

FACTSHEET ON THE QUALIFICATIONS REQUIREMENTS

UNDER THE SINGAPORE WORKFORCE SKILLS QUALIFICATIONS SYSTEM

As Singapore invests more in Continuing Education and Training (CET) and expands the Singapore Workforce Skills Qualifications (WSQ) system to meet the rising skill needs of industries, the demands on training providers and professionals will increase in tandem. To ensure that they continue to meet the needs of employers and workers and deliver positive training outcomes, WDA is introducing new qualification requirements to raise the professionalism of WSQ trainers, assessors and curriculum developers.

BACKGROUND

2. As the key pillar of our national CET system, WSQ offers nationally recognised skills qualifications. Today, there are WSQ standards and courses in 26 industry frameworks and skills areas. Since the launch of WSQ in 2005, more than 600,000 workers have benefited from WSQ training conducted by some 500 WSQ Approved Training Organisations (ATOs). As we expand the WSQ system, we need to raise the quality of WSQ providers and programmes so as to achieve better outcomes from training.

NEW QUALIFICATIONS REQUIREMENTS

3. WDA is therefore introducing measures to raise the professionalism of WSQ trainers, assessors and curriculum developers. As announced by Manpower Minister Gan Kim Yong, WSQ ATOs will be required to progressively raise their proportion of qualified trainers, assessors and curriculum developers.

4. **Phased Implementation.** To provide time for WSQ ATOs to adjust to the new requirements, this will be implemented in phases. New providers applying to enter the WSQ system or existing ATOs seeking to provide WSQ training in a new area will be required to meet the requirements for WSQ trainers and assessors in Phase I with immediate effect. Existing ATOs in approved skills areas will have an additional one and a half years (i.e. 1 Oct 2012) to meet the Phase I requirements. All ATOs will have to meet the Phase II and III requirements for trainers and assessors by 1 Oct 2013 and 1 Oct 2014 respectively.

5. **Differentiated Requirements.** In determining the requirements, WDA has taken into account the differences in job demands and length of training among trainers, assessors and curriculum developers; as well as the nature of in-house training providers, which are employers that deploy their line managers to take up training, assessment and curriculum development as their secondary roles. The need for ATOs to deploy some subject matter experts with deep industry knowledge, but who may not be qualified trainers, as resource persons has also been taken into consideration.

6. The new requirements and their implementation timelines are shown in Table 1. More details on the Advanced Certificate in Training and Assessment (ACTA), Diploma in Adult and Continuing Education (DACE) and Workplace Trainer Programme (WTP) can be found at Annexes A, B and C respectively.

Table 1 - Requirements and Timelines for WSQ ATOs

WSQ ATOs¹			
Role	Phase I – By 1 Oct 2012	Phase II – By 1 Oct 2013	Phase III – By 1 Oct 2014
Trainer and/or assessor	At least 50% with full Advanced Certificate in Training and Assessment (ACTA) or equivalent ²	At least 65% with Advanced Certificate in Training and Assessment (ACTA) or equivalent	At least 80% with Advanced Certificate in Training and Assessment (ACTA) or equivalent
Curriculum Developer	100% with Diploma in Adult and Continuing Education (DACE) or equivalent by 1 Oct 2015 ³		
In-House WSQ ATOs⁴			
Trainer and/or assessor	At least 50% with Workplace Trainer Programme (WTP) or equivalent	At least 65% with Workplace Trainer Programme (WTP) or equivalent	At least 80% with Workplace Trainer Programme (WTP) or equivalent
Master Trainer	At least 1 master trainer must attain full ACTA or equivalent* by 1 Oct 2013		
Curriculum Developer	At least 1 developer must attain full ACTA or equivalent* by 1 Oct 2013		

* Can be the same person

7. Help in Meeting Requirements. Capacity for the relevant training courses has been increased to help ATOs and WSQ professionals meet the new requirements. Training providers offering the courses include the Institute for Adult Learning (IAL), Nanyang Polytechnic, Singapore Polytechnic, Institute of Technical Education, and the Centre for Competency-Based Learning and Development. In addition, for the WTP, standard curriculum will be issued to eligible in-house ATOs so that they can also conduct the programme themselves.

8. Each of these courses can be taken as a whole or in modules. Currently, of the 4,000 trainers, assessors and curriculum developers involved in WSQ, above 40% possess a full qualification. The remaining individuals who possess partial ACTA will only need to top up outstanding modules to meet the mandatory requirements, thus benefitting from shorter course duration and lower course fees. To support training providers' efforts to meet the new requirements, WDA is offering funding of up to 70 per cent of course fees for eligible trainees of ACTA or DACE.

9. Workplace trainers are not full time adult educators by profession. They are largely experienced rank-and-file workers, supervisors or managers who have risen from the ranks and are helping to train their colleagues at the workplace. The shorter WTP is designed to equip this group with the knowledge and skills to perform their secondary role as workplace trainers more effectively. Eligible WTP trainees will be funded at up to 90 per cent of course fees.

¹ WSQ ATOs are external training providers that are in the business of conducting training and/or assessment.

² New ATOs or existing ATOs who are moving into new areas of training are required to meet requirements in Phase I with immediate effect.

³ Today, curriculum developers of ATOs are already required to meet ACTA or its equivalent. They will also be required to meet the new DACE requirement by 1 Oct 2015.

⁴ WSQ In-house ATOs are companies/organisations that train and/or assess their own staff internally.

10. Recognition of Prior Learning and Equivalent Qualifications. Trainers, assessors and curriculum developers possessing equivalent qualifications or relevant experience can apply for partial or full exemption from the requirements. This arrangement will be administered by IAL.

CHINESE TERMS

WDA's Approved Training Organisations	新加坡劳动力发展局认可的公司培训中心
Advanced Certificate in Training and Assessment (ACTA)	培训与评估高级证书
Diploma in Adult and Continuing Education (DACE)	成人与持续教育专业文凭
Institute for Adult Learning	成人学习学院

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