CARIBBEAN EXAMINATIONS COUNCIL  
WESTERN ZONE OFFICE  

CARIBBEAN VOCATIONAL QUALIFICATION  
(CVQ)  

CHECKLIST FOR READINESS

If your answer to the following questions is, yes; then you are ready to pursue CXC CVQ programmes …

<table>
<thead>
<tr>
<th>#</th>
<th>Readiness Criteria</th>
<th>Your Status</th>
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<tbody>
<tr>
<td>1</td>
<td>Do you have a National Training Agency (NTA)/TVET Council?</td>
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<tr>
<td>2</td>
<td>Do your (administrators and teachers) have access to all the Regional Occupational Standards and the Facility Standards?</td>
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<td>3</td>
<td>Have you identified the programmes for implementation?</td>
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<td>4</td>
<td>Have you identified the schools/institutions that will be involved?</td>
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<tr>
<td>5</td>
<td>Have you completed training for the Assessors for the programmes selected?</td>
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<tr>
<td>6</td>
<td>Have you completed training for the Internal Verifiers for each school?</td>
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<tr>
<td>7</td>
<td>Have you completed training for the External Verifiers for the programmes selected?</td>
<td></td>
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<tr>
<td>8</td>
<td>Do your institutions have trained teachers for the programmes selected?</td>
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<tr>
<td>9</td>
<td>Do your institutions have the required resources (tools, equipment, workspaces) for the programmes selected?</td>
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<tr>
<td>10</td>
<td>Do your institutions have the Curriculum Guides for the programmes selected?</td>
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<tr>
<td>11</td>
<td>Do your institutions have the Assessment tools for the programmes selected?</td>
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<tr>
<td>12</td>
<td>Have you identified contact persons at the Ministry of Education?</td>
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<tr>
<td>13</td>
<td>Have you identified contact persons responsible for Technical Vocational Education and Training (TVET)</td>
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<tr>
<td>14</td>
<td>Have you identified contact persons responsible for Information Technology (IT)</td>
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<td>15</td>
<td>Do you have arrangements in place to expose students to the world of work and to gain competence with industry standards?</td>
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</tbody>
</table>

Once most or all of these are in place, you are ready to submit your Country Data to CXC and sign off on your contract.