



CERTIFICATE SUPPLEMENT NO. *



Republic of
Poland

CERTIFICATE HOLDER'S FIRST NAME (MIDDLE NAME) AND LAST NAME.....

1. TITLE OF THE CERTIFICATE ¹⁾

Dyplom potwierdzający kwalifikacje zawodowe w zawodzie **technik spedytor**, symbol cyfrowy **333108**

¹⁾ Original language version

2. TRANSLATED TITLE OF THE CERTIFICATE ²⁾

Vocational Diploma for the occupation of **forwarding technician**, occupation reference number **333108**

²⁾ If applicable. This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

The vocational diploma for the occupation of **forwarding technician**, for which the qualification **AU.31.Transport organisation and customer and contractor service** has been specified, certifies that the holder is able to:

- apply the provisions of law valid for forwarding and transport,
 - plan, execute and supervise the flow of the transport process,
 - form, secure and label a freight unit,
 - organise the loading and unloading process,
 - draw up forwarding and transport documentation in Polish and English in accordance with applicable regulations,
 - set prices and tariffs of forwarding services and analyse the costs of forwarding and transport services,
 - keep correspondence and conduct negotiations in Polish and English,
 - apply monitoring and registration systems and international standards for identification of modes of transport, freights and data exchange,
 - use insurances and examine claims for forwarding and transport services,
- and additionally, within the scope of the professional tasks performed:
- observe occupational health and safety regulations, fire safety and environmental protection regulations and requirements of ergonomics;
 - provide first aid to the injured in accidents at work and in health and life-threatening situations,
 - apply legal provisions relating to the conduct of business activity, labour law, personal data protection and professional secret,
 - organise work of a small team.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THIS CERTIFICATE ³⁾

forwarding technician

³⁾ If applicable.

OKE-II/86/3

5.OFFICIAL BASIS OF THE CERTIFICATE	
Name of the certificate awarding body Regional Examination Board in	Authority supervising the certificate awarding body Central Examination Board
Level of the certificate (national or international) Full qualification at level five of the Polish Qualifications Framework – PQF V Qualification at level five of the European Qualifications Framework – EQF 5 ISCED 354	Pass requirements An examination is carried out for each qualification specified for a given occupation. In order to pass the examination for a given qualification the minimum required score is: 1) in the written part – at least 50% of points available, 2) in the practical part – at least 75% of points available.
Access to next level of education If the certificate holder has been awarded a secondary school graduation (<i>matura</i>) certificate, he/she may continue education at tertiary level	International agreements -----
Legal basis Regulation of the Minister of National Education of August 27, 2019 on certificates, state diplomas and other school prints (Journal of Laws of 2019, item 1700 as amended).	

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE	
The holder of the certificate has obtained at least a secondary education and passed examination for the qualification specified for the occupation of forwarding technician: AU.31.Transport organisation and customer and contractor service . This qualification can be obtained by pursuing one of the following educational paths.	
Ways of acquiring qualifications for the occupation of forwarding technician	Minimum percentage of practical training in vocational education (%)
School education (four-year secondary technical school)	50
Continuing learning in out-of-school forms (minimum number of hours specified in the vocational education core curriculum for the occupation of forwarding technician)	50
Confirmation of qualifications by extramural vocational examinations for those who have completed lower secondary education or 8-year primary school and: a) have at least 2 years' education in the occupation of forwarding technician or b) have at least 2 years' experience of working as a forwarding technician.	50 100
Additional information: More information (including a description of the national qualifications system) available at: National Europass Centre – www.europass.org.pl	

***Explanatory note**

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers, Decision (EU) 2018/646 of the European Parliament and of the Council of 18 April 2018 on a common framework for the provision of better services for skills and qualifications (Europass) and repealing Decision No 2241/2004/EC. More information available at: <http://europass.cedefop.europa.eu>
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