

In the Middle

*ECVET for transparency and recognition of learning outcomes and qualifications in
"integrated health care logistics"*

**EU Lifelong Learning Programme 2007-13
Subprogramme Leonardo da Vinci - Call for proposal 2013 EAC/S07/12
Action "Transfer of Innovation"
Priority ECVET for transparency and recognition of learning outcomes and qualifications
(LEO-Tralno-11)
Project Number : N2013-1-ES1-LEO05-66232**

Info Pack 4 on:
Memorandum of Understanding ECVET for the new
European common professional qualification in
integrated health care logistics

Introduction

The “In the Middle - ECVET for Transparency and Recognition of Learning Outcomes and Qualifications in “integrated health care logistics” which is underway within the sectoral programme Leonardo da Vinci of the EU Lifelong Learning Programme 2007-13, aims to put in transparency and recognise the learning outcomes characterising facility management professions, applying and implementing European tools and frameworks EQF and ECVET, through the preparation, organisation and ensuring of transfer of methods, guidelines and associated tools aiming at the implementation and use of ECVET principles experimented within the LdV ToI and DoI projects which have concretely started the ECVET process.

The project Consortium includes important VET providers, social partners, and also SMEs, operating in integrated health care logistics sector at national, regional and local level (in Bulgaria, *Facility Management Institute* and *Bulgarian Facility Management Association*; in Italy, *Scuola Nazionale Servizi Foundation*, *IFMA* and *ONBSI*; in UK, *British Institute of Facility Management*; in Spain, *CONFESAL*, *ASALMA* and *Fondo Formación EUSKADI*), and public institutions competent in VET at national and regional level (in particular, the Italian *Regione Umbria*), as well as European communication specialised organisations, like the Belgian *Diesis Coop srl-fs*.

The project is aimed to apply ECVET to learning outcomes and qualifications of integrated health care logistics sector, through development, testing and implementation of a new European sectoral qualification system focused on managerial and entrepreneurial competences and incorporating EQF, ECVET and Europass, able to overcome fragmentation of territorial (national and also regional, if regions are competent in VET matter) qualifications systems. At this aim are foreseen following specific objectives:

- To analyse health care integrated logistics jobs in European VET systems, classifying them within EQF across participating countries, and identify a common perimeter to activate ECVET process;
- To define an action plan to activate an ECVET process, starting from collection, analysis, adaptation of already realised best practices on transparency and recognition of competences and qualifications, and on ECVET process activation;
- To design new common European qualifications in terms of activities/ tasks/ competences/ learning outcomes units/ECVET credits;
- To define and formalise (partners and competent/interested organisations) a Memorandum of Understanding - MoU ECVET for commonly recognised qualification/s,
- To define and formalise (by professionals interested to qualification, concerned enterprises, VET providers) ECVET Learning Agreements describing, in compliance with MoU, training processes in formal/informal/non formal contexts, and related ECVET credits to be obtained
- To establish standards for quality testing
- To establish a common tool for ECVET credits awarding, also utilising Europass Certificate Supplement
- To disseminate project results and outputs to key actors, providing at EU level open information and supporting resources on activated ECVET process.

Form and content of the MoU

Participants

The MoU is an agreement open to all the interested organisations and in particular to public authorities competent in VET and health care issues, to social partners and VET providers operating in integrated health care logistics sector, and to other parties interested to implement it at European, national, regional, local and sectoral level, starting from the partners of the Leonardo da Vinci MP ToI project “In the Middle” and the stakeholders of them.

Two types of partners can sign the MoU: the Full Partners and the Supporting Partners

- Full Partners are responsible for the implementation and the delivery of the project
- Supporting Partners: provide general support to the project.

Purpose of the MoU

For applying ECVET in the participating Countries to learning outcomes achieved in formal, non-formal and informal learning context, relating to concerned competences in integrated health care logistics, this MoU establishes that each participant:

- Accepts each other's status as interested actors and/or competent institutions;
- Accepts each other's quality assurance, assessment, validation and recognition criteria and procedures as satisfactory for the purposes of credit transfer;
- Agrees the conditions for the operation of the partnership, such as objectives, duration and arrangements for review of the MoU;
- Agrees on the comparability of qualification concerned for the purposes of credit transfer, using EQF to establish the reference levels;
- Identifies other actors and competent institutions that may be involved in the process concerned and their functions;

Ratification and effectiveness of the MoU

This MoU has been duly executed and signed by an official representative of each of signatories. MoU shall come into effect for each party from the date of its signature.

This MoU and its Appendixes shall be executed in English and in the national languages of the signatories.

This MoU includes one Appendix, describing in terms of activities, tasks, skills and knowledge, units of learning outcomes and correspondence between units and associated ECVET credit points, the new European common professional qualification standards in the integrated health care logistics sector for not-academic managerial and entrepreneurial competences.

Mechanisms for the implementation of the MoU

1. Rules and procedures to monitor and enforce the MoU

1.1 Joint governance committee

1.1.1 The *Joint governance committee* is established to facilitate the implementation of this MoU, to oversee administrative processes, and to monitor the performance of all Parties who have agreed to be bound by the terms and conditions of this MoU to ensure, insofar as it may, that any issues or disagreements arising hereunder are resolved promptly and in a manner consistent with the intent of this MoU.

1.1.2 The *Joint governance committee* will also monitor the processes to implement this MoU in an effective and non discriminatory manner, and continue information exchange by whatever means are considered most appropriate, including regular communication and sharing of information.

1.1.3 The *Joint governance committee* should meet at least annually or as often as required in order to effectively perform its duties and assist in the resolution of eventual disputes. The meetings can be also organized virtually (e.g. conference call...).

1.1.4 Each organisation undersigning this MoU is represented in the *Joint governance committee* by a minimum of one (1) and a maximum of two (2) Officers/Members/Representatives. The organisations represented in the *Joint governance committee* are the initial contracting Parties of this MoU and all the authorities and organisations which undersign it afterwards.

1.1.5 The organisations interested to participate at this MoU must undersign it and send a copy of the undersigned MoU to the *Joint governance committee*, which will deliberate unanimously, during its subsequent meeting, on the new adhesions to this MoU.

1.1.6 The organisations interested to the adhesion at this MoU have also the possibility to undersign it without participation to the *Joint governance committee*. At this aim, the organisation must specify this will in the framework of the sending of the undersigned MoU to the *Joint governance committee*.

1.1.7 The *Joint governance committee* is based, till its different decision, c/o the applicant of the In the Middle project, CONFESAL (Madrid, ES).

1.2 Meetings

1.2.1 At *Joint governance committee* meetings a representative of the host organisation shall serve as Chair.

1.2.2 Meeting locations and dates shall be proposed by the hosting organisation, subject to agreement by the others.

1.2.3 The host organisation is responsible for location hotel and meeting room arrangements, catering, dinner reservations, Agenda, Minutes and, shall provide translation services when needed.

1.2.4 Face-to-face meetings require two-month notice.

1.2.5 Minutes must be prepared and distributed within two months.

1.3 Finances

1.3.1 There are no fees.

1.3.2 Each organisation is responsible for its own funding.

2. Mechanisms for dialogue and administrative co-operation

The *Joint governance committee* will put in place mechanisms and procedures which will include:

- 2.1 To review periodically the concerned professional standard;
- 2.2 To establish the rules and procedures necessary for the application, evaluation and monitoring of the provisions in this MoU. Members of the *Joint governance committee* will keep in regular contact and hold meetings at least annually to review the implementation and effectiveness of the agreement.
- 2.3 Acting as an information source for the concerned professionals within the participating Countries.
- 2.5 A means for dispute resolution for the implementation of this MoU.
- 2.6 Additional tasks as determined by the *Joint governance committee*.

3. Regulations relating to nationality

3.1 Beneficiaries of the provisions of this MoU will be nationals of the Countries represented by the Parties.

4. Revision of agreement

The agreement is ongoing subject to periodic review by the *Joint governance committee*.

5. Notice of termination

If any Party wishes to withdraw from this MoU, it will inform the *Joint governance committee* of this decision by giving 6 months notice in writing.