



TECHNICAL AND VOCATIONAL
EDUCATION AND TRAINING
(TVET) COUNCIL

The Employment and Training Fund (ETF)

TVET - KEY TO A WORLD CLASS WORKFORCE



What is the ETF ?

The Employment and Training Fund (ETF) was established by Section 13 of the TVET Council Act 1993-11, as a vehicle for promoting and supporting training and the upgrading of skills for the labour force.

The ETF supports the TVET Council's mission, which is to develop a competent and competitive workforce in Barbados and the wider Caribbean.

The ETF is financed out of the Training Levy that is paid by all employers and employees. A primary focus of the Fund is to provide grants to encourage the private sector to expand and upgrade their training activities.

The ETF is therefore a means by which employers can recover some or all of their contributions to the Training Levy, if they are willing to train according to the conditions specified below.

Who is eligible for ETF support?

The resources of the Fund are available to:

- Employers
- Recognised public and private training institutions
- Employer and employee associations

ETF regulations do not allow for the provision of grants to individual employees and students. Furthermore, the ETF does not support training programmes involving pursuit of university degrees and professional qualifications.

How is the ETF accessed?

There are two ways to access the ETF:

- Firstly, a training institution, employer association, or trade union that lacks funding, can apply for grants for training projects that are in accordance with national economic and social priorities.

In the case of training institutions, such training projects can benefit persons who are:

- already in the workforce and want to upgrade their skills
- retrenched and want to upgrade their skills, or acquire new skills
- unemployed and looking to enter the workforce for the first time.

Such persons are required to register with the institution that is conducting the training.

- Secondly, an employer can approach the ETF for a grant to subsidise the cost of training and retraining of employees.

What conditions apply?

- The proposed training must prepare participants for occupations for which a number of new jobs have been projected or a large number of jobs currently exist
- The employer must be up-to-date in his National Insurance payments
- A valid Certificate of Clearance from the National Insurance Office must be provided by the grant applicant, prior to receipt of grant funds

- The training must be done in Barbados and must be completed within 12 months, and,
- The employer must be willing to provide at least 25% of the cost of training
- Training providers must be registered with the Barbados Accreditation Council.

What are the current priority areas of training for the ETF?

- Training that is conducted in a competence-based format utilising national, regional or international occupational standards as part of the curriculum
- Training that leads to the award of the National Vocational Qualification (NVQ) or the Caribbean Vocational Qualification, or units of an NVQ/CVQ
- Training that is focused on employee skills that are measurable and, where possible, meet industry standards.

PROGRAMMES THAT HAVE BEEN SUPPORTED TO DATE

The areas of training to date include:

- Preventative maintenance systems (manufacturing industry)
- Health & Safety procedures (for supervisors, managers and Health and Safety Committee members)
- Training of Foremen and Small Contractors

- Solar Photovoltaic applications (technicians and supervisors)
- Paint Technology (supervisors and factory technicians)
- General management training for small farmers in agriculture
- Computer application courses for small business managers
- Information Technology courses for unemployed persons
- Customer relations training for workers in the retail, petroleum products, restaurant, hotel, beer and soft drink industries
- Wine and Spirit Education Trust (WSET) wine training
- Care of the Elderly
- Nursery Care Services.

PROGRAMMES THAT ARE **NOT** SUPPORTED

- Induction/orientation programmes to company procedures
- Appreciation/awareness programmes
- Religious studies, music and social enhancement types of programmes
- Professional training programmes for accountants, architects, doctors or lawyers, etc
- Postgraduate training leading to advanced diplomas, masters degrees or PhD degrees.

For further information please contact:

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