Certification Infrastructure
CERTIFICATION PROCEDURE – WORK-PLAN

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UNICERT S.A.
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REVISION HISTORY

Version	Date	Author	Description	Action	Pages
1.0	03/04/2023	UNICERT S.A.	Creation	C	19
2.0	18/05/2023	UNICERT S.A.	Update	C	20
3.0					

(*) Action: C = Creation, I = Insert, U = Update, R = Replace, D = Delete

REFERENCED DOCUMENTS

ID	Reference		Title
1	2021-1-EL01-KA220-VET-000034695		AR4RECLOTHING Proposal
2			

APPLICABLE DOCUMENTS

ID	Reference		Title
1			
2			

Contents

1. Project Summary

The aim of AR4ReClothing project is to provide a solid and yet innovative training methodology that can be exploited by VET trainers adjusted in the societal needs, especially as reflected in the current environmental practices and gender equal approaches and the future needs in the field in order to establish EU circular economy's growth. In particular, a gender-based approach will be provided as part of the training guide [PR1] infused with technology utilization [PR2, PR3] for users' engagement as well as networking and internalization activities facilitated by the project Club, which will serve as a single point of communication among practitioners.

The objectives are to: is to engage textile professionals (manufacturers, converters, designers, stylists, fashion designers, textile industry students, etc.) to raise awareness about the environmental and social benefits of clothing upcycling through innovative training methods that better establish environmental sustainability utilizing the different role of women in eco-friendly activities.

General objective: Raising awareness about the environmental and social benefits of clothing upcycling through innovative training methods that better establish environmental sustainability utilizing the different and yet significant role of women in ecological activities.

Specific objectives:
- Develop and test training material tailored to the real needs of the final beneficiaries in each partner country
- Develop an AR mobile application that promotes clothing upcycling activities utilizing a gender-based methodology
- Develop a solid certification and accreditation system for skills validation and recognition

The specific needs that the AR4ReClothing project aims to address are the following:
- the need for VET trainers and textile professionals (manufacturers, designers, colorists, etc.) to engage in an open dialogue in order to support gender-based training towards buckling down environmental challenges through clothing upcycling activities constitutes a brand new initiative in alignment with EU goals for resource efficiency (Europe 2020 Strategy).
- With women's role being rapidly evolved in the recycling as well as waste management, the need to promote a gender-responsive environmental agenda becomes of utmost importance (Garcés-Sánchez et al., 2019).

The expected project results are:
- An action-based guide for textile experts towards embracing gender-oriented training strategies in order to establish environmental sustainability pinpointing the importance of women's role in the field
- An online platform acting as a complete training package for participants including motivational workflows that enhance learners' performance towards their engagement in the learning process
- An Augmented Reality mobile application functioning as an assessment tool utilizing gamified learning techniques towards the retention of newly acquired knowledge and skills through the promotion of real-life scenarios
- A certification and accreditation scheme for skills validation and recognition

2. Introduction

2.1 Accreditation & Certification

Validation of non-formal and informal learning is fundamental to lifelong learning and has been at the center of national and European vocational education and training (VET) policies (CEDEFOP, 2007). Extremely beneficial is the development of strategies to raise students' awareness of educational opportunities available outside the formal education system (CEDEFOP, Re-engaging through identification and recognition of skills).

Needs
Despite the fact that the EU has taken numerous measures to increase skill recognition transparency, such as the establishment of European and National Qualification Frameworks (EQF, NQF), the labor market continues to seek workers with developed expertise and expertise acquisition. However, as a non-formal form of education and learning, VET training may find it challenging to provide official recognition of expertise, which may discourage learners from entering the industry. It is essential to develop a transparent validation, acceptance, and accreditation process that will increase their success in the technology industry. This output aims to compile the criteria used in each partner country to encourage the valorisation of project outcomes in accordance with the EQF and corresponding instruments so as to increase their efficiency attractiveness.

Innovation
It is the first opportunity for seasoned organizations, IT firms, environmental clusters, industry experts, and credentialing bodies to pool their resources in order to provide a robust platform for training and competency validation designed to engage industry experts in ongoing training opportunities.
This would have repercussions, with the potential to expand the system to other industries.
-Since the certification regime will incorporate requirements from various National Qualification Frameworks, the current outcome will establish the restructuring of training delivery by sharing of best practices.
-This model will be governed by the rules and processes of the E.A.'s National Accreditation Bodies (European Cooperation for Accreditation). The 'AR4ReClothing BADGES' are a certification that will be accredited by the EU labour market, being established in accordance with a standardized EU-recognized accreditation scheme.
–Industry professionals can receive a legitimate EU-recognized certification for their recently developed expertise and competencies that are consistent with labor market demands. This aspect alone will make them attractive in the real world of jobs and the job market. Furthermore, the fact that the official examinations will be held online provides candidates with access to a fair and open source validation and qualification scheme.
-The project consortium will use the EQAVET methodology in conjunction with a qualification scheme to apply the framework in a VET initiative. This full circle of preparation and certification awarding means that all EU Member States wishing to repeat the process will adopt high quality credential requirements.

Target group:

- Textile professionals interested in or already taking initiatives towards environmental sustainability
- VET & Textile experts willing to actively participate in an open dialogue about green methods that establish gender equality
- HEI with Textile/Environmental departments
- Public bodies/authorities
- Training centers/NGOs tackling gender inequalities/taking environmental actions
- AR developers or developers/organizations willing to embrace innovative digital solutions for sustainable training purposes and enhanced learning experiences
- Policy makers
- Digital agencies

3. Activities

UNICERT S.A. will develop the certification framework for the project participants' gained knowledge, competencies, and skills, as well as the certification process.

The certification will be accepted on the market because it will be made using a legal method of accreditation that is recognized by the EU and is in line with the rules and procedures of the national accreditation bodies of E.A. countries and states (European Cooperation for Accreditation).

3.1 T4.1: Certification Infrastructure: Spotting national practicies for accredication scheme

During this activity, UNICERT S.A. will collect data on the qualification activities of learners, mainly VET trainers and textile specialists that were involved in the project validation sessions. UNICERT S.A. will log the findings by mapping the gaps and distinctions in partner countries' activities and identifying the EU methods to be used in the production of AR4ReClothing

BADGES. ALLOCATION:
- KEK KEM will identify national practices

3.2 T4.2: AR4ReClothing Badges: Certification Ecosystem Configuration

The AR4ReClothing BADGES certification ecosystem will be established based on project and target groups' needs and in accordance with the European Accreditation Scheme. With respect to certifications issued in European countries, as well as the procedures to be followed for accreditation, will be transparent and straightforward provided that the official final assessment tests are also conducted online. The qualification framework will be closely linked to the training materials produced in light of the previous findings, as well as the input obtained during the validation workshops.
This activity's key deliverable will be a paper that includes:
1. A detailed overview of the qualification requirements as well as the assessment methodology is given.
2. A consistent framework that includes both the examination criteria and the questions (knowledge and qualifications evaluation) aligned with the certification process.

ALLOCATION:
- UNICERT S.A. leads the activity
- ALL PARTNERS define criteria
- UNICERT S.A. designs the badges ecosystem

3.3 T4.3: AR4ReClothing Badges: Certification Ecosystem Implementation

During this activity, the AR4ReClothing Badges qualification ecosystem will be implemented via an online environment that provides simple, free, and fair access to all learners across the EU as a skills evaluation and recognition opportunity implemented through an eco-friendly training certification approach. This action will result in the development of a report that will contain the following information:

1. Description of the qualification process;
2. Overview of the certification criteria;
3. Development of the qualified person's Code of Conduct;
4. Creation of the formal certification of "AR4ReClothing Badges"

ALLOCATION:
-ALL PARTNERS contribute and define criteria
- UNICERT S.A. delivers the badges ecosystem

4. Methodology

4.1 Activity T.4.2

Development of Certification Scheme
General Certification Specifications
In order to create the regulation concerning the CLOTHING sector, it needs to be given:
i)   the name of the subject of the certification of a professional, its scope and, where appropriate, its possible graduations or certification levels,
ii)   the detailed description of the activities and work duties of the individuals / professionals targeted by the subject,
iii)   the subject of competence of the certified person and the corresponding knowledge framework,
iv)   the physical characteristics of the candidate such as vision, hearing, physical abilities, etc., when required,
v)   the prerequisites of the path to certification (e.g., education, work experience, physical characteristics, etc.), when required,
vi)   the code of conduct, where appropriate.,
vii)   the requirements for getting a certificate in the first place, keeping it, getting it renewed, and suspending or taking it away,
viii)   the methods of evaluation of the candidate for initial certification, for maintaining the certification, for recertification and
ix)   the criteria for possibly changing the field/level of the certified person.

Table 1: General Certification Specifications

Name of the Module	
Description	
Objective /knowledge	
Physical characteristics of the candidate	
Prerequisites (if required)	
Code of conduct (if required)	
Requirements	
Methods of evaluation	
Changing level of candidate	

Please complete the table for each module.
Participation in the certification process of subject CLOTHING is possible for persons who compulsorily meet the following minimum requirements:
1. Over the age of 16
2. Proof of completion of compulsory education

If we need prerequisites for participation in the training program and the certification, we can be very specific.

The requirements could be based on the level of knowledge (shown by diplomas) and the amount of work experience (shown by tax or insurance records). Finally, if the procedure needs some of these documents, they will be requested during the applicants' expression of interest in participating in the program.

Only people who have finished the training program successfully will be able to take the final exams that lead to certification.

Syllabus

1. General knowledge

General knowledge of CLOTHING. Introductory concepts

2. Basic knowledge

Module 1: The role of gender equality in environmental sustainability & Gender-based training methods
Module 2: Sustainable practices in Clothing Manufacturing
Module 3: Clothing Upcycling as a green practice
Module 4: Soft Skills for clothing manufacturers
Module 5: Gender-equal digital competences for clothing upcycling

3. Special knowledge

Transversal skills, such as effective communication, teamwork, goal setting, creative thinking, and so on, are recommended for the part for special knowledge.

Table 2: Knowledge of Modules

General knowledge	Basic knowledge	Special knowledge
Introductory concepts	Module 1: The role of gender equality in environmental sustainability & Gender-based training methods	
	Module 2: Sustainable practices Clothing Manufacturing	
	Module 3: Clothing Upcycling as a green practice	
	Module 4: Soft Skills for clothing manufacturers	

	Module 5: Gender-equal digital competences for clothing upcycling	

The partners should establish precisely what information the participants will gain from the modules. The proposed division consists of general knowledge, which consists of fundamental introductory concepts; basic knowledge, which analyses the lessons; and special knowledge. ***Please tell us if you want this separation to stay and, if so, how you want the special knowledge you've gained to be recognized.***

Modules must be characterized in terms that are easily understood, referencing the knowledge, skills, and competencies included in relation to the Learning Outcomes that must be attained upon the end of the module.

The European Qualifications Framework (EQF) recommendation and its main reference level descriptors were taken into consideration:

• knowledge (the outcome of the assimilation of information through learning. Knowledge is the body of facts, principles, theories, and practices that are related to a field of work or study),

• skills (the ability to apply knowledge to complete tasks and solve problems),

• competences (the ability to use knowledge or skills in work or study situations)

The EQF's level must be specified. The table lists the following level:

Table 3: EQF level

EQF Level	Knowledge	Skills	Competence
Level 4	Factual and theoretical knowledge in broad contexts within a field of work or study	A range of cognitive and practical skills required to generate solutions to specific problems in a field of work or study	Exercise self- management within the guidelines of work or study contexts that are usually predictable, but are subject to change; supervise the routine work of others, taking some responsibility for the evaluation and improvement of work or study activities

Source: European Qualifications Framework for Lifelong Learning, 2008

Table 4: Template for EQF Modules

Name of Module	
EQF Level	
Learning Outcomes	This module aims to:
Knowledge	Skills	Competence
Assessment methods	
Total Training Hours	

Please complete the table for each Module. The procedure for the modules has already been completed, so it is simply a matter of copy and paste.

Criteria and methods of certification

The assessment of the examinee includes only theoretical certification exams.

The certification exam lasts forty-five (45) minutes and consists of forty-eight (48) examination topics (closed-ended questions), which are distinguished based on their degree of difficulty into easy, moderate, and difficult and are separated by 25%, 50% and 25%, respectively. B.C.:

• Selecting the correct answer from a list of options (problems with selecting the correct answer from a list of options)

Successful participation in the exam means giving the correct answer to **at least 70% of the examination subjects**, in which case the corresponding certificate is issued.

If the examinations fail, the candidate has the option of retaking them up to two times within the same year. If he fails, the third time he is examined after the end of a calendar year since the last exam.

Selection of exam questions

The examination topics are drafted in the language of the examinee (using foreign language terms, where required) and are adapted to modern requirements, depending on the nature of the certification.

For example, if special computer software is required, on a specific platform and software version, the examination system is adapted to them.

The examination system of the Institution is configured in such a way that it selects for each test at least one question of low, one of medium and one of high difficulty from each section to be examined.

Modules are the five (5) modules included in the syllabus. For each examinee, a different set of examination subjects is selected, and each test is unique.

The examinations are designed to assess a person's ability in accordance with the scheme's requirements and may include both a theoretical and a practical component.

The evaluation is carried out through questions that belong to the following categories:

•**Low-difficulty questions (easy) - 25% of all questions in each exam**

•**Moderate difficulty (moderate) - 50% of all questions in each exam**
•**High degree of difficulty (difficult) - 25% of all questions in each exam**

As a result, **each module contains two (2) easy, four (4) moderate, and two (2) difficult questions**.

Each examination will consist of 48 questions covering five subjects and transversal skills.

Furthermore, additional questions must be included so that each time a different question is selected, i.e., **48 questions must be repeated per module four times (x4) for a total of 192 questions**.

The software of the examination system automatically selects questions from all the cognitive modules of the syllabus, respecting the above proportions of easy, moderate and difficult questions. The percentage of each cognitive module is produced in a random way. This ensures that there will be no cognitive sections in the exam that do not correspond to questions.

Table 5: Question pool

Allocation of questions from the pool		EDUCATIONAL MODULES					Transversal skills	Total
		EM1	EM2	EM3	EM4	EM5		
Degree of difficulty	Easy	2	2	2	2	2	2	12
	Moderate	4	4	4	4	4	4	24
	Difficult	2	2	2	2	2	2	12
Total		8	8	8	8	8	8	48

Table 6: Sample of questions

QUESTION No	MODULE	QUESTION	CHOICE1	CHOICE2	CHOICE3	CHOICE4	CORRECT	DIFFICULTY
1	1							
2	1							

Scoring

The certification examination platform will automatically award one (1) point for each correct answer and zero (0) point for each incorrect answer. There is no negative score.
The total number of closed-ended questions must be at least 48, as indicated in the following table. Table 5 gives the question pool for the CLOTHING certification exams.

Duration of certification and retention criteria

The validity period of the CLOTHING certification is five (5) years from the date of certification indicated on the Certificate of Competency.

Recertification

Before the expiry of the validity period of the certificate, the holder may be renewed for a new period by UNICERT S.A. Recertification includes participation only in exams corresponding to the original. In the event that the subject matter has changed, he is obliged to follow the new procedure from the beginning.

4.2   Activity T.4.3

Activity 3: Implementation of Certification Scheme

After the completion of the first two activities, the certification regulation for CLOTHING will be developed. The establishment of specifications, examinations, and general framework.

5.   Deadlines

5.1   Activity T.4.2

WHO	WHAT	WHEN
UNICERT S.A.	Presentation	03/05/2023
UNICERT S.A.	Work plan	18/05/2023
ALL	Feedback about action plan	24/05/2023
UNICERT S.A.	Templates according to UNICERT S.A.	18/05/2023
UNICERT S.A.	Final version of action plan	26/05/2023

WHO	WHAT	WHEN
ALL	Development of questions for each Module	**29/06/2023**
UNICERT S.A.	Collection of feedback from all partners	07/07/2023
UNICERT S.A.	Responsible for revise the questions / gathered and unified the questions	28/07/2023
UNICERT S.A.	Presenting the validated results at the TPM4	12/2023

5.2   Activity T.4.3

WHO	WHAT	WHEN
UNICERT S.A.	Responsible for the online edition	10/2023
UNICERT S.A.	Ensuring that the exams is ready to be conducted	1/12/2023 – 31/12/2023

6. **Annexes**

Table 1: General Certification Specifications

Name of the Module	
Description	
Objective /knowledge	
Physical characteristics of the candidate	
Prerequisites (if required)	
Code of conduct (if required)	
Requirements	
Methods of evaluation	
Changing level of candidate	

Table 2: Knowledge of Modules

General knowledge	Basic knowledge	Special knowledge
Introductory concepts	Module 1: The role of gender equality in environmental sustainability & Gender-based training methods	
	Module 2: Sustainable practices Clothing Manufacturing	
	Module 3: Clothing Upcycling as a green practice	
	Module 4: Soft Skills for clothing manufacturers	
	Module 5: Gender-equal digital competences for clothing upcycling	

Table 4: Template for EQF Modules

Name of Module		
EQF Level		
Learning Outcomes	This module aims to:	
Knowledge	Skills	Competence
Assessment methods		
Total Training Hours		

Table 5: Question pool

Allocation of questions from the pool		EDUCATIONAL MODULES						Total
		EM1	EM2	EM3	EM4	EM5	Transversal skills	
Degree of difficulty	**Easy**	2	2	2	2	2	2	**12**
	Moderate	4	4	4	4	4	4	**24**
	Difficult	2	2	2	2	2	2	**12**
Total		**8**	**8**	**8**	**8**	**8**	**8**	**48**

Table 6: Sample of questions

QUESTION No	MODULE	QUESTION	CHOICE1	CHOICE2	CHOICE3	CHOICE4	CORRECT	DIFFICULTY
1	1							
2	1							