

## Appendix 3

### Primary Tasks of State Vocational Secondary Education Programmes and Industrial Education Programmes (Column 2 and 3 from Annex 1 to Cabinet of Ministers Regulations No. 211 of 27 June 2000 )

No.	Primary Tasks	Level to be achieved in the fulfilment of the primary tasks of a vocational secondary education programme for a student pursuant to the professional qualification of the third level	Includes acquisition of transversal basic components: personal, social competence, and learning competence; civic competence; business competence; culture understanding and expression competence
1	2	3	
1.	To ensure the acquisition of skills and knowledge and to promote the development of capabilities in the direction of the selected vocational education	The selected vocational education programme has been acquired	
2.	On the basis of the human ethical experience, to promote the formation of the value system necessary for an independent existence in society	Ethically assessable skills have developed A human value system and an ethical sense as a guideline for behaviour have been established Knows the guiding principles of the ethics of business relationships	personal, social competence, and learning competence
3.	To cultivate communication and co-operation skills	Communication skills have been improved. Can solve conflicts. Can work and co-operate in a group.	personal, social competence, and learning competence
4.	To expand the insight of Latvia's and the world's cultural heritage	Is conscious about national culture as a part of the culture of the world.	culture understanding and expression competences
5.	To improve aesthetic perception	Aesthetic perception and the ability to evaluate has been improved, taking into account the aesthetic aspect	culture understanding and expression competences
6.	To promote the acquisition of creative operations and to develop the creative faculty	The motivation for creative self-expression has been established	personal, social competence, and learning competence
7.	To facilitate the strengthening of health and physical development, to generate an understanding of health as a condition of the quality of life	Leads a healthy life style	personal, social competence, and learning competence
8.	To develop the general skills and abilities of intellectual operations	Can perform intellectual operations at the level of knowledge, insight, utilisation and simple analyses. Uses knowledge and theoretical insight in wide-ranging, complex operations. Can obtain and evaluate information independently. Uses wide-ranging knowledge and skills for the solution of well-formulated, but unknown and unforeseeable problems	personal, social competence, and learning competence
9.	To obtain practical and theoretical preparedness corresponding to the professional qualification	Shall have the following knowledge and skills corresponding to professional qualification:  1) detailed, theoretical knowledge and insight;	personal, social competence, and learning competence;  business competence

		2) wide-ranging skills, and skills and proficiency essential for the profession.  Can independently perform the work of executor, including the planning and supervision of the work to be performed	
10.	To theoretically and practically acquire the technologies and environment corresponding to the professional qualification	Knows and can utilise appropriate technologies	personal, social competence, and learning competence
11.	To acquire skills for utilising information acquisition and processing technologies	Can utilise information acquisition and processing technologies in professional operations	personal, social competence, and learning competence
12.	To improve Latvian language proficiency and to acquire at least one foreign language	Latvian language proficiency should be accomplished and foreign language proficiency should be improved	culture understanding and expression competences
13.	To promote insight into the historical experience of Latvia in the context of European and world history	Knows and understands the interconnections between the historical development of his or her county, Latvia, Europe and the world	civic competence; culture understanding and expression competences
1	2	3	
14.	To supplement theoretical knowledge and mathematical skills	Can utilise mathematical knowledge and skills in professional operation	personal, social competence, and learning competence
15.	To improve the ability to research, analyse and evaluate the processes occurring in nature and society	Can utilise knowledge regarding the facts and laws of natural sciences in professional operation. Can evaluate the processes occurring in nature and society and comprehend them in their system and development. Understands the principle of coherence of ecological space and observes the environmental protection requirements in professional operation	personal, social competence, and learning competence
16.	To promote the formation of a systematised conception of the social and economic structure of society and the progress of economic processes in today's society	Understands the guiding principles of operation of a market economy. Can find his or her place in the economic structures of society and can operate therein. Understands the economic relationship between employer and employee and knows the relevant regulatory enactments	business competence
17.	To obtain a conception of the European Union as a model of the social and economic relations of contemporary Europe	Has a conception of the political structure of the European Union, as well as of the principles of an integrated economic area and the mobility of the labour force	business competence
18.	To develop self-evaluation, independent operation and decision-making skills, to facilitate the formation of attitudes and the understanding of values necessary for professional development.	Evaluates his or her abilities adequately. Plans operations in compliance with circumstances, possibilities and his or her abilities. Plans time in accordance with a task. Knows how to make a justified choice and make a decision independently in familiar and less familiar circumstances. Can answer for the quantitative and qualitative result of his or her professional operations, undertakes partial responsibility regarding the work performed by others. Is determined, systematic and rational when working. Is careful and accurate. Can undertake an initiative.	personal, social competence, and learning competence
19.	To achieve understanding of the State, policy and basic legal principles, to form the skills for	Knows the political structure of the country. Understands the basic principles of rights and democracy and can implement his or her rights,	civic competence

	participation in a democratic society	using the institutes of a democratic society. Shall be tolerant against people of other national and social groups	
20.	To form a civil attitude toward State and public safety	Understands the duties of the individual in the promotion of State and public security	civic competence
21.	To develop study skills and interest in the continuation of the educational process in accordance with one's abilities and needs	Can purposefully select and critically evaluate sources of information. Can learn independently and acquire new skills. Is motivated to acquire new technologies. Is motivated to develop professional career. Is motivated to continue the educational process	personal, social competence, and learning competence
22.	To develop the ability to inform about one's professional competence, achievements and performance.	Can form and express his or her opinion, can demonstratively inform about his or her performance	personal, social competence, and learning competence