

Dual vocational education and training abroad

Offerings,
Concept, Quality
Management of the
DIHK-AHK-IHK
Network



DIHK

Association of German Chambers
of Commerce and Industry



Association of German Chambers
of Commerce and Industry

Imprint

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INTRODUCTION

Thanks to the dual vocational education and training system, companies in Germany can qualify skilled worker exactly as their requirements. Abroad, the model of dual vocational education and training is often uncommon. This poses considerable challenges for companies, including German firms, in finding well-qualified skilled workers as needed. Made or planned direct investments of German companies abroad are at risk. For this reason, The German Chambers of Commerce, Delegations and Representations of German Industry and Commerce (AHKs), the German Chambers of Industry and Commerce (IHKs) and the Association of German Chambers of Industry and Commerce (DIHK e.V.) support companies in training skilled workers abroad based on the German model.

More than 45 AHKs offer vocational training services based on the German model and globally comparable standards to companies and interested partners, if there is a specific local need for dual vocational education and training or qualification of skilled workers.

The guiding principle of the AHKs is to establish „Dual Vocational Training“ abroad as an important topic of economic promotion. In this context, the AHKs consider themselves advisors and providers of organizational and quality assurance services, which are supported by the IHKs and coordinated by the DIHK e.V.

With the present publication, the DIHK e.V. describes the most important quality standards to which the AHK vocational training services are aligned. These overall 12 quality standards are formulated in terms of process and product. They are based on the „DIHK quality categories for AHK vocational education and training activities“. Through these, key elements of German dual vocational education and training can be resiliently and reliably mapped in the respective different local contexts.

The addressees of this publication are, on the one hand, interested companies as clients or principals and, on the other hand, institutional players – above all German, but also local ones – who are also involved in the field of dual vocational education and training abroad. From the point of view of DIHK e.V., it is of interest to cooperate with partners, wherever possible, in order to be able to offer services for the economy and political bodies even more coherently. Along with this publication goes the offer of developing new collaborations and a common understanding of the primary goal of successful dual vocational education and training abroad based on the German model. In the medium to long term, AHK dual vocational education and training services in the respective partner countries can have a positive impact on local vocational training systems.

All interested parties are invited to share and refine – together with the DIHK e.V. – the presented quality standards.

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1. FOUNDATIONS AND OBJECTIVES OF THE COMMITMENT OF AHKS, IHKS AND DIHK E.V. FOR DUAL VOCATIONAL EDUCATION AND TRAININGABROAD

There is growing interest in German dual vocational education and training abroad: Economy and political bodies worldwide are interested in German dual vocational training

On the one hand, German companies with commitments in foreign countries in form of production facilities and services often look for precisely qualified employees. They value the advantages of German dual vocational education and training and seek opportunities to qualify skilled workers in a dual manner abroad as well. Therefore, more and more companies are approaching AHKs, IHKs and DIHK e.V. with the request to support them on site.

International interest in vocational training „Made in Germany“ from economy and political bodies

On the other hand, German dual vocational education and training is in demand among governments in many countries – including developing, emerging and industrialized countries. The custom-fit orientation of qualifications to the labour market is seen as a key reason for the economic strength and low youth unemployment in Germany. AHKs, IHKs and DIHK e.V. are valued as political partners to advise other countries from an economic point of view on the dual vocational education and training system and to support reforms aimed at this.

The engagement of AHKs, IHKs and DIHK e.V. is focused on serving the demand of companies with a holistic concept and concrete offerings. The AHK vocational training activities are seamlessly integrated into the AHK's mission of foreign trade promotion. To this end, the AHK-IHK-DIHK network is being further developed and a worldwide comparable AHK service portfolio for dual vocational education and training is being set up. With their engagement, AHKs, together with the IHKs, contribute to safeguarding foreign investments of German companies and their international competitiveness. This also benefits Germany as a business location.

AHK focus: Foreign trade promotion through dual vocational education and training services

The AHK vocational training services follow the German example and regularly have an impact in the respective partner countries beyond the circle of participating companies. The activities of the AHK can provide impulses for the modernization of vocational training systems in the dual sense. Due to this, AHK activities are often part of political cooperation and initiatives. Therefore, AHKs in partner countries showcase the German dual vocational education and training system.

Additional effect: Impulses for dual vocational education and training in the partner country

In the spirit of foreign trade promotion, the aim of AHKs, IHKs and DIHK e.V. is to expand the range of the AHK service portfolio for dual vocational education and training in terms of quantity and quality. This is built on products and processes which have been introduced and proven to be effective in Germany and which have a high recognition value and high quality. Customizations to local conditions are self-evident as they are essential to success. An additional goal is to cooperate with interested partners as far as possible and appropriate.

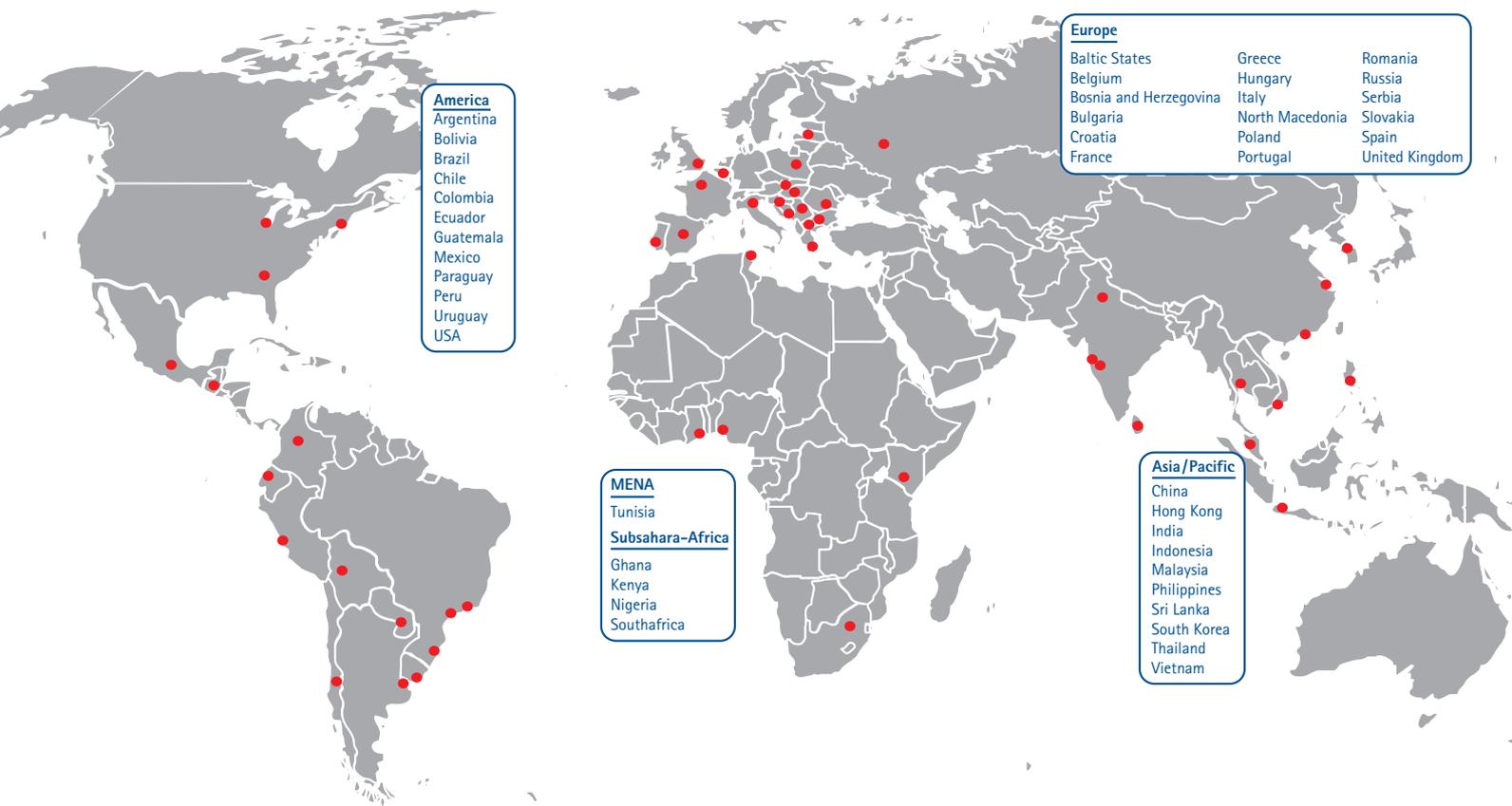
Objective of the AHK-IHK- DIHK engagements

AHKs offering dual vocational education and training services

AHK dual vocational education and training services have a long tradition, especially in Latin America and Europe. Today, even AHKs in Asia, North America and Africa offer vocational training services.

Already more than 2,000 companies cooperate with AHKs worldwide, and the trend is rising. Against the background of demand varying from country to country, the range of AHK services can vary.

AHKs with vocational training services (2019):



2. DIHK-AHK-IHK NETWORK – DIVISION OF TASKS AND COOPERATION

The tasks and cooperation of IHKs, AHKs and DIHK e.V. are as follows:

IHKs function at the regional level in Germany as for the representatives of the commercial economy and as „responsible units“ according to the Vocational Training Act. IHKs are points of contact and service providers for vocational training in Germany for their member companies.

Their duties include in particular

- To advise companies about vocational training,
- To confirm and monitor their suitability for training as well as that of trainers,
- To ensure compliance with company training plans and related processes,
- To coordinate and optimize the homogeneous training course between the two learning places – school and company,
- To organize the national final examinations according to the principle „By the economy – for the economy“,
- To attract, train and deploy the honorary examiners from companies and vocational schools,
- To issue IHK certificates regulated by public law to the graduates of initial and advanced vocational training examinations.

Pursuing vocational training activities abroad is not a compulsory task of the IHKs. In particular, this excludes issuing IHK certificates abroad. At the same time, IHK know-how relating to vocational training abroad is in great demand, e.g. from IHK member companies. The IHKs therefore contribute their expertise as part of their economic promotion mandate. They support their member companies in collaborating with an AHK abroad. This includes their consultation, networking and content support.

IHKs may independently offer vocational training services abroad if there is no AHK on site or if an existing AHK does not offer service relating to vocational training.

IHK – service provider for vocational training in Germany

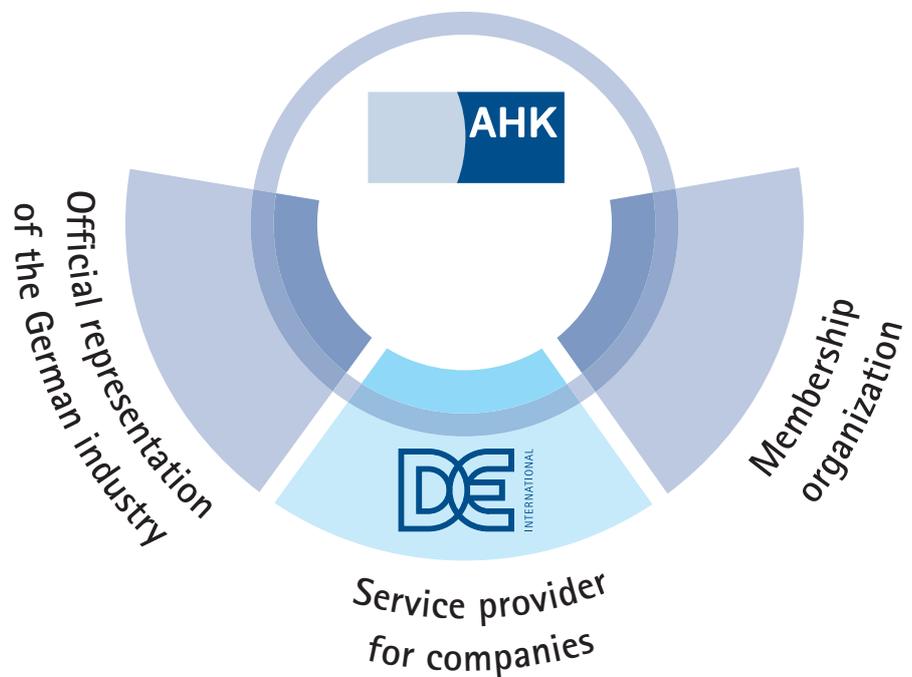
IHK – Partner for AHK vocational training abroad

AHKs – Profile and functions

AHKs are institutions of German foreign trade promotion in foreign countries, which are funded proportional by the Federal Ministry for Economic Affairs and Energy (BMWi). AHKs support the economic relations between Germany and the partner country. Typically, they are set up bilaterally and represent the interests of German and local companies.

AHKs operate in three different, country-specific forms of organization. The bilateral chambers are independent member organizations of companies. Delegations of the German economy are dependent representatives of the DIHK e.V. in the respective countries. Representatives of the German Industry and Commerce are associated organizations of different constitution, which are supported by the DIHK e.V.

AHKs are points of contact for companies abroad. They have three functions: AHKs are the official representation of the German economy abroad, usually a membership organization with German and local member companies and service providers for companies, e.g. around dual vocational training. AHKs customize their services to the needs and the demand of the companies, operating business in a cost-covering, but not profit-oriented way.



The key AHK vocational training services currently include among others:

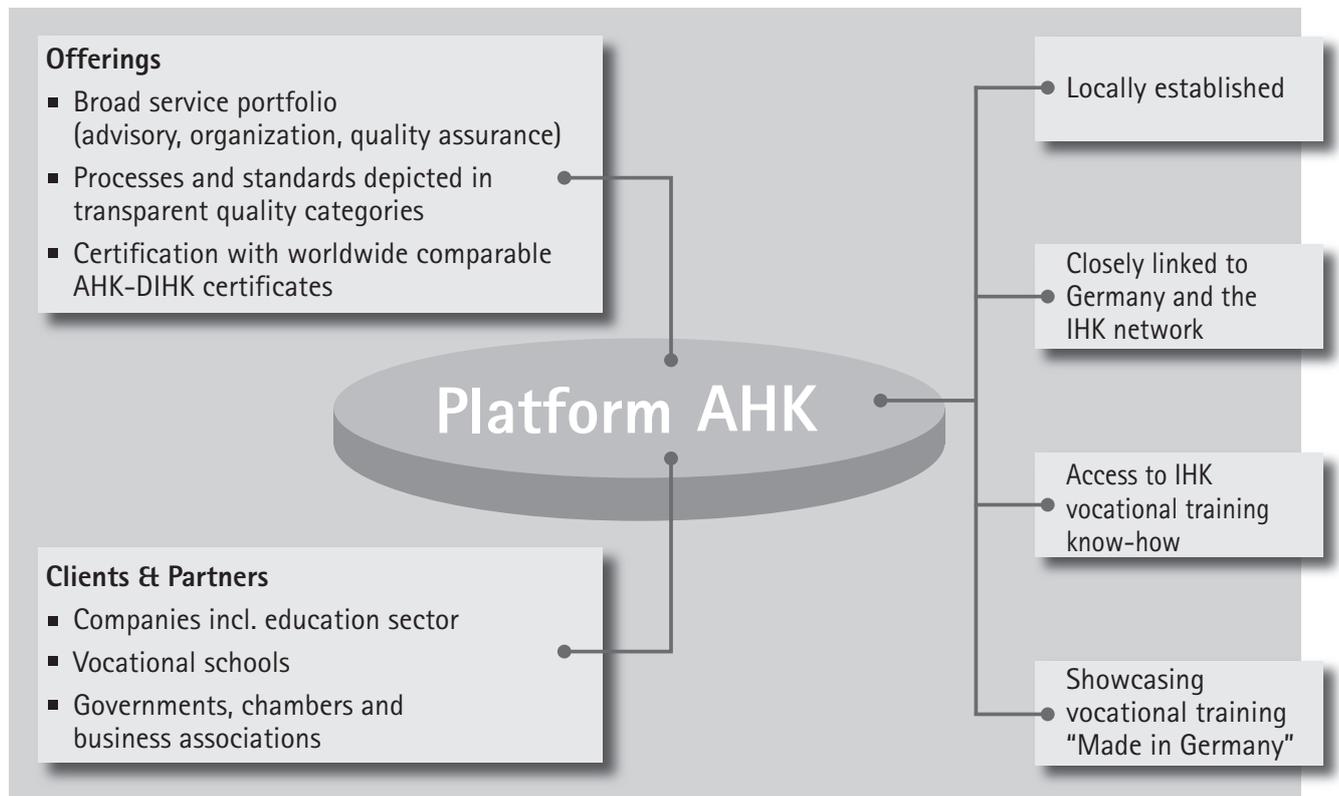
- To consult companies on the most suitable type of dual vocational education and training and related requirements in the target country
- To organize and modernize processes within which companies can adapt and – embedded in the framework conditions of a target country – determine German-standard training contents
- To organize and conduct trainings and examinations of in-company vocational training staff with aid of the globally used DIHK-qualification concept „AdA International – Vocational Trainer Qualification (AHK) – (Ausbildung der Ausbilder, AdA)
- To provide offerings of the German education industry locally
- To connect and cooperate all partners involved in the vocational training – training companies, apprentices, vocational schools, inter- company training centres and others
- To support companies during training activities and to promote the recognition of the degrees in the target country
- To organize and conduct valid and quality-assured final examinations
- To issue AHK-DIHK certificates to graduates of successful final examinations
- To award training companies with the AHK-DIHK certificate „Distinguished training provider“

AHK – The vocational training platform

AHKs are economy-supported platforms for vocational training activities of German and foreign stakeholders, providing them with organizational, advisory and quality assurance services on site.



AHK: Platform for dual vocational education and training abroad



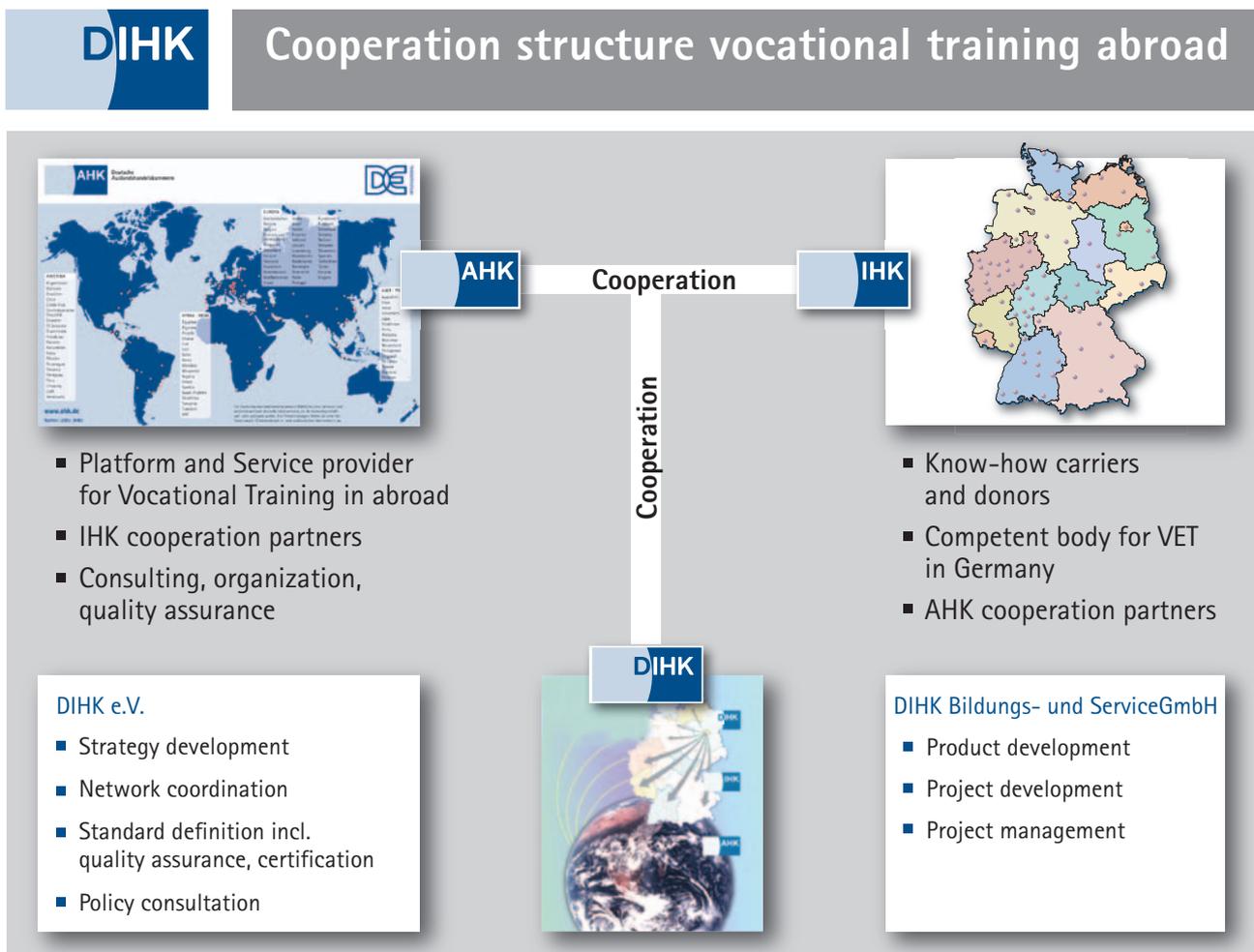
The DIHK e.V. is the umbrella organization of the 79 IHK in Germany. It coordinates the opinion formation within the IHK organization and represents its positions towards the political bodies, public administration, economy and society at federal, European and international level. The DIHK e.V. also controls and develops the worldwide AHK network, represented in 92 countries at 140 locations.

**DIHK e.V. – Network coordinator
„Dual vocational education and training abroad“**

The DIHK e.V. handles the coordination, advisory and quality assurance with regards to vocational training activities abroad for the IHKs and AHKs. It is a point of contact for IHKs, AHKs and state institutions from Germany and in foreign countries on the subject of „dual vocational education and training abroad“. The DIHK e.V. provides strategic and operational support to assure quality of German dual vocational education abroad and to preserve its principles.

The DIHK e.V. promotes the networking of IHKs and AHKs among each other, with companies and other stakeholders in Germany and abroad, initiates the exchange of experience and arranges partnerships.

The DIHK e.V. pertinently positions the IHK-AHK network in Germany and internationally. With the quality-assured AHK-DIHK certificates under involvement of the IHKs, the DIHK e.V. makes a reliable contribution to the economy and politics around German dual vocational education and training" made in Germany".



3. QUALITY CATEGORIES AND QUALITY STANDARDS FOR AHK VOCATIONAL TRAINING OFFERINGS

a) DIHK quality categories for dual AHK vocational training abroad

Benchmark in Germany: Quality according to Vocational Training Act

In Germany, the standards of dual vocational education and training are legally established in the Vocational Training Act. They form the basis for the quality of vocational training and the subsequent career advancement training (higher vocational education) throughout Germany. The focus is on holistic vocational qualifications and competency profiles. Additional quality standards are contained in the training regulations for vocational training and career advancement education and in the implementation agreements made by the economic and social partners. With the Vocational Training Act, the German legislator transfers key tasks regarding organization, quality assurance and certification of vocational training to the IHKs and other competent bodies.

Benchmark abroad: Quality according to the German model, country-specifically adapted

When it comes to dual vocational education and training or qualification abroad, DIHK e.V. and AHKs first of all focus on the central quality standards contained in the Vocational Training Act. The quality of German dual vocational education and training standards is valued and expected in many places by companies and governments abroad.

At the same time, adjustments to the local framework conditions are often required for implementation. In this interplay between German quality standards and local adaptation, AHKs, IHKs and DIHK e.V. have agreed on a joint value commitment, which is expressed in three „DIHK quality categories for dual vocational education and training activities“. This way, the various local framework conditions and needs of companies in terms of dual vocational education and training or qualification abroad can be met in a flexible manner.

The DIHK quality categories are, so to speak, „corridors“, which describe the contents and structures of dual vocational education and training and make it possible to map the respective specific form of dual vocational education and training in foreign countries in a realistic manner. The DIHK quality categories are free of judgment and stand on equal footing. Essentially, it is about comprehensibly clustering the complexity of dual vocational education and training, meeting the needs of companies and the expectations of the partners in a transparent manner. The three DIHK quality categories are divided into:

- German dual vocational education abroad (A)
- Local dual vocational education and training following the German model (B)
- Local dual qualification with elements of the German system (C)

AHK vocational training services in this category largely conform to the quality requirements of dual vocational training, as described in the German Vocational Training Act as well as in the regulations for vocational training and career advancement education. This relates to standards governing the training system and standard. They contain only marginal adjustments to local conditions.

German dual vocational education abroad (A)

AHK vocational training services in this category consist of dual vocational education and training based heavily on the German model, but with enough flexibility for adjustments to local conditions. The standards governing the training system and standards are heavily oriented towards local conditions.

Local dual vocational education and training following the German model (B)

AHK vocational training services in this category consist of local vocational qualifications that are relevant to the local job market with a dual character. They may include e.g. partial qualifications, practical training, certificate courses or purely local qualifications. The fundamental character of the standards governing the training system and content are in line with the dual system but are largely shaped by local conditions.

Local dual qualification with elements of the German system (C)

Each DIHK quality category is backed by certain standards, which in their respective entirety contain a clearly defined and reliable value commitment.

Overview DIHK quality categories



DIHK–Quality Categories of the AHK–IHK–DIHK networks for dual vocational education and training overseas

Short Description	Category German dual vocational education abroad (A)	Category Local dual vocational education and training following the German model (B)	Category Local dual qualification with elements of the German system (C)
AHK Vocational Education and Training Committee	AHK decision-making body, members from companies and relevant institutions Work basis: AHK rules of procedure (DIHK model)		Foundation recommended Cooperation AHK, companies, relevant institutions
Suitability of the training site	Training suite suitable for dual training by type and equipment Spatial conditions and equipment enable the mediation of vocational competence		
Suitability of the trainers	Trainer suitability is certified with „AdA - International - full version“	Trainer suitability certified with „AdA - International - Basic Version“	Professionally experienced, technically and personally suitable trainers
Advising and assisting companies	The AHK advises and assists companies relating to vocational training measures. Content and scope are based on company needs and German quality standards		
Registration of training relationships	Registration of training relationships with AHK		Registration of companies involved and persons participating in program
Training content and duration	Core, professional qualifications and duration of training according to German training regulations Slight adaptations in the light of local framework conditions (e.g. economics and social sciences)	Core and professional qualifications cover at least 50 percent of the German training regulations Duration of training at least 28 months (for 3.5-year occupations), 24 months (for 3-year occupations), 16 months (for 2-year occupations)	Qualification time at least 240 hours
Duality	At least 70 percent on-the-job training including learning workshops	At least 50 percent on-the-job training including practical vocational institutions	Reasonable amount of on-the-job training in company and practical vocational institution
Training documents	Use of a training record Monitoring by AHK		

Short Description	Category German dual vocational education abroad (A)	Category Local dual vocational education and training following the German model (B)	Category Local dual qualification with elements of the German system (C)
AHK examination board	At least three competent examiners suitable for the examination (two from practical side and one from theoretical side) Principle: „He who teaches does not examine“	At least three competent examiners suitable for the examination (two from practical side and one from theoretical side)	
AHK examination Procedure	Work basis: AHK examination regulation (DIHK model) Written examination with original IHK exam tasks in national language	Work basis: AHK examination regulation (DIHK model) Written examination with original IHK examination tasks and / or tasks developed by the AHK examination board in national language	AHK testing procedure
AHK examiner	AHK examiners are independent, competent in the areas of examination and suitable for the examination AHK examiner trainings		
AHK-DIHK certificate	AHK-DIHK certification with German occupational title Bilingual, under private law	DIHK AHK certificate with local occupational title Bilingual, under private law	AHK certificates with description of the qualification Bilingual, under private law

b) Quality standards for key AHK structures and processes in the field of dual vocational training

DIHK process manual for AHK vocational training

The DIHK quality categories form the standard for an AHK-DIHK certification and are the responsibility of the AHK on site. The DIHK e.V. supports and secures the final quality based on a DIHK quality management system. The IHKs support the AHKs and the DIHK e.V. Thus, the IHKs and DIHK are jointly accountable for the quality of AHK vocational training services abroad.

The centerpiece of the DIHK coordination and the DIHK quality management system is the „DIHK Process Manual for AHK Vocational Education“. It contains relevant process descriptions, specifications, templates and models. The aim is to make AHK services in the field of dual vocational education and training comparable and transparent worldwide. The DIHK process manual concerns structures, know-how, processes, handling, quality standards and their securing. At the same time, it can flexibly address certain cultural or regulatory aspects in the partner country, while simultaneously maintaining the quality standards of AHK vocational training services in the relevant quality corridor.

Twelve DIHK quality standards underlie the AHK work processes. They are explained in more detail below.

Quality standard 1 AHK-Vocational education committee

The AHK maintains a vocational education committee, through which representatives of interested companies and relevant institutions in the partner country have a point of contact and platform for issues related to skilled workers. In the AHK vocational education committee, topics related to vocational education and training are addressed frequently in a need-based manner. It constitutes the cornerstone of business-related vocational training and works based on standing orders comparable across AHKs.

The AHK vocational education committee operates strategically with a long-term perspective. It is a protected working space in which e.g. exchanges will take place among HR managers, training needs are identified, companies network, joint training concepts / programs are developed and the know-how of vocational training experts from the industry is regularly brought together. The AHK invites to meetings of the vocational education committee, organizes the agendas, moderates the meetings, and absorbs needs and professional impulses. Surgical tasks derived from this, such as the creation of training regulations, training framework plans, coordination of co-operations with vocational schools, equipment of training sites, etc., can be transferred from the AHK vocational education committee to expert groups.

Quality standard 2 Customized occupational profiles and advanced training profiles

At many locations, German regulations for vocational training and career enhancement education form the basis for AHK vocational training programs and are regularly adapted to the legal, systemic and needs-based conditions in the partner country. The necessary procedures are executed in a manner that coordinated, quality-assured and embedded in the AHK vocational training structures. A working group set up by the AHK vocational education committee undertakes the adaptation or revision based on a process description of the DIHK e.V. The corresponding procedure is carried out on site, moderated by the AHK. For the evaluation of the work results, the AHK involves a suitable IHK. The IHK creates an expert report on the content, functional and temporal structure of the training regulation, based on which a decision about an AHK-DIHK certification is decision.

The curriculum for the vocational school part of a dual vocational education and training is synchronized with the training regulations of the AHK vocational training program and has been developed in a coordinated manner. The focus is on establishing a close link between the learning venues company and school. The working group that has been set up by the AHK vocational education committee for the respective trade works with representatives of the vocational school to ensure the linkage of the learning venues company and school with focus on business needs. Mutual visits to the learning sites help developing a better understanding of the dual partner. If suitable vocational school structures already exist, they can be used. The AHK organizes and moderates the work processes.

High-quality dual vocational education and training requires excellent company instructors who, in addition to having professional and personal competencies, possess occupational and work pedagogical knowledge, skills and abilities. Through AHK examinations, the AHK ensures that the company instructors have such competencies and certifies accordingly. It organizes preparatory courses for examinations, e.g. with German education providers or local institutions.

The „AdA International – Vocational Trainer Qualification (AHK) – (Ausbildung der Ausbilder, AdA), which was developed by DIHK e.V., AHKs and IHKs, is based on the standards of the Trainer Aptitude Ordinance (Ausbildereignungsverordnung, AEVO). At the same time, it enables considering the particularities of each country and contains a full and a basic version:

The full version is a prerequisite for certification in the DIHK quality category „German dual vocational education abroad“ (A). It is essentially about the standards of the AEVO. For this, the contents of the four fields of action were identified, which have to be adapted against the background of the local framework conditions. This concerns e.g. knowledge of the country-specific vocational education system or the statutory vocational training regulations. The AHK vocational education committees make it possible for experts from the respective countries to carry out the adjustments. As a result, there is a country-specific version, e.g. AdA – International / Mexico. The training materials and the examination documents are available in the national language.

The basic version is a prerequisite for certification in the DIHK quality category „Local dual vocational education and training following the German model“ (B). It contains all those occupational and work pedagogical foundations that are indispensable for trainers, regardless of the individual country. The basic version – as an independent curriculum – is a subset of the full version of „AdA – International“. There are options for skill crediting. The training materials and the examination documents are available in the national language.

Before and during the training, it needs to be ensured that the prerequisites for successful dual vocational education and training are fulfilled by the training company. For this, the company must be suitable as a training site and must provide appropriate premises. The specific place of training also must provide the chance to reproduce the work processes required for the apprenticeship profession and must provide the necessary technical equipment.

Furthermore, a trainer must be available who is personally and professionally qualified to train young people. In addition to the necessary occupational and work pedagogical aptitude (also refer to quality standard 4), he/she must possess the integrity to impart knowledge, skills and abilities to apprentices without endangering their character or morale and have the relevant professional skills.

Quality standard 3 Customized vocational school curricula

Quality standard 4 „AdA International – Vocational Trainer Qualification (AHK)

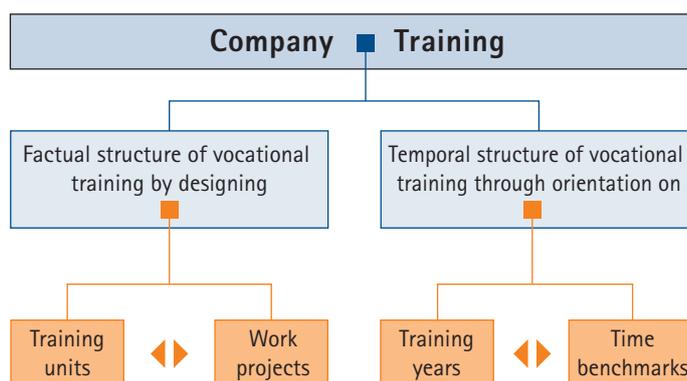


Quality standard 5 Suitability of the company as a training center

Quality standard 6 Company training plan

On the basis of the training regulation and the training framework plan, each company prepares an individual, company-specific training plan for each apprentice, which is tailored to the specific conditions in the company. The AHK supports companies in this process as per their need.

The company training plan defines the factual and temporal structure of the vocational training for the apprentice in the company, depicted and documented by means of deployment or rotation plans. The factual structure covers all knowledge and skills defined in the training framework plan. These can be arranged in such a way as to create work units and projects. Additionally, the company training plan specifies on which machines and tools and at which workplaces in the company the required knowledge, skills and abilities are to be imparted. This way, holistic and action-oriented training is guaranteed.



Quality standard 7 AHK Vocational training management

Participants of vocational training are registered and supported by the AHK. Thus, it is known which trainees are trained in which companies according to which quality standards of dual vocational education and training or which participants of other vocational training measures are aiming for an AHK- DIHK or AHK certification. Together with the companies and the apprentices or the participants of vocational training measures, the AHK can work towards an ideal structure including the organization of examinations.

The AHK contributes to assuring the quality of vocational training measures throughout their duration. Primary, this is achieved by accompanying and advising the training companies and the trainers. For this, the companies and the schools are supported according to an agreed visit and consultation plan.

Visiting training companies and vocational schools helps to (continue to) ensure that they continue to be suitable. It also serves as an opportunity for exchange and coordination with the training or personnel management of the companies.

During visits, the trainees' report books are examined. These do not only have an informative and pedagogical meaning, but are also important for quality assurance. In addition, the document helps to understand the current level of knowledge, skills and abilities.

The AHK organizes the mid-term and final examinations.

When certifying the quality category „German dual vocational education and training abroad“ (A) or the quality category „Local dual vocational education and training according to the German model“ (B), the AHK organizes the examination procedure. It determines the dates of examinations, invites the members of the AHK examination board and the examiners to the examinations, furnishes the examination tasks in compliance with secrecy principles or organizes the task preparation by the AHK examination board and issues the AHK-DIHK certificates. Details are regulated by an AHK-wide comparable examination regulation.

When certifying the quality category „Local dual qualification with German system elements“ (C), the AHK organizes and / or accompanies planned testing procedures and issues the AHK certificates. With the support of the DIHK e.V., they have comparable layouts and minimum content worldwide.

AHK examination boards are important instruments of quality assurance for dual vocational training. At least one AHK examination board is appointed for each vocational training profession or higher vocational training profile. They are locally appointed and consider the linguistic and intercultural characteristics of the partner countries. The members of the AHK examination boards receive an AHK certificate of appointment and usually participate in examinations on an honorary basis. An AHK examination committee consists of at least two company representatives and one representative of the vocational schools. It is crucial that the company side prevails in the AHK examination board. One of the tasks of an AHK board of examiners is to advise the AHK on technical questions concerning the admission to the examination, to create examination tasks, to carry out the examinations and to evaluate them.

Details and the examination procedure are regulated by an AHK examination regulation, which was adopted based on the DIHK model by the AHK vocational education committee.

AHK examiners must be knowledgeable in the areas of examination, suitable for the examination system and independent. The AHK appoints, registers and supports AHK examiners and adequately trains them for their work as examiners. The core component is the general and vocation-specific examination methods in connection with the assessment of examination performance.

The AHK examination regulation forms the foundation of examiners' training, based on which a fundamental training independent of occupations is conducted. The training content includes examination regulations, methods, instruments, and tasks as well as testing principles and models. In addition, occupation-specific training is provided to ensure the professional suitability of the AHK examiners in the specific examination areas.

Prior to the exam, the AHK examination board will develop evaluation criteria and guidelines for the oral exam. Training is also conducted on this topic. The same applies to the development and processing of tasks by the AHK examination board.

Valid exams require well-defined quality criteria for the development of examination tasks. German exam tasks are developed by subject matter experts from companies and vocational schools in IHK task creation facilities. AHKs use this know-how when organizing and creating the AHK exam tasks.

Quality standard 8 Organization of AHK examinations from a single source

Quality standard 9 AHK examination board

Quality standard 10 Qualified AHK examiner

Quality standard 11 Valid AHK exam tasks

When certifying the quality category „German dual vocational education and training abroad“ (A), the AHK will furnish the tasks for the written examination from Germany, translated into the respective national language. The tasks of the IHK task creation bodies are used for the written examinations.

Together with the AHK examination board, the AHK organizes the adaptation of the tasks to the country-specific regulations, laws and standards. The oral and practical examination tasks are prepared by the AHK examination board. The DIHK guideline for quality assurance and the AHK examination regulations form the basis for this process.

When certifying the quality category „Local dual vocational education and training according to the German model“ (B), the AHK usually furnishes the tasks for the written examination in the national language or organizes the task creation in collaboration with the AHK examination board. For the written examinations, the tasks of the IHK task creation bodies from Germany can be used fully or partially. Together with the AHK examination committee, the AHK organizes the adaptation of the tasks to the country-specific regulations, laws and standards or the creation process for own tasks. The oral and practical examination tasks are prepared by the AHK examination board. The DIHK guideline for quality assurance and the AHK examination regulation form the basis for this process.

When certifying the quality category „Local dual qualification with German system elements“ (C), the AHK organizes and / or supports intended test procedures and issues the certificates.

Quality standard 12 AHK-DIHK certification

A vocational training or higher vocational training measure, which has been supported by the AHK, lead to an AHK-DIHK certificate or an AHK certificate. On request of companies and graduates, they reliably document based on which dual standard the training has been conducted and which occupational action competence was acquired.

For AHK-DIHK certificates as per the quality categories „German dual vocational education abroad“ (A) and „Local dual vocational education and training following the German model“ (B), the DIHK e.V. provides special certificate templates. The layout and content of the two types of certificates differs noticeably.

In order to impede forgery and abuses by third parties, DIHK quality seals are applied to the individualized certificates. These are holograms with the lettering „DIHK“. With the DIHK seal of quality and the required signatures, AHK and DIHK guarantee that the described knowledge, skills and abilities have been conveyed and that they correspond to objective expectations.

Certificates of the quality category „Local dual qualification with elements of the German system (C)“ contain only the AHK logo. The layout and minimum content follow a coordinated pattern.

AHK-DIHK certificates are of a private nature and, if required, can be recognized in Germany under public law, following the regulations of the Federal Recognition Act (Berufsqualifikationsfeststellungsgesetz, BQFG). The key prerequisite is that, in addition to the AHK-DIHK degree, a corresponding state-conferred degree is available. For all commercial, industrial-technical and service-related vocational qualifications, the Chambers of Commerce and Industry are responsible for the recognition procedure in Germany. They assume this responsibility mainly through the IHK-FOSA (Foreign Skills Approval).

AHK-DIHK CERTIFICATES



For vocational qualifications for graduates of dual vocational trainings (e.g. mechatronics technician) or measures of higher vocational education / training programs (e.g. "Industriemeister", industrial master)



Training of trainers (AdA) - International for trainers and participants of measures of higher vocational education / career advancement education



For companies that successfully provide dual vocational education and training (Distinguished training company)

4. FACTS AND FIGURES (2019)

DIHK-AHK-IHK network

More than 45 AHKs with vocational training services

- 2,000 companies are AHK clients
- 40 AHK vocational education committees established
- 150 AHK employees for vocational training
- 46 AHKs with AdA - International in the portfolio
- 8,200 AHK-supported apprentices
- 210 operating AHK examination boards
- 800 volunteering AHK examiners
- 10,000 AHK certifications per year

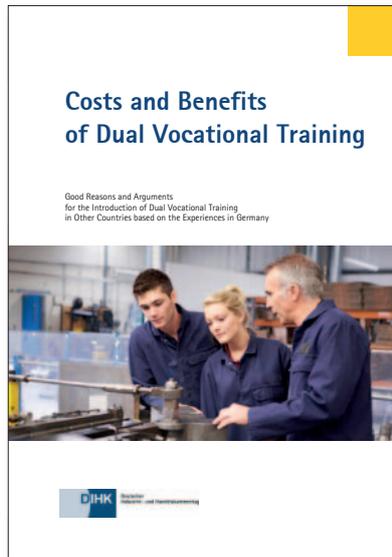
Top five training occupations

- Mechatronics technician
- Industrial mechanic
- Motor vehicle mechatronics technician
- Industrial clerk
- Tool mechanic

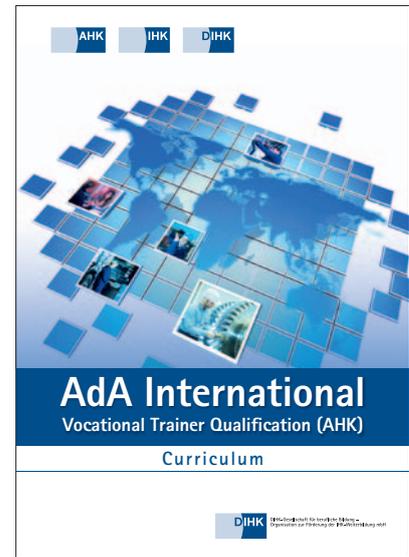
5. APPENDIX: SELECT PUBLICATIONS ON THE SUBJECT



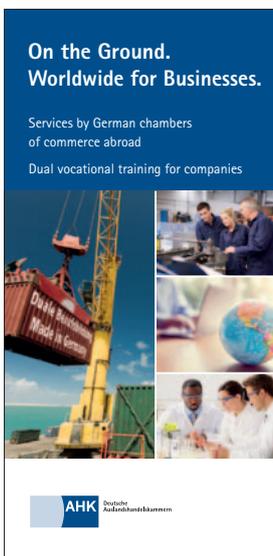
Vocational education abroad



Cost and use of vocational training (available in multiple languages)



Training of Trainers (AdA) International (available in multiple languages)



For the economy. Globally on site. AHK Services of Dual vocational education and training for companies (available in multiple languages)



German Chambers of Commerce and Industry

Promotion of Economic Development through Dual Training

IHK Deutsche Industrie- und Handelskammern

Dual Training in Germany – a “Co-production” of Industry and the State

The state sets the framework and finances the vocational school

In the framework of its political procedures, the state very consciously assigned a great amount of responsibility for vocational training to industry. The state itself is directly responsible for the vocational schools on the federal and state (Länder) level. Additionally, it finances the vocational schools and the faculty, and conducts vocational school research.

IHKs – Factors for success in dual training at the companies

The IHKs ensure that the company training standards are maintained throughout all of Germany and that the companies train to a comparable level of quality. The final examinations, organized by the IHKs to be largely uniform state-wide, officially ensure that the graduates demonstrate a command of the respective occupational competencies. That leads to the trained workers being trained according to the demands of the companies and the labor market, and that they are immediately ready to hit the ground running anywhere in Germany after their training.

The Role of the DIHK

Umbrella organization of the IHKs

The IHKs incorporated as the German Association of Chamber of Commerce and Industry e.V. (DIHK), a registered association. It represents the common position of the IHKs on the national, European and international level regarding politics, administration, courts and the public in all matters affecting the collective interest of industry. Based on the information and experience of the IHKs, the DIHK advises and informs politicians in Berlin and Brussels. It concurrently informs the IHKs on the latest developments on the federal and European level.

Advocate for an industry-friendly vocational training at the federal level

The DIHK brings together the interests of its member companies and, as the initiator, actively shapes the development of vocational training in Germany. This affects political and strategic matters as well as the specific creation and revision of the initial and continuing training regulations at the operative level.

Coordination of the AHKs

Additionally, the DIHK coordinates and develops the worldwide network of German Chambers of Commerce (AHKs), currently with 130 locations in 90 countries.

AHKs – structural service providers for vocational training world-wide

The German dual training system with two learning venues and a strong role of business organizations cannot of course be transferred one-to-one in other countries. Nonetheless, important elements can reappear in their educational systems. AHKs are always striving to offer better services in the field of vocational training. They are therefore contributing to the securing of labor for their member companies while creating the impulse for vocational training reform in their partner countries.

The AHKs thereby orientate themselves specifically to the duties and capacities of the IHKs. Essentially, the point is to utilize the AHKs as a platform to build up and build out the dual training model. They offer to the companies involved in dual training a structure that enables them to help shape the training and to organize quality control according to the German standards. The motto is “by industry, for industry”, whereby the central role of chambers and business associations in the field of vocational training as a unique selling point will also be visible internationally.

AHKs – 130 locations in 90 countries

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DIHK **AHK** **IHK**

The German Chambers of Commerce and Industry
Economic promotion through dual vocational education and training (available in multiple languages)

Dual vocational training in Germany

Success factor: action-oriented training

DIHK Deutsche Industrie- und Handelskammern

3. Action-oriented testing

The principle of action-oriented training also applies to testing, including several different aspects:

- Testing requirements:** Examinations are procedures for measuring the competence of trainees in each professional area and their associated skills, knowledge and abilities. This results in testing requirements in which the necessary qualifications are integrated. Complex situations are analyzed, and solutions and decisions are developed and weighed. Different perspectives are explained, along with their various consequences.
- Testing tasks:** Testing tasks are to be developed in a systematic manner so that they are distinguished by situational reference, practical focus, inclusion of documents or appendices, integration of specific action elements (planning, execution, monitoring) and process orientation. Testing tasks are to be designed in such a way that they can be simulated using the complete action model.
- Verbal and practical testing:** Action-oriented written, verbal and practical testing tasks particularly include situational tasks, tasks relating to projects, tasks which are divided into individual steps, blocks of tasks, project tasks, work assignments, operational tasks, technical discussions, simulated discussions (e.g. discussions with customers) and presentations.
- Training and workshops for instructors:** The training sessions focus on the creation of action-oriented testing tasks. This particularly includes formulating questions and challenges in the verbal and practical examinations, as well as being able to validate and assess action orientation.
- Assessment criteria:** Finally, action orientation also determines assessment criteria and the assessments themselves, with the primary focus on actual professional skills.

Impact and benefits of the action-oriented training method

In the course of their action-oriented training, trainees will learn the specific skills, knowledge and abilities which are needed by skilled workers in order to operate without limitations. They will be able to execute the tasks of a skilled worker independently, and to analyze and solve problems on their own.

The German dual vocational training system's focus on practical skills ensures that its trainees are highly employable. The in-service component of the training is a major part of this. Practical on-the-job training prepares trainees for the specific tasks they will face in their future careers, both in their particular company and in other companies as well.

The result is to improve productivity and competitiveness and fuel innovation.

Summary: Vocational action orientation as a methodology and as a fundamental pedagogical concept is a decisive factor in the success of the dual vocational training system in Germany. It is therefore applied in all phases of the training process, as well as in higher-level vocational education, for students seeking degrees in business administration or undergoing training as executives.

All dual vocational training activities conducted abroad by AHKs, IHKs and DIHK incorporate the basic principle of action orientation as a key feature. Accordingly, it is a component and an established quality standard of vocational training services worldwide.

DIHK Deutsche Industrie- und Handelskammern

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Dual vocational education and training in Germany
Success factor action orientation (available in multiple languages)

