

## **ECITB SCHOLARSHIP CRAFT AND TECHNICIAN SPECIFICATION 2023**

This document specifies the skills and knowledge delivery services required for the 2023 ECITB Scholarship Programme.

### **CONTRACT SPECIFICATION**

The ECITB's contractual requirement is for the training provider to deliver skills and knowledge leading to skilled employment status or entry onto a recognised Apprenticeship Standard/Framework in the Engineering Construction or related industries.

This specification document describes the activities and processes required to be undertaken by the appointed provider (Approved Centre) in order to ensure that all learners achieve the requirements contained within the ECITB's Scholarship Programme (**table 1**).

Please note that the final number of learners will not be confirmed until the conclusion of the tendering process.

### **1 TERMS AND DEFINITIONS**

The following definitions and rules of interpretation apply in this specification:

**1.1 Approved Centre**

means an organisation approved by the ECITB Awarding Organisation to deliver and assess ECITB regulated qualifications.

**1.2 Awarding Organisation**

this is the term used to describe an organisation approved by UK government appointed regulatory authorities to award qualifications, including Competence Qualifications. The ECITB is the UK's skills training board and standard setting body for engineering construction as well an awarding organisation for engineering construction qualifications.

**1.3 Apprenticeship Standard/Framework**

if referenced means the requirements that must be met and the qualifications to be achieved by an apprentice for them to successfully complete an Apprenticeship.

**1.4 Craft Programme** means the programme which will follow a programme in craft related pathways (Pipefitting, Mechanical Fitting, Plating, etc.).

**1.5 Competence Qualification**

means the qualification a learner must complete, and which attests his or her ability to do a job of work to a nationally recognised standard. A learner will complete the Competence Qualification during the scholarship following which they will demonstrate competence in real work situations through employment or progression onto an Apprenticeship.

### 1.6 **Funding Contract**

The Approved Centre will secure and maintain a contract with the relevant funding agency for the purposes of funding the delivery of the Knowledge component of the Scholarship Programme.

### 1.7 **Knowledge Qualification**

means the qualification a learner must complete that confirms their knowledge of the fundamental aspects of their discipline to underpin. This qualification will be achieved during the Scholarship Programme and must meet the requirements as detailed in **(table 1)**.

### 1.8 **Pathway**

means the discipline/s or occupation that the learner will follow during the Scholarship Programme.

### 1.9 **Skills Training**

means the practical skills training that the learner will complete to prepare them for the Workplace.

1.10 **Technician Programme** means the programme which will be direct entry at level 3 over the duration of the programme in technical related pathways (Electrical Maintenance, Mechanical Maintenance, Instrument & Control, Design & Draught, Energy Transfer Technician etc.)

## **2. KNOWLEDGE QUALIFICATION REQUIREMENTS**

2.1 The Approved Centre shall have all arrangements in place to deliver one of the Knowledge Qualification as detailed in **(table 1)**.

2.2 The Approved Centre shall be able to deliver the Knowledge Qualification from a location within the identified region.

2.3 The Approved Centre will take all necessary steps to fund the delivery of the Knowledge Qualification through a public funding contract.

## **3. SKILLS QUALIFICATION/TRAINING & ASSESSMENT REQUIREMENTS**

3.1 The Approved Centre shall have all arrangements in place to deliver a period of skills training throughout the programme to reflect the requirements of the discipline specific vocational qualification/s.

3.2 The Approved Centre shall be able to deliver the skills training services from a location within the identified region.

The Training Provider shall possess, or be able to access through a partnering arrangement, the essential physical resources to deliver the skills relating to the Pathways as listed in **(table 1)**.

## ECITB Scholarship Programme – Energy Transfer Content.

The programme content tables below are separated to list the requirements of the Energy Transfer Technician Scholarship.

The requirement is for 6 learners to undertake the electrical/mechanical pathway and 6 to undertake the electrical I&C pathway.

Where an ECITB qualification is referenced in the specification, formal contract execution will only be completed once the ECITB Awarding Organisation are satisfied the provider can meet all the criteria required to deliver the qualification.

### Table 1 – Scholarship Programme Outcomes

**The order of curriculum delivery is subject to discussion and to be confirmed with the provider at pre contract stage.**

#### Year 1

##### **Employer Engagement**

The provider will arrange and facilitate engagement with employers to:

- Enable employers to put forward potential learners for selection,
- Assess the learners in order to identify their suitability for employment either as a direct hire or for progression onto an Apprenticeship.

Additionally, the employer will host an employer/ECITB meeting to review the learners progress, help facilitate work placement and employment opportunities and the curriculum content relevancy. The meetings will run for the duration of the programme. It is anticipated the meetings will be held bi-monthly, but this will be discussed and agreed at the pre contract meeting.

##### **Knowledge Qualification – Scotland**

SQA HNC G85G 15 **or the** Next Generation SQA HNC (if available) – **See Note 1**

The knowledge qualifications must be achieved during the programme and where possible be funded through a Public Funding Contract.

The provider will select suitable optional units which will be agreed with the ECITB and specified in the tender.

<b>CCNSG Safety Passport</b>	To be delivered by an ECITB Licenced CCNSG Provider.
<b>Knowledge Qualification PDA</b>	<p>The training provider shall deliver the following SQA Professional Development Awards alongside the HNC. This may be done in either year one or two.</p> <ul style="list-style-type: none"> <li>Professional Development Award (PDA) in Advanced Manufacturing at SCQF level 7 Group Award Code: GR2M 47 <a href="#">GR2M47.pdf (sqa.org.uk)</a></li> <li>Renewable Energy Systems: Overview of Energy Use – F1YL 34 <a href="#">national unit specification: general information (sqa.org.uk)</a></li> <li>Energy Overview – H4J5 34 <a href="https://www.sqa.org.uk/files/hn/H4J534.pdf">https://www.sqa.org.uk/files/hn/H4J534.pdf</a></li> </ul> <p><b>Note:</b></p> <p>The training provider shall take all reasonable steps identify and provide public funding for this element of the curriculum.</p>
<b>Skills Training &amp; Competency Qualifications</b>	<p>Discipline specific skills training and commencement of centre-based assessment against 2 of the specified level 3 Competency Qualification pathways below:</p> <ol style="list-style-type: none"> <li>Level 3 Diploma in Engineering Construction Maintenance (RQF) – Electrical,</li> <li>Level 3 Diploma in Engineering Construction Maintenance (RQF) – Instrument and Control,</li> <li>Level 3 Diploma in Engineering Construction Maintenance (RQF) – Mechanical.</li> </ol> <p><b>Note:</b></p> <p>The delivery of this component of the programme will be funded by the ECITB but where public funding can be accessed and drawn down this should be utilised and identified within the tender.</p> <p>Learners on the Elect/I&amp;C pathway will undertake Qualifications 1&amp;2.</p> <p>Learners on the Electro/Mechanical pathway will undertake Qualifications 1&amp;3.</p>

<b>Creative Thinking</b>	<p>ECITB will provide access to the digital platform required for delivery of this component.</p> <p>This will require no development or delivery by the provider.</p>
<b>Leadership and Management</b>	<p>Level 3 or SCQF Equivalent Certificate in Principles of Leadership and Management from a suitable awarding organisation.</p> <p><b>Note:</b></p> <p>The qualification must be achieved during the programme and where possible be funded through a Public Funding Contract.</p> <p>The provider will select suitable optional units which must be agreed with ECITB.</p> <p>Other accredited qualifications will be considered.</p>
<b>ECITB Digital Passport</b>	<p>ECITB will provide access to the digital platform required for delivery of this component.</p> <p>This will require no development or delivery by the provider.</p>
<p><b>Work Experience</b></p> <p><b>(Note this can be moved to year 2 if required)</b></p>	<p>The provider will arrange and facilitate one of the following work experience options for the learners consisting of a minimum of 35 hours to be discussed and agreed with the ECITB:</p> <ol style="list-style-type: none"> <li>Simulated workplace project such as a turnaround or shut down,</li> <li>A supervised work placement with an employer.</li> </ol> <p><b>Note: Collaboration between centres is encouraged if considering option a.</b></p>

## Year 2

<b>Knowledge Qualification - Scotland</b>	<p>SQA HNC G85G 15 <b>or the</b> Next Generation SQA HNC (if available) – <b>See Note 1</b></p> <p>The knowledge qualifications must be achieved during the programme and where possible be funded through a Public Funding Contract.</p> <p>The provider will select suitable optional units which will be agreed with the ECITB and specified in the tender.</p>
<b>Skills Training &amp; Competency Qualifications</b>	<p>Completion of discipline specific skills training and centre-based assessment against the specified level 3 Competency Qualifications below:</p> <ol style="list-style-type: none"><li>1. Level 3 Diploma in Engineering Construction Maintenance (RQF) – Electrical,</li><li>2. Level 3 Diploma in Engineering Construction Maintenance (RQF) – Instrument and Control,</li><li>3. Level 3 Diploma in Engineering Construction Maintenance (RQF) – Mechanical.</li></ol> <p><b>Note:</b></p> <p>The delivery of this component of the programme will be funded by the ECITB but where public funding can be accessed and drawn down this should be utilised and identified within the tender.</p> <p>Learners on the Elect/I&amp;C pathway will undertake Qualifications 1&amp;2.</p> <p>Learners on the Electro/Mechanical pathway will undertake Qualifications 1&amp;3.</p>

<b>Leadership and Management</b>	<p>Level 3 or SCQF Equivalent Certificate in Principles of Leadership and Management from a suitable awarding organisation.</p> <p><b>Note:</b></p> <p>The qualification must be achieved during the programme and where possible be funded through a Public Funding Contract.</p> <p>The provider will select suitable optional units which must be agreed with ECITB.</p> <p>Other accredited qualifications will be considered.</p>
<b>ECITB Supervisor Training</b>	<p>The following modules to be delivered by an ECITB approved provider:</p> <p>Module 1 – Foundation,</p> <p>Module 2 – Managing Teams &amp; Individuals.</p>
<b>ECITB Mechanical Joint Integrity</b>	<p><b>Electro-Mechanical Only</b></p> <p>MJI01 - Mechanical Joint Integrity First Principles,</p> <p>MJI10 - Hand Torque Bolted Connection Techniques,</p> <p>MJI-11 Hand Torqued Clamp Connectors.</p>
<b>ECITB Small Bore Tubing</b>	<p><b>Electrical - I&amp;C only</b></p> <p>SBTC 01 Assemble and Install Small Bore Tubing Assemblies – Twin Ferrule.</p>
<b>Supporting the Net Zero Agenda</b>	<p>Net Zero (Min of 35 Hours)</p> <p>ECITB will provide access to the digital platform required for delivery of this component.</p> <p>This will require no development or delivery by the provider.</p>
<b>Behavioural Based Safety</b>	<p>ECITB will provide access to the digital platform required for delivery of this component.</p> <p>This will require no development or delivery by the provider.</p>

## Notes

**Note 1:** The HNC units selected must underpin the relevant pathway the learner is undertaking which will be either:

- Electrical and Instrumentation and control,

or

- Mechanical and Electrical.

### 4. PERSONNEL DEPLOYED

The Training Provider shall ensure that all persons delivering training & assessment have the necessary qualifications, experience and have passed all necessary checks as required by the relevant Awarding Bodies, funding agency and all other relevant, regulatory authorities.

### 5. THIRD PARTY AUDITING

The Training Provider shall work with ECITB in resolving any issues that arise as a result of quality and health and safety audits in relation to the training and/or assessment of learner undertaking the ECITB Scholarship Programme.

### 6. BENCHMARKING

The Training Provider shall endeavour to meet agreed targets - no more stringent than those agreed by the Training Provider with the relevant funding agency - with ECITB in relation to achievement, retention, etc. of learners.

### 7. INSURANCE

During the term of this Agreement and for a period of one year thereafter, the Training Provider shall maintain in force with reputable insurance company insurance for the sum of £5,000,000 per event, including the following risks:

- 7.1 employers' liability insurance in respect of all persons involved in delivery of the Training and performance of this Agreement;
- 7.2 public liability insurance to cover against any suit or action, claims or demands brought or made by any person injured or suffering loss or damage in connection with the carrying out of the Training and performance of this Agreement;
- 7.3 business interruption in the event that the Training Provider is unable to perform the Training.