

# Insure the quality of the network and build mutual trust

This methodological guideline focuses on how to insure the quality of the network and building mutual trust. Mutual trust depends on the transparency of the training and assessment process, but also on setting explicit quality standards that serve as reference points and which all the partners (companies that take in trainees and training centres) pledge to follow.

This guideline builds on the results of RECOMFOR project and aims at giving some hints for any project promoter who would like to organize mobility operations abroad in a network in another context (other certifications, other countries...).

## 1. Identify the key principles you wish to promote through the network

Discussions with partners about their expectations and priorities are necessary. Partners must share a common understanding of the network. It will help you define the **quality criteria**, basis for mutual trust.

## 2. Create quality charters for companies and training centres

On the basis of the quality criteria you have identified. Which are the minimum standards that should be respected? What are the commitments of both training centres and companies? Quality charters can cover practical aspects, such as commitments in terms of hosting, accommodation; but also aspects related to training e.g. assessment methods, guidance, cooperation between tutor and trainer...

## 3. Set-up a quality process taking evaluation into account

How can a company or training center enter/stay in the network? How can the process be improved? Evaluation will help you maintain the quality of the network. For example, a short but systematic evaluation can be done at the end of each mobility period by the teacher, learner and tutor.

## 4. Appoint a competent body in charge of the regulation of the process

Who will decide if a member can go in or out of the network? Who will take into account the feedback collected through evaluation to improve the system? It is important to identify a competent body for these tasks. It can be a steering committee composed of representatives from training centres, companies or VET systems, or the governing board of your network. In any case, make sure that these people are considered as having legitimacy to give their point of view.

## 5. Formalize membership to the network and compliance with quality requirements

You can for example deliver a seal of approval. This label would be awarded by the steering committee to members, after they have proven their ability to conduct mobility operations in accordance with the network's quality process.

For more information, visit  
[www.recomfor.eu](http://www.recomfor.eu)

**The process must be realistic and achievable.  
Don't make it too complicated!**

