appeals shall be communicated to the aggrieved institutions within thirty days of receipt of appeal by the council.

13. Publishing List of Accredited Institutions:- The Council shall,

- (1) announce a list of accredited institutions and programs in order to award them accreditation certificates or approval and recognition as the case may be;
- (2) publish at least bi-annually the list of accredited institutions or programs in order of their ranking in form of a directory;
- (3) publish an updated list of accredited institutions or programs from time to time on its website; and
- (4) share assessment report with the concerned TEVTAs and brief summary of positive aspects shall be made public.

14. Performance Report:- The Chief Executive Officer shall submit a quarterly performance report to the Council about the accreditation processes undertaken, the number of institutions accredited and any other important activity. An annual performance report shall be placed before the Council by the end of each financial year. The report is to be forwarded to the Executive Director of NAVTTC.

15. Meetings of the Council :- The Chief Executive Officer shall convene the meeting of officer of the Council initially on monthly basis for a period of six months, after which the Council may reconsider the frequency of meetings keeping in view the quantum of issues arising during launching phase of revised Accreditation regime.

16. Fund :- The Fund shall consist of-

- (1) such sum as the commission may from time to time provides;
- (2) foreign donation or grants through Commission; and
- (3) fee, penalty or other charges levied or collected by the Council, under the Act or rules or regulations made there under.

17. Audit and Account :- (1) The Council shall maintain its account of receipt and expenditure in such manner as may be prescribed by the Controller General of Accounts.

- (2) The account of the Council shall be audited every year by a chartered accountants firm to be appointed with the approval of the Council.

18. Miscellaneous :- (1) If any ambiguity or any difficulty arises in interpretation and application of these regulations, the issue will be referred to the Commission for guidelines and final decision.

(2) The Chairman of the Council may recommend any relevant technical and non-technical issue to Council for its final decision.

[No. F.1(18)/2012/Accr./A&C/NAV/TTC].

ZULFIQAR AHMAD CHEEMA,
Executive Director.