

Quali Pro ——— ————— *Second Hand II*

**Guidance with proposals for network development
for the sustainable use of the products**

- Slovenia -

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1. The status quo in the second hand sector in Slovenia

The second hand sector in Slovenia is not identified as a sector, association or any other type of network. The main reason for this is that only a small number of companies have stores that would buy and sell used products. The analysis of the second hand sector in Slovenia has shown that employers need a representative who would defend their interests and strive for the optimal solutions. In Slovenia, two institutions have this role, namely Chamber of Commerce and Industry and Chamber of Craft. The Chamber of Commerce and Industry includes 23 branch associations. Both chambers represent the main interests of employers in the negotiations with trade unions and the government. Besides carrying out various activities connected with the requirements of companies/enterprises, the most important role of the chambers is to provide professional services and consultancy. As it has been mentioned before, the second hand sector in Slovenia does not profit from such support at the moment, as no networks exist for this sector. However, positive changes have been recently introduced, which show that first steps towards creating future networks in this field have already been implemented. As a consequence, a logical step forward for Slovenia would be to get involved in the project activities as one of the partner countries. In the process of development of the second hand sector in Slovenia, we would need significant assistance and would benefit from the best practices provided by the other partner countries, in which this sector is already developed or even very well-developed. The involvement of different countries in the project activities has already proved as an excellent opportunity for the exchange of information and testing of concrete examples of good practices.

2. Activities for sustainable implementation of the project products

The testing in the field of the second hand sector was carried out by the Technical School Centre Nova Gorica. We distributed the advertising material regarding the second hand sector and presented the project to the general public. Furthermore, we have carried out a survey that has shown how many people were familiar with this sector, to what extent they would be willing to cooperate and what kind of products they would buy in a second hand shop. Also we have prepared a short analysis based on the questionnaire.

After the allocation of working modules and the decision that every module will be tested by several project partners, Slovenia first tested the module „Management/Administration of business processes”.

The tasks of the trainer were to impart knowledge about different working processes in the field of management and administration of business processes. Therefore following learning content would be implemented: personnel planning, carrying out general administrative tasks, planning of work schedules, working tasks and working time, organisation of job training, job controlling and presentation of the enterprise outwards (e.g. to authorities). The knowledge and skills (competences) that a person participating in the testing should have include the following: ability to organise, ability to do the bookkeeping, ability to do the salary administration and preparation, ability to optimize effectiveness, IT-skills, ability to train, etc. The whole theoretical and practical testing was performed by the Technical School Centre Nova Gorica,

because of the situation in Slovenia. As mentioned before there exist at the moment not such a big second hand sector like in countries of Western Europe and thus no bigger companies that make any qualification in this field. Another reason for this was that the school already had the required materials, equipment and the necessary staff for such testing. In addition, the Centre is also the executor of the National Vocational Qualifications. We included in the testing mostly those who were interested and ready to cooperate. As already defined in the module, the tested persons have acquired knowledge from the field of communication, organization, bookkeeping and accounting, informatics, management, and economy.

Until now we have successfully linked with the key institutions and individuals that could offer us any kind of assistance with the testing of the module. We started to cooperate with the local branch of the Employment Office of the Republic of Slovenia and involved teachers from the Centre who were prepared to cooperate in the project and in the module testing. Furthermore, we established links with a shop that could be considered as a shop representing the second hand sector.

We have recently entered into contact with the Environmental Research Institute (Okoljsko–raziskovalni zavod - ORZ) and ECO-TCE Ltd, where we saw the greatest potential for the appropriate expansion of the second hand sector in Slovenia. Both institutions have opened a Re-use centre in Rogaška Slatina, which runs on a pilot basis. The purpose of the Re-use centre is to renovate, reconstruct, decompose and prepare still useful products for the re-use. This centre is an open door centre which welcomes everybody, those who want to bring in still useful products as well as those who want to buy renovated products for a symbolic price. The so-called green price shows the actual savings in favour of the environment, which certainly contributes to an increased environmental awareness: today we rarely ask ourselves how many raw materials, water, energy and emissions are necessary for the production of a new item. Through its activities, the Re-use centre has an awareness raising role, since it makes people aware of how dumping useful products is closely connected to dumping raw materials, consuming energy and water and to the pollution.

In cooperation with the above mentioned institutions, we organized a meeting and conducted a round table entitled: PRODUCTS "From the 2nd hand". The aim of this event was to get the participants acquainted with the possibilities to start business and activities in this sector, to provide answers to questions in this field as well as to highlight the advantages of the effective environmental conservation.

3. Proposals for further sustainable implementation of the project products

Visions/Ideas

The Technical School Centre Nova Gorica envisages its further work strategy mostly in the direction of the recognition of previously acquired knowledge and skills, which may be formal or informal, as well as in the direction of national vocational qualifications, including a proposal for the development of the appropriate qualification for the second hand sector. We can see the opportunities for the development and professionalization of the second hand sector in Slovenia within both above mentioned systems. It is worth mentioning that the two systems already

exist in Slovenia; the system for the recognition of informally acquired knowledge and skills is still in the development phase, while the system of acquiring national vocational qualifications has been in practice for several years.

Given the fact that concrete results have already been achieved in the system enabling the acquisition of national vocational qualifications and we have several years of experience with this system, concrete possibilities for further activities in this field can be envisaged in the future. However, these possibilities have to be first recognized and confirmed by the authorities in the field of the economic environment. More precisely, the whole process which justifies the need for the development of a new qualification has to proceed in the following way:

1. Initiative
2. Labour market analysis
3. Occupational profile
4. Occupational standard
5. Development of a catalogue of standards for professional knowledge and skills

Our vision is to develop a vocational qualification in the field of the “Second-Hand” sector following the above procedure. In the text below, you can see a brief overview of the whole process, described step by step.

Initiative

The pre-condition for a new NVQ is the development of an occupational standard which has to be based on the needs assessment and support from the social partners. The development of an occupational standard starts with an initiative submitted to the Centre for Vocational Education and Training (hereinafter the CPI) by a legal body, be it chamber, trade union, school or other organisation. The CPI discusses the submitted initiative for a new NVQ together with the initiator while the sectoral committee for occupational standard (consisting of representatives of the chambers, ministries and trade unions nominated by the Ministry of Labour, Family and Social Affairs) decides if an occupational standard will be prepared or not. It is therefore very important to have strong support from the social partners represented in the sectoral committees before the submission of the initiative; otherwise the development process could become complicated from the start.

Labour market analysis

The most important element of the initiative is the labour market analysis with regard to the long-term development of the economy. Besides in-depth labour market analyses, it is recommended to get letters of support from the social partners (employers) and thus strengthen the needs assessment results.

Occupational profile

Once the initiative for a new occupational standard is confirmed by the nominated sectoral committee for an occupational standard, the CPI together with the working group starts the preparation of an occupational profile. The working group mentioned

before is nominated by the ministries or the chambers and comprises the experts in the relevant field (a representative of the NVQ initiator is usually included as well). The occupational profile is a detailed description of work that somebody has to perform in a certain vocation and is based on the initiative for an occupational standard.

Occupational standard

The working group is in cooperation with the CPI, ministries and chambers responsible for the preparation of an occupational standard. The preparation consists of the following main tasks:

- Development of key tasks (based on the occupational profile);
- Description of professional knowledge, skills and competences;
- Harmonization with the Slovene and EU regulations;
- Assessment of labour market needs on the basis of a long-term development strategy;
- Integration into the publicly recognised education programmes

The next phase towards the occupational standard confirmation is final proposal, followed by final confirmation.

Development of a catalogue of standards for professional knowledge and skills

The catalogue of standards for professional knowledge and skills (hereinafter the catalogue) is the basic document for the NVQ assessment and accreditation built on the occupational standard. The catalogue is also an indication that some NVQs can be acquired through prior learning assessment. A catalogue can be initiated by anybody. The development procedure is coordinated by the CPI in close cooperation with professional bodies, associations and trade unions.

Useful networks and partners

In the future, the useful partners in the project will be the Environmental Research Institute (Okoljsko raziskovalni zavod - ORZ) and EKO-TCE d.o.o . The cooperation with the other social partners will also be beneficial (representatives of chambers, trade unions and ministries, for ex. Ministry of Labour, Family and Social Affairs), especially if we want to develop a new vocational qualification in the field of the second hand sector.