

MALTA VOCATIONAL EDUCATION AND TRAINING AWARDS

Training at Work Award – Information Sheet

The aim of this award is to valorize good practices of professional learning within enterprises for their respective employees in 2019. This award includes any type of internal and external, knowledge-based or practical training organized by the employer, including online, on-the-job, blended, classroom-based, etc, including also non-accredited training. The training programmes may be funded either by the company itself or through national or EU funded schemes

This year this award will highlight the green and/or digital good practice in training organized by the employer at the place of work or otherwise.

APPLICATION PROCESS

- The application process is open to all Employers having an economic activity irrespective of their legal form. These include partnerships, companies, family businesses, associations, individual self-employed or other body of persons, NGOs and Social Partners.
- Application is to be submitted by the company itself.
- The application should provide details of the training action/initiative undertaken in 2019 and include supporting documentation. Any training programmes and training plans need to be attached to the application.
- The documentation to be provided is listed in the application.
- The committee reserves the right to interview the shortlisted applicants.

ELIGIBILITY CRITERIA

- Companies should be economically active in Malta.
- Companies should have provided continuous training development in 2019. This includes upskilling and/or reskilling training programmes for their employees over and above mandatory training as established by the relevant legislation.
- The training programme is either delivered internally within the company or delivered by a training centre (external provider).
- The company must have an established training plan. Copy of the plan must be provided with this Application.
- The training programme must not have already been rewarded by another Maltese or European Prize.

SELECTION CRITERIA (and Marks allocated for each criterion).

- Internal coherence and quality of the training programme in promoting professional learning, upskilling or reskilling. (25%)
- Achievements/Impact of the training programme for the workers and company. (20%)
- The overarching company training plan should ideally be ongoing for at least one year (at least 365 days before the end of 2019). (10%)
- Companies should ideally be an active collaborator on Work Based Learning with a local VET/Applied Education provider. (10%)
- Potential of the training programme to be replicated elsewhere. (5%)
- Sustainability of the training programme. (5%)
- Training of employees before 2019.(5%)

Additional points are awarded if:

- an inclusive training programme that is dedicated to support for example: low-skilled workers, women, disadvantaged groups, migrants or refugees, part-time or short-term contracted workers; (10%)
- a training programme that promotes the green and digital transition in line with EU policies (Green Deal; Green Growth and Circular Economy). (10%)

List of documents

For the application to be considered complete all attachments marked as **“obligatory”** need to be submitted at Application Stage. Only complete applications with all the documents listed hereunder can be reviewed by the Evaluation Committee. If not available documents marked as “if available” may not be attached with the application.

Copy of the training plan [obligatory]

Copy of the training programme delivered including dates of delivery and number of attendees [obligatory]

Evidence of achievements and impact of the training programme for the workers and the company [if available]

Evidence that the applicant provided Work Based Learning during 2019 [if available]

Copy of any evaluation report [if available]

Evidence of prior training of employees before 2019 [if available]

EUROPEAN VOCATIONAL SKILLS WEEK 2020