



ANNUAL REPORT 2022

National Training Agency

Email: info@nta.gov.gd

Website: www.grenadanta.gd

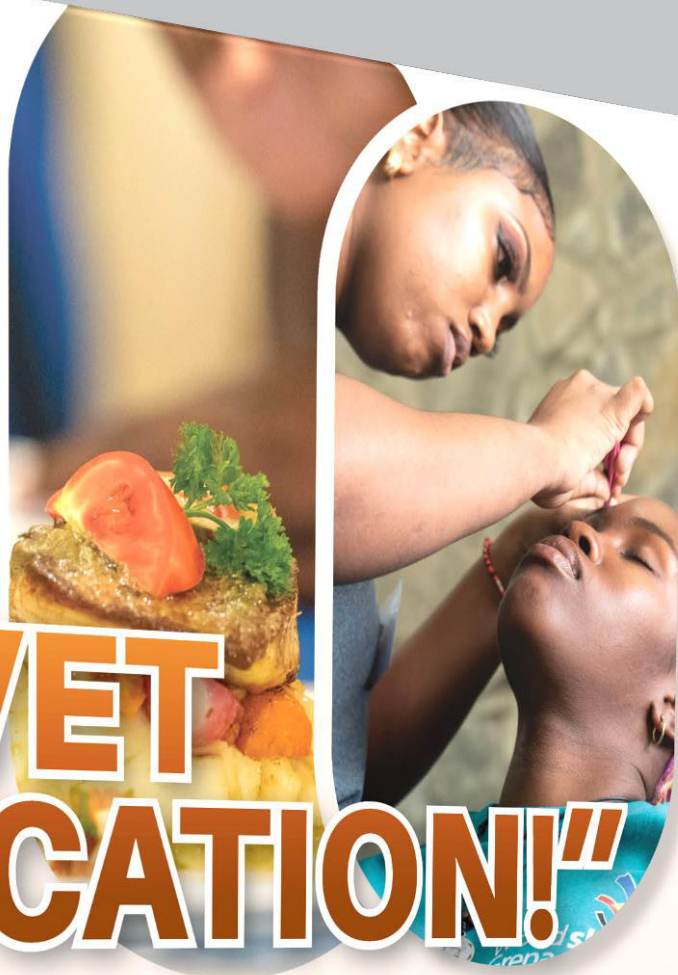
Tel: 1-473-435-9093

Address: Belmont Rd,
St. George, Grenada





“INVEST IN YOUR FUTURE
WITH TVET
CERTIFICATION!”



More information call us
1 (473) 435-9092

www.grenadanta.gd
VISIT OUR WEBSITE



More information call us
1 (473) 432-0005

VISIT OUR WEBSITE
www.grenadanta.gd



The GCTVET/NTA was established in 2009 with a mandate to oversee the development and delivery of TVET programmes that will play a role in facilitating social and economic development in Grenada, Carriacou and Petite Martinique by equipping persons with the required skills and competencies for employment in the various productive sectors.

The Grenada National Training Agency was established in accordance with a CARICOM mandate and has received CARICOM approval to award the Caribbean Vocational Qualifications.

CONTENTS

Contents	2	World Youth Skills Day	32
List of Acronyms and Abbreviations	3	Monitoring and Evaluation	32
GCTVET Membership	5	National TVET Policy	32
NTA Team	6	Research	33
Chairman's Report	7	Management Information System	33
GCTVET Membership and Meetings	7	Strategic Plan 2023-2025	33
NTA Achievements in 2022	7	M&E Framework (SAGE)	33
NTA Strategic Plan 2023-2026	8	Monitoring Reports	34
National TVET Policy	8	Collaborative Arrangements	34
Projections for 2022	8	Climate Smart Agriculture and Rural Enterprise Programme (SAEP)	34
Challenges	9	Assessment of Prior Learning (SAEP)	34
Acknowledgement	9	Skills to Access the Green Economy (SAGE)	34
Chief Executive Officer's Report	10	Grenada Allied Health and Professional Council	36
Training and Certification	11	UNESCO	36
Registration of Candidates	11	Youth Development	37
Certification of Candidates	15	Caribbean Digital Literacy Training Programme	38
Institution Based Training	20	Youth in Agriculture Programme	38
Enterprise Based Training	20	Meetings/Workshops	38
Assessment of Prior Learning	21	Human Resource	39
Community Based Training	22	Challenges	40
Quality Assurance	23	Appreciation	41
Instructor Training	24	List of OCCUPATIONAL Standards Approved by the GCTVET	42
Online Assessor Training	24	Institutions Approved as Training Centres by the GCTVET	49
Assessor Training (St. Kitts)	24	2022 – Year in Review	52
Centre Approval	24	Audit Report and Financial Statements	58
CANTA QA Review	24		
Occupational Standards	25		
Review of Standards	30		
Standards Procurement	30		
Communication	30		
NTA Public Relations	30		
Communications Support	31		
Social Media Outreach	32		

LIST OF ACRONYMS AND ABBREVIATIONS

APL	Assessment of Prior Learning
ATC	Approved Training Centre
CARDTP	Caribbean Regional Digital Transformation Project
CANTA	Caribbean Association of National Training Authorities
CARICOM	Caribbean Community
CBET	Competency-Based Education and Training
CDACT	Center for Development and Certification Training
CEO	Chief Executive Officer
COL	Commonwealth of Learning
CVQ	Caribbean Vocational Qualification
CXC	Caribbean Examinations Council
EBT	Enterprise-based Training
GCTVET	Grenada Council for Technical and Vocational Education and Training
GEEP	Grenada Education Enhancement Project
GNAB	Grenada National Accreditation Board
G-NCQF	Grenada National Qualification
GNTA	Grenada National Training Agency
ITCILO	International Training Centre of the International Labour Organisation
M&E	Monitoring and Evaluation
MIS	Management Information System

MOEYSC	Ministry of Education Youth Sports and Culture
MOU	Memorandum of Understanding
NEWLO	New Life Organization
NGO	Non-Governmental Organization
NOS	National Occupational Standard
NQR	National Qualifications Register
NVQ	National Vocational Qualification
OECS	Organization of Eastern Caribbean States
PR	Public Relations
QA	Quality Assurance
ROS	Regional Occupational Standard
SAEP	Climate Smart Agriculture and Rural Enterprise Programme
SAGE	Skills to Access the Green Economy
SkYE	Youth Skills for Economic Growth in the Eastern Caribbean
S & P	Standards and Planning
TAMCC	T. A. Marryshow Community College
TSC	Training Support Coordinator
TVET	Technical and Vocational Education and Training
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNEVOC	International Centre for Technical and Vocational Education

GRENADA COUNCIL FOR TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING



Stephen Jerome
Tourism and Hospitality Sector
Chairman



Hillary Baptiste
Construction Sector
Deputy Chair



Anna Brizan
Ministry of Labour



Elton Charles
Agriculture Sector



Lorna Douglas
New Life Organization



Angella Finlay
Ministry of Education



Pamela Lendzion
Marine and Yachting Sector



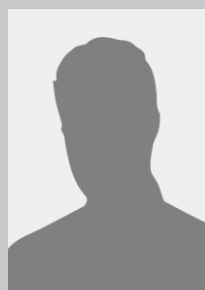
Ann Marie Montrose
Grenada Employers Federation



K. Lincoln Morgan
Chief Executive Officer



Sheldon Noel
*Ministry of Economic
Development, Trade and Planning*



Michael Stephen
Ministry of Labour



Dr. John Telesford
TAMCC

NATIONAL TRAINING AGENCY TEAM



Frances Ruffin
Quality Assurance Coordinator



Gennesta Charles
Standards & Planning Coordinator



Marlene Abraham-Finlay
Training Support Coordinator



Kay Julien-Gutu
Marketing and Communications Officer



Edward Williams
Monitoring and Evaluation Officer



Ricardo Nicholas
Enterprise-based Training Officer



Nadine Lett
Quality Assurance Assistant



Patti Joseph
Executive Assistant



Cassandra Williams
Accounts Officer



Rocksann Jeremiah
Clerk/Typist



Dax Telesford
Chauffeur / Office Attendant



Gemma Boca-Johnson
Cleaner



K. Lincoln Morgan
Chief Executive Officer

Mission

To enhance the employability of Grenada's workforce.

Vision

A highly productive workforce increasing Grenada's competitiveness.

CHAIRMAN'S REPORT



It has been a privilege and an honour to serve as Chairman of the Grenada Council for Technical and Vocational Education Training and to provide oversight to the work of the National Training Agency (NTA) for the past year. For more than

thirteen years the NTA has undertaken to carry out the mandate it received in 2009 to oversee the development and delivery of TVET programmes in Grenada aimed at creating a more productive and competitive workforce.

The NTA's record in achieving this goal is commendable and with the guidance of the GCTVET it has contributed to increasing the skills pool in Grenada by equipping Grenadians with the tools and competencies required for employment and entrepreneurship.

The NTA remains compliant with the requirements laid down by CARICOM and the Caribbean Association of Training Authorities (CANTA) for CVQ awarding bodies while adhering to regional and international best practices to ensure quality in the TVET services and products offered by the NTA.

The focus remains the building of a TVET structure based on the application of a competency-based education and training (CBET) system that leads to the Caribbean Vocational Qualification (CVQ) and the National Vocational Qualification (NVQ) certification using occupational standards developed with significant input from industry. We will continue to train and certify with increased emphasis on enterprise-based training and the assessment of prior learning.

GCTVET MEMBERSHIP AND MEETINGS

In accordance with the GCTVET Act, the Grenada Council for Technical and Vocational Education and Training comprised of eleven members with representatives from the New Life Organisation; T.A. Marryshow Community College the Grenada Employers Federation; Ministry of Education, Youth, Sports and Culture; Ministry for Economic Development and Ministry of Labour. There were also representatives from the Marine and Yachting, Tourism and Hospitality, Construction and Agriculture sectors and the National Training Agency.

Four meetings were convened by the Council during the review year in which members approved a total of 780 claims for CVQ/NVQ certification.

The GCTVET also approved the 2023 Budget, renewed job contracts, and received monthly and quarterly reports of the organisation including financial reports.

NTA ACHIEVEMENTS IN 2022

The performance of the National Training Agency during 2022 can be summarized as follows:

- One thousand and ninety-four (1094) candidates were registered for certification in 59 occupational areas.
- Candidates were registered in twelve (12) occupational areas for the first time.
- Seven hundred and eighty (780) certifications were awarded in 2022 bringing the total certifications awarded since 2011 to 6,811.

- Six hundred and seventy-one (671) CVQs and one hundred and nine (109) NVQs were awarded.
- One hundred and eighteen (118) certifications were awarded through the Assessment of Prior Learning (APL) programme.
- Nineteen (19) TVET Instructors were certified in Training and Development CVQ level 4 while 20 candidates registered for Assessment CVQ Level 4. Both programmes are delivered by the NTA as part of its capacity building activities for TVET.
- The NTA also provided regional capacity building for the Antigua State College and the St. Kitts-Nevis Secretariat by facilitating training in Assessment CVQ level 4.
- A total of 196 occupational standards have been approved by the GCTVET for technical and vocational training in Grenada. Firefighting CVQ level 2 was approved in 2022.
- The NTA, through the Skills to Access the Green Economy (SAGE) project launched a pilot apprenticeship programme in Carpentry in collaboration with Creative Design Construction Limited and the T. A. Marryshow Community College.
- Seventy-eight (78) candidates graduated from the vocational skills training component of the Climate Smart Agriculture and Rural Enterprise Programme (SAEP) while sixty-four (64) candidates graduated from the APL component of the Programme.

NTA STRATEGIC DEVELOPMENT AND IMPLEMENTATION PLAN 2023-2026

The CGTVET reconstituted the Strategic Planning Committee in the first quarter of 2022 to oversee the formulation of the

Strategic Development Plan for the organisation. Following a meeting with Felix Finisterre, regional representative (OECS) for the Canada CARICOM Expert Development Mechanism (CCEDM) the NTA received technical assistance to develop the through the regional office (OECS) of SESO-SACO.

NATIONAL TVET POLICY

The GCTVET continued to pledge its full support for the implementation of the National TVET Policy which aims to harmonize and integrate skills development into the education system. A major policy objective is education and training which is more closely aligned to the needs and demands of industry. We thank the stakeholders from various sectors of the economy and society who contributed to the development of the document and to providing salient feedback during the consultation phase. The policy development process is now completed and is awaiting government approval for national implementation.

PROJECTIONS FOR 2023

In 2023 the GCTVET intends to begin the implementation of the new three-year Strategic Development and Implementation Plan 2023-2026. The areas of focus in the Plan are the Digitization of TVET and NTA operations which would include the creation of a database of labour market needs, training and job opportunities, and the creation of an enabling environment for TVET learners and instructors; restructuring, rebranding and continuing awareness building to change the negative perceptions of TVET; the sustainable financing of TVET; the alignment and acceptance of qualifications within the local context; and greater attainment of higher level qualifications.

We will also begin preparations for the implementation of an expanded mandate which would require restructuring of the NTA with expansion of its operations to include

oversight for the IMANI and other youth training programmes done currently through the Division of Youth. Additionally, the expanded mandate will include the provision of employment services through the implementation of an employment agency.

The GCTVET and NTA will work to support all TVET related initiatives of the Government of Grenada as it strives to achieve its transformational agenda.

CHALLENGES

Several challenges were encountered during the year because of the COVID-19 pandemic. A major challenge was disruption in office operations during the first quarter of the year when several officers fell ill with the virus.

The pandemic also continued to affect the completion of assessments and traineeships under the SAEP VST and APL programmes as well as other TVET training programmes being held throughout the country.

ACKNOWLEDGEMENT

I would like to thank my fellow colleagues on the Council for their dedicated service, and the Chief Executive Officer and staff of the National Training Agency for their support, hard work, perseverance, and commitment during yet another tough year. We, the members of the Council, also especially express sincere gratitude to the CEO and staff NTA for leading the way in the development of the National TVET Policy and for their contribution to the development of the Strategic Development Plan 2023-2025.

We are also grateful for the support of all our stakeholders who have partnered with us this past year to continue to build the TVET system. We especially acknowledge our TVET training providers, CBET instructors, assessors, verifiers, and quality auditors whose roles have been critical to the operations of the NTA. We also express appreciation for the efforts of the private sector with whom we

continue to work closely and who are joint beneficiaries of the almost seven thousand Grenadians who have been certified by the GCTVET. We also thank our industry partners for their cooperation in the validation and development of occupational standards through their representation on Industry Lead Bodies.

I am confident that in 2023 The GCTVET and the NTA will continue to work towards meeting the training needs of the country in creating a highly skilled, trained, and certified pool of individuals who can significantly impact the nation's social and economic growth and development while building a sustainable future.



Stephen Jerome
Chairman

CHIEF EXECUTIVE OFFICER'S REPORT



After 13 years in operation the National Training Agency (NTA), as the implementing body of the Grenada Council for Technical and Vocational Education and Training (GCTVET), continues to meet its mandate to support the training and certification of Grenadians to meet the demands of the labour market for a skilled and productive cadre of workers.

Despite the continuing impact of the COVID-19 pandemic the NTA continued to engage the government, other agencies, and various stakeholders to ensure that TVET remained at the forefront of the national education agenda. This included the completion of the National TVET Policy with stakeholder input and participation in several projects that included a TVET component. This included the Climate Smart Agriculture and Rural Enterprise Programme (SAEP), the Skills to Access the Green Economy (SAGE), Skills for Youth Employment in the Caribbean (SkYE) Project, UNESCO Resilient Caribbean Programme, the Caribbean Digital Literacy Training Programme, the Youth in Agriculture Programme as well as collaborations with the Grenada Allied Health & Professional Council and the Division of Youth through its IMANI and M-Power programmes.

As the NTA sought to meet the skills needs of industry through the training and certification of Grenadians in a wide range of occupational areas, many being used for the first time, it constantly engaged with training centres and providers to ensure effective implementation of TVET programmes which meet CANTA's requirements for the award of the CVQ. The COVID-19 pandemic called for the introduction of greater adaptations to ensure continuity of learning such as blended and online modalities in programme delivery and the NTA continued to provide support.

The NTA also pursued efforts to get enterprises and businesses to implement enterprise-based training (EBT) programmes which cater to on-the-job training for unskilled, semi-skilled, or low skilled and uncertified workers or to workers seeking higher levels of certification or certification for skills acquired in the workplace. The NTA's Assessment of Prior Learning (APL) programme is a great avenue for skilled employed or self-employed individuals to be assessed and certified for skills acquired through previous learning and experience. More than one hundred Grenadians were certified through this process in 2022, the highest number since the NTA began issuing certifications in 2011.

Strengthening existing collaborations and establishing new ones also remained a major part of the NTA's activities during the year. This included being an active member of the Caribbean Association of National Training Authorities (CANTA) with participation on the Quality Assurance and Standards Committees and provision of capacity building support for the Antigua State College and St. Kitts-Nevis TVET Secretariat.

TRAINING AND CERTIFICATION

As part of its mandate and as the national awarding body for the Caribbean Vocational Qualification (CVQ) and the National Vocational Qualification (NVQ), the NTA in 2022 continued to oversee technical and vocational education and training to support productivity within the Grenadian workforce. This was achieved through numerous collaborations with stakeholders and the implementation of a variety of programmes through institution-based, enterprise-based, and community-based training. In addition, many certifications were issued through the Assessment of Prior Learning (APL) programme.

Registration of Candidates

One thousand and ninety-four (1094) candidates were registered in 2022 in 51 occupational areas for C/NVQ certification (see Table 1). This was a 39% increase in registration as compared to 2021. Of the 51 occupational standards used candidates were registered for the first time in the following twelve areas:

- Commercial Food Preparation (Pastry Commis) CVQ 1
- Electrical/Electronic Maintenance CVQ 2
- Executive Secretary NVQ 4
- Full Stack Web Development NVQ 2
- Furniture Making CVQ 2
- Instructing in Swimming NVQ 2
- Motor Vehicle Repairs – Truck and Transport Vehicle Maintenance (Diesel Vehicles) NVQ 3
- Multi-media Production NVQ 2
- Payroll Administration CVQ 3
- Tree Crop Farming NVQ 2
- Using Information Communication Technology CVQ 1
- Wall and Floor Tiling NVQ 2

The occupational standards with the highest registrations were:

- Using Information Communication Technology CVQ 1 (103)
- Plumbing CVQ 2 (86)
- Food Preparation & Cookery CVQ 2 (65)
- Electrical Installation CVQ 2 (54)
- Food & Beverage – Bar Service (Bartending) CVQ 2 (48)
- General Construction CVQ 2 (43)
- General Office Administration NVQ 2 (43)

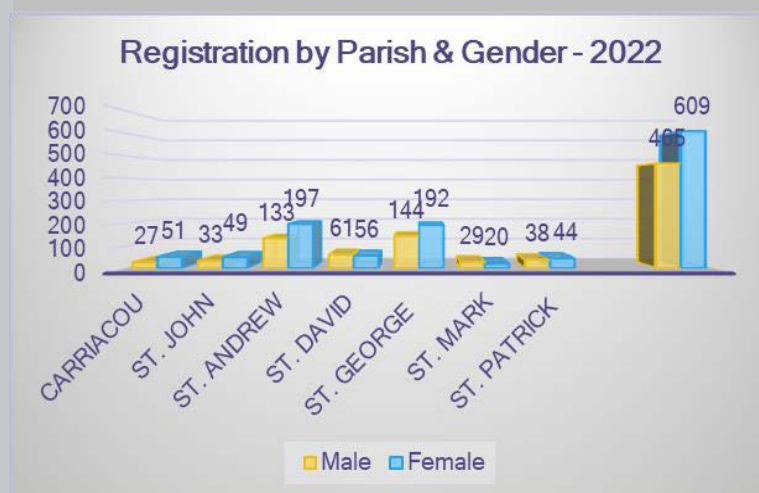
Table 1: 2022 Registration by Occupational Areas

Occupational Area	Level	Qualification	Total
Accounting Clerk	2	CVQ	13
Administrative Assistant	3	CVQ	8
Agro Food Processing	2	CVQ	12
Air Conditioning & Refrigeration	1	CVQ	2
Air Conditioning & Refrigeration	2	CVQ	7
Allied Health - Geriatric Care	2	CVQ	40
Amenity Horticulture	2	CVQ	8
Apiculture	2	CVQ	5
Assessment	4	CVQ	20
Business Administration	2	CVQ	30
Commercial Food Preparation (Pastry Commis)	1	CVQ	30
Cosmetology	2	CVQ	23

Crop Production	2	CVQ	30
Data Operations	2	CVQ	2
Early Childhood Development	2	CVQ	32
Electrical Installation	1	CVQ	11
Electrical Installation	2	CVQ	54
Electrical/Electronic Maintenance	2	CVQ	28
Executive Secretary	4	NVQ	4
Fashion Designing	2	CVQ	37
Food & Beverage - Bar Service - Bartending	2	CVQ	48
Food & Drink Service	2	CVQ	27
Food Preparation & Cookery	2	CVQ	65
Full Stack Web Development	2	NVQ	2
Furniture Making	2	CVQ	29
Garment Production	1	CVQ	17
General Agriculture	2	NVQ	17
General Construction	2	CVQ	43
General Office Administration	2	NVQ	43
Human Resource Management	3	NVQ	8
Instructing In Swimming	2	NVQ	12
Management	3	CVQ	9
Management	4	NOS	2
Massage Therapy	3	CVQ	10
Massage Therapy	4	CVQ	5
Motor Vehicle Repairs - Truck & Transport Vehicle Maintenance (Diesel Vehicles)	3	NVQ	1
Multimedia Production	2	NVQ	10
Nail Technology	2	CVQ	8
Payroll Administration	3	CVQ	11
Personal Computer Repairs	2	NVQ	20
Photovoltaic Panel Installation (Roofer/Fitter)	2	CVQ	38
Plumbing	1	CVQ	2
Plumbing	2	CVQ	86
Printing & Graphic Arts - Computer Graphic Arts	2	CVQ	10
Rabbit Rearing	2	CVQ	9
Refrigeration & Air Conditioning	1	CVQ	29
Refrigeration & Air Conditioning	2	CVQ	8
Teaching Assistant	2	NVQ	5

Tree Crop Farming	2	NVQ	7
Using Information Communication Technology	1	CVQ	103
Wall & Floor Tiling	2	NVQ	14
TOTAL			1094

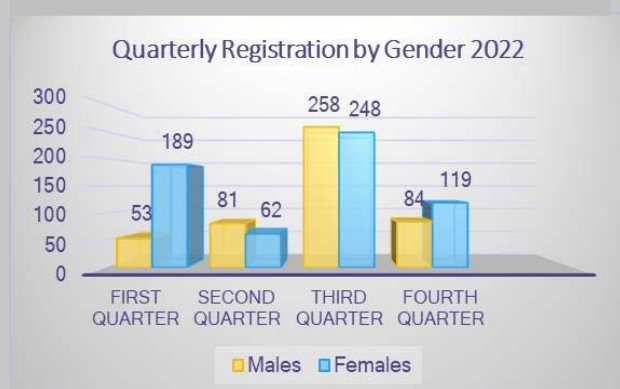
Figure 1: 2022 Registration by Parish and Gender



*Figure 1 excludes registration of 20 candidates from St. Kitts/Nevis

The parish with the largest number of registrations was St. George with 336 registrations (192 females and 144 males), followed closely by St. Andrew with 330 registrations (197 females and 133 males) and then St. David with 117 registrations (see figure 1). Male registration surpassed female registration in the parishes of St. David and St. Mark only. St. Mark registered the least number of candidates at 49.

Figure 2: 2022 Quarterly Registration by Gender



The highest number of registrations as shown in Figure 2 were in the third quarter of 2022 with 258 males and 248 females for a total registration of 506. This was followed by the first quarter with 189 females and 53 males for a total registration of 242 candidates. Overall, 57% of the candidates registered in 2022 were females while 43% were males (Figure 3).

Most of the 1094 registrations in 2022, as has been the trend, were for certification at Level 2. The vast majority, 822, were at level 2 while 194 registrations were at level 1, followed by 47 at level 3 and 31 at level 4.

Figure 3: 2022 Registration by Gender



The candidates involved in institution-based training were registered under various training centres as shown in Figure 5. NEWLO, as in 2020 and 2021, registered the highest number of candidates with 350 (183 females, and 167 males), followed by Tech World with 156 candidates and TAMCC with 136 candidates.

Figure 4: 2022 Registration by Qualification Levels



Figure 5: Registration by Training Providers- 2022



Certification of Candidates

In the year under review seven hundred and eighty (780) certifications were approved by the GCTVET in 36 occupational areas bringing the total number of certifications issued by the NTA since 2011 to 6,811.

Of the 780 certifications issued, 666 or 85% were full certifications and 114 or 14% were unit certifications (see Figure 6). As shown in Figure 7, 671 of the certifications issued were Caribbean Vocational Qualifications (CVQs) and 109 were National Vocational Qualifications (NVQs).

Overall, approximately half of the certifications issued to date, 3428 as shown in Figure 8, have been at Level 2 (50.3%); 30% at Level 1, 6.6% at level 3 and 4% at level 4.

The year-to-year gap between male and female certification continues to narrow as shown in Figure 11. Of the 780 certifications awarded in 2022, 489 or 63% were females and 291 or 37 % were males.

The top three sectors with regards to certification, as shown in Figure 12, were as follows: Business Services – 141, Engineering and Maintenance – 121, Personal Services - 105

Private candidates (247) accounted for the major source of funding of certification in 2022, followed by the SkYE (207) and SAEP (155) Programmes (Figure 13).

Table 2. Certification by Occupational Areas - 2022

	Occupational Area	Level	Qualification	Certification Awarded		TOTAL	
				Full	Unit		
Agriculture							
01	Amenity Horticulture	2	CVQ	8	0	8	
02	Apiculture	2	CVQ	13	6	19	
03	Crop Production	2	CVQ	13	3	16	
04	General Agriculture	2	NVQ	27	6	33	
05	Tree Crop Farming	2	NVQ	8	1	9	
Business Sector							
06	Accounting Clerk	2	NVQ	28	0	28	
07	Administrative Assistant	3	CVQ	24	0	24	
08	Business Administration	2	CVQ	51	6	57	
09	Custom Services	2	CVQ	11	1	12	
10	General Office Administration	2	CVQ	5	4	9	
11	Human Resource Management	3	NVQ	4	1	5	
12	Management	3	CVQ	5	1	6	
Construction							
13	General Construction	2	CVQ	17	1	18	

	Occupational Area	Level	Qualification	Certification Awarded		TOTAL
				Full	Unit	
Education						
14	Coaching & Instructing In Sports	3	CVQ	22	0	22
15	Early Childhood Development	2	CVQ	33	3	36
16	Training and Development	4	CVQ	0	19	19
Energy						
17	Photovoltaic Panel Installation (Roof/Fitter)	2	CVQ	16	2	18
Engineering and Maintenance						
18	Electrical Installation	1	CVQ	8	3	11
19	Electrical Installation	2	CVQ	57	3	60
20	Electrical/Electronic Maintenance	2	CVQ	15	13	28
21	Plumbing	2	CVQ	21	0	21
22	Plumbing	3	CVQ	1	0	1
Health and Wellness						
23	Allied Health - Geriatric Caregivers	2	CVQ	17	1	18
24	Allied Health - Health Care Assistance (Patient Care)	2	CVQ	35	2	37
25	Health Care Services (Patient Care - Orderly)	2	NVQ	12	0	12
Information Technology						
26	Using Information Communication Technology	1	CVQ	55	0	55
Manufacturing						
27	Furniture Making	2	CVQ	7	9	16
Personal Services						
28	Cosmetology	2	CVQ	18	21	39
29	Fashion Designing	2	CVQ	33	1	34
30	Garment Production	1	CVQ	12	6	18
31	Massage Therapy	3	CVQ	8	0	8
32	Massage Therapy	4	CVQ	5	1	6
Tourism and Hospitality						
33	Community Tourism	2	CVQ	7	0	7
34	Food & Beverage – Bar Service (Bartending)	2	CVQ	20	0	20
35	Food & Drink Service	2	CVQ	27	0	27
36	Food Preparation & Cookery	2	CVQ	23	0	23
	TOTAL			666	114	780

Figure 6. Certification of Candidates (CVQ/NVQ) 2011-2022

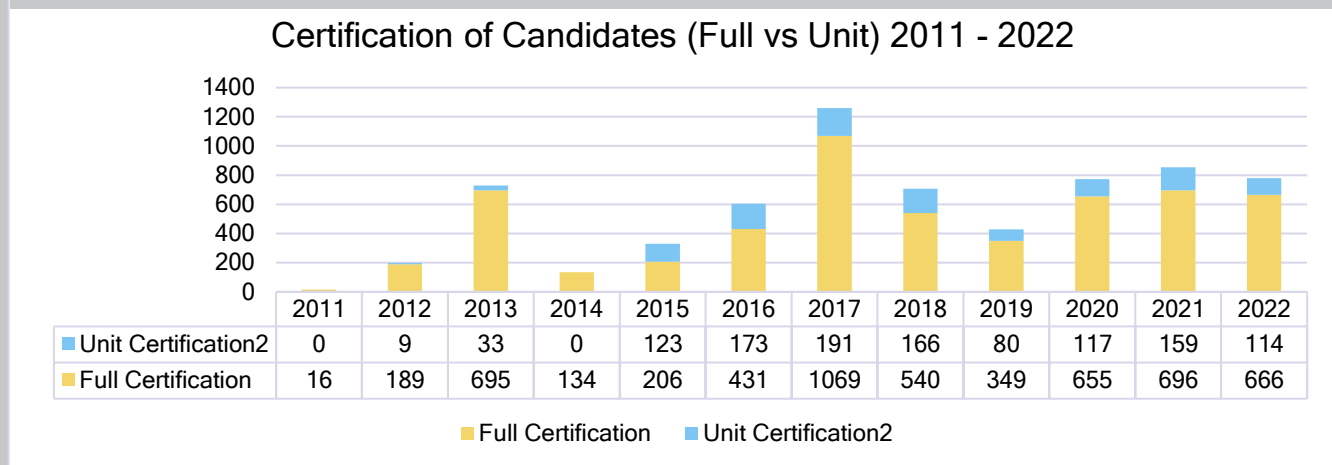


Figure 7. Certification by Qualifications- 2011-2022

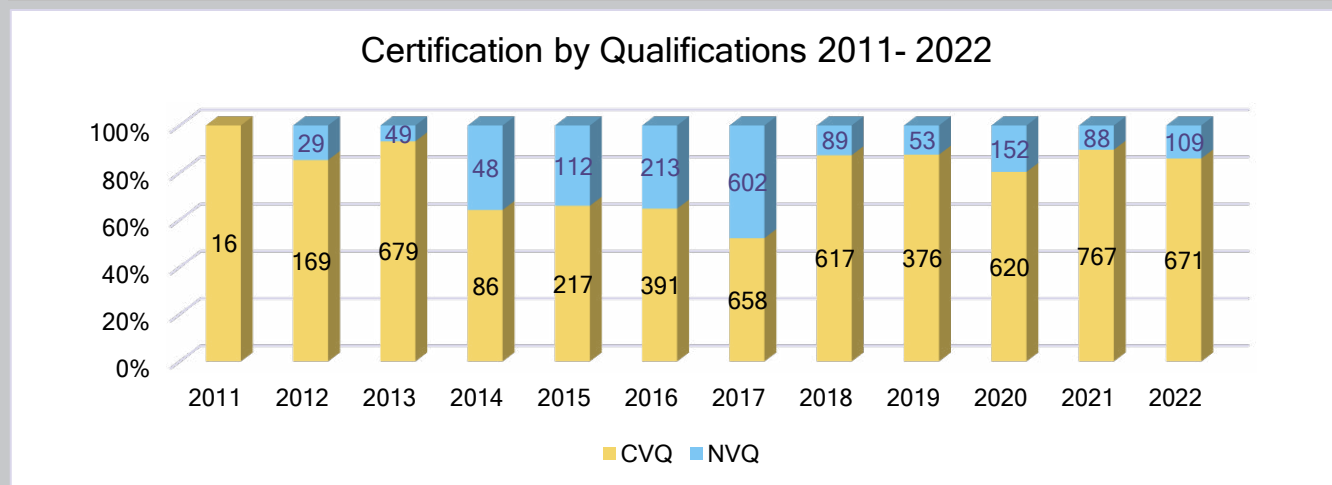


Figure 8: Certification by Levels - 2011-2022

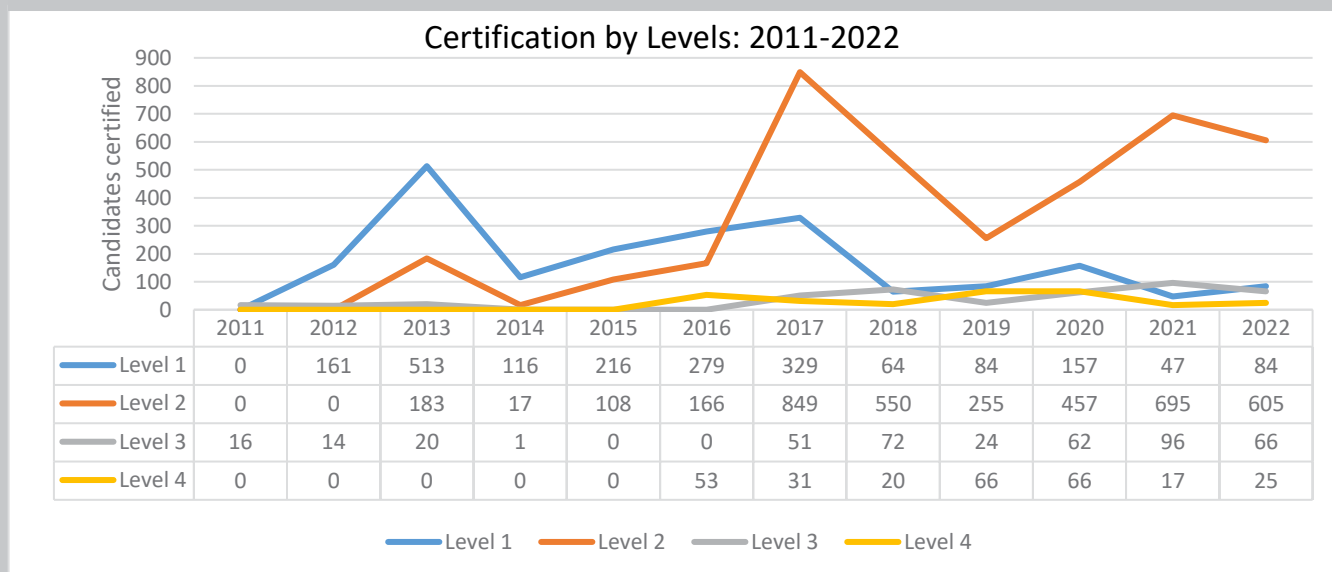


Figure 9. Certification by Qualification Levels - 2022



Figure 10. Certification by Gender - 2022



Figure 11. Percentage of Male to Female Certification 2011-2022

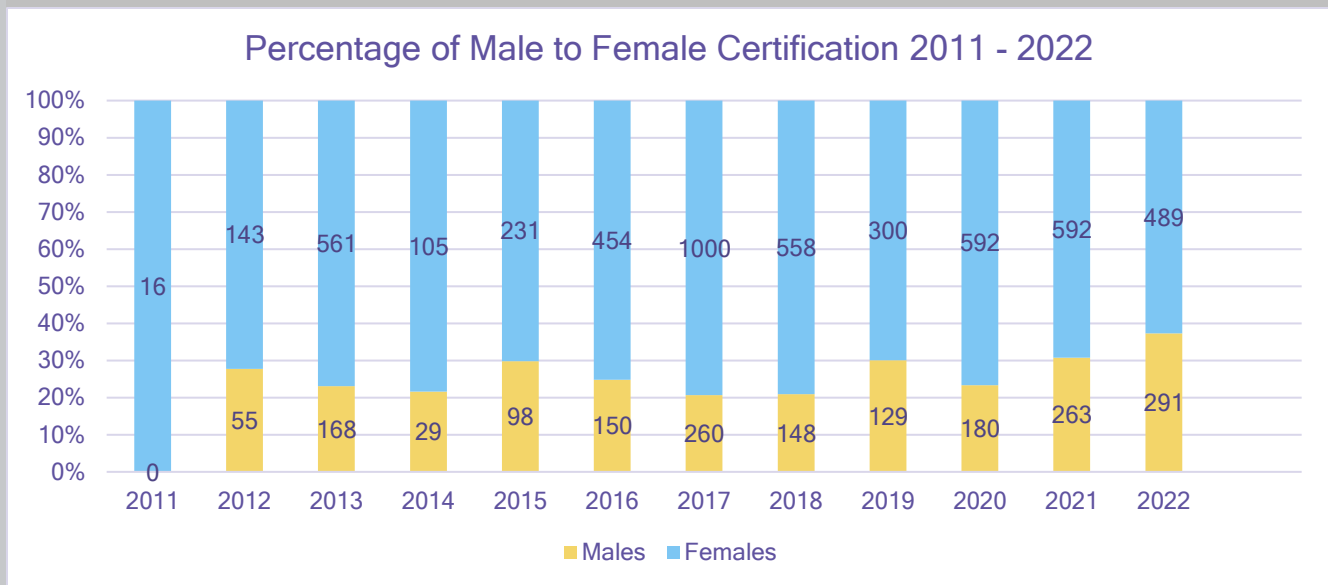


Figure 12. Certification by Sectors -2022

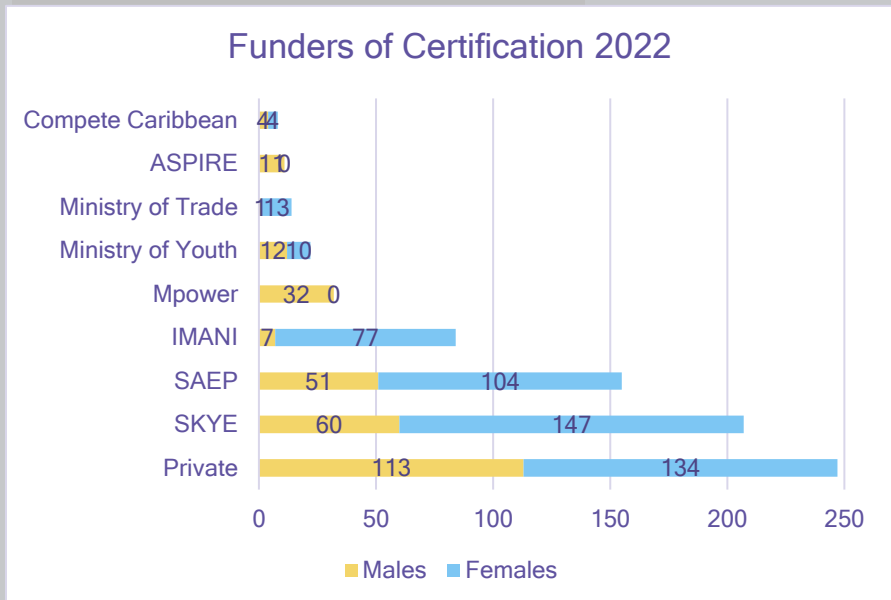


Institution Based Training

The NTA worked throughout the year with fifteen approved training centres (ATCs), five training providers at various stages of the centre approval process, community-based organizations and other TVET trainers.

For the sixth consecutive year the New Life Organisation (NEWLO) emerged as the Centre with the most candidates (216) awarded certifications followed by Grey's Training and Certification Centre with 112, Tech World with 66 each and then TAMCC and La Boucan Creative Centre with 65 each as depicted in Figure 14.

Figure 13: Funders of Certification



Enterprise Based Training

The EBT Officer along with other NTA officers engaged with several employers and institutions during 2022 to promote

Figure 14. Certification by Training Centres - 2022



enterprise-based training and the assessment of prior learning (APL) for the workforce. The aim was to enhance skills development, and to recognize and assess skills developed on the job.

Several meetings were held with the Grenada Solid Waste Management Authority which resulted in the NTA submitting a training proposal and fourteen employees being registered for APL or vocational skills training. The areas identified for assessment and certification included Excavator Operations CVQ 3, Electrical Installation CVQ 2, General Office Administration CVQ 2, Motor Vehicle Engine Systems CVQ 2, Motor Vehicle Repairs – Truck & Transport Vehicle Maintenance (Diesel Vehicles) level 3, Properties & Facilities Maintenance Management level 4, Building & Construction - Construction Site Supervision level 3 and Plumbing CVQ level 2. Following self-assessments, two orientation sessions were held in the last quarter of the year prior to the start of assessments.

Meetings were also held with the Operations Manager of the Six Senses Hotel resulting in six employees identified as candidates for an APL in Forklift Operations and Plumbing. The NTA submitted a budget and the self-assessments for candidates were completed.

A proposal was also submitted to the Spice Island Beach Resort for three (3) employees to complete an EBT programme in Massage Therapy CVQ level 3.

A meeting was held with the Royal Grenada Police Force to discuss the certification of officers in the Fire Department. The NTA prepared a proposal for training and vetted and approved the relevant occupational standard for training.

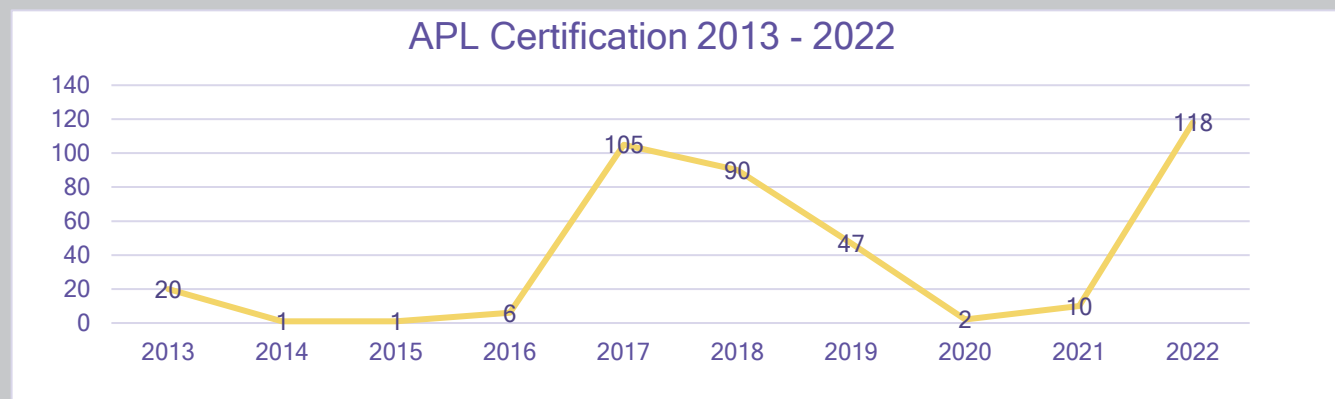
Other employers with whom discussions were held and presentations made included the Ministries of Youth, Education and Agriculture, TAMCC, Grand Bacolet Juvenile and Rehabilitation Centre, True Blue Bay Resort and the Caring Hands Nursing and Home Care Agency in St. Marks where thirteen employees expressed interest in completing an APL in Geriatric Care Giver CVQ level 2.

The Enterprise-Based Training (EBT) Programme is intended to offer opportunities to workers to gain certification through training and assessment conducted at the workplace.

Assessment of Prior Learning (APL)

One hundred and eighteen (118) candidates were certified in 12 occupational areas through the Assessment of Prior Learning (APL) programme in 2022. As shown in Figure 15, it was the highest number of APL certifications awarded in a year since 2013 followed by 105 in 2017. Of the 118 certifications awarded in 2022, 66 were females and 52 were males (see Figure 16). Eight candidates received full certification in Amenity Horticulture CVQ Level 2, nine candidates received full certification in Apiculture CVQ level 2, and twenty-two candidates received certification in Coaching

Figure 15: APL Certification 2013-2022



& Instructing in Sports CVQ level 3. It was the first-time certifications were issued in these three occupational areas. Sixty-four APL certifications were awarded during the year under the SAEP programme.

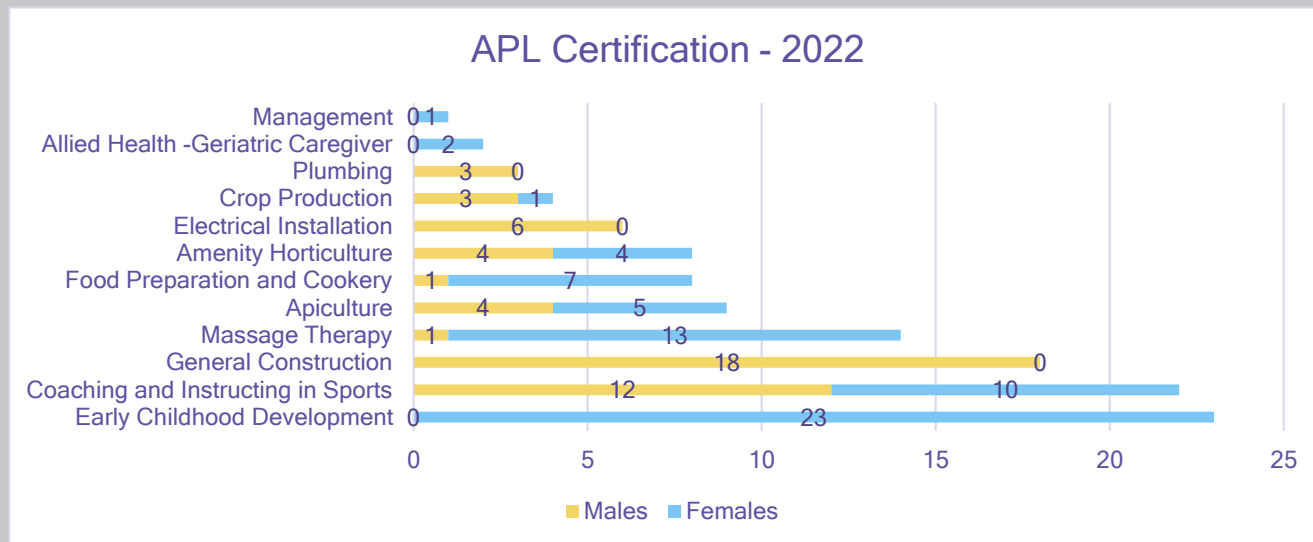
Several candidates were registered, and self-assessments conducted in a number of occupational areas including Early Childhood

Maintenance (Diesel Vehicle) CVQ 3, Food Preparation & Cookery CVQ 2, Carpentry CVQ 2, Business Administration CVQ 2, Early Childhood Development CVQ 2, and Motor Vehicle Engine Systems CVQ 2.

Community Based Training

During the year, discussions and meetings were held with the Grenada Sustainable

Figure 16. APL Certification - 2022



Development CVQ 2, Food Preparation and Cookery CVQ 2, Electrical Installation CVQ 2, Motor Vehicle Repairs – Trucks & Transport Vehicle Maintenance (Diesel Vehicle) CVQ 3, Crop Production CVQ 2, Rabbit Rearing CVQ 2, Nail Technology CVQ 2, Apiculture CVQ 2, Massage Therapy CVQ 3, General Agriculture NVQ 2, Management CVQ 3, and Air Conditioning and Refrigeration CVQ 2.

Assessments were conducted in Crop Production CVQ 2, Management CVQ 3, Excavator Operations CVQ 2, Motor Vehicle Repairs – Trucks & Transport Vehicle

Development Trust Fund, the Gouyave Fishermen's Cooperative, and the St. Mark's Women in Action to collaborate with the NTA to provide vocational skills training in Fish Handling and Processing level 1 and two units in level 2 for at least 15 women in the community. A community-based model of training was recommended by the NTA and a training proposal was submitted to the organisation.

Discussions continued with Deb Eastwood and Nataly Regis of the Grenada Youth Adventurers on the training and certification of swim instructors in the Get Grenada Swimming programme. A meeting was held in November 2021 with representatives of the Get Grenada Swimming Programme regarding the certification of swim instructors. The Instructing in Swimming occupational standard was developed locally, vetted, and



APL Candidate Receiving Certificate



Swim Instructors graduate from Instructing in Swimming NVQ Level 2 Programme done through Grenada Youth Adventurers

submitted to the GCTVET for approval. Meanwhile, the training and assessments were conducted with funding from the Sandals Foundation and a graduation exercise held at the Sandals Resort on July 2nd for eighteen young persons' completing the programme.

to ensure compliance with C/NVQ granting standards and readiness for facility audits and re-audits.

The NTA through the QA Department also has a responsibility as a member of CANTA for building on and increasing the TVET delivery capacity both locally and regionally.

QUALITY ASSURANCE

The Quality Assurance Department, after noting the need for adjustments to improve policies and the adherence to the policies, embarked on ventures to ensure accountability and adherence to standards during the delivery and completion of training programmes. The QA department also focused on encouraging quality improvement and innovation within Approved Training Centres (ATCs) and those engaged in other TVET programmes. Guidance was provided to ATCs



Instructor Training

Two Instructor training programmes, which focused on four units of the Training and Development CVQ Level 4 occupational standard, were delivered simultaneously during the period June 7th, 2022, to July 2022. Participants were expected to submit their completed portfolios for assessment as part of the certification process. One cohort of 15 participants was sponsored by ASPIRE while the other cohort of 20 participants were self-financed. The training was co-facilitated by the Quality Assurance Coordinator and the Standards and Planning Coordinator.

Online Assessor Training

Participants in the Online Assessor Training programme which commenced in 2021 for the Antigua State College completed their final modules, conducted their practicum, and submitted their portfolios under the supervision of the Quality Assurance Coordinator.

Participants of the Grenada Online Assessor Training programme which was partially sponsored by the SkYE Project also completed their assessments and the programme concluded at year-end.

Training for both cohorts was facilitated by the Quality Assurance Coordinator with support from the Standards and Planning Coordinator and technical support from the Quality Assurance Assistant.

Assessor Training (St. Kitts)

Grenada NTA was contracted by the St. Kitts Nevis TVET Secretariat to train 20 TVET instructors as Assessors. The training was delivered between October 10-28, 2022 at the Irish Town Primary School with participation from the staff of the ST. Kitts Nevis TVET Secretariat and TVET instructors from secondary schools. At the completion of training all candidates submitted their

completed portfolios which were assessed and pending verification for certification.

Centre Approval

Sixteen (16) training institutions are



accredited as Approved Training Centres by the NTA to deliver training which leads to NVQ/CVQ certification. Pre-audit visits were made in May 2022 to three centres interested in becoming approved ATCs: Grencase, the Grenada Investment Development Corporation (GIDC) and Carlos Lyght Electrical Services. Centre Approval audits were conducted for Adult and Teen Challenge, GIDC and Carlos Lyght Electrical Services. Provisional Centre approval status was granted to the Faith Organisation for People's Development to deliver training. Re-Approval audits were conducted for Tech World and the Business Support Centre.

CANTA Quality Assurance Workshop and Review of QA Guidelines

Grenada hosted a CANTA Quality Assurance Workshop to review the CANTA QA Criteria and Guidelines to Award the CVQ (2015). This workshop was held at the Coyaba Beach Resort from October 24-27, 2022. The NTA's QA Assistant joined nine other regional participants on site for the workshop. Several other participants joined via Zoom. Following the Grenada workshop, members continued to meet twice weekly online to complete the



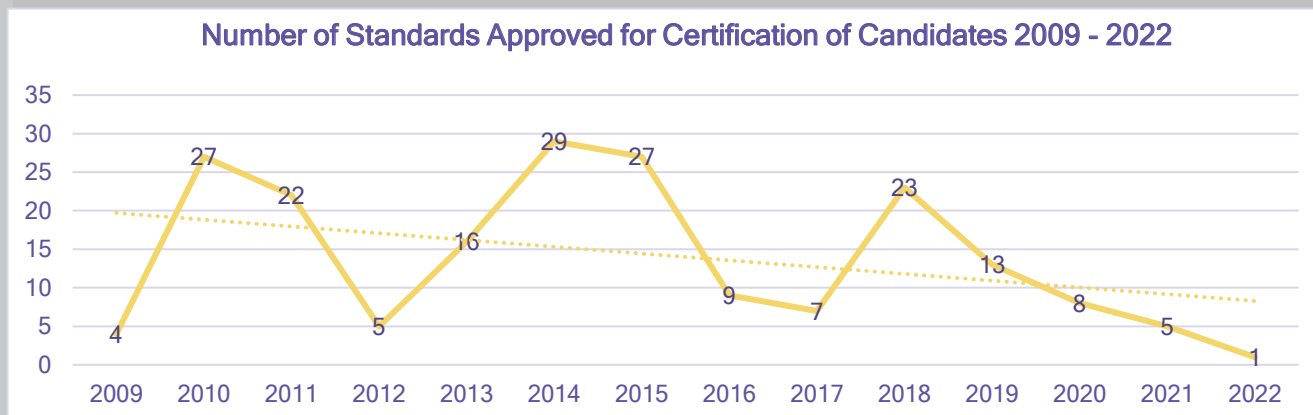
review which was submitted to the CANTA in mid-December.

OCCUPATIONAL STANDARDS

The GCTVET has approved one hundred and ninety-six (196) occupational for use in competency-based education and training (CBET) in Grenada. Firefighting level 2 was added to the list in 2022 as shown in Figure 17. The list includes 132 Regional Occupational Standards (ROS), and 64 National Occupational Standards (NOS). The majority of the 196 standards approved were at level 2 with eighty-two (82), followed by level 1 with fifty-five (55), then level 3 with forty-seven (47); level 4 with eleven (11) and level 5, one (1) as shown in Figure 18.

Thirty-six (36) occupational standards were used in the certification of candidates in 2022, two less than 2021(See Figure 19). However,

Figure 17: Standards Approved 2009-22



nine (9) of these occupational standards were used to certify candidates for the first time at

level 2: Allied Health – Health Care Assistance (Patient Care) -CVQ, Health Care Services - Patient Care (Orderly) -NVQ, Amenity Horticulture -CVQ, Coaching and Instructing in Sports -NVQ, Electrical and Electronic Maintenance -CVQ, Community Tourism - CVQ, Furniture Making -CVQ, Tree Crop Farming -NVQ, Using Information Communication Technology CVQ level 1 and Coaching and Instruction in Sports – NVQ level 3.

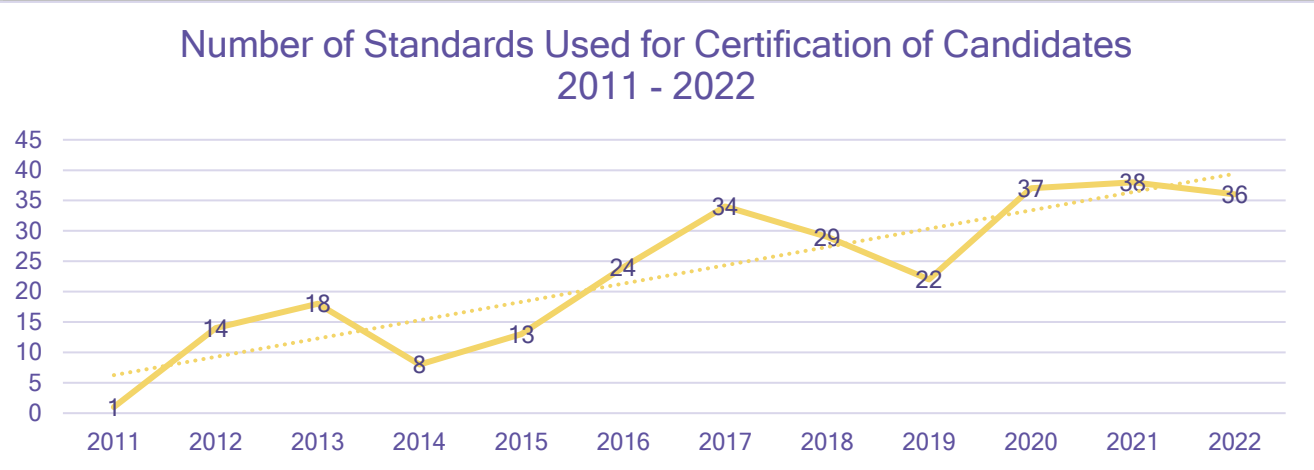
As seen in figure 20, many of the standards approved for certification in Grenada are for the Tourism and Hospitality sector, followed

Figure 18: Number of Standards Approved by Levels – 2009-2022



by Business, Agriculture, Engineering and

Figure 19: Number of Standards Used in the Certification of Candidates



Maintenance, Construction, and the Creative Industries.

General Office Administration Level 2 is the occupational standard in which the most certifications have been issued since 2009, followed by Data Operations Level 1, Food Preparation and Cookery level 2, and Early Childhood Development level 2 (See figure 21).

As shown in Figure 22, for the past eleven years qualifications have been awarded in Electrical Installation level 1 in each year except 2013, followed by General Office Administration level 2 which has been used each year from 2014 to 2022 to issue qualifications.

Figure 20: Occupational Standards Approved by Sectors -2009-2022





Industry Lead Body discussion on the validation of occupational standards

Figure 21. Most Certification by Occupational Standards

Most Certification by Occupational Standards - 2009 - 2022

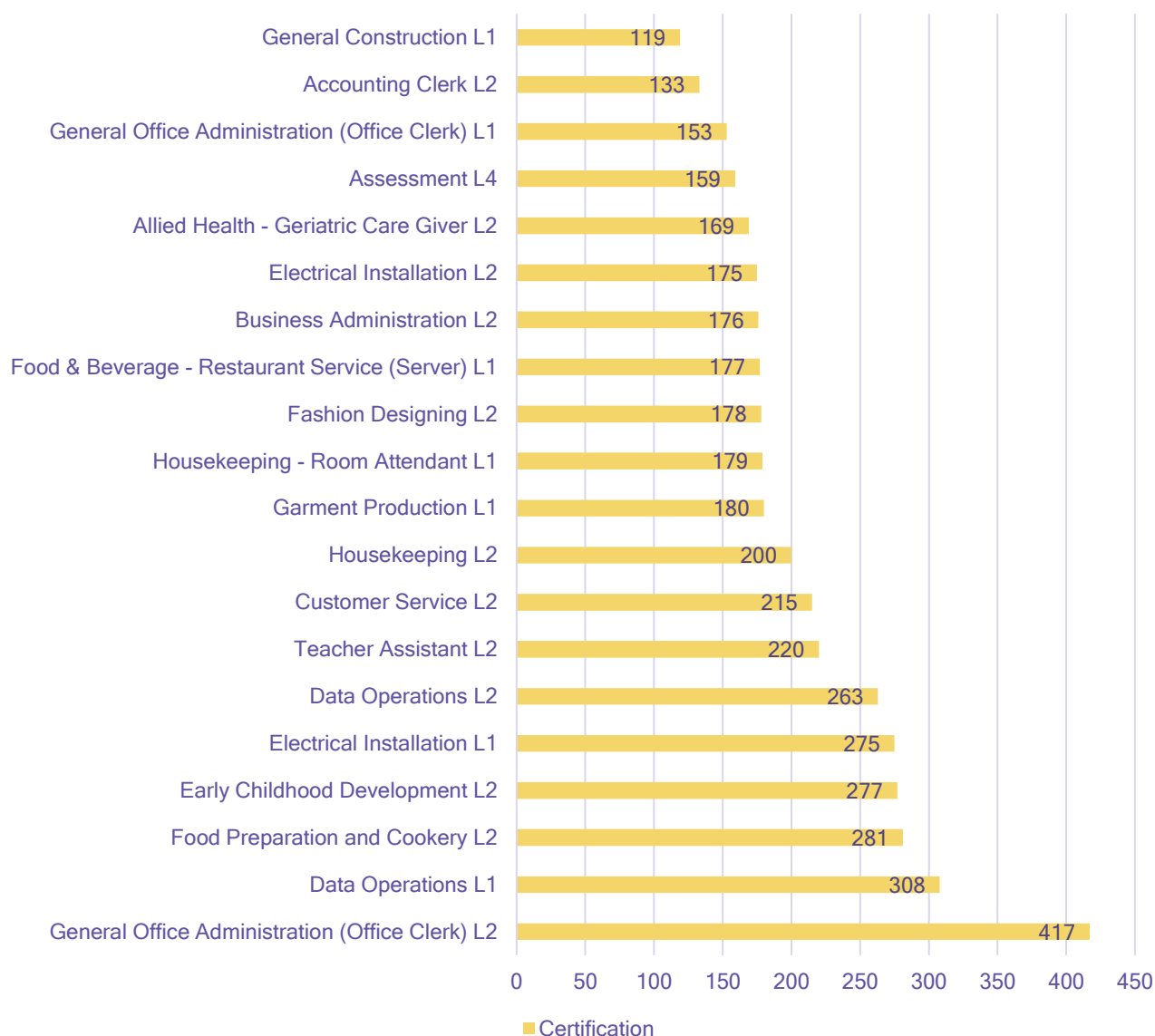


Figure 22. Occupational Standards – Times Used (Years) -2009-2022

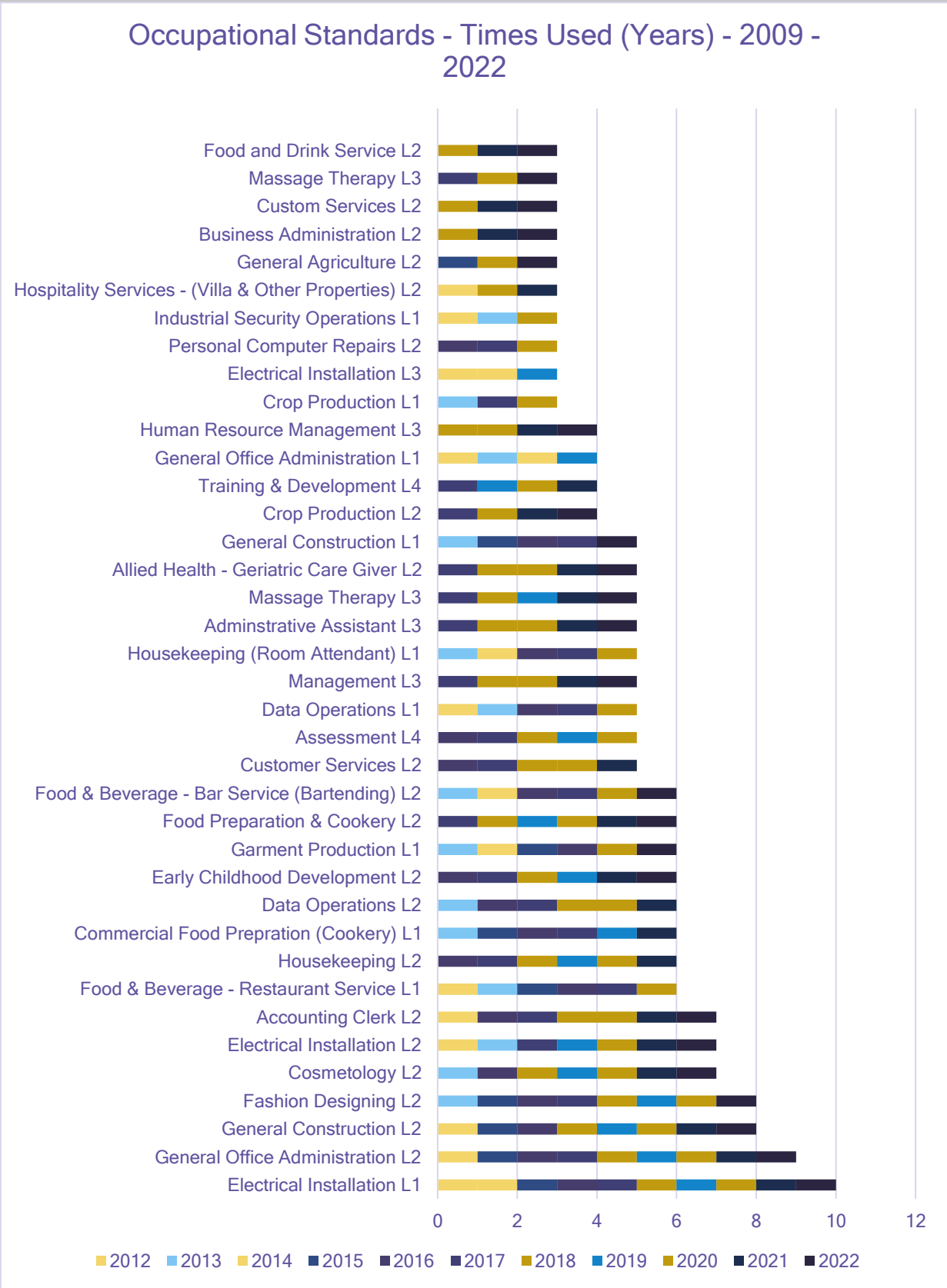


Table 3: Standards Validation/Development in 2022

Occupational Area	Level	Qualification	Vetted	Status
Firefighting	2	NVQ	Yes	Approved
Instructing in Swimming	2	NVQ	Yes	Pending approval
IT Fundamentals	1	NVQ	Yes	Pending approval
Hairdressing	1-3	NVQ	Yes	Pending approval
General Beauty Therapy	2-3	NVQ	Yes	Pending approval
Paralegal Services	2	CVQ	Yes	Pending review
Advanced Driving Operations (Light Motor Vehicles)	2	CVQ	Yes	Pending review
Public Transport Driving Operations (Buses)	2	CVQ	Yes	Pending review
Road Traffic Control and Enforcement	2	CVQ	Yes	Pending review
Road Traffic Control and Enforcement	3	CVQ		Pending review
Wall and Floor Tiling	2	CVQ	Yes	Pending review
Wall and Floor Tiling	3	CVQ	Yes	Pending review
Refrigeration and Air Conditioning (Commercial)	2	CVQ	Yes	Pending review
Make Up Artistry	2-3	NVQ	Yes	Lead Body report prepared
Nail Technology	3	NVQ	Yes	Lead Body report prepared
Real Estate Services	3	CVQ	Yes	Lead Body report prepared
Housekeeping (Housekeeping Supervision)	3	NVQ	Yes	Lead Body report prepared
Housekeeping (Housekeeping Management)	4	NVQ	Yes	Lead Body report prepared
Health Care Assistance (Patient Care)	3	NVQ	Yes	Lead Body report prepared
Agriculture Extension Services	3-4	NVQ	Yes	Lead Body report prepared

During the period under review Industry Lead Body meetings were held for twenty-four occupational standards. Validation was completed for fifteen occupational standards. The review of the other eight occupational standards is incomplete due to insufficient participation of experts in the Industry Lead Body meetings.

No other investment yields as great a return as the investment in education. An educated workforce is the foundation of every community and the future of every economy.

Brad Henry



Standards Validation Meeting

Review of Occupational Standards

A request was received from CANTA for the review of three occupational by CANTA Occupational Standards Sub-Committee members. These standards were:

- Food and Drink Service CVQ levels 1 & 2
- Building and Construction – Construction Site Supervision level 3

The reviews were completed, and the feedback submitted to the CANTA Secretariat. The revised standards were submitted to COHSOD for approval.

A request was made by the T.A Marryshow Community College (TAMCC) to review the Environmental Technology level 2 occupational standard developed by the College. The NTA reviewed the standard, and the revised document was resubmitted to the TAMCC for its own review and feedback.

Standards Procurement

Four occupational standards procured from NCTVET Jamaica were received:

- Lifeguard Operations Level 1
- Industrial Electronics 2 & 3
- IT Fundamentals level 1

Twenty-five (25) curricula and learner guides procured in 2021 were received. Twenty-eight (28) curricula and forty-six (46) learner guides for Carpentry level 2 were purchased from

NCTVET Jamaica to support the implementation of the pilot apprenticeship programme in Carpentry level 2.

Additionally, several electronic copies of occupational standards and curricula were provided to the NTA from HEART/NSTA Trust Jamaica as part of a scholarship.

CANTA Occupational Standards Sub-Committee

The CANTA OSC held virtual meetings on January 18-20 and 26-27 to review and approve standards for submission to CANTA and COSHOD for awarding the CVQ. Forty-four NOS were accepted for recommendation to become ROS.

COMMUNICATION

During the first quarter the focus was on the production of the Annual Report 2021 and support for the TVET Policy consultations held in February 2022. In the second and third quarters the priority was the launch of the SAGE apprenticeship programme and the completion of and graduation exercise for the SAEP programme while the fourth quarter focused on public outreach and activities related to the development of the NTA's Strategic Development Plan 2023-2025. Communications support was also provided for all aspects of the NTA's operations.

NTA Public Relations

- The Marketing and Communications Officer participated in an interview with the public relations department of the Ministry of Education which featured a discussion on level 3 and 4 training, the skills gap, and the support the NTA was providing for the Ministry of Education's community programmes in General Construction level 2 and Furniture Making level 2. The interview was broadcast on social media and through GIS.



- A presentation was made to approximately 30 SJC St. George's students on June 30th on the role of the NTA, the benefits of TVET and careers in TVET as part of Careers Day at the school. At the end of the presentation the NTA Marketing and Communications Officer quizzed the students and gave out tokens.
- An NTA team comprising the M & C Officer, EBT Officer, and M & E Officer managed the NTA's information booth at the World Food Day exhibition event held on the Carenage on October 21, 2022. The team answered questions, provided information, registered interested and potential APL candidates, and distributed brochures and other giveaways to patrons.



- The M&C Officer participated in a GHTA Job Fair on Saturday November 5, 2022, at the Grenada Trade Centre Annex. Information on the NTA, its role and programmes were shared with patrons.
- The NTA was represented at the Center for Development and Certification Training's (CDACT) graduation on November 24 at the

Youth and Cultural Center in Grand Anse. The Marketing and Communications officer made remarks on behalf of the NTA and assisted with the distribution of certificates.

Communications Support

- The launch of the pilot SAGE Apprenticeship programme received wide coverage on Facebook through the various FB pages of partnering organizations including the Ministry of Education, NTA, TAMCC, OECS, and SAGE. In addition, the news was broadcast through GIS television, MTV News, GBN News and other online media sources.



- The GIS was formally invited to attend the SAEP Graduation exercise and provide Live streaming services on July 29, at the Grenada Trade Centre. The Graduation event was broadcast and posted to both NTA's and GIS's Facebook and YouTube. A television report was aired on all three local television media, GIS, GBN and MTV. Other local media included WEE FM.



- The M & C Officer helped in the planning and execution of a graduation exercise for 40 clerical

staff of the Ministry of Education and other government offices who had participated in training leading to CVQ certification under the Grenada Education Enhancement Project (GEEP). The M & C Officer chaired the proceedings on September 23rd while the QA Coordinator delivered remarks on behalf of the NTA.



Social Media Outreach

The NTA's Facebook page remained a key source of information sharing during 2022 with more than 138 postings made. The NTA's website was used to promote the National TVET Policy consultations, SAEP graduation and other activities. These stories included the signing of the GAHPC MoU; features on the SAEP APL and VST programmes; several NVQ/CVQ graduations including CDACT, MOE, Grenada Youth Adventurers (Instructing in Swimming); the SAGE Pilot Apprenticeship launch; World Youth Skills Day and WorldSkills International 2022.

On September 14, the NTA began broadcasting its Instagram Page as "ntagrenada" which is mainly for sharing photos and videos of the NTA's activities.

A contract was signed with Yello Media Digital for one year of online advertising through the Yello company. This feature provides crucial and important information on the institution by anyone doing a Google search of the NTA.

World Youth Skills Day

To promote World Youth Skills Day 2022 which is observed on July 15, several interviews were

conducted through a variety of media including an interview on the Government Information Service (GIS) with young people participating in CVQ skills training under the Ministry of Youth; an interview was also aired live on GBN Mid-Morning Buzz with participation by youths engaged in CVQ skills training in several non-traditional areas. A special emphasis was on females training in occupational areas often pursued by males.

A news story with highlights of the interview was aired on GBN radio and television and the GIS television news report along with the airing of a special interview slot on July 15. Literature, news information and other correspondence related to the observance of World Youth Skills Day were disseminated to training providers and the local media.

MONITORING AND EVALUATION

National TVET Policy

The National TVET Policy development entered the consultative phase at the start of the year under review with Ms. Pauline Whiteman working as the consultant. Several stakeholder consultations were held during the week of February 14 to 18, 2022 to inform the policy including religious organisations, the private sector, training providers, non-governmental organisations, public sector representatives, community groups and trade unions.

A validation workshop was held on May 31st via Zoom with stakeholders who were involved in the consultative process. Feedback from the session was incorporated into the document to produce a final draft which was circulated for review. The final draft document was circulated for a final review and submitted to the Ministry of Education for Cabinet approval.

Research

The M & E Officer and the QA Coordinator collaborated on a research paper titled, “Digitization in the delivery of Technical and Vocational Education and Training (TVET) at the New Life Organisation during the COVID-19 pandemic”. The research findings were presented by the Quality Assurance Coordinator, Frances Ruffin at the 18th Annual CANQATE conference in Curaçao on November 4, 2022.



Management Information System (MIS)

A justification for a Management Information System (MIS) for the NTA was made to the Caribbean Digital Transformation Project (CARDTP), a World Bank funded project being implemented by the government of Grenada through the Ministry of Finance.

Strategic Development and Implementation Plan 2023-2025

Through CatalystePlus (formerly known as the Canadian Executive Service Organization-CESO), the NTA secured the services of a consultant, Dr. Willie Clarke-Okah, to develop the 2023-2025 NTA Strategic and

Implementation Plan, using a Results-Based Management (RBM) approach.

A participatory approach to developing the Plan was stipulated and a Strategic Planning Committee to oversee the processes and preparation of the Plan was duly constituted. Dr. Clarke-Okah arrived in Grenada on October 30th and conducted stakeholder consultations for three weeks in November 2022.

The consultations were implemented with the assistance of the Monitoring and Evaluation Officer who provided technical support for the visit. During the period the consultant held meetings with 85 persons from various sectors including the Ministry of Education, Private Sector Organizations, Industry Lead Bodies, Government Ministries, Non-Governmental Organizations, Trade Unions, Training Providers, Assessors & Verifiers. The consultations also included key stakeholders and organizations in Carriacou. A validation session was held on November 17, 2022, at the Public Workers Union Conference Room using a hybrid format. Post visit support was provided through the provision of data and additional resources to inform the preparation of the draft Plan which is expected to be presented early in 2023.



Monitoring and Evaluation Framework (SAGE)

An M & E Framework and tools for measuring the success of the SAGE pilot apprenticeship programme was finalized and agreed to by both SAGE and NTA. A pre-survey was

administered on July 5, 2022, to the ten apprentices registered in the pilot programme as part of the monitoring framework.

Monitoring Reports

The Monitoring and Evaluation Officer collected and populated the SAEP Digital platform with requested data on the SAEP training programmes being managed by the NTA. Quarterly Monitoring and Evaluation reports were prepared during the year. The reports addressed governance, human resource personnel in TVET, the Strategic Plan 2018-2020, standards approval, project updates and research. Monthly data reports were also prepared, and data provided for the NTA quarterly reports. Data was also provided for the Annual Report 2021.

COLLABORATIVE ARRANGEMENTS

Climate Smart Agriculture and Rural Enterprise Programme (SAEP)

The NTA's collaboration with SAEP, the Climate Smart Agriculture and Rural Enterprise Programme, to train and certify 110 youths between the ages of 16 - 35 through Vocational Skills Training (VST) came to an end during the third quarter of 2022 with the final graduation of 78 candidates for the award of C/NVQ certification. The graduation ceremony was held for five programmes at the Grenada Trade Centre on July 28, 2022, under the theme *"Building Workforce Competence through Training and Certification"* to bring closure to the training component of the project. The NTA had managed the delivery of training in eight programmes between the training period 2018-2022 (see Table 5). A previous graduation was held in December 2021 for three programmes which had completed during that year.

Assessment of Prior Learning (APL) under SAEP

Additionally, sixty-four (64) Grenadians were certified through Assessment of Prior Learning (APL) as part of the amended MOU between the NTA and SAEP to certify 110 skilled Grenadians through APL. The 64 candidates were certified in six occupational areas as listed in Table 4.

Table 4: SAEP APL Programmes Implemented by the NTA

Occupational Area	Level	No. of Candidates Certified
Food Preparation & Cookery	CVQ 2	13
General Construction	CVQ 2	18
Early Childhood Development (Carriacou)	CVQ 2	9
Early Childhood Development (Grenada)	CVQ 2	14
Electrical Installation	CVQ 2	6
Allied Health - Geriatric Caregiver	CVQ 2	2
Plumbing	CVQ 2	2
		64

Skills to Access the Green Economy (SAGE)

Several meetings and consultations were held between the NTA and SAGE towards the design and implementation of a SAGE pilot apprenticeship programme in Grenada. The apprenticeship programme is a work-based learning model where apprentices have supervised on-the-job training, along with job-related education, while earning a wage, leading to a recognized qualification.

Creative Design & Building Construction Company Limited and the T.A Marryshow

Table 5: SAEP Training Programmes Implemented by the NTA.

Training Provider	Occupational Area	Level	No. of Candidates Certified
Produce Chemist Laboratory, Tanteen, St. George	Agro-Food Processing	CVQ 2	10
Lloyd Panchoo, Mac Donald College, St. Patrick	Crop Production	CVQ 2	5
Grenville Home Economic Center, Grenville, St. Andrew	Food Preparation & Cookery	CVQ 2	11
La Boucan Creative Center, GCNA Complex, Kirani James Boulevard, St. George	Allied Health – Health Care Assistance (Patient Care) - Cohort 1	CVQ 2	18
La Boucan Creative Center, GCNA Complex, Kirani James Boulevard, St. George	Allied Health – Health Care Assistance (Patient Care) – Cohort 2	CVQ 2	19
La Boucan Creative Center, GCNA Complex, Kirani James Boulevard, St. George	Health Care Services – Patient Care (Orderly)	NVQ 2	12
St. Andrew Development Organisation (SADO), Grenville, St. Andrew	Community Tourism CVQ Level 2	CVQ 2	7
Grey's Training and Certification Centre, Herbert Blaize St, St. George	Business Administration (Secretarial Skills) CVQ Level 2	CVQ 2	22
Total			104

Community College (TAMCC) agreed to be implementing partners. An Apprenticeship Steering Committee was formed and held its first meeting in January 2022. Ten candidates were selected to begin the programme in Carpentry CVQ level 2 following a recruitment and interview process.



Prior to the commencement of training the NTA conducted two mentorship training sessions for mentors, facilitators, Creative Design supervisors, assessors, and verifiers who would be involved with the programme. Participants were sensitized to the local and

regional TVET context, use of occupational standards and the development of the training plan. The programme involves four days of practical training with Creative Design on construction sites and one day in the classroom at TAMCC.

The programme started on May 23rd, 2022, with an orientation exercise at the T.A Marryshow Community College followed by an official launch on July 27, 2022. Her Excellency Lilian Chatterjee, High Commissioner of Canada to Barbados and the Eastern Caribbean attended the launch and made remarks.

On March 1st Senior Technical Officer with SAGE, Pat Bidart, along with Country Coordinator, David Fleming visited the NTA to discuss the apprenticeship programmes and other SAGE initiatives. Also, on December 6, Jennifer Cooper, Deputy Director, the Caribbean Regional Development Programme

for Global Affairs Canada, which is funding SAGE accompanied local partners, including the NTA, TAMCC, Creative Design and SAGE Country Coordinator, on a field visit to one of the construction sites to observe and meet with apprentices.



The Skills to Access the Green Economy (SAGE) is a project funded by the Canadian Government and implemented in six CARICOM countries including Grenada.

Grenada Allied Health and Professional Council

The National Training Agency and the Grenada Allied Health Professional Council (GAHPC) met early in the year to hold discussions for collaboration between the two organisations. The Council has a mandate to register and issue licenses to Allied Health Practitioners. Both parties agreed to sign a Memorandum of Understanding (MOU). The MOU was signed on May 18 at the Ministry of Works Conference Room of the Ministerial Complex. The NTA Chief Executive Officer, K. Lincoln Morgan signed on behalf of the NTA while Dr. Nicole Forte signed for the GAHPC.

A sub-sector of concern for the Council is Beauty and Wellness where many service providers are practicing without certification or license. The NTA as part of the MOU will validate and approve occupational standards for the Beauty and Wellness sub-sector, conduct a needs analysis for the sector and conduct Assessments of Prior Learning for certification.

A consultation was held with practitioners in the Beauty and Wellness sub-sector to

sensitize them on the role of the Council, the role of the NTA and the APL programme.



UNESCO

A project proposal was submitted to the Grenada Commission for UNESCO in response to the call for Proposals: UNESCO Participation Programme 2022-2023. The project brief was drafted for the conduct of a Sector Career Mapping for nine (9) selected sectors in Grenada and submitted on February 15, 2022. Meanwhile expressions of interest were sent to seven consultants to provide consultancy for the Career Sector Mapping. Submitted proposals were evaluated and a potential consultant selected.

UNESCO TVET Strategy 2022-2029

The new "UNESCO strategy for TVET 2022-2029: Transforming technical and vocational education and training for successful and just transitions" was launched at a hybrid international conference at the United Nations Campus in Bonn, Germany, on October 25-26, 2022. The two-day conference saw participation of 157 in-person attendees including high level officials, policy makers, TVET stakeholders and practitioners, TVET teachers, trainers and learners, and development partners. The event also attracted 1,204 online participants working in the field of TVET in all UNESCO Members States. Mrs. Marlene Abraham-Finlay, Training Support Coordinator and UNEVOC Centre Coordinator for the NTA attended the event

in-person and represented Grenada and the Caribbean.



UNESCO Resilient Caribbean Project

The NTA participated in several meetings to plan for the launch and implementation of the Resilient Caribbean: Grenadian Youth Empowered for the Digital World of Work Programme. This project has a special focus on youth, particularly youth with vulnerabilities. The UNESCO Cluster Office for the Caribbean is implementing the project in Grenada. The programme also focusses on equipping TVET educators, youth leaders and youths with emerging digital and entrepreneurial skills required to increase national and regional productivity. The Monitoring and Evaluation Officer, Gordon Williams made a presentation on the overview of TVET Priorities, Programmes, and Issues in Grenada on behalf of the NTA during the regional Programme launch.

The Blended Learning and Online Strategies (TVET Teachers Workshop) course for TVET Instructors under the Resilient Caribbean: Grenadian Youth Empowered for the Digital World of Work Programme was launched on November 9, 2022. The training is facilitated by Blackboard Academy while the UNESCO Cluster Office for the Caribbean is the implementation body. The NTA assisted in the recruitment of 25 TVET instructors to begin the first cohort of training.

UNESCO-UNEVOC

The NTA collaborated with four other Caribbean UNEVOC Centres (HEART/NSTA Trust, UTECH, NTATT, and TVET Council Barbados) to implement a Results Based Management training for 30 participants as part of the UNEVOC Network Coaction Initiative. The training which commenced on March 29th was facilitated by Niagara College and sponsored by UNESCO. Six NTA officers participated in the month-long training.

The NTA along with four (4) training centers were selected to participate in a UNESCO-UNEVOC programme on “Career Guidance Services for Young Women and Girls on STEM-related TVET”. The TS Coordinator and the M & C Officer participated in the four-week three module training which began on October 3rd and concluded on November 3rd, 2022, and was facilitated by Niagara College.

The NTA also coordinated the participation of a TAMCC TVET student, Norjah Sandy as a panelist in the International Symposium 2030 SDG Agenda themed “TVET and its contribution to Sustainable Development”. The symposium was organized by the SDG Affinity Group and hosted by INACAP in Chile.

Collaboration with Youth Development

On February 1, several officers of the NTA met with officers of the Division of Youth to discuss plans by the Division to launch MPower 3.0 and batch 8 of the New IMANI programme. The division proposed training in several areas including surveying, heavy equipment operations, plumbing, electrical installation, marine operations and general construction. The Division also made a request for the training of 40 Life Skills Instructors in CBET methodology. A proposal was prepared and approved. The training was facilitated by four NTA officers between April 12 and 22, 2022. The topics included the Life Skills Curriculum,

Using Online Tools to Support the Delivery of Training, the Roles and Responsibilities of the NTA and Delivering and Instructing using the Competency Based Education and Training Methodology.

Caribbean Digital Literacy Training Programme

The National Training Agency re-submitted a proposal for the training of three hundred Grenadians in Basic Foundational Digital Literacy to the Digital Transformation Office as part of the Caribbean Digital Literacy Training Programme (CARDTP). An MOU between the NTA and the Digital transformation Office (DTO) was drafted by the DTO and sent to the NTA for review. A briefing was held in early July with ICT training providers to present the proposed project and receive feedback on interest in implementation.

As part of the World Bank mission for the CARDTP, Mr. Himmat Sandhu and officers of the Digital Transformation Office made a courtesy call to the NTA in September. The engagement provided an opportunity to clarify the objectives of the project and discuss the role the NTA can play in its implementation.

Youth in Agriculture Programme

The NTA met several times with the Project Coordinator for the Youth in Agriculture Programme to discuss opportunities for collaboration. The Youth in Agriculture Project, which is funded by the CARICOM Development Fund is seeking to train two hundred (200) youth in various agriculture related occupational skills and one hundred (100) youth in agriculture entrepreneurship. The NTA submitted a training proposal to the Permanent Secretary in the Ministry of Agriculture outlining how the Agency can coordinate the skills training and capacity building activities of the project.

MEETINGS/WORKSHOPS

Staff participated in numerous meetings, webinars and various workshops and training sessions geared at advancing the mandate and objectives of the organisation and TVET in Grenada. Some of these meetings are highlighted here:

- The Training Support Coordinator attended an ILO webinar on “Career Guidance for Building Young People’s Future: The Role of Employment Services” on March 2nd.
- On June 6-8, the QA Coordinator, TS Coordinator and the Quality Assurance Assistant participated virtually in the INQAAHE 13th Biennial Forum 2022 under the theme “Sustainable Quality Assurance: Optimizing Synergies between Artificial and Human Intelligence.”
- The M & E Officer attended the Webinar “New Technologies/New Professions Focus: Cyber Security and AI -Artificial Intelligence” hosted by WorldSkills Americas Professional Education and Training Committee.
- On July 7, the M & C Officer, QA, and S&P Coordinators attended and participated in the Grenada National Qualifications and Credit Framework (G-NQCF) stakeholders’ consultation. The purpose of the consultation was to facilitate discussions on the draft document and to provide feedback from participants.
- At the request of Permanent Secretary in the Ministry of Education, Kevin Andall, the QA and S&P Coordinators facilitated two half-day professional development training sessions for modern language teachers from selected secondary schools on July 19 and 20, 2022.

- The QA Assistant and Standards and Planning Coordinator participated in a virtual meeting with representatives from the Grenada National Accreditation Board (GNAB) seeking to provide clarity on the Regional Qualifications Framework (RQF) and the Revised Vocational Qualifications Framework (RVQF) and its relationship to the proposed National Qualifications and Credit Framework (G-NQCF).
- On Saturday November 12, the Rotary Club in collaboration with the Women in Medicine of the St. George's University (SGU) held a Wellness and Career Day for the students at the Programme for Adolescent Mothers (PAM). The S&P Coordinator represented the NTA at the event.
- The S & P Coordinator and M & C Officer met on October 11, with Craig Morrison, a consultant on the SAGE Project conducting research on opportunities within the Green Economy in Grenada to brainstorm ideas on TVET and training related to the Green Economy.
- The M & C Officer attended a two-day Gender Sensitive Communication Workshop held on November 30th and December 1st at the Grenada Olympic House. It was facilitated by the Canada-CARICOM Expert Deployment Mechanism (CCEDM).
- The M & E Officer attended a virtual technical workshop on the World Bank OECS Skills and Innovation Project on November 17, 2022. The discussions focused on strengthening participation of post-secondary institutions in regional networks and innovation activities and promoting regional post-secondary excellence.
- The M & E Officer and TS Coordinator on October 6, 2022, participated in the 2023 Global Education Monitoring (GEM) Report

Consultation on technology and education convened by the UNESCO-UNEVOC International Centre for TVET.

HUMAN RESOURCE

The National Training Agency was staffed in 2022 by a complement of thirteen employees.

Professional Development

Members of staff participated in several courses during 2022 aimed at building their skills and improving their capacity to perform their roles and functions within the GNTA. This included the following:

- The M & E Officer participated in a Tracer Studies online course organized by the International Training Centre of the ILO (ITCILO) from 7-25 March 2022.
- The QA and S & P Coordinators participated in a BTEC (Business & Technology Education Council) Level 3 course on Understanding and Using Inclusive teaching and Learning Approaches in Education and Training. The course was held between March 28 and April 1st and focused on creating learning environments which encourage and motivate students as well as inclusive learning approaches to meet the needs of learners.
- Six NTA officers participated in the month-long results-based management training which commenced on March 29 facilitated by Niagara College and sponsored by UNESCO.
- During the period June 27-29, the S&P Coordinator attended the CCAP Alumni Symposium in Barbados along with other delegates from Grenada, St. Lucia and Suriname. The symposium was a follow-up from the Executive Dialogue and six-week

programme which was held in October-November 2021. The Community College Administrator Program is a program of the U.S. Department of State with funding provided by the U.S. Government and administered by Florida State University in partnership with Santa Fe College. Each member-state presented on the actions taken since delegates returned from the US visit and the plans of their institution.

- The S & P Coordinator participated in an online training programme on Career Development Support in Changing Labour Markets from November 2 to December 14, 2022. The course was organized in cooperation with the Employment Policy Department of the ILO and the European Training Foundation and co-financed by the Italian Ministry of Foreign Affairs and International Cooperation. It provided practical guidance on how to develop, implement and improve career development support systems in education, training, labour market services, and support for workers (formally employed, informal work, self-employed).
- The M & C Officer completed a course on “The Strategy of Content Marketing” on October 14 done through Coursera.
- The M & C Officer completed on December 5, 2022, a two-week course in “**Communications Foundations**” done through LinkedIn Learning. The major topics included: The Four Communication Building Blocks (People, Message, Context, Listening), Communications for Common Situations and Communications for Challenging Situations.

CHALLENGES

While the challenges and fall-out of the impact of the COVID-19 pandemic continued to be felt in 2022, the NTA continued to work towards the achievement of its mission of enhancing the employability of Grenada’s workforce. The impact of the pandemic was greatest during the first quarter of the year as several staff members became ill. Despite this the NTA worked collaboratively with its key stakeholders to implement several activities resulting in the certification of the third highest number of candidates in the history of the organization.

Other challenges included:

- The need for greater acceptance for and recognition of CVQs and NVQs by employers in their human resource policies.
- The need for increased capacity (human and material) at training centres to deliver training opportunities at higher levels and in non-traditional areas across gender.
- The need to build capacity in the TVET system to respond to training needs and labour demands with greater agility.
- The need for a sustainable funding mechanism to support workforce development through TVET.
- The need for increased use of digital tools to enhance the management and operations of the NTA and the TVET system.
- The need to provide quality career development services to prospective learners, learners, and lifelong learners.
- The need for a deliberate and organized approach to and significant investment in TVET teacher preparation.



APPRECIATION

In 2022, the National Training Agency worked with numerous stakeholders both locally and regionally as we carried out our mandate to oversee technical and vocational education and training in Grenada and we express our thanks and gratitude to all who supported our endeavors.

The successes achieved in advancing the work of the organisation in its mission “To Enhance the Employability of Grenada’s Workforce” would not have been possible without the determination, commitment, hard work and persistence of the staff.

We also thank our training providers and their staff, trainees, and candidates for believing in the CVQ/NVQ process and supporting the NTA in 2022.

The NTA would especially like to thank all employers and stakeholder groupings who were called upon to give input to the National TVET Policy and the NTA’s Strategic Development and Implementation Plan 2023-2025. Employers also continue to play a significant role in the provision of traineeships and in sharing their expertise on Industry Lead Groups and for that the NTA is extremely grateful and look forward to forging even stronger bonds in 2023.

Additionally, we extend our gratitude to our regional and international partners and to all other stakeholders who worked with us and supported us in our efforts to achieve our mandate.

The Agency also extends its sincere thanks to the Government of Grenada and the Ministry of Education, Youth, Sports and Culture its guidance and support during the past year.

K. Lincoln Morgan
Chief Executive Officer

LIST OF OCCUPATIONAL STANDARDS APPROVED BY THE GCTVET

	Occupational Area	Level	Standard
Agriculture			
1	Agro-Food Processing	1	ROS*
2	Agro-Food Processing	2	ROS
3	Agro-Food Processing	3	ROS
4	Amenity Horticulture	1	ROS
5	Amenity Horticulture	2	ROS
6	Apiculture	2	ROS
7	Aquaponics	1	NOS**
8	Aquaponics	2	NOS
9	Aquaponics	3	NOS
10	Cricket Pitch and Field Maintenance	1	ROS
11	Crop Production	1	ROS
12	Crop Production	2	ROS
13	Dairy Farming	1	ROS
14	General Agriculture	2	NOS
15	Horticultural Nursery Operations	1	NOS
16	Livestock Rearing	1	ROS
17	Poultry Rearing	1	NOS
18	Rabbit Rearing	2	ROS
19	Tree Crop Farming	1	ROS
20	Tree Crop Farming	2	NOS
Automotive			
21	Motor Vehicle Engine Systems	1	ROS
22	Motor Vehicle Engine Systems	2	ROS
23	Motor Vehicle Repairs (Cars and Light Trucks)	1	ROS
24	Motor Vehicle Repairs (Cars and Light Trucks)	2	NOS
25	Motor Vehicle Repairs – Truck and Transport Vehicle Maintenance – Diesel Vehicles	3	NOS
26	Motor Vehicle Air Conditioning Systems	1	NOS
27	Motor Vehicle Chassis Systems	1	ROS

28	Small Engine Repairs	1	ROS
Business			
29	Accounting Clerk	2	NOS
30	Accounting	3	NOS
31	Administrative Assistant	3	ROS
32	Business Administration - Secretarial Skills	2	ROS
33	Customer Service	1	ROS
34	Customer Service	2	ROS
35	Custom Services	2	ROS
36	Custom Services	3	ROS
37	Developing a New or an Existing Enterprise	3	ROS
38	Events Management - Balloon Craft	1	ROS
39	Events Management – Events Planning	3	ROS
40	Executive Secretary	4	NOS
41	General Office Administration – Office Clerk	1	ROS
42	General Office Administration – Office Clerk	2	NOS
43	Human Resources Management	3	NOS
44	Management	3	ROS
45	Management	4	NOS
46	Marketing	3	ROS
47	Payroll Administration	3	ROS
48	Payroll Clerk	2	ROS
49	Reception	1	ROS
50	Reception	2	ROS
Construction			
51	Building & Construction – Construction Site Supervision	3	ROS
52	Carpentry	1	ROS
53	Carpentry	2	ROS
54	Draughting and Construction Technician Work	3	ROS
55	Excavator Operations	2	NOS
56	Forklift Operations	2	NOS
57	General Construction	1	ROS
58	General Construction	2	ROS
59	General Construction	3	ROS
60	Masonry	1	ROS

61	Masonry	2	ROS
62	Plumbing	1	ROS
63	Plumbing	2	ROS
64	Plumbing	3	NOS
65	Property and Facilities Maintenance (Building Maintenance)	1	ROS
66	Quantity Surveying	3	NOS
67	Quantity Surveying	4	NOS
68	Welding	1	ROS
69	Welding	2	ROS
Creative Industries			
70	Audio and Visual Editing Operations	2	ROS
71	Camera Operations	2	ROS
72	Community Cultural Performance	2	ROS
73	Live Sound Engineering	2	ROS
74	Live Sound Engineering	3	ROS
75	Multi-Media Production	2	NOS
76	Musical Performance	1	ROS
77	Musical Performance	2	ROS
78	Photography	1	ROS
79	Radio Broadcasting	2	NOS
80	Recording Engineering	2	ROS
81	Technical Assistance in TV and Video Production	1	ROS
Education			
82	Assessment	4	ROS
83	Coaching and instructing in sports	3	NOS
84	Early Childhood Development	1	ROS
85	Early Childhood Development	2	ROS
86	Early Childhood Development	3	NOS
87	Library Information Services (Library Clerk)	1	ROS
88	Library Information Services (Library Assistant)	2	ROS
89	Parenting Facilitation	3	ROS
90	Teacher Assistant	2	NOS
91	Training and Development	4	ROS
92	Youth Development Work	1	ROS
93	Youth Development Work	2	ROS

Energy			
94	Photovoltaic Panel Installation (Roof-Fitter)	2	ROS
95	Renewable Energy Technology Services	3	ROS
Engineering and Maintenance			
96	Air Conditioning & Refrigeration	2	ROS
97	Air Conditioning & Refrigeration	3	NOS
98	Electrical Installation	1	ROS
99	Electrical Installation	2	ROS
100	Electrical Installation	3	ROS
101	Electrical and Electronic Maintenance	2	ROS
102	Heavy Equipment Maintenance	2	NOS
103	Metal Work Engineering	2	ROS
104	Refrigeration and Air-Conditioning	1	ROS
104	Small Appliance Repairs	1	ROS
Fish and Fish Processing			
105	Fish Handling and Processing	1	ROS
106	Fish Handling and Processing	2	ROS
Health, Safety Security & the Environment			
107	Occupational Safety & Health	3	ROS
108	Environmental Sustainability Practices	2	NOS
109	Environmental Sustainability Practices	3	NOS
110	Environmental Sustainability Practices	4	NOS
Health and Wellness			
111	Allied Health - Geriatric Care Giver	2	ROS
112	Allied Health – Geriatric Care Giver	3	ROS
113	Allied Health – Health Care Assistance – Patient Care	2	ROS
114	Health Care Services – Hospital Attendant	1	ROS
115	Health Care Services – Patient Care (Orderly)	2	NOS
116	Health Care Services – Medical Laboratory Assistant	2	ROS
117	Health Care Services – Medical Laboratory Technician	3	NOS
Information Technology			
118	Call/Contact Centre Operations	1	ROS
119	Data Operations	1	ROS
120	Data Operations	2	ROS
121	Full Stack Web Development	2	NOS

122	Network Engineering	4	ROS
123	Personal Computer Repairs	2	NOS
124	Using Information Communication Technology	1	ROS
125	Web Programming	3	ROS
Manufacturing			
126	Apparel Manufacturing Technology*	3	ROS
127	Furniture Finishing	1	ROS
128	Furniture Making	1	ROS
129	Furniture Making	2	ROS
130	Jewelry Production - Precious Metal	2	NOS
131	Jewelry Production – Seeds	2	ROS
132	Jewelry Production – Leather	2	ROS
133	Jewelry Production - Precious Metal -Clay	2	NOS
134	Leather Goods Manufacturing	2	ROS
135	Soft Furnishing	1	ROS
136	Soft Furnishing	2	ROS
137	Soft Furnishing	3	ROS
138	Straw Craft Production	2	NOS
Maritime			
139	Marine Mechanics	2	NOS
140	Marine Electrical	2	NOS
141	Marine Electrical	3	NOS
142	Marine Services Technician	1	NOS
143	Outboard Boat Engine Repair	2	ROS
144	Seamanship	2	NOS
145	Traditional Boatbuilding	1	NOS
146	Traditional Boatbuilding	2	NOS
147	Traditional Boatbuilding	3	NOS
148	Traditional Boatbuilding	4	NOS
149	Traditional Boatbuilding	5	NOS
Merchant Marine			
150	Commercial Diving (Air)	3	ROS
Personal Services			
151	Applied Fashion Technology*	3	NOS
152	Applied Fashion Technology*	4	NOS

153	Barbering	2	ROS
154	Cosmetology	2	ROS
155	Fabric Design	1	ROS
156	Fashion Designing	2	ROS
157	Floral Arrangement	1	ROS
158	Garment Production	1	ROS
159	General Cosmetology	1	ROS
160	Massage Therapy	3	ROS
161	Massage Therapy	4	ROS
162	Nail Technology	2	ROS
Printing and Packaging			
163	Printing and Graphic Arts – Computer Graphic Arts	1	ROS
164	Printing and Graphic Arts – Computer Graphic Arts	2	ROS
Public Services			
165	Custodial Services	2	NOS
166	Firefighting	2	NOS
167	Industrial Security Operations	1	ROS
168	Policing and Law Enforcement (Cybercrime)	3	NOS
169	Policing and Law Enforcement (Investigative Interviewing)	3	NOS
170	Policing and Law Enforcement (Stop and Search Vehicles)	3	NOS
171	Policing and Law Enforcement (Use of Firearms)	3	NOS
172	Policing and Law Enforcement (Use of Force)	3	NOS
173	Policing and Law Enforcement (Crime Scene Investigations)	3	NOS
174	Security Operations	3	ROS
Tourism and Hospitality			
175	Cake Baking and Decorating	2	ROS
176	Commercial Food Preparation (Cookery)	1	ROS
177	Commercial Food Preparation (Chef de Parte)	3	ROS
178	Commercial Food Preparation (Pastry Chef/Patisserie)	3	ROS
179	Commercial Food Preparation (Sous Chef)	3	ROS
180	Community Tourism	1	ROS
181	Community Tourism	2	ROS
182	Community Tourism	3	ROS
183	Community Tourism	4	ROS
184	Cricket Pitch and Field Maintenance	1	ROS

185	Cruise Line Services	2	NOS
186	Domestic Housekeeping Services	2	ROS
187	Food and Beverage - Restaurant Service (Server)	1	ROS
188	Food and Beverage - Bar Service (Portering)	1	NOS
189	Food and Beverage-Bar Service (Bartending)	2	ROS
190	Food and Drink Service	2	ROS
191	Food Preparation and Cookery	2	ROS
192	Hospitality Services - (Villa and Other Properties)	2	NOS
193	Hospitality and Coastline Services for Tour Guiding and Cruises	2	NOS
194	Housekeeping (Room Attendant)	1	NOS
195	Housekeeping	2	ROS
196	Water Taxi Operations	2	NOS

NTA Services

- CVQ / NVQ certification
- Development and validation of occupational standards
- Accreditation / approval of training and assessment centres
- Capacity building for training centres and the TVET system: Training of assessors, verifiers, instructors, quality auditors, and master assessors.
- Quality assurance of the TVET system
- Development and implementation of training schemes
- Certification of candidates through the Assessment of Prior Learning (APL) Programme
- Support for the implementation of Enterprise-based Training and Community-based Training programmes.

INSTITUTIONS APPROVED AS TRAINING CENTERS BY THE GCTVET

Training Centers	Occupational Areas	Level
Andrae Belfon Contractors (ABC) Limited	Building & Construction – Construction Site Supervision	3
	Carpentry	2
	Drafting and Construction Technician Work	3
	Excavator Operations	2
	General Construction	1 & 2
	Masonry	2
	Quantity Surveying	4
Business Support Centre	General Office Administration	1 & 2
	Management	3
	Human Resource Management	3
	Business Administration	2
	Printing and Graphic Arts – Computer Graphic Arts	2
Center for Development and Certification Training (CDACT)	General Office Administration	1 & 2
	Data Operations	1 & 2
	Customer Service	1 & 2
	Management	3 & 4
	Human Resource Management	3
	Printing and Graphic Arts	1 & 2
	Occupational Safety and Health	3
Fletcher's Creation	Garment Production	1
	Fashion Design	2
Grand Bacolet Juvenile Rehabilitation and Treatment Centre	Barbering	2
	Crop Production	1 & 2
	Poultry Rearing	1
	Small Appliance Repairs	1
Grenville Home Economics Center	Food Preparation and Cookery	2
Grey's Training and Certification Center	Accounting Clerk	2
	Accounting	3
	Administrative Assistant	3
	Business Administration	2
	Customer Service	1 & 2
	Customs Service	2
	Executive Secretary	4
	General Office Administration	1 & 2
	Human Resource Management	3
	Payroll Administration	3
	Payroll Clerk	2
	Printing and Graphic Arts	1 & 2
	Management	3

	Marketing	3
	Receptionist	2
Her Majesty's Prisons	Crop Production	1
	Electrical Installation	1
	General Construction	1
	Poultry Rearing	1
	Small Appliance Repairs	1
La Boucan Creative Center	Allied Health – Geriatric Caregiver	2 & 3
	Community Cultural Performance	2
	Customer Service	1 & 2
	Musical Performance	2
	Audio & Visual Editing Operations	1 & 2
	Live Sound Engineering	2 & 3
	Recording Engineering	2
New Life Organisation (NEWLO)	Allied Health – Geriatric Caregiver	2
	Commercial Food Preparation (Cookery)	1
	Cosmetology	2
	Crop Production	1
	Data Operations	1 & 2
	Electrical Installation	1 & 2
	Early Childhood Development	1 & 2
	Food Preparation & Cookery	2
	Food and Beverage Bar Service (Bartending)	2
	Food and Beverage Bar Service (Portering)	1
	Food and Beverage Restaurant Service (Server)	1
	Garment Production	1
	General Construction	2
	Housekeeping	1
	Hospitality Services (villas and other properties)	2
	Personal Computer Repairs	2
	Plumbing	1 & 2
	Poultry Rearing	1
Point Salines Hotel	Housekeeping	1 & 2
Grenada Produce Chemist Laboratory	Agro-Food Processing	1 & 2
Royan's Welding and Fabricating Services	Welding	1 & 2
T.A. Marryshow Community College (TAMCC)	Accounting Clerk	2
	Air Conditioning and Refrigeration	3
	Data Operations	1 & 2
	Electrical Installation	1, 2 & 3
	Furniture Making	1 & 2
	General Construction	1 & 2
	General Office Administration	1 & 2
	Parenting Facilitation	3
	Property and Facilities Maintenance	1
	Welding	1 & 2

TechWorld	Customer Service	1 & 2
	Data Operations	1 & 2
	Personal Computer Repairs	2
	Business Administration	2
	Multi-Media Production	2
	Using Information Communication Technology	1
	Web Programming	3
	Printing and graphic Arts – Computer Graphic Arts	2
Telfa's Technical Learning Center	Electrical Installation	1 & 2
	Small Appliance Repairs	1
	Small Engine Repairs	1

NTA QUICK FACTS

5247

CVQ Awarded

1563

NVQ Awarded

196

Standards Approved

16_(+4 Pending)

Training Centres
Approved

417

CBET Instructors
Certified

315

Assessors Trained

93

Verifiers Trained

18

Quality Auditors
Trained

03

Master Assessors
Certified

2022 – YEAR IN REVIEW

January

- 12 The M&E Officer met with the National TVET Policy consultant, to discuss stakeholder consultations scheduled for February to get input on the Policy.
- 14 SAEP/NTA team meeting to discuss project implementation and status.
- 17 The Training Support Coordinator participated in a meeting with Ministry of Youth and ABC Ltd to discuss training under the MPower and IMANI programmes.
- 18 The Training Support Coordinator participated in a planning meeting with Niagara College, Canada and HEART Trust, Jamaica to discuss a Results-Based Management (RBM) training for TVET training providers.
- 18-20 The S & P Coordinator participated in a CANTA Occupational Standards Sub-Committee Meeting (virtual) to review and approve standards for submission to CANTA and COHSOD.
- 20 The first meeting of the Apprenticeship Steering Committee was held.

February

- 1 Several NTA officers met with Ministry of Health representatives to discuss plans to launch MPower 3.0 and the New IMANI (cohort 8).
- 1 Online meeting held with participants of the Antigua cohort of the Online Assessor Training Programme.
- 3 A presentation was made to the GCTVET on the SAGE Project.
- 3 Online meeting held by the QA Department with participants of the

Grenada Online Assessor Training Programme.

- 4 TVET Policy consultations promoted in interview on GIS by M & C Officer.
- 8 NTA Officers met with representatives of the Grenada Allied Health Professional Council to discuss opportunities for collaboration and agree to developing a Memorandum of Understanding (MOU).
- 10 The S & P Coordinator and other participants of the Community College Administrators Programme (CCAP) attended an alumni lunch meeting in Bridgetown, Barbados, with principal officer Karl Duckworth on the invitation of the US Ambassador to Barbados.
- 14-18 Stakeholder consultations held for the National TVET Policy
- 15 The CEO and TS Coordinator attended a virtual National Validation meeting with representatives of the Global Environment Facility (GEF) project.
- 15 The NTA submitted a project proposal to the Grenada Commission for UNESCO to conduct a Sector Career Mapping of nine sectors in Grenada.
- 17 The NTA participated in a meeting with training providers delivering training for the SkYE project entitled "TVET Knowledge Sharing".

March

- 1 Senior Technical Officer of SAGE, Pat Bidart made a courtesy call to the NTA accompanied by Country Coordinator David Fleming to discuss the status of the apprenticeship programme.



- 4 The S & P Coordinator met with Deb Eastman and Nataly Regis of the Get Grenada Swimming Programme to discuss having the participants trained and certified and the development of a training standard.
- 7-25 The M & E Officer participated in an online Tracer Studies course organised by the International Training Centre of the ILO.
- 8 The NTA participated in a GAHPC consultation with practitioners in the Beauty and Wellness sector. The S & P Coordinator was invited to talk about the NTA and the APL programme.
- 16 NTA officers participated in meeting with SAEP to discuss project implementation and status.
- 17 Apprenticeship Steering Committee meeting was held.
- 23-24 NTA held orientation and mentorship training for mentors, facilitators, and the assessor and internal verifier on the SAGE Apprenticeship Programme.
- 24 The TS Coordinator represented the NTA and made remarks at Grey's Training and Certification Centre

Graduation and assisted with the distribution of certificates.

- 25 The CEO and S & P Coordinator participated in a virtual meeting with other coordinators attached to Digital Transformation Offices in St. Lucia, Dominica, and St. Vincent and the Grenadines to discuss the implementation of the Basic Foundational Digital Literacy project being funded by the World Bank.
- 28 The QA and S & P Coordinators began a one-week BTEC Level 3 course on Understanding and Using Inclusive Teaching and Learning Approaches in Education and Training sponsored by the SkYE project.
- 28 The GCTVET Strategic Planning Committee met to review the Terms of Reference for contracting a consultant to undertake the Plan.
- 29 The RBM training with Niagara College sponsored by UNESCO commenced. Six members of staff of the NTA registered to participate in the programme.

April

- 12-14 At the request of the Ministry of Youth, four officers of the NTA facilitated the training of Life Skills Facilitators who will be supporting the implementation of the New Imani programme (cohort 8).
- 20 The EBT Officer and S & P Coordinator met with representatives of the Ministry of Agriculture to discuss opportunities for collaboration in the implementation of the Youth in Agriculture programme.
- 21-22 Life Skills Facilitators Training continues.

- 22 The EBT Officer and S & P Coordinator met with representatives of the of the Division of Youth to discuss areas for technical skills training for MPower participants.

May

- 3 The RBM training through Niagara College ended with a Train-the-Trainer module and graduation ceremony. The M & C officer made remarks on behalf of the NTA.
- 4 NTA met with UNESCO team to discuss the finalization of the Draft TVET Policy. It was agreed that a Validation Workshop be held with stakeholders on May 31st, 2022.
- 6 The Draft TVET Policy document was presented to curriculum officers of the Ministry of Education as a validation exercise.
- Orientation for SAEP APL candidates in electrical installation and general construction.
- 11-12 Mentorship sessions continued for mentors, facilitators, and the assessor and internal verifier on the SAGE Apprenticeship Programme. The training was facilitated by the EBT Officer and S & P Coordinator.
- 17 GCTVET Strategic Planning Committee met. Members were updated by CEO of possible technical support through the Canada CARICOM Expert Deployment Mechanism.
- 18 The NTA and the GAHPC signed a Memorandum of Understanding at the Ministry of Works Conference Room in the presence of the Minister of Health, Hon. Nicholas Steele.
- 19 A video interview done by the M & C Officer highlighting the skills gap and the need for levels 3 & 4 training was

posted to social media (Facebook) and highlighted in the news.

- 23 The SAGE pilot Apprenticeship Programmes commenced with six participants at the TAMCC Hospitality Centre.
- 25 Meeting with Ministry of Agriculture to discuss implementation of the Youth in Agriculture Project funded by the CARICOM Development Fund (CDF). The NTA agreed to prepare a proposal for the training component.
- 26 Nine sectors were identified for programme delivery under the New IMANI programme during a meeting with the Division of Youth Development.
- 30 The TS Coordinator and the Quality Assurance Assistant accompanied the CEO on a visit to Telfa Charles following a fire which consumed Telfa's Technical Learning Centre.
- 31 NTA staff joined other stakeholders in participating in the virtual Validation Workshop of the National TVET Policy.

June

- 3 NTA officers participated in project status meeting with SAEP Team members to provided updates on VST and APL programmes.
- 6-8 The QA Coordinator and the Quality Assurance Assistant participated virtually in the INQAAHE 13th Biennial Forum 2022 under the theme "Sustainable Quality Assurance: Optimizing Synergies between Artificial and Human Intelligence".
- 7 EBT Officer and TS Coordinator made a presentation on the NTA to senior managers at True Blue Bay Resort.
- 7 The CEO and the S & P Coordinator attended a national consultation on

education hosted by the Ministry of Education. The S & P Coordinator made a presentation on “Learning and Skills for Life, Work and Sustainable Development”.

- 7-22 Instructor training commenced for two cohorts of trainees using the Training and Development Level 4 standard.
- 21 A meeting was held with the CEO of the Grenada Sustainable Development Trust Fund to discuss financing a VST programme for several females in St. Mark’s in Fish Handling and Processing.
- 22 The Apprenticeship Steering Committee met with two new members added, a TAMCC representative and a representative from the Ministry of Education.
- 27-29 The S & P Coordinator attended the CCAP Alumni Symposium in Barbados along with other delegates from Grenada, St. Lucia and Suriname.
- 30 The M & C Officer made a presentation on the NTA to students at the St. Joseph’s Convent, St. George’s.

July

- 2 The M & C Officer and the S & P Coordinator attended the graduation ceremony for participants of the Grenada Youth Adventurers Swim Instructors training programme at Sandals Resort.
- 5-7 Practicum assessments completed with participants involved in the CBET Instructor training held in June.
- 7 Several NTA officers attended and participated in a Grenada National Qualifications and Credit Framework (G-NQCF) stakeholders’ consultation.
- 7 A meeting was held with 7 training centres with capacity to deliver ICT training to brief them on the upcoming

Basic Digital Literacy Programme to be sponsored by the World Bank.

- 15 A series of radio and television interviews were aired on GBN and GIS programmes to observe World Youth Skills Day.
- 19-20 The QA and S & P Coordinators facilitated two half-day professional development sessions for selected modern language teachers at secondary schools.
- 26 The TS Coordinator made a presentation at the Grenada Youth Centre to service providers involved in the delivery of training for the MPower Programme.
- 27 The SAGE pilot Apprenticeship training programme was officially launched at the TAMCC Hospitality Centre in the presence of High Commissioner of Canada to Barbados, Eastern Caribbean and the OECS, H.E Lilian Chatterlee.
- 28 The NTA hosted a graduation ceremony for 74 VST and 64 APL candidates under the SAEP Programme. The ceremony was held at the Grenada Trade Centre and livestreamed on Facebook and YouTube through GIS.

September

- 12 The NTA participated in the Mid-Term review of the SAEP Programme conducted by IFAD and the CDB.
- 14 The NTA created an Instagram page and began posting on Instagram.
- 22-23 The M & E Officer participated in a preparation mission for the launch of the OECS-Skills and Innovation Project.
- 23 The M&C Officer chaired the graduation exercise for the Ministry of

Education's Clerical Staff CVQ programme.

- 28 As part of a World Bank mission for the CARDTP, Himmat Sandhu and officers of the Digital Transformation Office made a courtesy call to the NTA to discuss elements of the implantation of the project.

October

- 3 The TS Coordinator and the M & C Officer begin participation in a four-week course with Niagara College on Career Guidance Services for Young Women and Girls in STEM-related TVET.
- 4 The S & P Coordinator attended a meeting of the GAHPC and made a presentation to the members on the NTA and its services.
- 6 Several officers of the NTA participated in a consultation led by the UNESCO Cluster Office for the Caribbean to get suggestions on implementing the "Resilient Caribbean: Grenadian Youth Empowered for the Digital World" project.
- 6 The M & E Officer and the TS Coordinator participated in the 2023 Global Education Monitoring Report Consultation on technology and education convened by the UNESCO-UNEVOC International Centre for TVET.
- 10-26 The QA and S & P Coordinators facilitated a CBET Assessor training for the St. Kitts-Nevis Secretariat to train 20 instructors from select secondary schools, the Advanced Vocational Educational Center (AVEC) and staff of the TVET secretariat.
- 14 NTA officers participated in World Food Day celebrations on the Carenage with an informational and display booth. The M & C Officer was

interviewed by television media for the Ministry of Agriculture broadcast.

- 24-27 The QA Assistant attended the CANTA Quality Assurance Workshop held at the Coyaba Beach Resort to review the CANTA QA Criteria and Guidelines to award the CVQ (2015).
- 25-26 The TS Coordinator travels to Bonn, Germany for the launch of new UNESCO Strategy for TVET and International Conference titled, "Transforming TVET for Successful and Just Transitions".

November

- 1-17 The Career Guidance Services for Young Women and Girls in STEM-related TVET course with Niagara College sponsored by UNESCO-UNEVOC came to an end with a panel discussion.
- 2 The S & P Coordinator began participation in a six-week ITC-ILO course on Career Development Support in Changing Labour Markets.
- 4 The S & P Coordinator attended a meeting of the Education Sector Plan Steering Committee.
- 5 The M & C Officer participated in the all-day Job Fair hosted by the GHTA. The NTA displayed a booth with informational material and giveaways.
- 9 The UNESCO "Resilient Caribbean: Grenadian Youth Empowered for the Digital World" project was launched in Grenada with the start of first phase of the project – the TVET Teachers Workshop in Blended Learning and Online Strategies through Blackboard.
- 11 The S & P Coordinator and M & C Officer met with SAGE consultant Craig Morrison who was conducting

research on opportunities within the Green Economy in Grenada.

12. The S & P Coordinator made a presentation on the NTA and its services to students of the Programme for Adolescent Mothers at a Wellness and Career Day event organised by the Rotary Club in collaboration with Women in Medicine of the St. George's University.
24. The M & C Officer attended the CDACT Graduation exercise for 80 persons and



made remarks on behalf of the NTA and assisted with the distribution of certificates.

30. The M & C Officer participated in a two-day Gender Sensitive Communication Workshop at the Grenada Olympic House facilitated by the Canada-CARICOM Expert Deployment Mechanism (CCEDM).

December

2. The EBT Officer and S & P Coordinator met participants of a Community Based Training programme in Fish Handling and Processing and with the Grenada Sustainable Development

Trust and the Gouyave Fishermen's Cooperative to discuss implementation of the training.

5. The M & C Officer Completed a course in "Communications Foundations" from LinkedIn Learning.
6. The M & E Officer and S & P Coordinator attended a National Consultative Workshop on the Caribbean Digital Transformation Project (CARDTP).
7. The QA Assistant and S & P Coordinator participated in a virtual meeting with representatives of GNAB, TAMCC and the Ministry of Education to look at the RQF and RVQF in relation to the proposed G-NQCF.
15. Wrap-up meeting of CANTA QA Committee's review of the CANTA QA Criteria and Guidelines to Award the CVQ (2015).



AUDIT REPORT AND FINANCIAL STATEMENTS

DIRECTOR OF AUDIT REPORT TO THE HOUSE OF REPRESENTATIVES ON THE FINANCIAL STATEMENTS OF GRENADA NATIONAL TRAINING AGENCY FOR YEAR ENDED 31 DECEMBER 2022

Opinion

I have audited the accompanying financial statements of Grenada National Training Agency (GNTA) which comprised the Statement of Financial Position as at 31 December 2022, Statement of Income and Expenditure, Statement of Cash Flows and Notes to the Financial Statements for the year then ended. The financial statements have been prepared by management based on the financial reporting provisions of Section 74 of the Public Finance Management Act (PFMA) 17 of 2015 of the Laws of Grenada.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Agency as at 31 December 2022 and its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards for Small and Medium-sized Entities (IFRS for SMEs) and is in compliance with section 64(2) of the Public Finance Management Act 17 of 2015 of the Laws of Grenada.

Basis for Opinion

I have conducted my audit in accordance with International Standards of Supreme Audit Institutions (ISSAIs). My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Agency in accordance with the ethical requirements that are relevant to my audit of the financial statements in Grenada and I have fulfilled other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of Management and those charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IFRS for SMEs and section 64(2) of the Public Finance Management Act 17 of 2015 of the Laws of Grenada and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Agency's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Agency or to cease operations, or has no alternative but to do so.

Auditors' Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level assurance, but is not a guarantee that an audit conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs) issued by the International Organization of Supreme Audit Institutions (INTOSAI) and the Government's policies, procedures and applicable legislations will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISSAIs, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

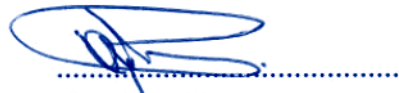
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and

perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for their opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists relate to events or conditions that may cast significant doubt on the Agency's ability to continue as a going concern. If I conclude that a material uncertainty exists; I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Agency to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant findings, including any significant deficiencies in internal control that are identified during my audit.



Gary Walters
DIRECTOR OF AUDIT

31 October 2023
AUDIT OFFICE
GRENADA



GRENADA NATIONAL TRAINING AGENCY (GNTA)
Statement of Financial Position
For the Year Ended 31 December 2022
with comparatives for the year ended 31 December 2021

	Note	31-Dec-22	31-Dec-21
ASSETS			
Non Current Assets			
Non Current Assets		33,160	31,148
Current Assets			
Checking/Saving		984,611	1,015,724
Clearing Account		0	0
Petty Cash		161	65
Accounts Receivable		141,304	266,088
Total Current Assets		1,159,236	1,313,025
Other Asset			
Undeposited funds		290	0
Security Deposit	17	4,400	4,400
Prepayment		7,377	6,460
Total Assets		1,171,304	1,323,885
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable		7,028	16,712
Payroll liabilities	18	-1,196	-1,196
other current liabilities		0	4,400
Total Liabilities		5,833	19,917
Equity			
Net Assets		1,303,968	1,271,160
Net Income		(138,497)	32,809
Total Equity		1,165,471	1,303,968
TOTAL LIABILITIES & EQUITY		1,171,304	1,323,885

Director's Signature: _____

Chairman
Michael Roberts

Deputy Chair
Stephen Jerome



GRENADA NATIONAL TRAINING AGENCY (GNTA)
Statement of Income and Expenditure
For the Year Ended 31 December 2022
with comparatives for the year ended 31 December 2021

	NOTES	Jan - Dec 22	Jan - Dec 21
Income			
Government Subvention	3	890,196	880,226
NTA Income Other	4	34,439	329,819
Centre Approval Fees	5	5,210	8,170
Registration Fees	6	231,690	114,100
Total Income		1,161,535	1,332,315
Less Expenses			
Training Support	7	73,880	184,606
Standards and Planning	8	13,970	8,468
Website Development & Maintenance		317	12,708
Monitoring & evaluation		1,223	5,124
Public awareness campaign	9	20,706	9,629
Communications		236	4,306
Quality Assurance	10	63,980	29,309
		174,312	254,149
Operating Expense			
Personnel Expense	11	906,382	839,978
Membership Dues	12	0	12,419
GCTVET		16,856	41,134
Consultancy and Accounting Fees	13	20,143	14,010
Depreciation	14	15,417	19,138
Motor Vehicle Expense	15	10,163	14,203
Administrative Expense	16	156,760	104,477
		1,125,720	1,045,359
Total Expense		1,300,032	1,299,508
Surplus/(Deficit) for the year then ended		(138,498)	32,807



GRENADA NATIONAL TRAINING AGENCY (GNTA)
Statement of Cash Flows
For the Year Ended 31 December 2022
with comparatives for the year ended 31 December 2021

	<u>Jan - Dec 22</u>	<u>Jan - Dec 21</u>
OPERATING ACTIVITIES		
Net Income	(138,497)	32,808
Adjustments for :		
Depreciation	15,417	19,138
	<u>(123,081)</u>	<u>51,945</u>
Accounts Receivable	124,784	(209,780)
Security Deposit		
Prepayment	(917)	(896)
Accounts Payable	(9,684)	9,826
Payroll Liability	-	392
Other Liability	(4,400)	-
Net cash provided by Operating Activities	<u>(13,298)</u>	<u>(148,514)</u>
INVESTING ACTIVITIES		
Property Plant and Equipment	(17,429)	(27,717)
Net cash provided by Investing Activities	<u>(17,429)</u>	<u>(27,717)</u>
FINANCING ACTIVITIES		
Refundable Deposit		
Opening Balance Equity	(1,015,789)	(1,187,713)
Net Assets	1,015,789	1,187,713
Net cash provided by Financing Activities	<u>-</u>	<u>-</u>
Net cash increase for the period	(30,727)	(176,230)
Cash at beginning of period	1,015,789	1,187,713
Ending Cash Balance	<u>985,062</u>	<u>1,015,789</u>



GRENADA NATIONAL TRAINING AGENCY (GNTA)
Notes to the Financial Statements
For The year ended December 31, 2022

NOTES:

1

Establishment and Function

The Grenada Council of Technical and Vocational Education and Training (GCTVTE) Act CAP128F of the Laws of Grenada established the Grenada National Training Agency (GNTA).

Under the act, the GNTA is accountable to the Council who has the responsibility for providing guidance and supervision to the Agency.

NOTES:

2

Basis of Preparation

(a) All transactions are recorded and the financial statements are prepared in compliance with International Financial Reporting Standards for Small and Medium-sized Entities (IFRS for SMEs) and under the historical cost convention and in accordance with section 64(2) of the Public Finance Management Act 17 of 2015 of the Laws of Grenada.

The Financial Statements are expressed in Eastern Caribbean (\$EC) Dollar.

(b) Non-current assets are stated at cost or valuation, Depreciation is provided on a straight line basis at approved rates sufficient to write off the asset over their useful lives. The rates for depreciation are as follows:

Motor Vehicle	60 months (5 years)
Office Equipment	60 months (5 years)
Office Furniture	60 months (5 years)
Computer Hardware	36 months (3 years)
Computer Software	36 months (3 years)

(c) Trade payables are included at their original invoice value.

NOTES:

3

Financing

Income from Government through the Ministry of Education

2022

2021

Government Subvention

840,000.00

840,000.00

Telephone	\$	11,472.00	2,990.00
Cleaner, Driver Salary	\$	38,724.00	37,236.00
	\$	890,196.00	\$ 880,226.00

NOTES:
4

Other NTA Income

Funds earned as a result of collaborative arrangements with

	2022	2021
CANTA	5380.00	
Ministry Of Youth	9377.00	
Sale of certificates	375.00	
Government of St Kitts	20983.00	
Ministry of Education Dominica,	6847.00	3548.00
Ministry of Trade: Rosemarie Charles	-575.00	4470.00
Assessor Training	100.00	4650.00
Mott MacDonald	-8048.00	46830.00
Ministry of Social Development,		12000.00
Antigua State College		11476.00
Antigua Defense Force		3518.00
Ministry of Education Grenada,		44237.00
SAEP/(MAREP),		187427.00
Compete Caribbean		11662.00
	\$ 34,439.00	\$ 329,819.00

NOTES:
5

Center Approval Fees

This represent the fees charged to training centres for facilities and centre approval audits and approval to facilitate additional occupations

NOTES:
6

Registration Fee

Registration fee comprise the fair value of consideration received or receivable for services rendered in the ordinary course of operation

	2022	2021
NEW Registration Fee - LEVEL 1	16,700.00	4,000.00
NEW Registration Fee - LEVEL 2	138,900.00	80,040.00

NEW Registration Fee - LEVEL 3
NEW Registration Fee - LEVEL 4

18,285.00	14,850.00
26,400.00	15,210.00
<u>\$ 200,285.00</u>	<u>\$ 114,100.00</u>

GNTA recognises revenue when the amount of revenue and related cost can be reliably measured, performance obligation identified and collectability of the related receivable is reasonably assured .

NOTES:
7

Training Support

Training Support Expense includes amounts due to training providers contracted by the GNTA, to carry out training on its behalf based on collaborative arrangements with SAEF & other Enterprise based training cost.

	2022	2021
SAEP	72,430.00	169,169.00
Enterprise based training	1,450.00	
GEEP		14,700.00
	<u>73,880.00</u>	<u>183,869.00</u>

NOTES:
8

Standards and Planning

Standard and Planning Expense includes amount to procure Occupational Standards & Curricula and Conduct Lead Group Meetings & registration for IVETA.

	2022	2021
Catering for industry lead body /Standard validation	1,486.00	0.00
Membership to IVETA	966.00	0.00
Procurement of curricula & competency standard	11,518.00	6,946.00
Honorarium for industry lead body		1,522.00
	<u>13,970.00</u>	<u>8,468.00</u>

NOTES:
9

Public awareness campaign

All expenses related to marketing and advertising. This includes purchase of promotional items

NOTES:
10

Quality Assurance

Quality Assurance training includes amounts paid to External Verifiers, Facility Auditors and for Assessments.

	2022	2021
External Verification Fee	53,960.00	26,224.00
Centre Facility Audit Fees	150.00	
Quality Assurance Training	9,870.00	3,084.00
	63,980.00	29,308.00

NOTES:
11

Personnel Expense

Personnel Expense includes salaries, NIS & training and development for staff for the year under review. Significant increase in Salaries due to filling of vacant positions for Standards & Planning Officer.

	2022	2021
Salaries & NIS	900,850.00	808,409.00
Bonus		27,391.00
Training & Development	5,532.00	4,178.00
	906,382.00	839,978.00

NOTES:
12

Membership Fees

Membership fees includes amount paid annually to CANTA, ABYC for the year under review.

	2022	2021
CANTA Annual Membership	0.00	5,546.00
ABYC Annual Membership	0.00	6,874.00
	0.00	12,420.00

NOTES:
13

Consultation and Accounting Fees

Amounts includes:

	2022	2021
A) Consultancy for TVET Policy	13,717.00	0.00
B) Consultancy for Skye Instructor Training	5,869.00	0.00
C) Token for consultant for Strategic plan	557.00	0.00
D) charge for tracer study	0.00	8,010.00
E) Accounting Consultant	0.00	6,000.00
	20,143.00	14,010.00

NOTES:
14

Depreciation

Cost or Valuation	Computer		Office		Office		Lease Hold		Total
	Equipment	\$	Equipment	\$	Furniture	Motor Vehicle	Improvement		
At 31 December 2018	66,867		142,364		46,142	48,662	18,767		322,802
Additions	6,345		3,790			-	-		10,135
At 31 December 2019	73,212		146,154		46,142	48,662	18,767		332,937

Additions	-		-		-	-	-		-
At 31 December 2020	73,212		146,154		46,142	48,662	18,767		332,937
Additions	5,123		5,583		12,705		-		23,411
At 31 December 2021	78,335		151,737		58,847	48,662	18,767		356,348
Additions	17,429						-		17,429
At 31 December 2022	95,764		151,737		58,847	48,662	18,767		373,777

Accumulated depreciation

At 31 December 2018	61,760		88,431		31,147	48,661	2,606		232,605
Depreciation Charge	3,588		28,897		9,210	-	6,256		47,951
At 31 December 2019	65,348		117,328		40,357	48,661	8,862		280,556
Depreciation Charge	3,980		12,266		3,005	-	6,256		25,507
At 31 December 2020	69,328		129,594		43,362	48,661	15,118		306,063
Depreciation Charge	3,872		7,582		4,035	-	3,648		19,138
At 31 December 2021	73,200		137,176		47,397	48,661	18,766		325,201
Depreciation Charge	5,888		6,364		3,164	-	-		15,417
At 31 December 2022	79,088		143,540		50,562	48,661	18,766		340,617

Carrying Amount

At 31 December 2022	16,676		8,197		8,285	1	1		33,160
At 31 December 2021	5,135		14,561		11,449	1	1		31,147
At 31 December 2020	3,884		16,560		2,780	1	3,649		26,874
At 31 December 2019	7,864		28,826		5,784	1	9,905		52,381

NOTES:

15

Motor Vehicle Expense

	2022 Amount	2021 Amount
Petrol	2,160.00	1,751.00
Motor Vehicle Maintenance	7,544.00	11,826.00
Motor Vehicle Insurance	459.00	626.00
	<u>10,163.00</u>	<u>14,203.00</u>

NOTES:

16

Administrative Expense

	2022 Amount	2021 Amount
--	----------------	----------------

Facilities and Equipment

Office Rental	48,400.00	52,800.00
General Office Maintenance	10,344.00	4,456.00
Facilities and Equipment Total	<u>58,744.00</u>	<u>57,256.00</u>

OPERATIONS

Books, Certificates	16,483.00	0.00
Postage, Mailing Service	351.00	387.00
Printing and Copying	11,050.00	10,675.00
Operations Total	<u>27,884.00</u>	<u>11,062.00</u>

OFFICE SUPPLIES

Office Supplies	13,717.00	2,529.00
General Supplies	2,451.00	6,524.00
Total Office Supplies	<u>16,168.00</u>	<u>9,053.00</u>

Telephone, Telecommunications

Electricity cost	7,433.00	3,286.00
Water Cost	18,387.00	14,739.00
Other Costs - Miscellaneous	1,210.00	1,396.00
Bad Debts Expense	0.00	499.00
Total Operations	<u>-230.00</u>	

Bank Charges	26,800.00	19,920.00
	<u>2,765.00</u>	<u>1,955.00</u>

TRAVEL AND MEETINGS

Conference, Convention, Meeting	18,578.00	600.00
Airfare/Boat chg (Ticket cost)	3,790.00	640.00
Accommodation (Hotel)	640.00	2,240.00

Travel Allowance	1,392.00	1,752.00
Total Travel and Meetings	24,400.00	5,232.00
	156,760.00	104,477.00

NOTES:
17

Security Deposit

Security Deposit refers to amount paid to owner of rental property
To cover repairs, unpaid bills etc upon vacating premises

NOTES:
18

Payroll Liability

Reversal of Payment to NIS F/O Nadine Lett, That have been paid CARCIP
but no records at NIS as CARCIP did not submit employee listing.

READER'S NOTES



GNTA understood the training needs of staff and delivered a program that met those needs

– Melisse Ogilvie
Manager, Grand Bacolet
Rehabilitation & Treatment Centre

Benefits of Enterprise-Based Training (EBT)

- ✓ Workers are trained while they earn income on the job.
- ✓ Skillsets tailored to company requirements
- ✓ Increased productivity
- ✓ On-the-job and/or off-the-job worker assessment

The National Training Agency will provide support for:

- Needs Analysis
- Training
- On-the-job training through Training Providers
- Assessment
- Staff Presentations

Enterprise-Based Training (EBT)

originates within the workplace, and is flexible and responsive to the changing needs of the organization.

Enterprises are expected to carry out Needs Analysis and Training Plans prior to undertaking a programme in Enterprise-based Training.

The GNTA will work with some organisations to become Assessment Centres.

Heavy emphasis will be placed on the development of customised programmes to suit the needs of workers.



ENTERPRISE BASED TRAINING

PROVIDING A COMPETITIVE
EDGE TO INDUSTRY!



Belmont Road, St. George, Grenada

Phone: 473-435-9092/3

Fax: 473-435-9094

Email: info@nta.gov.gd

Website: www.grenadanta.gd