

Legal Framework for Vocational Training

UNHCR-Legal Unit

17 September 2020

Main References:

- 1- The Law of the Vocational Training Corporation, number.11 of the year 1985.
- 2- The Law of Technical and Vocational Skills Development Commission, number 9 of the year 2019.
- 3- The Jordanian Labor Law, number 8 and its amendments of the year 1996.

First:

Vocational Training corporation.

Article 3:

- A- *“By this law, the Vocational Training Corporation should be founded, this corporation is linked to the Minister of Labour. according to the provision of this law, or any related regulations, the corporation has independent legal, financial, administrative, status. The corporation shall have the right to proceed with litigation as an independent entity, where they can appoint the general prosecutor, or any other person for such purpose. the corporation has an independent budget.*
- B- *The headquarter of the corporation should be in AMMAN, and it has the right to open any branches at any governorate in the Kingdom.*

Article 4:

“The corporation goals:

- A- Afford vocational training opportunities to prepare qualified labourer in all sectors, and within all vocational (non-educational) levels, in addition to create varieties of vocational trainings, not limited to:
 - 1- Long term vocational training program for youth, and adults, taking in consideration the valid laws and regulations.*
 - 2- Train the staff at the vocational institutions, in addition to build their capacities.*
 - 3- Create intensive, fast vocational training programs in different sectors.*
 - 4- Provide trainings about occupational health and safety.**
- B- Provide the needed support to establish, improve small institutions.*
- C- for trainees are above 18 years old, they can sign the training contract. the guardian should sign the contract on behalf of trainee is under 18 years old.”*

The internal instructions for vocational training programs (2019):

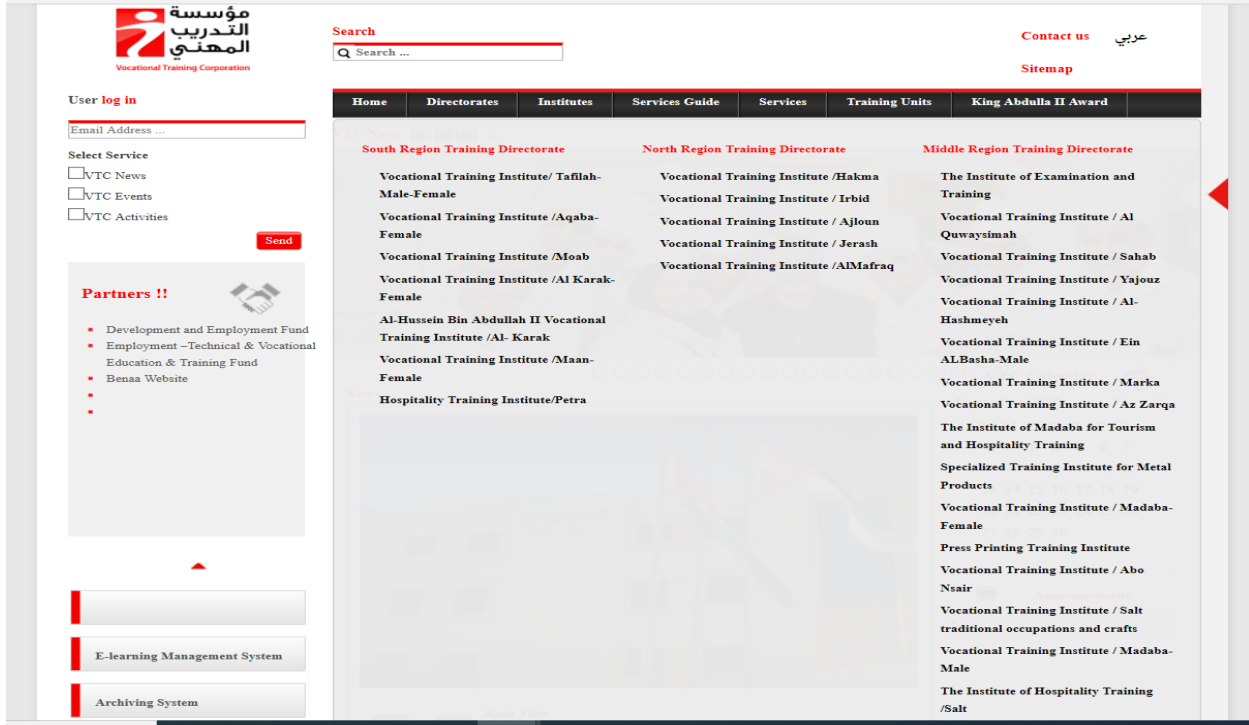
Main goal:

Preparing training programs in several sectors to match the requirement of the labour market, by providing the following 3 levels of training programs:

- Vocational Diploma.
- Skilled.
- Limited skills programs.

Important definitions mentioned at the instructions:

Institute: the place where the vocational programs take place, under the supervision of the Vocational Training Corporation.



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Training Programs: The training activities, training plans, methods, that contribute in achieving training goals, such activities are set in accordance with certain sequence, specific timeframe.

Training: an inclusive training program, contains several training chapters within specific timeframe.

Trainer: a qualified person with the needed educational, technical expertise, who provides the training programs to trainees and supervised the training process whether at the institute, or at the workplace. The trainer should assist the trainees in gaining knowledge, skills, and principles during the trainings, also the trainer is mandated to observe the trainee's improvement, achievements, and evaluate the whole training process. In addition to maintain the safety of the trainees themselves.

The trainee: an individual who enroll in any training program.

Person with disability:

Any person who is hard of hearing, has physical or mobility disability, or person with minor intellectual disability based on a medical report certified by the concerned entity for ages below 18 years old, and from the medical committee for ages above 8 years old.

¹ vtc.gov.jo/vtce/index.php/news/index/view/id/10397

Enrollment/admission requirements:

As mentioned, there are several levels of vocational training main are:

Vocational Diploma:

- 1- Passing the secondary school certificate.
- 2- Finished the “skilled” vocational training successfully.
- 3- Able to achieve the diploma requirements.
- 4- Not over 35 years old.

Skilled vocational training programs:

1. Passed the mandatory basic education. (Tenth Grade)
2. Able to achieve the training requirement.
3. Not under the age 16 years old.
4. Not over 35 years old.

Limited skills vocational training:

1. Know to read, write, with basic calculation skills.
2. Able to achieve the training requirements.
3. Not under the age of 16 years old.



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Fees, enrollment for Non-Jordanian:

المادة (٢٣) بدل خدمات واجور التدريب لعقد البرامج التدريبية :

الفصل الثالث : الشؤون المالية

١ - بدل خدمات واجور التدريب :

١ - تستوفي قيمة بدل خدمات واجور التدريب للبرامج التدريبية حسب الجدول الآتي :

الرقم	البرنامج	منته	بدل خدمات واجور التدريب بالدينار لكل فصل / دورة للأردنيين وابناء عزة وابناء الاردنيات المتزوجات من غير الاردنيين المقيمين
	الدبلوم المهني	الفصل الواحد	١٠٠
١	المهني	الفصل الواحد	
٢	الماهر	الفصل الواحد	
٣	محدد المهارات	الفصل الواحد	٣٠
٤	المشروع السياحي / مستوى الثاني والممتوى الثالث	الفصل الواحد	
٥	المشروع السياحي / مستوى اول	الفصل الواحد	٣٠
٦	برامج السلامة والصحة المهنية	لا تزيد عن (٥٠) ساعة	١٠٠
٧	برنامج اعتماد لخصائي السلامة المهنية	٢٨٠ ساعة	٢٨٠
٨	برنامج اعتماد فنيي السلامة المهنية	٢٤٠ ساعة	٢٤٠
٩	السلامة والصحة المهنية / الشركات المؤسسات	حسب الطلب	حسب الكلفة ملحق (٦)
١٠	دورات التدريب المستمر	حسب الطلب	
١١	برامج رفع الكفاءة	حسب البرنامج	
١٢	الرخصة الدولية لقيادة الحاسوب (ICDL)	حسب البرنامج	

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٢٨٠
٢٤٠
حسب الكلفة ملحق (٦)
حسب البرنامج

السلطة الأردنية العامة
للمهنة
والتدريب
والتأهيل
والتطوير
والتدريب
والتأهيل
والتطوير



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٢ - يستوفى بدل خدمات وأجور إعادة الاختبارات المستوى وإصدار الوثائق والشهادات وتصديقها كما يلي :

الرقم	الموضوع	المبلغ بالدينار
١	إعادة اختبار المستوى النهائي لبرامج المستوى "الدبلوم المهني والمهني والماهر ومحدد المهارات" والمشروع السياحي المستوى الثاني والثالث	١٠
٢	إعادة اختبار المستوى النهائي لبرامج المستوى (الدبلوم المهني والمهني والماهر ومحدد المهارات) والمشروع السياحي المستوى الثاني والثالث (بعد الدور الثاني)	١٠
٣	إصدار الشهادة الأصلية الأولى لبرامج العمل الأساسية "الدبلوم المهني ، المهني ، الماهر ، محدد المهارات" وبرنامج المشروع السياحي (المستوى الأول والثاني والثالث) .	٥
٤	ثمن طلب الالتحاق إصدار الشهادة الأصلية الأولى لبرامج التدريب المستمر	تصحب ضمن الكلفة
٥	إعادة اختبار دورة اعتماد أخصائي وفني السلامة والصحة المهنية .	٣٥
٦	ثمن طلب الالتحاق لبرامج الدبلوم المهني	١
٧	ثمن طلب الالتحاق لبرامج الإعداد المهني (المهني ، الماهر ، محدد المهارات) والمشروع السياحي (المستوى الأول والثاني والثالث) فقط	١
٨	إصدار شهادة بدل فاقد أو تالف	١
٩	تصديق صور الشهادة أو الوثيقة	١
١٠	تصحيح البيانات الشخصية على الشهادة وفق قرار المحكمة	١
١١	إصدار كشف علامات	١
١٢	المصادقة على ترجمة الشهادة	١
١٣	المصادقة على ترجمة كشف علامات	١
١٤	المصادقة على ترجمة وثيقة إثبات متدرب	١

٢- يستوفى من غير الأردنيين ضعف بدل خدمات وأجور التدريب في مختلف البرامج والمستويات المهنية المقررة للأردنيين شريطة ان يكون مصدر الشهادة المدرسية من مدارس المملكة الاردنية الهاشمية .
اما غير الأردنيين والذين لا يحملون شهادة مدرسة اردنية فيتم استيفاء بدل خدمات وأجور التدريب حسب الكلفة .
ويستثنى من ذلك الأفراد الموافق على معاملتهم كأردنيين بموجب قرارات رئاسة الوزراء في بدل وأجور التدريب .

المملكة الأردنية الهاشمية
رئاسة الوزراء
٢٠٢٠

Traslation for point number3 regarding Non-Jordanians admission:

Non- Jordanians who are grduated from jordanian schools, should pay the double fees specified at the above table.

For non Jordanian who grduated from schools outside of Jordan,trainees should pay the fees determined by the insitute (calculated upon the actual cost).

Main legal documents the trainee will received during the training:

- ✓ The vocational training contract.
- ✓ Certificate of accomplishment.

Second:

Labour Law:

Article 36:

“A- The vocational training contract signed between the trainee and the employer should be in writing, the trainer should be qualified and have the needed experties to provide the agreed on training. Giving that the insitution shall meet the conditions should be available at the training place.

B- the vocational training contract shall be made in accordance with the standards, conditions specified by the vocational training corporation. The contract should be exmpted from fees.

C- for trainees are above 18 years old, they can sign the training contract. the guardian should sign the contract on behalf of trainee is under 18 years old.”

Article 37:

“Contract duration:

The contract shall determine the duration, levels, and wages of the training.”

Article 38:

“Termination cases:

- *Incase of breaching the provsions of this law.*
- *Incase of failure to fulfil the obligations stipulated at the contract.*
- *Force majuere.*
- *Incase the training place was changed and the trainer became unable to attend the training.*
- *If contenuing the training program may harm the trainee’s safety, health based on a report organized by inspector, or a certified medical committee .”*

Thrid:

The Technical and Vocational Skills Development Commission:

was established in 2019 under Article 31 of the Jordanian Constitution and based on Law No. (9) / 2019: The Technical and Vocational Skills Development Law, was prepared in line with the recommendations of the National Strategy for Human Resources Development (which established clear organizational structures for the governance of the sector to ensure the implementation of accountability in the sector).

A Council has been formed in the TVSDC called “The Technical and Vocational Skills Development Council” headed by the Minister of Labour and the membership of Minister of Education, Minister of Higher Education, the Secretary-General of the Ministry of Labour, the president of the Accreditation and Quality Assurance commission for higher education institutions, a representative of

the Crown Prince Foundation, representatives of the private sector, representatives of the tourism, industrial, commercial, construction, communications, and health sectors.²

The Law of Technical and Vocational Skills Development Commission, number 9 of the year 2019.

Article 3:

A) *“The commission of the Technical and Vocational Development is established by this law, where it enjoys an independent legal, financial, administrative, status. The commission shall have the right to proceed with all legal acts, in addition to own properties for the purpose of achieving its goals, including contracting, accepting donations, and litigation.”*

B) *“The Commission shall be responsible for:*

1- *Approve, accredit the institutes, entities provide vocational trainings, monitor their activities, organize their work, evaluate, and regulate their programs. The commission is only responsible for the vocational-technical trainings that are not related to educational degrees.*

the commission monitor the below programs:

- *Vocational secondary school.*
- *Vocational training programs.*
- *Continuous training programs.*
- *Any other training programs newly created.*
- 2- *Determine the standards, requirements of admission.*
- 3- *Set the curriculum, creating programs according to the needs of the sectors.*
- 4- *Approve budgets.*
- 5- *Organize the vocational employment.*
- 6- *Register the qualifications of vocational training within the national framework of qualifications.*
- 7- *Monitor the exams, and the certificates of vocational training institutions.*

....

13- determine the requirements, conditions, specification, licensing requirements should be fulfilled by training institutes.

14- issue licenses/ accreditations for training institutions at the private-public sectors.

.....”

² tvsc.gov.jo/en/page/About%20Us/About%20The%20TVSDC/5

National Employment and Training:

On the occasion of the 61st anniversary of the Independence Day on 25 May 2007 and the belief of His Majesty King Abdullah II on the importance of the participation of Jordanian youth in the process of economic, social and political development and the preparation of a generation of qualified youth, the royal directives came to the Jordanian armed forces, In which a project for the use of civilians in the Jordanian armed forces to work in the construction sector in coordination with the Ministry of Labor and private sector institutions, in order to equip the youth in different provinces with the skills and abilities necessary to work and give and increase Production. In response to the royal directives, the National Company for Employment and Training was established as a private non-profit joint stock company. It was officially registered at the Ministry of Industry and Trade on 25/7/2007 and started its work on August 7, 2007 with a full management of qualified personnel after completion of all detailed plans and programs for all training's stages.

³ <https://net.jaf.mil.jo/AboutUs?l=en>