

1. TITLE OF THE CERTIFICATE (ES)

Certificado de Profesionalidad de nivel 3 en
COML0111 TRÁFICO DE VIAJEROS POR CARRETERA

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Professional Certificate Level 3 in
COML0111 ROAD TRANSPORT OF PASSENGERS
(This translation has no legal status)

3. PROFILE OF SKILLS AND COMPETENCES

The holder of this certificate will have acquired the **general competence** to organise plans for the transport of road passengers and to manage and supervise long-distance domestic and international transport operations and services, in accordance with the specifications received and current law, within the framework of objectives for a quality, regular and punctual service established by the organisation.

This general competence is divided into the following **skills units** (UC):

- Establish and organise road transport of passengers plans (UC2059_3).
- Manage and supervise road transport of passengers operations (UC2060_3).
- Manage the administration and documentation of road transport operations (UC2061_3).
- Take the necessary steps to assist and inform bus or coach travellers (UC1464_2).

The professional skills are acquired through the **learning outcomes** defined within the related Training Modules (MF):

- Establishment and organisation of road transport of passengers plans (M2059_3).
- Management of road transport of passengers operations (MF2060_3).
- Administrative management of road transport operations (MF2061_3).
- Assistance and information for bus or coach travellers (MF1464_2).
- Practical training at the workplace in road transport of passengers (MP0460)

(See legal basis for all learning outcomes information acquired by the holder of this Certificate in each MF).

As a reference the learning outcomes include in the Practical training at the workplace that complete and reinforce the learning outcomes acquired in the other training modules, are:

- Supervise the obligations and possible sanctions deriving from breaches of current law and conditions of service, in the different types of road transport of passenger services provided by the company.
- Complete, manage and supervise the documentation needed for the different concessions and plans for passenger road transport services, following the regulations and current administrative procedures.
- Apply the procedures for organising work and managing tasks for programming effective road transport plans for clear, regular and punctual passengers transport.
- Take part in supervisory and inspection work services and handling systems for monitoring and assisting different passenger road transport operations.
- Manage the administrative documentation needed for road transport operations, following the current procedure and administrative rules.
- Administer the documentation required the different types of obligatory and voluntary road transport insurance held by the company.
- Take part in the company's working processes, following the rules and instructions established at the workplace.

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

The holder of this certificate may work in the transport sector, in the sub-sector of passenger road transport and activities auxiliary to passenger road transport, bus stations or others. The most pertinent occupations and positions are:

- Transport manager in transport companies, in general.
- Transport manager in passenger road transport companies.
- Head of operations in passenger road transport companies.
- Transport company inspector.
- Road passenger inspector.
- Road and/or rail passenger station manager.
- Bus station manager.
- Clerk in a road passenger transport department.
- Clerk in transport services, in general.
- Transport agent in general.

The holder of this professional certificate has recognition of the basic level training in labour risk prevention, according to Annex IV of the Royal Decree 39/1997 of 17 of January approving the Labour Risks Prevention Act.

To access to the transport agent occupation is compulsory to have a Competence Certificate from the road transport authorities.

5. OFFICIAL BASIS OF THE CERTIFICATE

Name and status of the national/regional authority providing accreditation/recognition of the certificate

The Ministry of Employment and Social Security or the corresponding autonomous regional administration within the scope of its competence, in the name of the King. The certificate is valid throughout Spain.

Level of the certificate

The Professional Certificate Level 3 of the National Repertoire of Professional Certificates corresponds to level 4 of the International Standard Classification of Education (ISCED-P 2011).

The European Qualification Framework (EQF) level:

Grading scale/Pass requirements

The grading scale and pass level of the training modules are expressed on a scale of 0 to 10. The minimum score for a pass is 5 in every training module including a pass in the practical training at the workplace module.

The grading system is as follows:

- FAIL: 0 to 4.9
- PASS-SATISFACTORY: 5 to 6.9
- PASS-GOOD: 7 to 8.9
- PASS-EXCELLENT: 9 to 10

Access to next level of education/training

This Professional Certificate Level 3 gives access to Professional Certificate Level 3 within the same professional area and family.

For validation purposes, the educational authorities will recognise the professional module or modules of the VET diplomas corresponding to the skills units included in the training modules of this certificate.

Legal basis

Royal Decree 614/2013 of 2 August, establishing six professional certificates in the professional family Trade and Marketing, which are included in the National Repertoire of Professional Certificates. (Appendix II, Code: COMLO111)

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

This certificate may be acquired by:

1. Training: Completion with a pass grade of the face-to-face or online training programme.
2. Recognition of the professional skills acquired through professional experience or non-formal training (prior learning): Completion of a process of skills evaluation and accreditation in all the skills units making up the professional certificate.
3. Dual training: Completion of a training and apprenticeship contract, which may range from 1 year (or 6 months, if stipulated as such in the collective agreement) to 3 years, during which effective working time is combined with time dedicated to training under the training programme for the professional certificate.

The training method (number 1 above) requires successful completion of the training modules and the practical training at the workplace:

Description of vocational training received	Percentage of total programme (%)	Duration (hours)
Training modules	82	370
Practical training at the workplace	18	80
Total duration of training leading to the certificate		450

Entry/access requirements:

- *Bachiller* Diploma (upper secondary education); or
- Professional Certificate Level 2 in the same professional area.
- If neither of the above or higher certifications are held, a pass in the key skills tests.

Additional information: Professional certificates are instruments for official accreditation of the professional qualifications in the National Catalogue of Professional Qualifications for all economic activities, within the scope of the labour administration. The National Repertoire of Professional Certificates is divided into three qualification levels (Level 1, Level 2 and Level 3), and by sectors into 26 professional families and 102 professional areas. More information is available at: www.sepe.es

National Europass Centre: www.oapee.es

(*) **Explanatory note:** This document is designed to provide additional information about the specified certificate, but has no legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications; Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates; and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information is available at: <http://europass.cedefop.eu.int>

Information on Professional Certificates of the Map of Qualifications and Vocational Training in Spain

