ESYD CRITERIA OF COMPETENCE

FOR ASSESSORS AND EXPERTS

ESYD CAS

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1. SCOPE

1.1 The scope of this document is to set out the competence criteria of personnel which performs assessments on behalf of ESYD. Describes the competence criteria for assessors, lead assessors and experts, irrespective of their specialization field.

1.2 Additional criteria may be specified by ESYD depending on the specific activity which is assessed.

2. REFERENCE DOCUMENTS

- ELOT ISO / IEC 17011: 2017: Conformity Assessment – Requirements for accreditation bodies accrediting conformity assessment bodies.

Note: The above list of reference documents is not complete and can be modified according to documents issued in the European region and by IAF / ILAC.

3. DEFINITIONS

3.1. Assessor: person assigned by ESYD to perform, alone or as part of an assessment team, an assessment of a conformity assessment body.

3.2. Lead Assessor: assessor who is fully responsible for managing an assessment

3.3. Expert: person assigned by ESYD who provides specific knowledge and expertise with respect to the scope of accreditation to be assessed, working under the responsibility of an assessor and does not perform assessments as an individual.

4. TECHNICAL COMPETENCE CRITERIA FOR ASSESSORS AND TECHNICAL EXPERTS

4.1 Knowledge, Skills, qualifications and experience

A. Basic Requirements

The assessment team shall have the following knowledge and skills:

- Knowledge of accreditation body's rules and processes
- Knowledge of assessment principles, practices and techniques
- Knowledge of general management system principles and tools

- Communication skills appropriate to all levels within the conformity assessment body
- Note-taking and report-writing skills
- Opening and closing meeting skills
- Interviewing skills
- Assessment-management skills
- Knowledge of accreditation and accreditation scheme requirements and relevant guidance and application documents
- Knowledge of conformity assessment scheme requirements, other procedures and methods used by the conformity assessment body
- Knowledge of risk-based assessment principles
- Knowledge of the practices and processes of the conformity assessment body business environment
- Knowledge of general regulatory requirements related to the conformity assessment activities

Note: The required knowledge and skills can be provided collectively by a group of people involved in the specified accreditation activity.

The above knowledge and skills can either be held by the candidate assessors / experts or be provided through the training of ESYD.

B. **Special requirements**

- Assessors / experts shall be technically competent and have up-to-date knowledge of the standard methods and specifications for calibration/testing/ management systems/products/inspection/ in those fields where they are required to provide judgement during an assessment.
- They shall have the capability to communicate effectively, both in writing and orally.
- Assessors/experts shall have the combination of qualifications and experience necessary to enable them to function effectively as members of an assessment team.
- Assessors shall be free from any interest, in relation to the applicant (commercial, financial or other), that might cause them to act in other than an impartial or non-discriminatory manner. Assessors shall not have provided to the applicant organisation any consultancy services, which might compromise the accreditation process and decision. Any such relation shall be declared to ESYD.
- As a general guide, an assessor would normally be expected to hold a minimum total of 8 credits under the scoring system set out in the Appendix to this

document, including a minimum of 1 credit from qualification and a minimum of 6 credits from experience.

- As a general guide, an expert would normally be expected to hold a minimum total of 7 credits under the scoring system set out in the Appendix of this document, including a minimum of 1 credit in qualifications and at least 5 credits in experience. In cases there is no relevant diploma with the assessment subject, the expert shall have at least seven years professional experience in the technical field concerned.

C. Special Requirements for Lead Assessors and Assessors of Certification Bodies

Lead assessors / assessors involved in the assessment of certification bodies shall have knowledge and skills in the following:

a) Specific standard competencies
b) Generic assessment competencies: Planning & Scheduling, Document Review, Onsite Assessment, Reporting Activities
c) Professional competencies: Leadership, Organizational, Behavioral/ Personal
d) Foundational Competencies: Basic Math Skills, Communication skills, Basic computer skills, Administrative skills, Physical capabilities

4.2. Training

4.2.1 Assessors shall be trained to the extent necessary to ensure their competence in the skills required for assessment. The following are regarded as particularly relevant:

(a) the knowledge and understanding of the relevant accreditation standard, the certification/ inspection standard, ISO 19011 and the accreditation body regulations and any other relevant requirements,

(b) skill in the assessment techniques of examining, questioning, evaluating and reporting,

(c) the knowledge and understanding of the relevant accreditation procedures and accreditation requirements,

(d) the knowledge of the relevant assessment method and assessment documents.

4.2.2 All assessors shall participate in and successfully complete the ESYD Assessor Training Course, or equivalent recognised training, before undertaking assessments on behalf of ESYD.

5. CRITERIA FOR LEAD ASSESSORS

5.1 Knowledge, Skills, qualifications and experience

5.1.1 Lead Assessors shall possess, in addition to the requirements laid down for assessors:

(a) the combination of knowledge, skills, qualifications and experience necessary to enable them to function effectively as managers of assessment teams,

(b) detailed knowledge of quality systems and their implementation in laboratories / PT Providers / inspection bodies / certification bodies / environmental verification,

(c) detailed knowledge of the Accreditation Criteria, Regulations and other relevant requirements so as to be able to exercise judgement against these requirements,

(d) skill in the assessment techniques of examining, questioning, evaluating and reporting, knowledge of methods of identifying and following up on corrective actions after assessment findings, and in the laboratory/ inspection body/certification body/ environmental verification surveillance techniques.

5.1.2 Lead assessors for laboratories shall also be technically competent and have up-to-date knowledge of the standard methods and specifications for calibration/testing in those fields where they are required to exercise judgement during an assessment.

5.1.3 As a general guide, a lead assessor would be expected to hold a minimum total of 10 credits under the scoring system set out in the Appendix to this publication (with a minimum of 2 credits from qualifications and a minimum of 7 credits from experience).

5.1.4 An assessor in order to be nominated lead assessor in an accreditation standard, shall:

(a) have attended successfully a training program in the specific accreditation standard,

(b) have participated in at least 4 assessments during the last 3 years, one of which has to be conducted in the year before his nomination,

(c) have participated in at least one assessment in the specific accreditation standard as lead assessor trainee. The lead assessor of the specific assessment team acts as evaluator of assessors for the evaluation of the lead assessor trainee, after notification of the Unit. After the assessment, the lead assessor submits an evaluation report for the assessor according to the documents, ESYD FE-LA-B and ESYD FE-LA-L (Procedure PAS04),

(d) have a positive proposal on the basis of the points a,b,c of the paragraph 3.1.4 by the Assessors Committee for the nomination of the assessor as lead assessor,

(e) have the proposal approved by the Board of Directors following the recommendation of the National Accreditation Council.

5.1.5 A member of the Unit, in order to be nominated as lead assessor in an accreditation standard, shall:

(a) have to be a member of the Unit for at least one year,

(b) have attended successfully a training program in the specific accreditation standard,

(c) have participated in at least 3 full assessments as observer of the lead assessor in the specific accreditation standard,

(d) have participated in at least one assessment in the specific accreditation standard as lead assessor trainee. The lead assessor of the specific assessment team acts as evaluator of assessors for the evaluation of the member of the Unit, after notification of the Unit. After the assessment, the lead assessor submits an evaluation report for the assessor according to the documents, ESYD FE-LA-B and ESYD FE-LA-L (Procedure PAS04),

(e) have a positive proposal on the basis of the points a,b,c,d of the paragraph 3.1.5 by the Assessors Committee for the nomination of the member of the Unit as lead assessor,

(f) have the proposal approved by the Board of Directors following the recommendation of the National Accreditation Council.

5.1.6 In the cases that the member of the Unit is already lead assessor in an accreditation standard, in order to be nominated lead assessor in another accreditation standard, only the points a,b, d and f of the paragraph 3.1.5 shall be applied in conjunction with the prerequisite to be a positive proposal of the Managing Director to the National Accreditation Council.

5.1.7 The members of the Unit can have technical competence in specific fields in the following cases:
a) in technical fields where they have proved working experience for at least two years, during the last five years,
b) in technical fields which can be documented either through their basic studies or through their post graduate studies and in which there have not been significant changes in technology.
The appointment of these technical fields shall be documented by the Assessment Committee.

5.1.8 In cases the Lead Assessor is already Lead Assessor in an accreditation standard, in order to become Lead Assessor in another accreditation standard shall:

a) be Lead Assessor for at least three years and have performed at least 10 assessments
b) successfully completed a training program in this accreditation standard
c) have participated in at least 1 assessment in this accreditation standard as a trainee Lead Assessor. The Lead Assessor of the specific assessment team also acts as an assessor of assessors for his assessment as trainee Lead Assessor, after being informed by the Unit. After the assessment, the Lead Assessor submits the relevant report according to the documents, ESYD FE-LA-B and ESYD FE-LA-L (Procedure PAS04)

5.2 Training

5.2.1 Lead assessors shall have undergone training as specified for assessors in 2.2 of this document.

6. DOCUMENTATION OF COMPETENCE

6.1 Organisations providing assessors/experts/lead assessors or individuals in the event of no organisation being involved, are responsible for providing evidence of competence to ESYD. Records of qualifications, experience, training and performance are maintained. These records shall be maintained up-to-date for each assessor/lead assessor, and shall be made available by ESYD, on request. The records shall identify, for each individual:

(a) name and address,

(b) date of birth,

(c) organization affiliation and position held.

(d) educational qualifications,

(e) current professional qualifications,

(f) work experience with dates,

(g) assessor training received and result of any relevant examination or evaluation with dates,

(h) training in quality management systems, calibration, testing, PT Providers Schemes, product certification, persons certification, inspection or other relevant area,

(i) details of participation in assessments (records of ESYD assessments are confidential to ESYD, the organisation and the individual assessor),

(j) fields of calibration, testing, certification or inspection that they are competent to assess,

(k) signature of supervisor or immediate managerial staff testifying to accuracy of information provided on professional qualifications, work experience and position in the organization,

(l) date of most recent updating of records,

(m) organisation or individual responsible for updating the records.

6.2 The technical competence of laboratory and PT Providers' assessors and experts will be related to specific testing and/or calibration categories (Part B) and areas of PTP competence (design, evaluation and competence to specific testing categories)

6.3 The technical competence of assessors and experts for certification / inspection bodies will be related to the particular accreditation standard, as follows (Part B):

- For standards ISO/IEC 17020 and ISO/IEC 17065: per product category or per normative document
- For standard ISO/IEC 17021: per EA sector/ NACE code/ Subsection/ Category according to the relevant guidelines for each field
- For EMAS Regulation: per NACE code
- For standard ISO/IEC 17024: per type of activity

6.4 Assessors and experts approved by accredited accreditation bodies in other countries are automatically registered as capable in the corresponding accreditation field category in which they have been approved by the foreign accreditation body provided that the body is a signed member of EA, ILAC, and IAF MLA/MRA.

7. MAINTAINING OF COMPETENCE

7.1 The preservation of competence of assessors/experts/lead assessors shall be conditional on their maintaining compliance with the criteria set out in Sections 2 and 3 above. All parties concerned (ESYD, organisations providing assessors/lead assessors and the individuals themselves) have a responsibility to review the compliance of assessors/lead assessors with the criteria on a continuing basis and, in particular, before their engagement in any given assessment exercise. It is the responsibility of assessors to maintain their technical competence and familiarity with standard methods and specifications for calibration/testing/management systems/inspection.

7.2 It is a requirement for assessor acceptance that assessors/lead assessors ensure they are aware of, and implement developments and changes in ESYD policy, requirements and regulations. This may involve attending workshops/seminars organised by ESYD.

7.3 ESYD may, through its programme for monitoring assessor performance, maintain or cancel the acceptance of an assessor/lead assessor or require re-training or re-qualification.

7.4 In any case, a lead assessor, assessor or expert maintains his technical ccompetence for the fields he has dealt with during the last six years. For the maintenance of the technical competence for more than six years, there shall be a documented decision of the Assessors Committee, which takes into account parameters like: science and technology evolution in the specific field, changes in the legislation, changes in the standards.

7.5 The lead assessors/ assessors can maintain their technical competence in the accreditation schemes / technical fields where they have performed at least six assessments during the last three years.

APPENDIX

Part A
Scoring system for evaluating the qualifications and experience of assessors and lead assessors

This scoring system is to be used to provide a first measure of a candidate's suitability for assessment duties. It shall always be supplemented by knowledge gained from any interviews held, performance at training courses and personal contact.

Assessors will normally be expected to hold a minimum total of 8 credits with a minimum of 1 credit resulting from qualifications and a minimum of 6 credits resulting from experience.

Lead Assessors will normally be expected to hold a minimum total of 10 credits, with a minimum of 2 credits resulting from qualifications and a minimum of 7 credits resulting from experience.

Qualifications	**Score**
(i) Recognized degree from a University in a relevant scientific / technological discipline,	2 credits
or	
(ii) Recognized degree from a Technological educational institution in a relevant technological discipline,	1 credit
(iii) Additional specialization at PhD level in the areas to be assessed	2 credits
(iv) Additional specialization at postgraduate level in the areas to be assessed,	1 credit.

Total qualification credits: _____

Experience Score

(i) Practical experience in a scientific or technological discipline, production, construction or maintenance,

1 credit for every year of experience with a maximum of 5 credits.

(ii) If 2 or more years of this experience was in the areas of calibration/ testing/ inspection/ management systems/ product standards or other aspects of quality assurance ,

2 additional credits.

or,

if 2 or more years of this experience were in a position responsible for the above,

3 additional credits.

(iii) If 2 or more years of this experience were in a position responsible for the design and development of relevant product,

1 additional credit.

(iv) If this experience was in the auditing of management systems,

1 additional credit.

or,

if 2 or more years of this experience were in the assessment of calibration/ testing laboratories / PT Providers or certification/ inspection bodies or inspection to an accreditation standard recognized by ESYD,

2 additional credits.

(v) For ESYD assessors,
1 additional credit for each year of experience with a maximum of three credits.

Total experience credits: _____

Total credits (Experience + Qualifications): _____

Part B

Qualification correspondence with accreditation standards

The required qualifications for assessors/experts for each accreditation standard are listed indicatively in the tables 1 – 7 below.

The Assessors Committee examines the qualification and experience of each assessor and identifies the accreditation sectors for which he/she can be employed, by completing and updating Assessors/ Experts Register

Table 1

Assessor Qualification Requirements for Standards ISO/IEC 17020 - ISO/IEC 17065

Product category / Normative document	**Qualification (University graduates/College graduates)**
Machinery	Engineers (1)
Pressure equipment	
Lifting equipment	
ADR Agreement	
Metal constructions	
Boats, recreational crafts	Naval Architects, Marine Engineers
Appliances burning gaseous fuels	Engineers (1), Chemists
Hot-water boilers	
Fire extinguishers	
Electrical equipment/ Electrical components	Electrical Engineers, Mechanical Engineers, Naval Architects, Aeronautical Engineers, Electronic Engineers
EMC Directive	Electrical Engineers, Electronic Engineers, Physicists
Medical devices	Engineers (1), Chemists, Physicists
Construction products	Engineers (1), Civil Engineers, Chemists, Architects
GLOBALGAP Regulation	Agricultural Engineers
Organic products regulations	Agricultural Engineers, Veterinarians
Pharmaceuticals regulations	Chemical Engineers, Chemists, Pharmacists, Biologists

(1) Are included exclusively: (University/College graduates) Mechanical Engineers, Electrical Engineers, Metallurgical Engineers, Naval Architects, Aeronautical Engineers and Chemical Engineers.

Table 2

Assessor Qualification Requirements for Standard ISO/IEC 17021
Central Offices and Witnessed Assessment Competence

Working Experience is documented in applicant assessor CV's per EA sector. Besides Education and Working Experience, Knowledge of activity per EA sector shall be adequately documented in assessor's application.

EA code	EA sector	Education (university graduates/college graduates)
1	Agriculture, Hunting, Forestry and Fishing	Agricultural Engineers, Biologists, Veterinarians, Ichthyologists, Foresters, Geoetechnical specialists
2	Mining and quarrying	Metallurgical Engineers, Geologists, Chemical Engineers, Chemists
3	Manufacture of food products, beverages and tobacco.	Agricultural Engineers, Chemical Engineers, Chemists, Biologists, Veterinarians, Food Scientists, Production Engineers
4	Manufacture of textiles and textile products.	Chemical Engineers, Chemists, Production Engineers, Textile Engineers
5	Manufacture of leather and leather products	Chemical Engineers, Chemists, Production Engineers
6	Manufacture of wood and wood products.	Chemical Engineers, Chemists, Production Engineers, Agricultural Engineers, Forestry scientists
7	Manufacture of pulp, paper and paper products. Manufacture of articles of paper and paper board.	Chemical Engineers, Chemists, Production Engineers
8	Publishing.	Mechanical Engineers, Electrical Engineers, Metallurgical Engineers, Naval Architects, Aeronautical Engineers, Chemical Engineers, Chemists
9	Printing and service activities related to printing. Reproduction of recorder media.	Mechanical Engineers, Electrical Engineers, Electronic Engineers, Metallurgical Engineers, Naval Architects, Aeronautical Engineers, Chemical Engineers, Chemists
10	Manufacture of coke oven products. Manufacture of refined petroleum products.	Mechanical Engineers, Chemical Engineers, Chemists, Petroleum Technologists
11	Processing of nuclear fuel	Nuclear Physicists, Physical Engineers
12	Manufacture of chemicals, chemical products and man-made fibers.	Chemical Engineers, Chemists
13	Manufacture of pharmaceuticals, medicinal chemicals and botanical products.	Chemical Engineers, Chemists, Pharmacists, Biologists, Veterinarians
14	Manufacture of rubber and plastic products.	Mechanical Engineers, Chemical Engineers, Chemists
15	Manufacture of other non-	Mechanical Engineers, Chemical Engineers,

	metallic mineral products, except the manufacture of cement, lime and plaster and the manufacture of articles of concrete, plaster and cement.	Chemists
16	Manufacture of cement, lime and plaster. Manufacture of articles of concrete, plaster and cement.	Mechanical Engineers, Civil Engineers, Chemical Engineers, Chemists
17	Manufacture of basic metals and fabricated metal products.	Mechanical Engineers, Metallurgical Engineers, Chemical Engineers, Chemists
18	Manufacture of machinery and equipment not elsewhere classified.	Mechanical Engineers, Electrical Engineers, Electronic Engineers, Metallurgical Engineers, Naval Architects, Aeronautical Engineers, Chemical Engineers
19	Manufacture of electrical and optical equipment.	Mechanical Engineers, Electrical Engineers, Electronic Engineers, Naval Architects, Aeronautical Engineers, Chemical Engineers, Physicists
20	Building and repairing of ships and boats.	Mechanical Engineers, Naval Architects, Naval Architects
21	Manufacture of aircraft and spacecraft	Aeronautical Engineers
22	Other transport equipment.	Mechanical Engineers, Naval Architects
23	Manufacturing not elsewhere classified.	Mechanical Engineers, Electrical Engineers, Electronic Engineers, Metallurgical Engineers, Naval Architects, Aeronautical Engineers, Chemical Engineers, Chemists
24	Recycling.	Mechanical Engineers, Chemical Engineers, Chemists, Environmental Engineers
25	Production and distribution of electricity	Mechanical Engineers, Electrical Engineers, Electronic Engineers
26	Manufacture of gas. Distribution of gaseous fuels through mains	Mechanical Engineers, Chemical Engineers, Chemists
27	Steam and hot water supply. Collection, purification and distribution of water.	Mechanical Engineers, Chemical Engineers, Chemists, Biologists
28	Constructions	Mechanical Engineers, Electrical Engineers, Naval Architects, Civil Engineers, Architects, Surveyor Engineers
29	Wholesale and retail trade. Repair of motor vehicles, motor vehicles, motorcycles and personal and household goods.	Mechanical Engineers, Electrical Engineers, Electronic Engineers, Metallurgical Engineers, Naval Architects, Aeronautical Engineers, Chemical

		Engineers, Chemists, Economics or Business Graduates
30	Hotels and restaurants.	Agricultural Engineers, Chemical Engineers, Chemists, Biologists, Veterinarians, Food scientists
31	Transport, storage and communication.	Mechanical Engineers, Electrical Engineers, Electronic Engineers, Metallurgical Engineers, Naval Architects, Aeronautical Engineers, Chemical Engineers, Chemists, Economists or Business Graduates
32	Financial intermediation. Real estate activities. Renting of machinery and equipment without operator and of personal and household goods.	Mechanical Engineers, Lawyers
33	Computer and related activities.	Mechanical Engineers, Electronic Engineers, Mathematicians, Physicists, Economists with specialty in Information Technology
34	Research and development. Architectural and engineering activities and related technical consultancy.	University or College graduates (with relevant degree)
35.1	Other business activities.	Economists, Lawyers, Public Studies
35.2	Technical testing and analysis	University/College graduates with relevant degree
36	Public Administration and Defense	University graduates
37	Education.	University graduates (with relevant educational experience)
38	Health and social work.	Doctors, veterinarians
39.1	Sewage and refuse disposal, sanitation and similar activities.	Agricultural Engineers, Mechanical Engineers, Chemical Engineers, Chemists, Biologists, Veterinarians, Environmental Engineers
39.2-39.5	Activities of membership organizations n.e.c. Recreational, cultural and sporting activities. Other service activities. Private households with employed persons. Extra territorial organizations and bodies.	University graduates

Table 3
Assessors' qualifications for the Standard ISO/IEC 17025

CALIBRATION SECTORS **Sector Description**	**Qualification** **(University graduates/College graduates)**
Electrical measurements: dc & lf Electrical measurements: rf & microwaves	Electrical Engineers, Physicists
Mechanical and Force Measurements Hardness measurements Accelerometry measurements Mass measurements Dimensional measurements Acoustic measurements	Engineers, Physicists
Fluids: Flow, pressure and density measurements Humidity measurements Temperature measurements	Physicists, Mechanical Engineers, Naval Architects, Aeronautical Engineers, Chemical Engineers, Chemists
Optical measurements Magnetic flow measurements Optical fibers measurements	Physicists.
Radiation measurements	Physicists, Electrical Engineer & Electronical Engineer
Thermal conductivity measurements	Physicists, Chemists, Chemical Engineer, Mechanical Engineer
Chemical analysis and reference materials	Chemists, Chemical Engineer

***** Included: Mechanical Engineer, Electrical Engineer, Metallurgist, Naval architect, Aircraft Builders, Civil Engineer & Chemical Engineer.

Table 4
Assessors' qualifications for the Standard ISO/IEC 17025

TESTING SECTORS **Sector Description**	**Qualification** **(University graduates/College graduates)**
Acoustic Ballistics Dimensional Physical	Physicists, Engineer*
Environmental	Physicists, Engineer*, Chemists, Environmental Engineer, Environmentalists
Performance Fire Safety Corrosion	Physicists, Engineer*, Chemists
Sampling	All specialties depending on the test category
Chemical	Chemists, Chemical Engineer
Health & Hygiene Microbiological	Chemists, Microbiologists, Hygienists, Chemical Engineer, Biochemists, Clinical Chemists, Biologists, Veterinarians
Electrical Electromagnetic compatibility	Electrical Engineer, Electronics Engineer, Physicists
Geological	Geologists, Agriculturists, Mineralogists
Informatics & Telecommunications	Computer Engineer & Informatics Engineer, Mathematics
Mechanical Metallurgical Non-destructive	Engineer, Physicists

***** Included: Mechanical Engineer, Electrical Engineer, Metallurgists, Civil Engineer, Naval Architects, Aircraft Builders & Chemical Engineer.

Table 5
Assessors' qualifications for the Standard ISO 15189

TESTING SECTORS **Sector Description**	**Qualification** **(University graduates/College graduates)**
Clinical	Doctors of all Laboratory Medical Specialties, Biologists, Chemists, Clinical Chamists, Biochemists, Geneticians
Imaging	Doctors – Radiologists, Radiophysics

Table 6
Assessors' qualifications for the Standard ISO / IEC 17043

The required qualifications are those prescribed for ISO /IEC 17025 in the specific testing & calibration sectors.

Table 7

Assessors' qualifications for Standard ISO/IEC 17024

Working Experience is documented in applicant assessor CV's per EA sector. Besides Education and Working Experience, Knowledge of activity per EA sector shall be adequately documented in assessor's application.

Certification Description	**Qualification (University graduates/College graduates)**
Non Destructive Tests (industrial radiography, visual testing, liquid penetrants, magnetic particles, ultrasounds)	Engineers
Maintenance, periodic inspection and refilling of fire extinguishers	Engineers, physicist, Chemists
Welding	Engineers
Audits-consulting services for quality management systems (ISO 9001)	Universities, Technical Universities
Audits-consulting services for environmental management systems (ISO 14001)	Universities, Technical Universities
Audits-consulting services for occupational health and safety management systems (OHSAS-1801)	Universities, Technical Universities
Audits-consulting services for food safety management systems (ISO 22000)	Universities, Technical Universities
Valuations (property, equipment, etc)	Economics from Universities
Information technology	Universities, Technical Universities, specialized in IT
Cleaning services	Universities, Technical Universities
Disinfection	Universities, Technical Universities
Logistics	Universities, Technical Universities
Maritime	Universities, Technical Universities specialized in shipping / Maritime
Lifting machines	Engineers
Administrative assistant personnel	Universities, Technical Universities
Selling techniques	Universities, Technical Universities
Audits-consulting services for rural environment management systems (Agro2, GlobalGap)	Universities, Technical Universities, specialized in Food sector

Audits-consulting services for organic products certification according to Reg. (EEC) No. 2092/91 (vegetable and animal products)	Universities, Technical Universities, specialized in Food sector
Machining	Engineers
Automation and control system installations maintenance	Electrical Engineers
Plate and pipe fitting	Mechanical Engineers, Mineralogist Engineers
Metal cleaning – sandblasting	Mechanical Engineers, Mineralogist Engineers, Chemical Engineers
Carpentry	Engineers
Insulation works	Engineers
Air conditioning installations	Engineers
Construction works	Engineers
Methodology and teaching techniques for English language	Universities, Technical Universities specialized in language teaching
Actuaries of insurance companies	Economists, specialized mathematicians
Environmental protection works	Engineers
Construction machinery	Engineers
Hotel industry professionals	Universities, Technical Universities
Occupational health and safety in construction	Universities, Technical Universities