



ESCO (2015) MAI 001 DRAFT

Creation Date: 06/01/2015

Last update: 16/01/2015

DRAFT MEETING MINUTES

14th meeting of the ESCO Maintenance Committee

10-11 December 2015

Marriot Hotel, Brussels

1. Opening of the meeting

Tony Bird chaired the meeting.

Ana Carla Pereira briefed the ESCO Maintenance Committee (MAI) on the new Commission that took office in November 2014 and the impact of the re-organisation on ESCO.

Mr Bird announced that Barend Jan de Jong has joined the ESCO Secretariat (SEC) starting on 8 December. Three members of the company Tenforce (Agis Papantoniou, Dimitri Van Den Eynde and Jan Förster) joined the first day of meeting as representatives of the Taxonomy Expert Group (TEG).

The agenda of the 14th meeting of the MAI was approved unanimously.

Meeting minutes

The minutes of the 13th meeting of the MAI were adopted unanimously via written procedure. The action points from the minutes were reviewed.

Actions to be taken:

- The SEC will investigate if it is possible to implement a closed discussion forum in the Cooperative Taxonomy Creator tool (CTC) in Sprint 7.
- The SEC will enable the comment rights for the MAI members in CTC. However, the MAI members should make sure to notify all other MAI members when they comment in CTC.

2. Thematic bloc 1: follow-up to the sign-off meeting of 12 November

The MAI members provided feedback on the quality checks performed by the SEC on the data developed by the Sectoral Reference Groups (SREF). As a result the SEC will take the actions described below.

The MAI also provided feedback on the sign-off meeting that took place in November in Brussels. The members remarked that the introductory background about some sectors was very interesting. This would be a welcome preamble from all SREF. Therefore the SEC should encourage it. This introduction should be more descriptive and detailed.

Actions to be taken:

- The SEC will add the quality assurance checklist as an annex to the ESCO Guidelines;
- The SEC will formally document the sign-off process and attach this document as an annex to the ESCO Guidelines together with the quality assurance checklist;
- The SEC will check whether all ISCO unit groups contain at least one ESCO occupation;
- The SEC will improve the formulation of the guideline 5.2 ("**Does the list of occupations not include qualifications or indications of education level?**"), as this is not very clear;
- The SEC will add an item to the checklist to verify that the formulation "other.."/"not elsewhere classified" for groups and concepts is avoided;
- The SEC will develop more detailed guidelines for the use of sources;
- The SEC will absorb the missing points of the quality assurance checklist in the ESCO Guidelines;
- The SEC will ask the SREF to provide a more descriptive and detailed overview of their sector at the next sign-off meeting.

3. Thematic bloc 2: monitoring the quality of process

Agis Papantoniou reported to the MAI on the work done by the TEG with the SREF.

The MAI agreed to support a better cooperation between the SEC and the International Labour Organisation (ILO) for the allocation of the ISCO codes to the ESCO occupations. The contractor (Tenforce) will also be involved. The SEC will suggest a process for this purpose.

Katrien Vander Kuylen presented the approach on the use of facets, outlining the lessons learnt so far from the SREF data and suggesting a fine-tuning of the approach.



The MAI stressed the importance of having the SREF validating the final output of the facets implementation.

Actions to be taken:

- The SEC will develop a formal document on the sign-off process based on the new approach for the ESCO revision.
- The SEC will suggest a process for cooperation with the ILO on the checking of the ISCO codes.

4. Thematic bloc 3: status update on the project and progress of the SREF

Cristina Perera presented the status update on the progress of the TRAD, MINI and ARTS SREF.

Mira Lepur briefed the MAI members on the progress of the HEAL, TRAN and TEXT SREF.

The MAI reinforced its position that the HEAL SREF should describe the skills and competences (SC) for their sector (e.g. softer skills which are not described in qualifications have a strong labour market relevance). Additionally, the MAI reminded that the directive 2005/36/EC on regulated qualifications clearly states that Member States must provide information on the SC for the professions that are subject to a regulation.

Katrien Vander Kuylen updated the MAI members on the progress of the AGRI SREF. The SEC estimates that the group will finish in February. This makes it necessary for the MAI to endorse the remaining occupations content beforehand. The SEC will set up a written procedure for this purpose.

Actions to be taken:

- The MAI will support the SEC in the recruitment of an expert in the domain of oil and gas
- The SEC will discuss with TRAD about the value chain: it seems so far the SREF has left out many occupations, especially the cross-sectoral ones. There are lots of overlaps that should be brought to the surface.
- The SEC will draft a policy statement on the regulated professions, explaining – inter alia - why we need to describe SC also for regulated professions. The document should mention the analysis of learning outcomes terminology that feeds into the development of SC in ESCO. The document will be circulated and discussed.



- The SEC will complete the quality assurance process for the AGRI SREF. Then it will launch a written decision procedure for the MAI to endorse the remaining occupations data that were left out in the last sign-off meeting.
- The SEC will set up the planning for the next sign-off meeting scheduled on 25-26 February and will align the SREF work towards this date.
- Alain Dupuch and Gerd Goetschalckx will join the next meeting of the HEAL SREF and report on the position of the MAI to the group.

5. Thematic bloc 4: methodological improvements: lessons learnt and steps forward

Vito Spinelli introduced the discussion on the added value of semantic ordering in ESCO. The MAI members acknowledged that this feature could be very useful and asked the SEC to further investigate on the practical implications of the implementation in ESCO. Additionally, the MAI asked the SEC to feed back to the MAI any potential issues on the acceptance of the top-level categories (occupation groups) by the SREF.

Pedro Chaves presented the approach for the contextualisation of the transversal skills. The MAI members raised some doubts whether the way transversal skills are currently expressed adds much value for job matching. The members were concerned that the approach for skills contextualisation could require too much effort in view of uncertain results. The MAI advised the SEC to assess the results so far achieved concerning this task by the SREF. This data should in any case be recorded and safely stored, regardless of its final date/version of publication. The planning towards skill contextualisation should be re-evaluated based on it being fit-for-purpose and against the project timeline.

Martin Le Vrang presented a set of measures that could be used to ensure the good structure and consistency of the SC pillar.

The MAI agreed that the clean-up of the data is very important. It needs to be decided whether the clean-up should be carried out before the launch of the new sectors or afterwards.

The idea of the collection of skills will help to avoid duplication and overlaps of concepts, by encouraging the reuse of existing content.

The MAI asked the SEC to develop a policy on the matter and test it with some SREF. The results of this consultation should be fed back to the MAI for validation.

Jens Bjornavold reported on the gap analysis developed so far by the TEG and suggested an assessment of the approach to inform the implementation of the analysis for the remaining sectors.



The MAI reinforced their previous decisions on the use of learning outcomes terminology to refine the SC developed by the SREF. The MAI reaffirmed that levelling of SC should not be used in ESCO. The SEC communicated that Cedefop is developing a database of learning outcomes descriptions. The SEC will share the information as soon as it will be made available.

Aldo Laudi presented some open questions on the technical implementation of work context in ESCO.

The SEC clarified that essential SC do not add a lot of value in job matching. Therefore, the intention is not to rigidly fix work contexts for each occupation, but to offer a list of standardised terminology to be used to describe job vacancies. The work context is not necessarily an additional SC, but it can change the nature of the SC performed in the job.

The MAI expressed some concerns that the use of work context could push changes on the SC and that long and detailed lists could actually worsen the job matching results. Therefore, the MAI asked the SEC to run some tests against job vacancies and check whether there are gaps in matching capabilities of using ESCO in its current form.

The SEC will report on the following questions: is it needed? How would a high, overarching level of work context look like?

Angeliki Dedopoulou presented the approach and technical implementation on recording information on regulated professions and activities in ESCO.

Following this presentation, and considering the issues emerged within the HEAL SREF, the MAI asked the SEC to develop a formal document on the approach towards regulated professions in ESCO.

Actions to be taken:

- The SEC will consult some SREF on a policy for the clean-up of the SC pillar and feed the results back to the MAI for validation
- Upon request of the MAI, the SEC will share the gap analysis tables on the learning outcomes developed by the TEG
- The SEC will run some tests on the use of work context in ESCO
- The SEC will develop a formal document on regulated professions in ESCO

6. AOB

The next MAI sign-off meeting will take place on 25-26 February 2015.

The next MAI meeting will take place on 18-19 March 2015.



A demo on the VDAB job-matching services will take place on the evening of 17 March. The 18 March will be a full day meeting. The 19 March the meeting will continue until lunch time.

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Participants

ESCO Maintenance Committee Members

Heathwood, Cathy	Council for Curriculum Examinations and Assessment (CCEA), Principal Officer Qualifications and Skills Accreditation
Diekmann, Knut	Association of German Chambers of Industry and Commerce, Director Principals of Further Vocational Education Policy
Hunter, David	International Labour Organisation
Goetschalckx, Gerd	VDAB, Co-ordinator R&D
Bird, Tony	Bird and Associates
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Dupuch, Alain	Pole Emploi
Wechsler, Dietmar	BW Bildung und Wissen Verlag, Service provider and information expert in the fields of education, training, occupations and careers
Da Silva Cipriano, Paulo	EURES National Coordination, Employment department Portugal
Milford, Kate	Rhead Group
Clark, Trevor	Independent expert
Stienaers, Dirk	Adecco
Voltman, Janneke	SBB (foundation for cooperation on vocational education, training and the labour market), Netherlands

Permanent observers to the ESCO Maintenance Committee

Franco Lopes, Ana	EC/ESTAT, Head of section, European Commission
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ESCO Secretariat

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ESCO - European Skills/Competences, qualifications and Occupations

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