“In The Name of Allah
The Most Gracious The Most Merciful”

This Report is prepared in accordance with the Royal Decree No. 7/B/9720 dated 28/6/1415 H (2/12/1994) and as per Item (29) of the Council of Ministers Statute issued by virtue of the Royal Decree No. (A/13) dated 1/5/1435 H – (3/3/2014) which states, «All ministries and other Governmental bodies are entitled to submit to the Cabinet within 90 days all achievements being accomplished as per the General Development Plan during the previous fiscal year. In addition to pointing out the difficulties being faced, hence proposing any suggestions that would improve the progress of work.»

This report represents the first year of the Ten’s Development Plan 1436/1440 H (2015/2019) which aims in its main program at the goals and projects of priorities according to the available financial potentials.
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Terms and Definitions

The Corporation:
The Technical and Vocational Training Corporation (TVTC) is a governmental body which is responsible mainly for administering the technical and vocational training in the Kingdom of Saudi Arabia. The Cabinet Decree No. (268) dated (3/8/1428 H) (17/8/2007) was issued stating the restructuring and identification of the duties and goals of TVTC.

- **The Generic Plan for Training at the TVTC’s Institutions:**
  A short, medium and long term plan was prepared by TVTC, henceforth was approved by the Cabinet as per the Decree No. (158) dated (10/6/1429 H) (15/6/2008).

- **Colleges of Technology:**
  These colleges qualify male/female students who hold high school certificates or equal to attain a Diploma Degree, in addition to Bachelor’s Degree programs applied at some selected colleges. Such colleges qualify trainees to join the labor market as technical specialists or trainers at the vocational and technical training units.

- **Industrial Institutes and Secondary Architecture and Construction Institutes:**
  These training institutes qualify trainees to attain a Diploma at the Industrial Institutes and Secondary Architecture and Construction Institutes as well as delivering a variety of training programs that cover all the related levels.

The Governmental Joint Training Programs:
TVTC participates in carrying out some training programs by cooperating with other governmental sectors. In fact, it assumes the duty of supervising, delivering the vocational and technical training programs, securing the requirements of the human resources, setting up facilities and provisions as well as preparing plans and the training package. These sectors are:

- **The Vocational Military Training Institute:**
  Vocational Military Training institutes operating under the umbrella of the vocational military training programs. TVTC collaborate with these training sectors for the purpose of delivering professional training that combine between the vocational training and disciplinary attitude.

- **Inmate (Prison) Vocational and Industrial Training Institutes:**
  Inmate (Prison) Vocational and Industrial Training institutes established by TVTC in collaboration with the Directorate General of Prisons for the purpose of training male/female inmates by delivering specialized vocational programs and training courses.

**Joint Training with the Private Sector:**
TVTC participate in carrying out or granting license and supervising programs with the private sector, such as:

- **The Strategic Partnership Institutes:**
  Strategic Partnership Institutes are non-profit advanced technical institutes where TVTC is responsible for establishing and operating them in collaboration with the private sector.

- **Colleges of Excellence:**
  Colleges of Excellence are Governmental colleges run and operated by highly qualified international training providers as well as employing trainers who have industrial experience for graduating and qualifying male/female trainees based on international standards order to meet the labor market needs.

- **National System for Joint Training:**
  The National System for Joint Training is a training program where TVTC collaborates with the Ministry of Labor, Human Resources Fund and the Chamber of Commerce and Industry for the purpose of supporting the concept of “training ended by employment” at the private sectors institutions.

- **On the Job Training Program:**
  On the job training programs are on the job training programs carried out by TVTC for the purpose of promoting and developing the skills of workers who are specialized in technical and vocational professions at both the public and private sectors.

- **Private Training Centers and Institutes:**
  Private Training Centers and Institutes are nongovernmental (profiting) training institutes and centers established by the private sector for delivering technical and vocational training. They are established by virtue of license granted by TVTC and operate under its supervision.
• Riyadah Institute for Entrepreneurship:
  Is a national nonprofit institute which aims at assisting those
  nationals who intent to run their own business as well as those
  (males/females) who have small and medium sized projects. The
  Institute qualifies trainees, delivers training, provides consultations
  and guidance, sponsors projects, assists in getting funds from
  the related parties, facilitates the governmental procedures
  through a number of a well-experienced nationals in the field of
  entrepreneurship.

The Vocational Levels:
  There are five vocational levels, starting with the limited level
  and ending up with the specialized one. These levels form the
  Saudi Vocational Qualifications Framework. They are classified
  based on a comparative study made on seven countries that have
  experienced successful experiments in adopting the vocational
  qualification framework.

Studies, Researches and Vocational Consultations:
  TVTC carries out various fields of studies and researches for
  exploring the needs of the labor market as well as providing
  consultations to the private sector if it intends to invest in the
  field of training.

Maintenance and Operation:
  TVTC applies procedures and mechanisms for operating and
  maintaining its buildings and training facilities installed at its
  training units. This process is carried out in order to provide regular
  protective maintenance to ensure continuity of better performance
  and preservation of the premises.

Projects:
  Projects are the correlated activities and processes carried
  out by TVTC for the purpose of designing and constructing the
  facilities of the technical and vocational training units.

Volunteer Programs:
  TVTC delivers extra programs, other than the regular training
  programs, under the supervision of the trainers in order to encourage
  the trainees to participate in the volunteer activities, hence inculcate
  such virtues in the mind of both the male/female trainees.

Office of Strategic Management:
  The Office of Strategic Management Office is responsible for
  facilitating, supervising and carrying out the strategic development
  process in order to ensure complete implementation over all TVTC
  related institutions.

The National Centre for Occupational Assessment and Accreditation:
  The National Centre for Occupational Assessment and Accreditation Centre aims at developing the national skills,
  applying the institutionalized accreditation over all the training units as well as administering the norm tests on all the trainees
  before graduation.

Saudi Skill Standard:
  The Saudi Skill Standard is a specialized Saudi corporation
  assigned by TVTC to develop vocational/occupational criteria,
  apply quality-based standards over the tools and instruments at
  the training units, administering tests on the graduates of these
  units to ensure that they have mastered and gained the skills
  required by the labor market.

Technology Transfer, Innovation and Nationalization Centre:
  The Technology Transfer, Innovation and Nationalization Centre
  contributes in the process of transferring and nationalizing technology, designing technical programs as well as making
  contacts and communications with the related parties specialized in the process of developing and transferring technology.

The National Centre for Strategic Partnerships:
  The National Centre for Strategic Partnerships is an integrated correlation, the Centre coordinates and organizes the strategic partnerships between both the public and private sectors with regard to the technical and vocational training in order to meet the needs of the labor market in the Kingdom by providing the qualified human resources in the technical and vocational domains. Such objective can be fulfilled through international operators who are highly experienced in running the TVTC institutions as well as the joint training units with the business sector.
Forward

The Government of the Custodian of the Two Holy Mosques has put great concern on the training process in such a way that makes its importance goes in line with the contemporary economic life status in order to meet the national need for the vocational and qualified workforce. Moreover, it has motivated TVTC to proceed with its endeavors in order to realize its successes. In extension to these successes and based on the TVTC statute, its main goals, the decisions issued and confirmed by the Consultative Council for extending in the process of signing strategic partnerships with the business sector, the local and international training providers as well as utilizing and disseminating the local and international experiences in the technical and vocational domains, it pleases me to submit the annual report of the Technical and Vocational Training Corporation for the Fiscal year 1435/1436 - 2014/2015 including the outstanding developments being achieved with regard to the technical and vocational training activities. Among the results of we state the following:

• Continue in expanding the process of building strategic partnerships with the business sector in order to operate the specialized training institutes, hence the total number of the current partnership institutes will be (21) in addition to (8) institutes under construction and preparation.

• Setting up the training councils project for the economic sectors. Currently the training council for the energy sector was established in partnership with ARAMCO, SABIC, Saudi Electricity Company and other benefitting governmental bodies such as Saline Water Conversion Corporation and the Royal Commission for Jubail and Yanbu.

Thus, such achievements were only realized by the blessing of Allah Almighty and due to the generous care of the wise leadership that has engulfed the technical and vocational training. However, this will represent in the future a unique further step in the process of developing the national workforce until all the national economic needs for the well trained nationals technically and vocationally are realized.

I pray to Allah Almighty to bless our efforts and deeds.

Dr. Mufarraj Saeed Al-Hagabani
Minister of Labor
Chairman of TVTC Board of Directors
## Members of TVTC Board of Directors

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Mufarraj Saeed Al-Hagabani</td>
<td>Minister of Labor</td>
<td>Chairman of the Board</td>
</tr>
<tr>
<td>Dr. Ahmed Fahad Al-Fuhaid</td>
<td>Governor of TVTC</td>
<td>Member and Vice Chairman of the Board</td>
</tr>
<tr>
<td>Dr. Abdullah Nasser Abu Ethnain</td>
<td>Deputy Minister for Inspection and Work Context Development (Ministry of Labor)</td>
<td>Member and representative of Ministry of Labor</td>
</tr>
<tr>
<td>Dr. Saad Saud Al-Fuhaid</td>
<td>Deputy Minister for Private Education (Ministry of Education)</td>
<td>Member and representative of Ministry of Education</td>
</tr>
<tr>
<td>Mr. Abdulrahman Abdullah Al-Aiban</td>
<td>Consultant (Assigned by Ministry of Commerce and Industry for Human Resources)</td>
<td>Member and representative of Ministry of Commerce and Industry</td>
</tr>
<tr>
<td>Mr. Abdulaziz Abdulrahman Al-Hithaily</td>
<td>Assistant Deputy Minister for Budget Affairs (Ministry of Finance)</td>
<td>Member and representative of Ministry of Finance</td>
</tr>
<tr>
<td>Mr. Dr. Sameer Abdulaziz Al-Tubaib</td>
<td>CEO for Personnel and Training Relation (ARAMCO)</td>
<td>Member and representative of the Private Sector</td>
</tr>
<tr>
<td>Mr. Abdulmohsen Abdulaziz Al-Faris</td>
<td>CEO, Representative of Al-Inma Bank</td>
<td>Member and representative of the Private Sector</td>
</tr>
<tr>
<td>Mr. Ibraheem Mohammad Balgunaim</td>
<td>D.G. for Employment Planning (Saudi Telecom.)</td>
<td>Member and representative of the Private Sector</td>
</tr>
<tr>
<td>Mr. Abdullah Abdullatif Al-Fozan</td>
<td>Chairman of Alfozan Board of Directors</td>
<td>Member and representative of the Private Sector</td>
</tr>
</tbody>
</table>
For the Future of the Saudi Citizens
Establishment of TVTC

The initiation of the technical and vocational training in the Kingdom goes back to earlier days when the state paid attention for preparing manpower in all technical and vocational fields. However, due to the increasing need for qualifying the Saudi youth in the technical and industrial domains, a decision was made to unify all the technical and vocational training fields under one umbrella instead of being under three governmental institutions. At that time the secondary industrial and technical education (industrial, agricultural and commercial) was under the Ministry of Education, the vocational training (vocational training centers) was under the Ministry of Labor and Social Affairs, and the Technical Assistants Institutes was under the Ministry of Municipality and Rural Affairs.

A Royal Decree No(30 /M) Dated (9/8/1400 H) (23/06/1980) was issued for establishing the General Organization for Technical Education and Vocational Training, Henceforth, all the technical institutes and vocational training centers were imbedded under its umbrella.

Based on this the organization assumed its duties and continued in developing the related programs and developing the human resources in a way that conforms with the needs of the country in order to meet the demands of the labor market. Moreover, an urgent need has emerged for finding a highly qualified national manpower capable of carrying out the requirements of the State’s ambitious development plans. Henceforth, a Royal Decree No. (7/H/5267) dated (6/3/1403 H) (22/12/1982) was issue in support to the Decision taken by the Higher Committee of Education Policies No. (209/KH) dated (28/10/1402 H) (19/08/1982) which states the importance of paying attention to the technical training on the level of technical colleges in order to open other paths within the higher education in certain domains that are badly needed by the country. The Royal Decree states that the responsibility for expanding in this area should be borne by the Organization. The Decree also, approved the Bachelors’ Degree program (as per the Decree No. (1194/M), dated (9/6/1409 H) (17/01/1989) which called the Organization to develop and upgrade Riyadh College of Technology, hence extending the term of study up to 4 years in order to offer the graduates a Bachelors’ Degree in technical engineering... as well as expanding in the applied technical Bachelors’ Degree program according to the training plans and in order to meet the need of the labor market for a higher qualifications that would help in building the leading capabilities particularly in the supervisory and planning domains.

By establishing the colleges of technology, TVTC managed to put the technical and vocational training paths into a gradual system; in terms of preparing a highly and technically qualified workforces at different levels in order to meet the needs of the local labor market for the skilled labors according to their various levels.

In the process of administering the technical and vocational training fields under one umbrella, the Cabinet has issued a Decree (No. 3108/MB- dated (4/3/1426 H )13/04/2005 to annex the girls’ vocational training sector with TVTC. Upon this Decree, a number of technical colleges for girls were established. The vocational training programs were carefully selected to suit the nature of women, hence enable them to find the appropriate job upon graduation.

Based on the above mentioned, the following objectives have been realized:

• The unification of the technical and vocational training system; a number of training programs were implemented at the TVTC units on four different levels: The industrial vocational level (Level Two and Three), the technical training (Level Four and Five). These levels reflect the outputs of TVTC different qualifications.
• Expanding the interrelations with the labor market, hence narrow the gap between the training programs and the actual need of the business sector.
• Unifying the related curriculum, qualification level and the requirements of the training programs, hence depending on a unified basis based on a certified vocational standards being prepared by TVTC or shared by specialists from labor market.
TVTC continued in developing its management activities, promoting the training programs in a way that concentrate on the skills and the operational efficiency, seeking the best international experiences in the field of technical training for operating the colleges of technology and the strategic partnerships institutes as well as building the needed capabilities for the current colleges in order to uplift the quality of training. Moreover, TVTC endeavors to make optimum utilization of the human resources and financial assets to contribute in the process of delivering a distinctive and quality-based training. Also, in order to measure the quality of its outputs, TVTC has established the National Centre for Assessment and Occupational Accreditation (Saudi Skills Standards) which aims at developing a national skills standards as well as applying a system of institutionalized accreditation to be used over all the training units and the norm tests administered on all the trainees before graduation.

As TVTC acknowledges the importance of technical and vocational training to the development process, it has exerted great efforts to spread it all over various parts, built ties with the Ministry of Education by adopting a program sponsored by both the Ministries of Labor and Education and implemented by TVTC. The main goal of the program is to train male/female students of the general education on certain technical and vocational skills using the syllabuses taught in these schools.
The Colleges and Institutes

The General Secondary Level

The Applied Bachelors' Degree and the University Programs

The National Center for Assessment and Vocational Accreditation
1. Evaluating the training programs.
2. Examining the trainees.
3. Making institutional evaluation on the colleges and institutions.

The Private Training

The Prison Training

The Joint Training

The Open Training (Vocational Certificates)

The Military Training Program

On-the-Job Training

The Strategic Partnership Institutes

The International Colleges of Excellence

The Current Colleges of Technology

The Secondary Industrial Institutes

The Preliminary Level and Below

The Colleges and Institutes

The joint Training Programs

The Labor Market
TVTC Statute

A Royal Decree was issued approving the Cabinet Decision No. (268) dated 13/8/1428 H (27/08/2007) for restructuring TVTC. The Decree states in Item (3) that the new organization of TVTC aims to develop a national human resource, through the delivery of training, in a way that to contribute to meeting the needs of the labor market for qualified manpower. To realize this objective, TVTC needs, without restriction, to achieve the following:
Strategic Trends of the Technical and Vocational Training

The Cabinet Decree No. 158 dated (10/6/1429 H) (15/06/2008) was issued approving the Generic Plan of the Technical and Vocational Training Corporation for the period of 1429/1452 H (2008/2031) which includes:

**Vision:**

Effective contribution to the economic, social and ecological development by delivering a quality and efficiency-based technical and vocational training to the male and female citizens of the Kingdom of Saudi Arabia in accordance with the requirements of the labor market, and for the purpose of realizing an international leadership status that assures autonomy and self-sufficiency.

**Mission:**

TVTC endeavors to fulfill the following:

- Developing and granting licenses for the technical and vocational training programs, as required by the labor market for both males and females, in terms of quality and quantity; as well as setting up and supervising the rules and regulations governing such quality and efficiency of the related programs.
- Launching an awareness campaign among the community about the importance the technical and vocational training, as well as opening opportunities for males and females who are interested in training opportunities.
- Undertake research and projects, in order to, have a good understanding and remain up to date, with both the new technical developments and international trends in the field of technical and vocational training.
- Participate in the national program that deals with the process of; technology transfer, adoption of technology, providing and supporting technology, supporting the private sector and directing investment towards technical and vocational fields.
The strategic goals:

1. Accommodating the largest number of applicants who are interested to join the technical and vocational training in order to participate in the process of realizing the required sustainable development.
2. Qualifying and developing the national workforce in the technical and vocational fields, according to the labor market needs in terms of quantity and quality.
3. Delivering a quality and efficiency-based training programs that qualifies the trainee to find an appropriate job in the labor market.
4. Having the ability to adapt and deal with the challenges and changes successfully, based on research and applied studies.
5. Building strategic partnerships with business sectors, in order to implement technical and vocational programs.
6. Making the community aware of the importance of working in technical and vocational fields, as well as providing the appropriate environment for life long training.
7. Creating a safe and motivating environment for working and training at TVTC institutions.
8. Encouraging investment in private technical and vocational training.
9. Strengthening and integrating relationships with national educational and training institutions.
10. Expanding in the areas of advanced training that support the national plans, as well as participating and developing the process of technology transfer.
The Organizational Structure

Board of Directors

Governor

Governor’s Office
Department of Follow-up
Legal Department
Dept. of Internal Audit & Perform. Evaluation
D.G. for Information Technology

Board of Training
D. G. for Public Relations &
Department of Information
Financial Controller
National Centre for Occupation Evaluation & Accreditation
Office of Strategic Management

Vice Governor for Planning & Development
Vice Governor for Training (Male)
Vice Governor for strategic initiatives (Male)
Vice Governor for the supporting services

Asst./Vice Governor for Male Training
D. G. for Support & Quality Assurance of The Training Units
Asst./Vice Governor for Female Training

Asst./Vice Governor for Tech. Affairs
Asst./Vice Governor for Adminst. & Financ. Affairs
Asst./Vice Governor for Female Training

D. G. for Coordinating Support Services
D. G. for Joint Training Programs
D. G. for Female Trainees Services
D. G. for Labor Market Relations

D. G. for Coordinating Support Services
D. G. for Joint Training Programs for Female
D. G. for Female Trainees Services
D. G. for strategic initiatives

D. G. for Designing & Developing Curriculum
E-Training & Training Resources Centre
D. G. for Training Staff Services
D. G. for Occupational Safety
Technical colleges and secondary industrial institutes

D. G. for Coordinating Support Services
D. G. for Joint Training Programs
D. G. for Female Trainees Services
Girls’ Colleges of Technology

D. G. for Coordinating Support Services
D. G. for Joint Training Programs
D. G. for Female Trainees Services
Girls’ Colleges of Technology

Business Center
Business Center*
Archives & Documents Centre

D. G. for Coordinating Support Services
D. G. for Joint Training Programs
D. G. for Female Trainees Services
Girls’ Colleges of Technology

D. G. for Coordinating Support Services
D. G. for Joint Training Programs
D. G. for Female Trainees Services
Girls’ Colleges of Technology

Business Center
Business Center*
Archives & Documents Centre

D. G. for Coordinating Support Services
D. G. for Joint Training Programs
D. G. for Female Trainees Services
Girls’ Colleges of Technology

Business Center
Business Center*
Archives & Documents Centre

*The Business Centre's tasks and duties includes: Asset management, investment, community services and continuing training.

**The Directorate's tasks and duties include coordination with the companies owned by TVTC.
## Statistical Summaries

1. General summary of the total number of male/female trainees in the various training programs

<table>
<thead>
<tr>
<th>Type of training</th>
<th>Number of trainees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applied Bachelor's Program</td>
<td>822</td>
</tr>
<tr>
<td>Applied Diploma Program (above high school)</td>
<td>16,581</td>
</tr>
<tr>
<td>Vocational military training program (above high school)</td>
<td>207</td>
</tr>
<tr>
<td>Secondary industrial diploma program</td>
<td>21,182</td>
</tr>
<tr>
<td>Vocational industrial program (Prison inmate)</td>
<td>5,517</td>
</tr>
<tr>
<td>Qualifying training programs</td>
<td>48,004</td>
</tr>
<tr>
<td>Developmental programs</td>
<td>16,386</td>
</tr>
<tr>
<td>Entrepreneur programs</td>
<td>11,693</td>
</tr>
<tr>
<td><strong>Total Number of male/female trainees</strong></td>
<td><strong>48,392</strong></td>
</tr>
</tbody>
</table>

2. Trainees and graduates of the major TVTC training programs for the fiscal year 1436 / 1437 H 2014/2015

<table>
<thead>
<tr>
<th>Type of training</th>
<th>Training units</th>
<th>Applicants</th>
<th>Accepted</th>
<th>Rate of accepted applicants</th>
<th>Total of trainees</th>
<th>Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colleges of technology – Male- Bachelors' Degree</td>
<td>8</td>
<td>6,031</td>
<td>541</td>
<td>9%</td>
<td>822</td>
<td>75</td>
</tr>
<tr>
<td>Colleges of technology – Male- Diploma **</td>
<td>52</td>
<td>131,507</td>
<td>50,070</td>
<td>38%</td>
<td>11,5045</td>
<td>17,426</td>
</tr>
<tr>
<td>Colleges of technology – Female- Diploma ***</td>
<td>35</td>
<td>46,916</td>
<td>10,535</td>
<td>22%</td>
<td>19,968</td>
<td>2,541</td>
</tr>
<tr>
<td>Strategic Partnership Institutes</td>
<td>21</td>
<td>43,645</td>
<td>5,903</td>
<td>14%</td>
<td>11,679</td>
<td>2,338</td>
</tr>
<tr>
<td>Secondary Industrial Institutes</td>
<td>66</td>
<td>12,466</td>
<td>8,828</td>
<td>71%</td>
<td>21,182</td>
<td>4,234</td>
</tr>
<tr>
<td>Vocational Industrial Institutes (Prison inmate)</td>
<td>33</td>
<td>2,944</td>
<td>2,944</td>
<td>100%</td>
<td>5,517</td>
<td>1,153</td>
</tr>
<tr>
<td>Military Training Institutes</td>
<td>3</td>
<td>2,065</td>
<td>71</td>
<td>3%</td>
<td>207</td>
<td>110</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>210</strong></td>
<td><strong>245,574</strong></td>
<td><strong>78,892</strong></td>
<td><strong>32%</strong></td>
<td><strong>174,420</strong></td>
<td><strong>27,877</strong></td>
</tr>
</tbody>
</table>

*The Bachelors’ program is applied in 8 colleges of technology in addition to Diploma programs which will not affect the number of the units
**Including colleges of excellence – Male
*** Including colleges of excellence- Female
### Partnership Training Program Ended by Employment

<table>
<thead>
<tr>
<th>Training</th>
<th>Total Trainees</th>
<th>Total Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>685</td>
<td>283</td>
</tr>
<tr>
<td>Female</td>
<td>1137</td>
<td>612</td>
</tr>
<tr>
<td>Total</td>
<td>1822</td>
<td>905</td>
</tr>
</tbody>
</table>

### On-the-job Training Program (Entrepreneurship)

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Beneficiaries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select idea Project (Male)</td>
<td>1012</td>
</tr>
<tr>
<td>Pioneers Business (Male)</td>
<td>2054</td>
</tr>
<tr>
<td>Pioneers Business (Female)</td>
<td>2388</td>
</tr>
<tr>
<td>Total Beneficiaries</td>
<td>6239</td>
</tr>
</tbody>
</table>

The number of beneficiaries

Total Beneficiaries: 11693
At the beginning of the new fiscal year Jamad AlAwal 1437 H (Feb. 2016), about 1,300 trainees are expected to be graduated at the end of the current semester.

<table>
<thead>
<tr>
<th>Applicants</th>
<th>Accepted</th>
</tr>
</thead>
<tbody>
<tr>
<td>9,858</td>
<td>4,999</td>
</tr>
</tbody>
</table>

The percentage of Accepted: 51%
Graduates **: 2,500

**At the beginning of the new fiscal year Jamad AlAwal 1437 H (Feb. 2016), about 1,300 trainees are expected to be graduated at the end of the current semester.

Short Term Training Programs (For Community Service)

<table>
<thead>
<tr>
<th>No. of Programs</th>
<th>No. of Trainees</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,658</td>
<td>42,446</td>
</tr>
</tbody>
</table>

Professional Certificate Program

<table>
<thead>
<tr>
<th>Granting Institutions</th>
<th>No. of Beneficiaries</th>
</tr>
</thead>
<tbody>
<tr>
<td>SISCO</td>
<td>7,430</td>
</tr>
<tr>
<td>Microsoft Academy</td>
<td>2,580</td>
</tr>
<tr>
<td>Oracle Academy</td>
<td>960</td>
</tr>
<tr>
<td>Adobe Academy</td>
<td>180</td>
</tr>
<tr>
<td>Huawei Academy</td>
<td>Launched the beginning of 2016</td>
</tr>
<tr>
<td>SAP Academy</td>
<td>Launched the beginning of 2016</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>11,150</td>
</tr>
</tbody>
</table>

Training Units Executing the Program

<table>
<thead>
<tr>
<th>Training Units Executing the Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
</tr>
</tbody>
</table>
## Training Programs Implemented at the Private Training Institutions

<table>
<thead>
<tr>
<th>Type of Program</th>
<th>Total Trainees</th>
<th>Graduates</th>
<th>Total Trainees</th>
<th>Graduates</th>
<th>Total Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developmental training programs*</td>
<td>68,230</td>
<td>68,230</td>
<td>33,561</td>
<td>33,561</td>
<td>101,791</td>
</tr>
<tr>
<td>Qualifying training program</td>
<td>26,138</td>
<td>18,621</td>
<td>13,359</td>
<td>8,479</td>
<td>27,100</td>
</tr>
<tr>
<td>Qualifying training program</td>
<td>845</td>
<td>369</td>
<td>3,419</td>
<td>1,298</td>
<td>1,667</td>
</tr>
<tr>
<td>Diploma program</td>
<td>6,213</td>
<td>2,767</td>
<td>7,676</td>
<td>3,163</td>
<td>5,930</td>
</tr>
<tr>
<td>Total</td>
<td>101,426</td>
<td>89,987</td>
<td>58,015</td>
<td>46,501</td>
<td>136,488</td>
</tr>
</tbody>
</table>

* Developmental training programs (short term program for not less than one day and not more than one month). Thus the number of the trainees is the same number of the graduates.
The number of TVTC graduates who look for jobs and those who are registered in "Hafez" has decreased to (19,293) male and female graduates. This is (6.5%) of the total number of graduates. Further to this, this number has reduced by (20%) from the previous year. In the (19,293), (57.5%) are male and (42.5%) are female.

The rate of TVTC graduates who look for jobs is (1%) in comparison to all other Saudi individuals according to "Hafez" statistics.

A total of (22,035) graduates were employed through the Vocational Guidance and Employment Coordination Centre. Other graduates found opportunities and were employed directly.
Chapter 3

The Developmental Training Programs
1st

Training Programs
The Colleges of Technology

Colleges of Technology provide male and female students who hold high school certificates, or equal, with the opportunity to attain a Diploma Degree, in addition to Bachelors Degree programs applied at some selected Colleges of Technology qualify trainees to join the labor market as technical specialists or trainers at the vocational and technical training units.

As the Kingdom is witnessing developmental projects in different areas that require skilled technical labor. TVTC, based on its continuous endeavors to provide and develop its training programs, has established colleges of technology for both males and females, in order to cover the needs of all areas across the Kingdom. These colleges aim to accommodate the high schools male and female graduates in their various programs. The male and female graduates of the colleges of technology will be qualified in different areas of technical and vocational specializations. They will receive, upon graduation, an intermediate Diploma in a technical, vocational or management field. The female trainees will receive a special training program. Based on the needs of the labor market.

TVTC expanded in its Bachelors’ degree programs at the colleges of technology, where the graduates will be granted a technical Bachelors’ Degree. Also, in its endeavors to develop the current colleges, TVTC has expanded in the Bachelors’ degree program and other training programs for the handicaps.

The Bachelors’ Degree Program

This program is developed in response due to the demand of the labor market colleges of in general and the industrial sector in particular. The program prepares specialists in the technical, management and applied engineering areas. They shall acquire better knowledge and innovative skills that would contribute in building up a sustainable industry. Also, they will be able to face the technical challenges required by the labor market, hence contribute in boosting the national economy. Currently, (14) trainees at (8) colleges are under training, however, they will be expanded upon request. By the end of the year 1436-37 H (2014/2015) (587) trainees were computer graduated.

Training Programs for the Handicapped

* TVTC has developed training programs for the handicapped at the technology and colleges of excellence by utilizing international expertise to operate these colleges. Therefore, a new management department was created to administer the handicapped trainees and the training programs that suit them as well.

* The physically handicapped trainees are trained in a way that suits their injury at the TVTC training units. Four of the colleges of technology have sections for training trainees who are deaf or weak in hearing in the field of office management and maintenance.

* TVTC participates with a specialized team from the Ministry of Labor and HRF to update the mechanisms used for classifying the type of injuries, identify the appropriate methods for funding, removing all obstacles that hinder the handicapped individuals from participating effectively in supporting the national economy. The total number of the handicapped at the special technical section are (177) trainees.
Secondary Industrial Institutes and the Architectural and Constructional Institutes

Industrial Institutes provide trainees with the opportunity to attain a Diploma at the Industrial Institutes and Secondary Architecture and Construction Institutes, as well as delivering a variety of training programs that cover all the related levels.

TVTC continuously keep updating and developing the technical and industrial training programs and plans in a way that conforms with the needs of the labor market. Also, TVTC managed to develop its industrial institutes by using implementation labs which was completed during the training year 2014-2015. Based on the implementation labs, the following initiatives has emerged:

- Building a positive mental image for recruiting the targeted individuals to join the training
- Developing and diversifying the systems of training and their paths
- Converting to an attractive training Environment
- Integrating with the Ministry of Education Male/Female students of the general education
Male and Female Trainees Services

TVTC always put into consideration into trainees from the moment they are registered, during the training period and upon their graduation. This consideration is embedded through the following activities:

A- Program of sponsoring the innovators and Inventors:

1 - TVTC has organized the 9th Competition and Exhibition for Technical Innovations. 200 inventors from various colleges of technology and secondary industrial institutes participated in the competition. Rewards have been offered to 20 winners in cash which is a sum of SR 150,000.

2 - The 4th Technical Robot Olympic was hosted by Dammam college of technology in the three Olympic tracks;
   1- Carrying Cubes Competition (Sac Attack),
   2- The Innovation competition with its branches, (free inventions and the industrial production line),
   3- “The Creative Solution”, from the various colleges of technology and the secondary industrial institutes.

B- Supporting the international participation and achievement of TVTC’s trainees:

1 - Participation in the 43rd Geneva International Exhibition for Invention were TVTC won one Gold Medal, two Silver Medals and two Bronze Medals.

2 - Participation in the ITEX15 Fair for Invention held in Malaysia 1436H (2015) were TVTC won three Gold Medals, three Silver Medals and two Bronze Medals.

3 - Participation in the Fair (iENA67) for Ideas, Inventions and Innovations, held in Germany, were TVTC won two Gold Medals, three Silver Medals and two Bronze Medals.
C- Programs and Volunteer Works Performed by TVTC’s Trainees

Participation in the Hajj

1. Trainees Employment Program in collaboration with Saudi Green Crescent
2. Free Emergency Maintenance Program for fixing high pilgrim’s cars on the highway (50 Trainee)
3. Trainees Employment Program for maintaining the Civil Defense vehicles (150 Trainee)
4. Safe Hair Cutting Program in collaboration with Makkah Municipality (200 Trainee)
5. The Technical Scout Program for serving the pilgrims (220 Trainee)
6. The Rangers Hauk and the international scout medal Program (120 Trainee)

Total No. of Trainees: 790
Activities and National Events

1. Trainees participating in the celebration of the 85th, National Day
   All the training units have celebrated this occasion

2. The Rangers Hauk and the International Scout Medal Program
   120 trainees from all over the kingdom have participated with their colleagues from the universities, General Presidency of Youths Saudi Arabian Scout Association Clubs

   All of TVTC colleges of technology have participated in this torment. The pool stage of the torment was organized in six areas and the finals were hosted by Buriadah College of Technology, under the sponsorship of His Royal Highness Prince Faisal Bin Mishal bin Abdulaziz, Governor of AlQaseem Region.
   Buriadah College won First Place and Al-Madinah College Second Place.

4. Artistic Activities
   TVTC praises virtuous theatrical plays that tackles positive and honorable deeds. Plays were organized for all the training units around the Kingdom.
TVTC has worked hard to improve the training environment. This is reflected in the decrease of the trainees who drop out at the individual training units. This has been achieved through the following methods:

1 - Increase the role of guidance and counselling as a supportive activity. Set up and introduce the (Irshad 1) program, which provides an electronic guidance and counselling services. Through this service communication is made with college supervisors electronically in order to activate the social guidance media. Further to this, five training courses on the related program were conducted in a number of areas and attended by 51 male and 32 female supervisors.

2 - Improving the training environment to ensure stability and discipline among the trainees during the training process, through the following activities:
   - Establish various activities in multipurpose gymnastic halls at the training units.
   - Celebration of the "Technician Day" at the beginning of every training semester, in order to inform new trainees about; the rules and regulations applied at the college and institute sections, the appropriate and available areas of specialties in the labor market, as well as providing a tour around the training facilities.
   - Following up the process of improving and developing the services offered to the trainees, as well as finding the appropriate training context for them. For example, improving the services provided in the canteen and ensuring the quality.

3 - Initiating the integration project, in partnership with general education; to motive trainees and increase the level of vocational awareness. This program also facilitates a culture and concept of technical and vocational training among individuals within the community; particularly among the youths.

As a result of this step, the dropout rate has decreased on all TVTC’s programs with 5.92% in comparison with last year, which was 6.20%. We need to notice that the actual cause of dropout by some trainees, particularly during the first semester of the training year, is either because; they want to join a university, they have managed to find a job, or they want to join a military
For the purpose of giving support and qualifying youth to find job opportunities, TVTC have put forward a six goal plan. The goal is to enlighten and inform Saudi youths about the importance of working in the technical and vocational fields, due to the level of vacancies. One of the most important achievements this year, is the success of the Vocational Guidance and Employment Coordination Centers. They have worked hard during the training year 2014/2015, to carry out this plan in a way that ensures it delivered relevant guidance and counselling to youths, as well as opening appropriate job opportunities.

1. Operating (5) Vocational Guidance and Employment Coordination Centers at Almadinah, Dammam, Abha, Aljouf and Riyadh, for girls.

2. Establishing (121) offices for employment coordination at the training units, in addition to holding "Profession Days," and employment forums. (115) employment forums and profession days were held.

3. Providing (930) institutions affiliated to the business and military sectors with lists of TVTC graduates ready to be employed. The number of graduates who were employed based on these lists is (29180) male and female graduates.

4. Internationally participated in the Vocational Guidance Conference held in Japan, where TVTC displayed its experience in the process of Vocational Guidance and Counselling. During the Conference TVTC learned about other international experiences. The Conference recommended and decided that TVTC will be the representatives of the Arab gulf states at the International Association for Education and Vocational Guidance (IAEVG).

5. Continuing the general education school visits program, where (770) visits have been made and (62691) students benefited from them.

6. Developing and launching the "Profession" website in its new edition to become a direct link between the graduate and the labor market. The number of registered graduates in the website is (18000) male and female graduates; the number of companies interested to employ the graduates is (118).

7. Developing an Employment Indicator (Employment perimeters) for the related units.
   The Indicator identifies the number of graduates being registered from each unit. These are the graduates who are looking for jobs. A colored indicator is given to each unit according to its rate of employment, and also to promote competition between the units, in terms of employing the registered graduates. As a matter of fact, the system was installed in all training units in order to track graduates who look for jobs every three months.

8. Maintaining excellence all around the training year by circulating news of job vacancies through (YAMER) social website, which is responsible for circulating the training activities.

9. Following up the status of graduates in the labor market by communicating and updating on the website of Hafez, Social Security, Civil Service, Military sectors.

10. Winning the Excellence plaque from the Land Forces due to recruiting skilled and qualified workforce in the Land Forces sectors.


12. Hosting (40) TVTC graduates who are employed at the transportation sectors during the activities of the Transportation Fair.

13. Winning the Award for Excellent Participation at the Employment Fair held by NAMA Al-Marifia Company in 1436 H (2015).

14. Launching the Participation Project in association with HRF which covers the Graduates Employment Program and the Job Qualification Programs. Six of the Vocational Guidance and Employment Coordination Centers in five areas are utilizing this Project.

15. Analyzing data for the graduates who are registered in the Social Securities. Based on the findings, identify the most important companies and business sectors that would employ the graduates; including the best one hundred employment companies.
The following table shows the Statistics of the Centre’s programs in terms of following up the graduates’ status and its contribution in finding job opportunities.

<table>
<thead>
<tr>
<th>No. of Employment Meetings and Fair</th>
<th>Employment meetings and Fairs (115)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate of graduate looking for jobs</td>
<td>Rate of job seekers For the current year</td>
</tr>
<tr>
<td>(8.1 %)</td>
<td>(6.5 %)</td>
</tr>
<tr>
<td>No. of job opportunities</td>
<td>No. of programs preparing Graduate for the Labor Market</td>
</tr>
<tr>
<td>(27,095) Opportunities</td>
<td>(372) Graduates</td>
</tr>
<tr>
<td>No. of meetings attended by directors of Human Resources</td>
<td>No. of graduates who joined the Labor market</td>
</tr>
<tr>
<td>(5) Big Meetings covering all areas</td>
<td>(29,180) Graduates</td>
</tr>
</tbody>
</table>
Innovative Programs
Electronic Training

Electronic training is regarded as one of the latest methods of training in terms of conveying the information to the trainee through; new technologies, international networking and multimedia. For example; hard discs, software, training applications, virtual classrooms, e-mail, face book, twitter, social media and other new technologies that would contribute to realizing the strategic goals of TVTC.

TVTC endeavors through this paradigm to achieve the following objectives:

• Adopting international training programs, propagating the culture of international professional certificates and increase awareness among the trainers and trainees as well to attain this certificate.
• On-going training and self-training
• Developing and using the E-training technologies
• Building an interactive E-training environment at everywhere and anytime

The E-Training includes the following:
1. Distance training
2. Integrated training
3. Self-training

1-Distance training

TVTC is considered the first institution that has established a department specialized in E-training. The department was incorporated in the Organizational Structure after starting E-training in 1422 H (2001), as an empirical project at Buraidah College. After this project, TVTC launched a number of programs and initiatives in the field of E-training, in order to upgrade its efficiency and attract individuals to join training and increase the capacity as well.

• 2 years ago, TVTC managed to implement, in its training units, virtual classrooms. This was through video interaction between the trainer and the trainee, using the existing TVTC network. Other assessment activity are carried out through the E-training gate, installed in special labs for this purpose. The project was applied in 39 syllabuses where 98243 male and female trainees were trained in 49 colleges of technology and industrial institutes. The use of virtual classroom technologies has resulted in an increase of trainees by 36898 male and female trainees during the period of its implementation.
• Expansion in the advanced units that transmit the virtual classrooms lectures:
TVTC is currently working on two projects with SISCO and Huawei companies where 135 training halls at 78 TVTC training units are being prepared and equipped with the most advanced virtual classrooms technologies. The project will contribute to increasing the number of units participating by 300%, as well as an increase in the number of syllabuses that will be used to deliver this type of training.
Statistics of the Virtual Classrooms Program

No. of Male / Female Trainees 98,243

Male College of Technology with branches

Industrial Institute

Female College of Technology

Increase in Capacity 36,898

Statistics of the Virtual Classrooms Program

No. of Male / Female Trainees 98,243

Male College of Technology with branches

Industrial Institute

Female College of Technology

Increase in Capacity 36,898

Statistics of the Virtual Classrooms Program

No. of Male / Female Trainees 98,243

Male College of Technology with branches

Industrial Institute

Female College of Technology

Increase in Capacity 36,898
2-Integrated Training in the Female Colleges

Integrated training actually means a well-planned and studied integrated training combining traditional training methods with e-training. Here a large part of the direct training is replaced by planned electronic activities, which are of a high training value. It leads to an increase in capacity, as it makes the time set for delivering the syllabuses, and the locations where they will be delivered more flexible. Applying this new system of integrating training technologies, will result; in an increase in the quality of the training, improve the level of performance, by employing international training providers and using the educational platform (Doroob) in connection with educational website (EDX). This year, (161) female trainers and (4,145) female trainees have benefited from this program.
3 - Self-Training

TVTC, is currently working on the implementation of a Self-Training project in its colleges of technology and industrial institutes. The project aims at concentrating on necessary skills to master a particular area of specialty. The project will also contribute to increasing the rate of admissions to the training units. It covers general syllabuses incorporated in the first semester of the training plans. In this paradigm, the male and female trainee can undertake a test and complete the syllabus at any time, hence, will be approved and certified as part of the syllabuses of the training plans. It will, also provide an opportunity for trainees who have achieved the required skills in these syllabuses, to move forward in a short period of time, which will result in shortening the duration of training; thus complete the graduation requirement at a quicker rate.

- TVTC has adopted special programs that use a self-training system when studying English language, (Rosetta Stone). The total number of trainees who joined the program was (3,700) male and female trainees.
- E-training units were established in a number of colleges of technology as part of the TVTC constructional projects. These units were equipped with the latest technologies used in the fields of e-training as well as providing them with the required specialized staff.
- TVTC have adopted electronic and digital solutions, by providing electronic libraries, as follows:
  - Forty digital libraries containing more than (262000) books, (3,000,000) scientific dissertation, (14,7000) periodicals and (11000000) researches and studies.
  - Digital library specialized in all areas of administration (Admin.com) which contains (1,118) electronic books in management and administration.

Digital Libraries Statistics

<table>
<thead>
<tr>
<th>Researches</th>
<th>Periodicals</th>
</tr>
</thead>
<tbody>
<tr>
<td>11,000,000</td>
<td>147,000</td>
</tr>
<tr>
<td>Books</td>
<td>Scientific Dissertation</td>
</tr>
<tr>
<td>262,000</td>
<td>3,000,000</td>
</tr>
</tbody>
</table>
Electronic Libraries
**Professional Certificates and International Academies**

Internationally accredited centers by a global provider of international tests. Their aim is to facilitate obtaining professional certificates provided by specialized companies such as Cisco, Oracle and others. The centers also offer tests in the field of communications, administration, statistics, TOEFL ... and others.

<table>
<thead>
<tr>
<th>Academies</th>
<th>No.</th>
<th>Beneficiaries</th>
</tr>
</thead>
<tbody>
<tr>
<td>SISCO Academies</td>
<td>55</td>
<td>7,430</td>
</tr>
<tr>
<td>Microsoft Academies</td>
<td>30</td>
<td>2,580</td>
</tr>
<tr>
<td>Oracle Academies</td>
<td>18</td>
<td>960</td>
</tr>
<tr>
<td>Certiport Tests Academies</td>
<td>39</td>
<td>(39) Test Centers</td>
</tr>
<tr>
<td>Pearson VUE Academies</td>
<td>24</td>
<td>(24) Test Centers</td>
</tr>
<tr>
<td>Adobe Academies</td>
<td>4</td>
<td>180</td>
</tr>
<tr>
<td>Huawei Academies</td>
<td>2</td>
<td>Newly Started</td>
</tr>
</tbody>
</table>

Number of branches centers: 140 (140) secondary test centers

Virtual classrooms: 48 (48) Virtual Classrooms

Tofel Tests Academies: 12 (12) Test Centers

Sap Academies: 1 158

Total of Beneficiaries: (11,308) Beneficiaries
English Language Development Program for Upgrading the Graduates’ Skills
(Preparing Graduates for the Labor Market)

The English language program is implemented through a contract signed with an American company called (Interlink Language centers, USA). Due to the deeds of the contract, the teaching process will be carried out by teachers who are native language speakers. The Company will use the interactive method in teaching. This Method depends on the active participation of the trainee by applying different methodologies such as; team work, peer interaction and demonstrations.

The Company will use the Common European Reference for languages (CEFR), as a standard measurement to assess the performance of the trainees and their competency in English language. The (CEFR) is internationally recognized. It divides the English language into 6 levels starting from the beginners level (A1) up to level (C2) who are then considered distinctive. This framework is internationally recognized and is used to evaluate the capabilities of the English language learners as well as determining their levels. Later they will receive more learning doses that suit their levels, hence continue to another level.

• In the middle of 1436 H (2015), TVTC started using the Application (Rosetta Stone) as an intensive English language program for the graduates. A Contract is signed with one of the Providers to enable the trainees to use the program for an un-limited number of hours. The (Rosetta Stone) Program is an electronic self-training program that enables the trainee to practice from, a distance, English language at any time and place. In this regard, the trainees were compelled to use it for 4 weeks after completing the training term and for a number of hours, not less than 90 compulsory hours. Therefore, the certificate transcript for passing the English language program was amended to be 720 credit hours in total instead of 630 credit hours. Due to this, the duration of the training sessions will become six months, which will give the certificate more appreciation and value.

• The number of applicants to the program for this year was (9858) whereas (4,999) were trainees were accepted. (2,500) graduated this year.

• To give an example of how far the levels of the graduated trainees undertaking the intensive English language program improved during the program, the following diagrams show the results of the first term (7 weeks) of the current semester.
Average of the Trainees' results during the first term according to their levels in English Language

Intensive English Language Program for the Graduates
Technical and Vocational Qualifying Project for the General education Male and Female Students

According to the collaborative program between the Ministry of Education and the Ministry of Labor (Project for #Learning- Training-working), the Ministry of Education and TVTC initiated a technical and vocational qualifying program, for the general education students to gain the technical and vocational skills, in order to help them practice maintenance work by themselves, and at the same time pave the way for them to find jobs upon graduation. Further to this, it will increase the national vocational status demonstrated in the national skilled workforce.

The program proposes more than (48) training syllabuses for the high school students, where the male and female students will receive, along with their high school certificate, a recognized certificate issued by TVTC; after completing a number of identified syllabuses. It is expected that next year more than (300000) training seats will be provided annually in the technical and vocational areas; whether during the morning training or the evening training or the summer period.

The Vision of the Project:
Contributing in pushing forward the wheel of progress, by increasing the national vocational status in the Kingdom by developing technical and vocational skills in general education students, to meet the needs of the labor market.

The Mission of the project:
Realizing integration perception between general education and technical and vocational training, in order to ensure that students gain the technical and vocational skills that prepare them for personal professional satisfaction; therefore, motivate them to join the labor market with confidence and ease.

Objectives of the Project:
» The culture of technology and vocational work as well as enhancing the positive image of the vocational work
» Assisting students in a way that helps them explore their attitudes and capabilities; thus being able to build and prepare their preliminary career
» Provide students with the opportunity to practice their favorite professions
» Teaching positive attitudes among general education students and within school communities, with regard to vocational work; as well as enabling them to gain a wide range of life skills.
» Provide students with the basic skills to undertake minor maintenance activities.
» Encourage Saudi citizens to train in the technical and vocational professions needed by the labor market.
» Facilitate the procedures for general education students to join the labor market, after completing their secondary school education.
The Mechanism of the Program Operation

Adding syllabuses/Optional technical and vocational packages to the studying plan at the secondary school as of the first semester 1436-37 H (2014/2015)

- **Schools**: 124
- **Institution participating in the program**: 35
- **Colleges of Technology and Industrial Secondary Institutes**: 104
- **Technical and Vocational Supporting Offices at the Areas**: All offices (12) except for Najran

No. of Male/Female students participating in the programs during the first Semester For the year 1436 – 37 H (2014/2015)

- **Trainees/ Male**: 2,666
- **Trainees/ Female**: 775
- **Total**: 3,441
Qualifying Technical and Vocational Program for the Secondary School Male Students
(The Syllabuses System)

- Photography: 7%
- Internet Page Design: 5%
- Wooden Form: 2%
- Mobile Maintenance: 7%
- Computer Maintenance: 16%
- Electrical Appliances Maintenance: 33%
- Automotive Maintenance: 12%
- Network Maintenance: 5%
- Air Condition Maintenance: 13%

Qualifying Technical and Vocational Program for the Secondary School Female Students
(The Syllabuses System)

- Basis of Design: 21%
- Basis of Cosmetology: 15%
- Skin Care: 27%
- Arts and Design: 5%
- Hair Cutting: 6%
- Computer Maintenance: 27%
Colleges of Excellence

The purpose of establishing the colleges of Excellence Company is to increase the capacity of TVET in the kingdom, uplift the effectiveness of the technical training, improve the level of technical training efficiency and increase its attraction. Colleges of Excellence operates through a strategic partnership model with international training providers and well experienced training organizations in the field of industry. Currently, CoE has a strength of around (104,000 ) students while the target is being set at (900,000) students thus making the TVET / TVTC more attractive to students as well as employers. TVTC continued in improving this paradigm through a number of steps, such as:

1. Development of an Operational Model for work and the Surrounding Environment

In light of the previous operating period, a strategic relation, agreements and understanding were built with the business sectors and the employment institutions aiming at promoting active conformity between the required job skills and the training unit’s outputs in order to narrow the gap were introduced to improve the context of work and the operating environment; such as:

A. Establishing the sectoral councils for the purpose of forming and strengthening relation with the private sector as well as re-enforcing the company’s efforts to fulfill the sectoral needs and participate in activating the role of the sectoral councils.

Among the best achievements in this regard are the following:

• The sectoral councils which would help liaise with the concerned sectoral employers and the TVET authorities to help update curriculum and relevant facilities in order to make the courses aligned with the sectoral requirements.

• Adopting the concept of planning sectorial training as well as establishing sectoral training councils for the hotel and tourism sector, energy, health care, transportation, aviation, information, construction, agriculture…etc.

• Initiation of the training council for the energy sector for which a memorandum of understanding was signed with the representatives of the related bodies and TVTC.

B. Establishing training institutes in partnership with the business sector and employment institutions. They will be operated under the supervision of the sectoral councils and controlled by the sectoral training councils. Among its important achievements are the following:

» Establishing and operating the National Institute for Technical Inspection and Quality Control. This is the first strategic partnership institute formed between ARAMCO and other related companies.

» Establishing and operating the National Industrial Training Institute in partnership with ARAMCO and other related companies.

C. Developing short term or flexible customized training programs ended by employment and aiming at meeting the need for particular jobs required by certain business sectors. These programs are designed mainly for

• Developing a framework by TVTC, the business sector and other parties related to the Ministry of Labor. The purpose of the framework is to fulfill the needs of the business sector for qualified manpower through training programs being developed according to the requirements of the employing institutions.

• Approval is principally made for initiating short term training programs ended by employment in partnership with the employing institution and the business sector under the umbrella of the National Centre for Strategic Partnership to meeting the needs of the Saudi Labor market.
To improve the effect of the positive technical training system in order to interact with the future vocational requirements, a number of initiatives were set off such as:

1. Designing and developing the ‘Himmatak’ program designed to enlighten the community and improve the undesirable image of technical and vocational training; as well as meeting the Kingdom’s need for nationalizing many of the technical and vocational skills.

2. Supporting the idea of establishing a local branch for the international (Project Management Institute), as a training body and organizer for the concepts and methods of managing projects in the Kingdom (at Sahran), with another group of specialized initiators.
The TVTC Statue issued by virtue of the Cabinet Decree No. (28) dated 14/8/1428 H (28/8/2007), which states in its Item (3) «Signing strategic partnership with the training institutions in both the public and private sectors to administer and operate various training units. Also, the Cabinet issued the Decree No. (158) dated 12/6/1429 H (17/6/2008) stating its approval for the Generic Plan of TVTC which includes training programs designed, delivered and recognized by specialized international institutions, as well as building strategic partnerships with local and external training bodies to operate the training units and deliver training programs, in partnership with the private sector.

In assurance of the Government support to TVTC programs, the Cabinet issued a Decree No. (15) dated 15/1/1430H (12/1/2009) stating its approval for the organizational rules of the not for profit technical training institutes and also the Royal Decree No. (A/128) dated 2/7/1432 H (4/6/2011) for approving the detailed plans which include short term solutions and future solutions for the problem of the increasing number of the university graduates in the field of teaching. The solution also referred to supporting the strategic partnerships adopted by TVTC. They are also, responsible for qualifying and training the Saudi youths, males and female, by establishing specialized institutes, (in collaboration with large companies), or developing individual programs, (in collaboration with medium sized companies). Also as per «firstly.» in the Consultative Council Decree No. (204/80) dated 25/2/1434H (8/1/2013) which states that TVTC should transfer its training programs into partnership programs ended by employment.» and also as per «2nd.» in the Consultative Council Decree No. (38/87) dated 22/8/1434 H (1/7/2013) which states that “TVTC should expand in the strategic partnership programs particularly in the vital economic sectors that open opportunities for employment such as the banks, insurance companies, communications, Cement, and cars dealers” In line with the comprehensive development plan that aims at giving a bigger role to the private sector in the developmental projects, TVTC continued its efforts to enter into strategic partnerships with larger business sectors. The result of these efforts was more expansion in developing and qualifying the national human resources. Moreover, these companies have contributed in realizing a number of goals and objectives, such as:

1. Unifying the efforts and energies and direct them towards realizing a better integration with
2. Supporting the program of technology transfer in general and the latest training techniques in particular.
3. Increasing and enhancing the quality of technical and vocational training in the labor market by means of recruiting and disseminating the international experiences in the field of technical and vocational training.
4. Complete participation of the business sectors in the process of planning, implementing and funding of the technical and vocational training programs
5. Finding out a highly trained human resources who are strongly interested in work and committed to perform their duties punctually.

By virtue of such partnerships, TVTC is entitled to establish and set up institutes. The private sector role is to operate them, provide qualified trainers, prepare the training curricula, as well as specializations. Further to this, the private sector must utilize the support given by HRDF. The strategic partnership programs are free to choose the operator, whether locally or internationally. Currently, the institutes are operated by international bodies such as: Japan, USA, New Zealand, Canada, UK and Holland.
### 1- Current Strategic Partnership Institutes for the year 1436 / 1437 H (2014/2015)

<table>
<thead>
<tr>
<th>Ser.</th>
<th>Name of the Institute</th>
<th>The Strategic Partner</th>
<th>Area</th>
<th>Location</th>
<th>Applicant</th>
<th>Accepted</th>
<th>Total of Trainees</th>
<th>Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Saudi Japanese Automobile Institute</td>
<td>Japanese Automobile Industry Union and Automobile Dealers</td>
<td>Makkah</td>
<td>Jeddah</td>
<td>4182</td>
<td>260</td>
<td>686</td>
<td>209</td>
</tr>
<tr>
<td>2</td>
<td>Higher Institute for Plastic Manufacturing</td>
<td>AlSharq Company and Japanese Partner SPDC</td>
<td>Riyadh</td>
<td>Riyadh</td>
<td>7617</td>
<td>401</td>
<td>402</td>
<td>145</td>
</tr>
<tr>
<td>3</td>
<td>Saudi Technical Institute For Petroleum Services</td>
<td>Ministry of Petroleum and Chevron Company</td>
<td>Riyadh</td>
<td>Dammam</td>
<td>5877</td>
<td>390</td>
<td>2427</td>
<td>382</td>
</tr>
<tr>
<td>4</td>
<td>Saudi Institute for Electronics and Appliances</td>
<td>Japanese appliances distributors</td>
<td>Riyadh</td>
<td>Direia</td>
<td>802</td>
<td>143</td>
<td>244</td>
<td>48</td>
</tr>
<tr>
<td>5</td>
<td>Riyadh Technical Institute</td>
<td>Al-Obaikan Company</td>
<td>Riyadh</td>
<td>Riyadh</td>
<td>580</td>
<td>416</td>
<td>393</td>
<td>97</td>
</tr>
<tr>
<td>6</td>
<td>Higher Institute for Water And Energy Technologies</td>
<td>Aqua Power Company</td>
<td>Makkah</td>
<td>Rabigh</td>
<td>625</td>
<td>34</td>
<td>154</td>
<td>90</td>
</tr>
<tr>
<td>7</td>
<td>Technical Institute for Dairy And Nutrition</td>
<td>Al-Maraei Company</td>
<td>Riyadh</td>
<td>Kharg</td>
<td>5777</td>
<td>371</td>
<td>444</td>
<td>74</td>
</tr>
<tr>
<td>8</td>
<td>Saudi Institute for Mining Technology</td>
<td>Maaden Company</td>
<td>Northern Borders</td>
<td>Arar</td>
<td>150</td>
<td>96</td>
<td>417</td>
<td>165</td>
</tr>
<tr>
<td>9</td>
<td>Saudi Technical Institute for Electricity Services</td>
<td>Saudi Electricity Company</td>
<td>Jazan</td>
<td>Beesh</td>
<td>Through Partner*</td>
<td>255</td>
<td>269</td>
<td>174</td>
</tr>
<tr>
<td>10</td>
<td>Saudi Technical Institute for Petroleum Services</td>
<td>Ministry of Petroleum and ARAMCO Company</td>
<td>Eastern Province</td>
<td>Khafji</td>
<td>6000</td>
<td>612</td>
<td>973</td>
<td>494</td>
</tr>
<tr>
<td>11</td>
<td>Higher Institute for Paper Industry</td>
<td>Middle East Company for Paper</td>
<td>Makkah</td>
<td>Jeddah</td>
<td>2215</td>
<td>117</td>
<td>292</td>
<td>65</td>
</tr>
<tr>
<td>12</td>
<td>Higher Institute for Rubber Manufacturing</td>
<td>YANBUT Company</td>
<td>Madinah</td>
<td>Yanbu</td>
<td>Through Partner*</td>
<td>55</td>
<td>172</td>
<td>57</td>
</tr>
<tr>
<td>13</td>
<td>Saudi Technical Institute for Electricity Services</td>
<td>Saudi Electricity Company</td>
<td>Riyadh</td>
<td>Jumai</td>
<td>Through Partner*</td>
<td>350</td>
<td>674</td>
<td>0 New</td>
</tr>
<tr>
<td>14</td>
<td>Higher Institute for Hotel And Tourism</td>
<td>Al-Hokair Group</td>
<td>Baha</td>
<td>Baha</td>
<td>96</td>
<td>76</td>
<td>240</td>
<td>0 New</td>
</tr>
<tr>
<td>15</td>
<td>Jazan Contractors: Alliance Institute for Training</td>
<td>ARAMCO and 8 international Companies</td>
<td>Jazan</td>
<td>Hago</td>
<td>1900</td>
<td>781</td>
<td>1219</td>
<td>267</td>
</tr>
<tr>
<td>16</td>
<td>Jazan Contractors: Alliance Institute for Training</td>
<td>ARAMCO and 8 international Companies</td>
<td>Jazan</td>
<td>Darb</td>
<td>1100</td>
<td>383</td>
<td>684</td>
<td>0 New</td>
</tr>
<tr>
<td>17</td>
<td>National Poultry Institute</td>
<td>National Poultry Company</td>
<td>Qaseem</td>
<td>Qaseem</td>
<td>Through Partner*</td>
<td>900</td>
<td>120</td>
<td>185</td>
</tr>
<tr>
<td>18</td>
<td>Saudi Technical Institute for Electricity Services</td>
<td>Saudi Electricity Company</td>
<td>Riyadh</td>
<td>Riyadh</td>
<td>Through Partner*</td>
<td>198</td>
<td>182</td>
<td>0 New</td>
</tr>
<tr>
<td>19</td>
<td>Higher Institute for Hotel And Tourism</td>
<td>Al-Hokair Group</td>
<td>Jazan</td>
<td>Jazan</td>
<td>164</td>
<td>90</td>
<td>450</td>
<td>0 New</td>
</tr>
<tr>
<td>20</td>
<td>National Institute for Industrial Training</td>
<td>ARAMCO and Its Contractors and Saudi Electricity Company</td>
<td>Qaseem</td>
<td>Ihsa/Abgaig</td>
<td>1178</td>
<td>650</td>
<td>1029</td>
<td>71</td>
</tr>
<tr>
<td>21</td>
<td>Technical Saudi Institute For Railways</td>
<td>Saudi Company for Railways (SAR)</td>
<td>Qaseem</td>
<td>Buraidah</td>
<td>4482</td>
<td>105</td>
<td>140</td>
<td>0 New</td>
</tr>
</tbody>
</table>

| Total | 43645 | 5903 | 11676 | 2338 |

* The trainees will be received and nominated by the institute partner because he is particularly employed for them, hence save their data and number with him.
2- Strategic Partnership Institutes Under Construction and Preparation

<table>
<thead>
<tr>
<th>Ser.</th>
<th>Name of the Institute</th>
<th>The Strategic Partner</th>
<th>Area</th>
<th>Location</th>
<th>Rate of Project Achievement</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>National Institute for Water Technology</td>
<td>National Water Company</td>
<td>Makkah</td>
<td>Makkah</td>
<td>1%</td>
<td>1000</td>
</tr>
<tr>
<td>2</td>
<td>Saudi Institute for German Technology</td>
<td>Jafali Company and German Companies</td>
<td>Makkah</td>
<td>Makkah</td>
<td>5%</td>
<td>1200</td>
</tr>
<tr>
<td>3</td>
<td>Civil Aviation Academy</td>
<td>Directorate General for Civil Aviation</td>
<td>Makkah</td>
<td>Makkah</td>
<td>72%</td>
<td>800</td>
</tr>
<tr>
<td>4</td>
<td>Waad Al-shimal Institute</td>
<td>Maaden Company</td>
<td>Northern Borders</td>
<td>Waad Al-shimal</td>
<td>7%</td>
<td>2000</td>
</tr>
<tr>
<td>5</td>
<td>The Technical Saudi Institute for Energy and Water at Rabigh</td>
<td>CWA Group</td>
<td>Makkah</td>
<td>Rabigh</td>
<td>3%</td>
<td>2000</td>
</tr>
<tr>
<td>6</td>
<td>Technical Institute for Dairy</td>
<td>Al-Marai Company</td>
<td>Riyadh</td>
<td>Riyadh</td>
<td>28%</td>
<td>1500</td>
</tr>
<tr>
<td>7</td>
<td>Institute for Printing and Packaging Technologies</td>
<td>Obaikan Company</td>
<td>Riyadh</td>
<td>Riyadh</td>
<td>27%</td>
<td>1000</td>
</tr>
<tr>
<td>8</td>
<td>Higher Institute for Advanced Technologies</td>
<td>King Abdulaziz city for Sciences and Technology</td>
<td>Riyadh</td>
<td>Riyadh</td>
<td>69%</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
<td><strong>10,500</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The Joint Training
Joint Training

TVTC participates in carrying out some training programs by cooperating with other governmental sectors. In fact, it assumes the duty of; supervising and delivering the vocational and technical training programs, securing the requirements of human resources, setting up facilities and provisions as well as preparing plans and the training package. These sectors are:

1. The National System for Joint Training
   - Programs are delivered in collaboration with the system partners (Ministry of Labor, HRF and the Chambers of Industry and Commerce). In this regard youth training is linked with employment in certain professions, needed by the labor market.
   - Three training tracks were implemented during 1436 / 1437 H (2014 / 2015)
   - The theoretical training stipend was raised by the HRF during the year 1436 / 1437 H 2014 / 2015 up to SR 3,000

2. The Vocational Military Training Program
   - An agreement is signed with the Ministry of National Guard to train their employees on developmental programs that meet the needs of the sector
   - Work is ongoing to deliver new qualifying, developing and training sessions for the employees of the collaborated military sectors

3. The Inmates Vocational Training Program
   - Providing the inmate with specialized and practical skills for rehabilitation and becoming a good citizen in the community after serving his sentence is completed
   - Renovating and operating a number of institutes for upgrading the their capacity
   - Operating new areas of specialties at the inmate training institutes

4. On-the-Job-Training Program
   - Signing agreement with the private sector for meeting the needs of qualified manpower technically and vocationally
   - The number of agreement signed this year is (21) agreements, which make the total of agreements (95) agreements
2nd. The Joint Training (Females)

1. Vocational Training in Prison and at Girls' Reformatories
   - Training female inmates and girls at the social care institutions on technical and vocational fields in order to become good citizens, after serving their sentences.

2. Women Works Programs
   - Training and qualifying Saudi girls in order to work in the related professions, according to the initiatives and programs set for women work as well as meeting the actual needs of these professions in the labor market; in collaboration with the concerned partners, through a number of shared initiatives:
     - Initiatives for organizing women work at the women's stuff shops
     - Initiatives for nationalizing industrial jobs suitable for women
     - Initiatives Women work at distance
     - Initiatives women education in the neighborhood in collaboration with the Ministry of Education
     - Initiatives for developing the skills of productive families
     - On-the-Job training program
     - Initiatives for training and qualifying the handicapped

Statistical Summary of Joint Training for Girls

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>The No. of the female trainees in the joint training program</td>
<td>685</td>
</tr>
<tr>
<td>The No. of graduates from the program</td>
<td>674</td>
</tr>
<tr>
<td>The No. of the new women vocational programs</td>
<td>111</td>
</tr>
<tr>
<td>The No. of units implementing the joint training programs</td>
<td>13</td>
</tr>
</tbody>
</table>
Community Service and Continuing Training Programs
1- General Programs:
These are scheduled training programs in the fields that are either under training or supervised by TVTC. These programs are delivered to all the community classes. A total of (11604) male/female trainees were trained in this type of program.

2- Special Program:
These are training programs designed, prepared and implemented for both the public and the private sectors according to their request, such as:

A- Training programs for those who are registered in "Hafez"
This program is implemented in collaboration with HRF «HADAF». The related center is currently implementing the sixth stage of the program while the training is completed for around (9500) male/female job seekers at all stages. The number of those who passed the program is (954) male/female job seekers.

B- Governmental Electronic Transactions Program
Through its branches all around the Kingdom, the Community Service and Continuing Training Centre is implementing the 4th. Stage of the (Computer Basic Skills and Governmental Electronic Transactions Program-Gudratak) as being part of the «Governmental Transactions Program»- Yasr-. The number of those who received training in the first, third and fourth stages is (27000) male/female employees from different parts of the Kingdom. The Centre now, is carrying out the third part of the fourth stage for (13000) male/female employees. Currently (10900) male/female employees in this part of the stage have completed training.

3- Free Training Programs:
These are free training programs delivered to the governmental bodies or individuals for the purpose of developing their skills. (165) training programs were delivered to (2994) trainees.

4- Developmental Programs:
These training programs aim at developing the skills of the related beneficiaries in their areas of specialty as well as promoting their capabilities in the field of their work. The duration of the program is not more than 6 months. (1313) training programs were delivered to (15691) trainees.
## Community Service and Continuing Training Programs

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Implementation</th>
<th># of Trainees</th>
<th># of Passed Trainees</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1st: Development Programs Geared to Serve the Community</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. General Programs:</td>
<td>Under Training or supervised by TVTC</td>
<td>11604</td>
<td>11604</td>
</tr>
<tr>
<td>2. Special Program:</td>
<td>For both the public and the private sectors</td>
<td>36500</td>
<td>11854</td>
</tr>
<tr>
<td>A. Training Programs for those who are registered in ‘Hafez’</td>
<td>Implemented in collaboration with HRF «HADAF»</td>
<td>9500</td>
<td>954</td>
</tr>
<tr>
<td>B. Governmental Electronic Transactions Program</td>
<td>Through its branches all around the Kingdom, the Community Service and Continuing Training Centre</td>
<td>27000</td>
<td>10900</td>
</tr>
<tr>
<td>3. Free Training Programs:</td>
<td>To the governmental bodies or individuals</td>
<td>2994</td>
<td>2994</td>
</tr>
<tr>
<td>4. Developmental Program:</td>
<td>Related beneficiaries in their areas of specialty</td>
<td>15691</td>
<td>15691</td>
</tr>
<tr>
<td><strong>2nd: Productive Training</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Productive Training Program</td>
<td>Implemented at the colleges of technology and industrial institutes</td>
<td>303</td>
<td>303</td>
</tr>
</tbody>
</table>
**2nd: Productive Training**

The productive training inside the workshops is considered as one of the most important practical programs implemented at the colleges of technology and industrial institutes. The purpose of this program is to upgrade the trainees' skills in their areas of specialty, make them acquainted with the skills of running their own business as well as gaining the confidence and trust of the community of their technical abilities. TVTC has managed to prepare the workshops in its training units in a way that serves the community as long as its colleges and institutes are distinctively located in the cities and governances within the Kingdom. Also, the latest technical equipment were secured at the training workshops in particular certain machines that are more advanced than those in the labor market. TVTC has issued regulations and guide books for the productive training program. They include incentives for the trainees in order to motivate them for increasing the activity of the program. The productive training is delivered inside the workshops at the colleges of technology and industrial institutes. (303) trainees were trained in this program.

TVTC is currently initiating the technical and vocational neighborhood club at the premises of the colleges of technology and the industrial institutes for the purpose of opening opportunities for the community individuals to join the qualifying programs inside the training workshops in the evening. These programs such as house appliances maintenance, mobile maintenance, cars troubleshooting and electrical repairs. However, this initiative will enhance the positive mental image about the technical and vocational works among the community individuals as well as provide them with the basic skills at would enable them to perform the maintenance works, hence no longer expatriates will be needed for such minor services. Upon completing the training the trainee will offered a recognized certificate of the training program. Moreover, the training packages were completely prepared as well as the mechanism for nominating the trainers for implementing the programs and finally a methodology was approved for the progress of the training process.

Among the new programs that TVTC is ready to launch in this area is the (Producers) program which its implementation has started at the 2nd. Secondary Industrial Institute at Al-Madinah.
Producers Program

- Providing maintenance services and vocational consultations to all the community individual with nominal prices

The program is implemented by means of the most advanced technologies under Saudi staff in the following professions:

- Maintaining Air Conditioning Appliances
- Maintaining Cars Troubleshooting (Gasoline)
- Maintaining Printing Machines and Electronics
- Wood Working
- Auto Body Repair
- Maintaining Computer
Entrepreneurship and Development of Small and Medium Enterprises
(Riyadhah Institute for National Entrepreneurs)
This is a national not for profit institute which aims at assisting nationals who intend to run their own business, as well as (males and females) who have small and medium sized projects. The Institute; qualifies trainees, delivers training, provides consultations and guidance, sponsors projects, assists in getting funds from the related parties and facilitates the related procedures.

The Institute aims at realizing the following:

1. Propagate the culture of Entrepreneurship:
   - The program aims at assisting the Saudi youths to; run their own business, identify their route and destination, clarify the benefits gained in the business, identify the appropriate project. All of this may be done through presentations and training sessions (define the idea of your project), carried out in the various parts of the Kingdom.

   **Programs Delivered by the Institute**

   **Propagate the culture of Entrepreneurship:**
   - 2,388 males
   - 2,239 females
   - Total 8,627

   **Developing a leading national program for the Entrepreneurs and promoting small and medium projects:**
   - 129 males
   - 370 females
   - Total 499

   **Qualifying a national manpower in the field of Entrepreneurship:**
   - Total 100

   **Qualifying 10,000 Entrepreneurs for establishing their own projects before the end 2015:**

   **Sponsoring and advising the Entrepreneurs to minimize the rate of projects' failure:**

   **Transferring and applying the international practices in the field of Entrepreneurship in order to raise the chances for making the projects successful:**

**No. of Implemented Training Sessions**
- Total 8,627
- Male 6,239
- Female 2,388

**No. of Trainees in the Training Session**
- Total 499
- Male 370
- Female 129

**define the idea of your project**
The Entrepreneurship Program (Riyadah)

The program aims at assisting the entrepreneurs to start their first step by defining the idea, making a feasible economic study, finding ways to get easy loans sponsored by the funding institutions for two years after opening; then making contracts for training sessions. For example (starting your small project)

Joining the session of start your project
- Total: 3,066
  - Female: 1,012
  - Male: 2,054

Passing the session of start your project
- Total: 2,758
  - Female: 906
  - Male: 1,852

Those whom their Funding is approved
- Total: 2,582
  - Male: 1,707

Opened project
- Total: 1,253
  - Male: 966

(Step) Program

This program collaborates with the Charity Fund, and Credit Bank aims at supporting needy family individuals in order to establish their own project through training, funding and tracking. The targeted individuals are those who are registered in both social security, with their kin and the charity societies. It also targets those who are benefiting from the services provided by the sponsoring national association for inmates, released inmates and those who given up drug abuse.

Agreements and Cooperation Memos

Riyadah has signed a number of agreements and cooperation memos with the concerned parties. The most important Memo was signed with Prince Mohammed Bin Naif for Advise and Care. The Memo states that the two parties agreed to sign a cooperative partnership, exchange expertise in all ways that serve the cooperation between them.
TVTC consider human resources the most important investment for it, since it provides assistance in carrying out its plans and programs. Such efforts contribute directly in realizing its goals and uplifting the productive efficiency. The vision for TVTC can be summarized in the employment services offered to all its staff implementing the training and developmental programs for the purpose of upgrading their skills and practical abilities, by relying on their scientific qualifications and hands-on experience. Therefore, human resources provide a motivating and attractive working environment for the different individuals who contribute to realizing the strategic objectives of TVTC.

The total number of TVTC employees for the year 2014/2015 (12,652) distributed as follows:

<table>
<thead>
<tr>
<th>Job Classifications</th>
<th>No. of Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrators and Technicians</td>
<td>2,863</td>
</tr>
<tr>
<td>Members of the Training Staff</td>
<td>9,194</td>
</tr>
<tr>
<td>Health Staff</td>
<td>65</td>
</tr>
<tr>
<td>Other jobs</td>
<td>530</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12,652</strong></td>
</tr>
</tbody>
</table>

**Secondment:**

Following is the seconded staff for upgrading their levels of qualification:

- **Scholarship**
  - Total: 157
  - Total: 92.4%
  - Doctorate: 1
  - Masters: 145
  - Bachelor: 11

- **Deployment**
  - Total: 148
  - Total: 58.8%
  - Masters: 56
  - Bachelor: 87
  - Diploma: 5

--

69
TVTC is fully concerned about providing its employees with further training internally and externally in order to perform their tasks and duties efficiently and effectively. In particular, it works hard to develop the potential and skill of its training staff. This is to ensure they are aware of the latest technical development in their areas of specialty according to the available capabilities of TVTC. The training process usually takes place either internally, or at the private sector institutions. For example, ARAMCO, Abdulatif Jameel company, Alfanar company, and many others; or externally at specialized institutions.

### Members of the Training Staff

<table>
<thead>
<tr>
<th>Description</th>
<th>No. of Seconded Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Specialization Training</td>
<td>15,341</td>
<td></td>
</tr>
<tr>
<td>Internal General Training</td>
<td>7,944</td>
<td>24,462</td>
</tr>
<tr>
<td>External Training based on Intl. Standard</td>
<td>944</td>
<td></td>
</tr>
<tr>
<td>Training programs at Private sector institutions</td>
<td>233</td>
<td></td>
</tr>
</tbody>
</table>

### Administrators and Technicians

<table>
<thead>
<tr>
<th>Description</th>
<th>No. of Seconded Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Specialization Training</td>
<td>1,776</td>
<td>4,688</td>
</tr>
<tr>
<td>Internal General Training</td>
<td>2,912</td>
<td></td>
</tr>
</tbody>
</table>

### Distributing Opportunities among the Training Staff

- **Internal Specialization Training**: 63%
- **Internal General Training**: 32%
- **External Training based on Intl. Standard**: 4%
- **Training Programs at Private Sector Institutions**: 1%

### Distributing Opportunities among the Administrators and Technicians

- **Internal Specialization Training**: 62%
- **Internal General Training**: 38%
TVTC is making a study on the actual needs of the training staff for running the training units as well as for preparing a healthy and stable working environment for the trainers. Also, TVTC provides incentives and appropriate allowances that would lead to job satisfaction, hence reflected in a quality based training qualitatively and quantitatively through the following programs:

1- Decision Making Program Meeting:
The Third Male/Female Trainers Meeting held in Taif College of Technology during 8-6/4/1436H (27-29/1/2015)

2- Preparation of new leaders’ Program:
Leaders meet held 26-28/4/1436 H (16-20/2/2015)

3- Job Stability Program:
A (1,316) national trainers applied for filling the needed Positions.
B (203) Trainers were appointed either in the needed positions or superseding expatriates.
C (108) trainers were appointed permanently in 1435 H (2014) after completing the 2 years of Probation.

4- Meeting Developmental Needs Program:
Identifying training programs based on the need of the trainers for developmental programs (basic and professional) for all units.
Identifying training programs based on the need of trainers for advanced technical/vocational programs (external) for training staff at all units.

5- Yammer Program:
A A social network joining all TVTC employees as one family. Together they discuss their ideas and innovations. It is a medium for continuous communications. The No. of active participants is 94,931 males and females.
B A Platform where the Governor answers questions and complaints of TVTC trainers and others who work in the field of technical and vocational training- (1,879) messages were received (1,753) were replied by the Governor.
The Custodian of the Two Holly Mosques Scholarship for Preparing the Technical Trainers:

The Secondment initiated by the Custodian of the Two Holy Mosques Program for Preparing the Technical Trainers is completed. Due to this Program (43) trainers were sent abroad. The total number of graduates during this period was (312). The number of approved Agreements signed by TVTC with international universities and colleges until this year is (139). The Training credit hours for those who are holding a diploma, were accepted by these universities and colleges. The total number of graduates at the preparation of this report is (694), as highlighted in the following table:

<table>
<thead>
<tr>
<th>State</th>
<th>The Stages of the secondment</th>
<th>Head of Batch</th>
<th>Graduates</th>
<th>Signed agreements</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>First</td>
<td>Second</td>
<td>Third</td>
<td>Fourth</td>
</tr>
<tr>
<td>UK</td>
<td>177</td>
<td>123</td>
<td>21</td>
<td>13</td>
</tr>
<tr>
<td>New Zealand</td>
<td>145</td>
<td>64</td>
<td>33</td>
<td>0</td>
</tr>
<tr>
<td>Ireland</td>
<td>89</td>
<td>45</td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td>Australia</td>
<td>0</td>
<td>106</td>
<td>16</td>
<td>23</td>
</tr>
<tr>
<td>Canada</td>
<td>0</td>
<td>55</td>
<td>28</td>
<td>0</td>
</tr>
<tr>
<td>USA</td>
<td>1</td>
<td>1</td>
<td>83</td>
<td>91</td>
</tr>
<tr>
<td>Korea</td>
<td>2</td>
<td>35</td>
<td>13</td>
<td>0</td>
</tr>
<tr>
<td>Sweden</td>
<td>1</td>
<td>1</td>
<td>15</td>
<td>0</td>
</tr>
<tr>
<td>Malaysia</td>
<td>0</td>
<td>0</td>
<td>17</td>
<td>0</td>
</tr>
<tr>
<td>Japan</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Swiss</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Taiwan</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>415</td>
<td>428</td>
<td>232</td>
<td>130</td>
</tr>
</tbody>
</table>
8th

Quality Assurance
1- The National Center for Assessment and Occupational/Vocational Accreditation

- Saudi Skills Standards (SSS):
  The Saudi Skills Standards represents the implementation tool for the National Center for Assessment and Occupational Accreditation which aims to improve the quality of technical and vocational training. Further to this SSS are responsible for national technical and vocational training qualifications offered in the Kingdom of Saudi Arabia. SSS are responsible for assuring quality based accredited qualifications for trainees, to enable them to master the required knowledge and skills required by business sectors.

To achieve this goal SSS has three main areas of activity:

A. The National Standards of the Skills and qualifications
- SSS has competed the development of 126 occupational and vocational standards
- Within two years 84% of the occupational and vocational standards were furnished for 150 occupations.
- Based on the standards being developed, 108 technical and vocational qualifications (Diploma and associate Diploma) were developed, and are being delivered in the Colleges of excellence, «international colleges». In addition to developing 28 qualifications (short term sessions) for DROP. These qualifications will be implemented in all the sectors of the labor market.

B. The Institutional Reviews:
- SSS has completed 30 institutional reviews for the Colleges of Excellence. Tackling the issues of improving the quality of the institutional reviews, identifying the mechanisms of; reviews, self-evaluation and the mechanism of collecting data.
- Training sessions were organized for 27 highly qualified male and female TVTC auditors 21 of these have also observed the process of the institutional reviews in the colleges of excellence.

C. Evaluation and Examinations of the Trainees:
- Workshops were conducted in collaboration with experts from the National Center for Assessment and Occupational and Vocational Accreditation, including experts from the colleges of excellence. One of the outcomes of the workshop was to prepare work plans for developing the framework of the institutional reviews.
- The Design and development of the technical specifications of 50 exams, covering all the Diploma and associate diplomas..
- Designing and developing 510 test forms (practical) for computer science, covering all the first stages of the Associate Diploma.
- Designing and developing 205 test forms (practical) for computer science covering the first year of the Diploma and Associate Diploma.
- Implementing the first stage of annual preparatory tests for trainers. The stage was successfully implemented in 30 colleges of excellence.
- 4 training workshops were conducted for the training providers of the colleges (practical assessors, in order to develop the methodology of practical evaluation.
- 4 training workshops are currently ongoing for the colleges (internal assessors in order to develop a methodology for internal assessing.. The workshops were attended by 50 males and females assessors.
- More than 38000 questions were added after ensuring their quality based rigorous revision and meticulous assessment.
- All processes for the evaluation and examinations are administered by a work team consisting of Saudi staff who represents 90% of this sector. The team works in partnership with a number of local and international experts. On the other hand, work is continuing for transferring, constructing and
nationalizing knowledge, with regard to the national evaluations and examinations; in order to build a Saudi team who will enjoy national and sustainable knowledge in this area of expertise.

- Completing the exams of the colleges of technology trainees for the associate Diploma.
- Completing the analysis process for computer tests, with regards to the Associate Diploma, and verification of the questions as well as the answers for the trainees.

2- Supporting and Assuring the quality of the Training at the Training Units

The D.G. for supporting and assuring the quality of training is following up the progress of the training process in the colleges of technology and secondary industrial institutes. It provides the required support for achieving the quality and accreditation, (locally and internationally), through the technical and vocational training offices in the various locations. During 1436/1437 H (2014/2015) the following has been achieved:

1. A methodology has been developed to assure quality in the training units.
2. Preliminary auditing reports have been produced for (7) new colleges. This is now 15 preliminary reports in total.
3. Preparation has taken place for the colleges of technology to be institutionally recognized by international bodies such as; (ACCET- USA). However, (ACCET) have previously given recognition to 36 colleges of technology for 3 years.

3- Designing and Developing the Curricula:

TVTC designs and develops the training curriculum based on the required skills and vocational knowledge. In this regard 4) vocational standards and 73 technical qualification were updated in collaboration with the SSS for the training year 1436/1437 H (2014/2015); whereas all training programs have utilized them in the TVTC training units and colleges of excellence. In fact, these standards have covered the most needed professions in the Saudi labor market. Therefore, the total of new plans that have been achieved is 6 new training plans based on occupational and vocational qualifications for the associate diploma.

120 training programs were reviewed and developed in collaboration with labor market and specialists in the technical and vocational fields; while putting into consideration the environment issue when developing the training packages.

The total number of technical and vocational areas of specialty covered by all TVTC training units is 138. TVTC have also developed 5 training programs for the General Organization for Military Industry at Al-Kharj.

### The Technical and Vocational Areas of Specialty in all TVTC Training Units

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Secondary Industrial Institutes (33)</td>
</tr>
<tr>
<td>2</td>
<td>Colleges of Technology (40)</td>
</tr>
<tr>
<td>3</td>
<td>Military Industry (5)</td>
</tr>
<tr>
<td>4</td>
<td>Joint Training (24)</td>
</tr>
<tr>
<td>5</td>
<td>Institutes Programs (30)</td>
</tr>
<tr>
<td>6</td>
<td>Military Training (11)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,380</strong></td>
</tr>
</tbody>
</table>
Conformity of the Training Curricula with the Professional Certificates

TVTC managed to conform between training skills of the syllabuses and the training skills of the professional certificates (Cisco, Oracle, Microsoft and adobe…etc) and other bigger international companies that deal with latest technologies in the labor market.
**Developing the Self-Training Syllabuses**

TVTC is accustomed to developing the training techniques and their methodologies by adopting new methods of training such as virtual training. TVTC is currently developing self-training, which depends on the individual trainee’s activity and self-direction and learning is undertaken at their own pace and capabilities. To support this initiative, 21 training syllabuses have been prepared from the general education courses, as a first stage. There are a total of 60 training syllabuses within this self-training project.

### List of 21 Self-Learning syllabuses prepared from the general education courses

<table>
<thead>
<tr>
<th>Name of the Training Syllabus</th>
<th>Code of the Syllabus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics 1</td>
<td>110 Phys.</td>
</tr>
<tr>
<td>Physics 2</td>
<td>210Phys.</td>
</tr>
<tr>
<td>Mang. small project</td>
<td>1104</td>
</tr>
<tr>
<td>Introd. Comp.</td>
<td>2014 Comp.</td>
</tr>
<tr>
<td>Entrep.</td>
<td>2014 Entrep.</td>
</tr>
<tr>
<td>Entrep.</td>
<td>2114 Entrep.</td>
</tr>
<tr>
<td>Work conduct</td>
<td>101 conduct</td>
</tr>
<tr>
<td>Islamic Religion</td>
<td>101 conduct</td>
</tr>
<tr>
<td>Arabic Lang.1</td>
<td>101 Arab</td>
</tr>
<tr>
<td>Islamic Culture</td>
<td>20 Islam</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of the Training Syllabus</th>
<th>Code of the Syllabus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phys. Spec.</td>
<td>120 Phys.</td>
</tr>
<tr>
<td>Voc. Conduct</td>
<td></td>
</tr>
</tbody>
</table>
9th

Vocational Research Studies and International Cooperation
I- Vocational Researches and Studies:
During the training year 1436/1437 H (2014/2015) a number of researches and studies were completed for the purpose of assessing and developing some working areas at TVTC. The following studies were being furnished, such as:

A- The Vocational Researches and Studies:
- Studying the Diploma stage trainees’ trends at Riyadh College of Technology in terms of entrepreneurship.
- Study on measuring the TVTC’s employees satisfaction
- Statistical study on the capacity of the labs and workshops at Riyadh College of Technology
- Study on measuring the trainers satisfaction at the TVTC’s technical and vocational training units
- Study on measuring the trainees satisfaction at the TVTC’s technical and vocational training units
- The view of the High School students towards the technical and vocational training and how they may consider it a choice to continue their education
- A survey study on the prevailing leading patterns at the training units and proposals on the appropriate ways of development.
- Evaluative study on the implementation of the virtual classrooms at TVTC and its impact on the quality of training
- A survey study on the practices of the motivating training that encourages trainees for innovations and inventions at TVTC and how they be developed
- Vocational guidance and counselling at the training units (the current status and the expected)

B- Participation of the TVTC Employees at the Internal and External Conferences:
During the training year (1436/1437 H) (2014/2015) TVTC has participated through its representatives in more than (20) conferences internally and externally tackling various scientific issues, as well as areas related to the technical and vocational training. The total number of TVTC participations at these conferences is (36).

2- The International Cooperation:
TVTC pays attention to personnel gaining international experiences; particularly in the areas of technical and vocational training. Therefore, studies were undertaken to see how international practices could be utilized and implemented in the Kingdom. TVTC has negotiated the implementation parties, hence selected the most experienced and cost effective ones. The events carried out in this regard are as follow:
# International Cooperation

<table>
<thead>
<tr>
<th>Serial</th>
<th>Event</th>
<th>Country</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TVTC has organized a workshop to study the ways of building common cooperation in the field of technical and vocational training between the Kingdom and Australia. The Australian delegate consist of representatives from the technical and vocational institutes (Box Hill Institute, the Centenary Memorial College, the Didasco Institute, the Viewnex Institute and the Health and Nursing Institute). Those who participated from TVTC(College of Excellence related staff, the Custodian of the Two Holy Mosques Scholarship program, the D.G. for International Cooperation)</td>
<td></td>
<td>03/08/2015</td>
</tr>
<tr>
<td>2</td>
<td>Providing consultative services by means of developing leadership and management of the strategic administration office</td>
<td>Kuwait</td>
<td>(11 - 12/11/2014) 18-19/1436 H</td>
</tr>
<tr>
<td>3</td>
<td>The 16th Visit of the GCC Technical and Vocational training Committee</td>
<td>Riyadh</td>
<td>(6 - 7/3/2015)-16/5/1436 H</td>
</tr>
<tr>
<td>4</td>
<td>Participation in the 19th Session of the Saudi German Joint Commission</td>
<td>Riyadh</td>
<td>(19 - 20/5/2015) 29-30/7/1436 H</td>
</tr>
<tr>
<td>5</td>
<td>Participation in the 22nd Session of the Technical and Vocational Committee</td>
<td>Bahrain</td>
<td>(14 - 15/3/2015) 23-24/5/1436 H</td>
</tr>
<tr>
<td>6</td>
<td>Participation in the 115th Session of the Saudi Chinese Joint Commission</td>
<td>Riyadh</td>
<td>(29-30/7/1436 H)</td>
</tr>
<tr>
<td>7</td>
<td>Participation in the 11th Session of the Saudi Indian Joint Commission</td>
<td>New Delhi</td>
<td>(23-24/5/1436 H)</td>
</tr>
<tr>
<td>8</td>
<td>Participation in 25th Session of the Gulf Skills Association, sponsored by the Ministry of Education</td>
<td>Bahrain</td>
<td>(20-24/5/1436 H)</td>
</tr>
<tr>
<td>9</td>
<td>The 17th Gulf Field Trip to the Ministry of Manpower</td>
<td>Masqat</td>
<td>(24/5/1436 H)</td>
</tr>
<tr>
<td>10</td>
<td>Participation of the 4th Session of the Saudi Turkman Joint Commission</td>
<td>Riyadh</td>
<td>(25-27/8/2015)</td>
</tr>
<tr>
<td>11</td>
<td>Attending the Preparatory Meeting of the Saudi Jordanian Commission</td>
<td>Riyadh</td>
<td>(28/9/2015)</td>
</tr>
<tr>
<td>12</td>
<td>Participation in the 1st International Forum for Green Economic Education</td>
<td>Paris</td>
<td>(16 - 18/12/2015)</td>
</tr>
<tr>
<td>13</td>
<td>Participation in the International Committee for Inheritance held at UONESCO International Centre-UNIVOC-(Bon-Germany)</td>
<td>Germany</td>
<td>(1 - 3/7/2015)-16/9/1436 H</td>
</tr>
<tr>
<td>14</td>
<td>Participation in the International Technical and Vocational Training and Education</td>
<td>Malaysia</td>
<td>(25 - 27/8/2015)</td>
</tr>
<tr>
<td>15</td>
<td>Participation in the 38th General Conference of the UNESCO</td>
<td>Paris</td>
<td>Nov. 2015</td>
</tr>
<tr>
<td>16</td>
<td>Participation in the Experts Meeting held in UNESCO-UNIVOC Centre (Bon-Germany)</td>
<td>Germany</td>
<td>(16 - 19/11/2015)</td>
</tr>
</tbody>
</table>
For the Future of the Saudi Citizens
Private Training

The main objective of the D.G. for Private Training is to provide the private sector with required services, encourage it to invest in the process of training in order to contribute to the endeavors exerted to meet the needs of the labor market for the qualified manpower. TVTC issues licenses for the private sector to open national training institutions, hence supervises the process of training, applies the related rules and regulations and finally ensures quality based outputs.

• **National Training Institutions**
  The total number of the private training institutions is (945) institutions, (666) out of them for males and (279) for females. The next diagram shows the details of these numbers.

**Classification of the private training institutions based on their activities:**
1. Training center: Delivers only developmental training sessions.
2. Training institute: Delivers only qualifying and developing training sessions.
3. Higher training institute: Delivers Diploma training programs, qualifying programs and developmental and qualifying training sessions.

**Classification of the training programs**
1. Developmental Sessions: Its duration is not more than one month and number the training hours is not than 60 hours.
2. Qualifying Sessions: Its duration is more than a month but less than a year. The number of the training hours is not less 61 hours.
3. The Qualifying Programs: Its duration is one year but less than two years.
4. The Training Diploma: Its duration is two years up to three years after graduation from the high school or equivalent.

• **Male and Female Trainees and Graduates:**
The total number of male/female trainees at the private institutions is (159441) trainees and graduates is (136488) graduates.
No. of Private Training Institutions

<table>
<thead>
<tr>
<th>Type of Institution</th>
<th>Boys</th>
<th>Girls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training Center</td>
<td>352</td>
<td>49</td>
</tr>
<tr>
<td>Training Institute</td>
<td>219</td>
<td>111</td>
</tr>
<tr>
<td>Higher Institute</td>
<td>95</td>
<td>119</td>
</tr>
</tbody>
</table>
Chapter 5
Support Services
1- Managing the Strategic Office of the Information Technology:

TVTC endeavors to measure its performance accurately for the purpose of upgrading its services, being able to take the appropriate decisions and for developing its strategic plans. Based on this, TVTC has managed, through the Strategic Office at the D.G. for Information Technology, to adopt an electronic system in order to study and analyze the statistical data coming from all different information resources, whether internally or externally. Further to this, TVTC has adopted a project for saving all the existing institutional data, hence being able to analyze the current status, and also ensure a better future status, provided that a strategic plan is built for monitoring this change.

<table>
<thead>
<tr>
<th>System for following up the strategic plans</th>
<th>Project of building strategic plan For changing into e-transactions</th>
<th>Dealing with the requirements for measuring the change into the 6th.e-transaction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collecting data in the database &quot;Data Warehouse&quot;</td>
<td>Display data in form of analytic and active report and KPIs</td>
<td>The Team has studied all the services provided by TVTC, knew how to be automated and downloaded into the governmental services observatory</td>
</tr>
<tr>
<td>Implementing the Balanced Score Cards</td>
<td>Business Architecture 17 services, 1416 lure</td>
<td>Infrastructure Architecture 2000 servers</td>
</tr>
<tr>
<td></td>
<td>System Architecture 4.1 technical system</td>
<td>Data architecture 400</td>
</tr>
</tbody>
</table>
Developing the Infrastructure:

The IT department is developing TVTC’s infrastructure and other branches, in order to cope with the latest technologies and to be on the same international level and standard. Thus, work will be performed with high efficiency in collaboration with international leading companies in information technology. This setting ensures the preparation of the infrastructure from the network and the internet with high speed and server management.
2- Managing the Beneficiary Services:

Quality and professionalism in work is the main target of the IT Department. This objective can be realized by means of enhancing and facilitating the services for the beneficiaries as well as introducing and supporting communication channels over all of the technical aspects whether being electronical or not electronical. In addition to improving the tools for measuring the satisfaction of the beneficiaries towards the technical support services and other assistance provided by the IT department to those beneficiaries. The Department also, is responsible for managing the websites and the e-gates of TVTC and its affiliated units.

Supporting the Beneficiaries:

Providing the technical support to the beneficiaries in terms of the services and systems introduced by TVTC to all its employees, trainers and trainees and other staff inside and outside TVTC whether they are electronic or not electronic.

Center of communication control and Technical support

- Receiving beneficiaries calls and providing services for them
- Self-services can be maintained by the beneficiary without referring to the related staff
- Possibility of taping calls in order to observe the quality of the service
- Service management based on best international practices

Measuring the Satisfaction of the Beneficiaries

- Excellent: 75%
- Very Good: 9%
- Satisfactory: 10%
- Good: 4%
- Unsatisfactory: 2%
The Electronic Gate and Management of the Content:

The second Edition of the trainers and trainees’ Gate has been launched. This Edition will let the beneficiaries make use of more than (10) main services through their smart cellphones and Tabs. The edition is in conformity with TVTC website and can used with all browsers particularly the browsers of the smart cellphones.

Second Edition of the Employees and Trainers’ Gate ITVTC 2.0

- More than 10 services for the Employees and Trainees
- Available for Apple and Android cellphones
- Fast connection for TVTC accounts in the Social Networks
3- Managing the Electronic Services:

The E-services are considered as the most important tasks of the IT department. These services, in fact contribute in the progress and development of the VTC’s activities in terms of automating the administrative works in all TVTC departments and related facilities by means of designing, developing and updating regularly the programs and information systems required for the work requirements at TVTC. Moreover it provides, continuously the technical support for these systems through the gate of the technical support at TVTC. It, also provides electronic services for all the TVTC employees whether trainers, trainees, administrative staff or beneficiaries from outside TVTC.
• Maintaining the Systems

- Solving the technical problems and obstacles facing the users and determine if they require development.
- Receiving maintenance requests submitted by the system users at all TVTC sectors.
- Supporting the beneficiaries within or outside the TVTC sectors with regard to the implementation systems as well as replying their inquiries.
- Submitting reports on all the implementation systems.

No. of Maintenance Requests

5,200 Requests
4- Al-Kindy Center Security Operation Center:

The E-services are considered as the most important tasks of the IT department. These services, in fact contribute in the progress and development of TVTC’s activities in terms of automating the administrative tasks in all TVTC departments, and related facilities, by means of; designing, developing and updating regularly programs and information systems required for the tasks. Moreover, it provides, continuously, the technical support for these systems through the gate of the technical support at TVTC. It, also provides electronic services for all the TVTC employees whether trainers, trainees, administrative staff or beneficiaries from outside TVTC.

Dealing with more than (15,000) earlier warning cases

Solving the Networks Problems (982) problems were handled
5- Technical Awareness and the Social Communication:

The social networks has become, in all aspects of life one of the most prevalent and popular modes of communication. Based on this, the idea of technical awareness and social communication, as well as supporting beneficiaries has sprung out, in addition to communicating news and activities from TVTC through these channels. The channels are administered by a specialized team who edit, design and have knowledge of technology.

Target
Employning social networks to raise public awareness Of the institution and staying in touch with the internal audience And external.
**Information Campaigns for Covering The TVTC Activities:**

- Opening the National Center for Industrial Training
- Covering the news of TVTC Trainees winning rewards
- Launching an information campaign on the identification and registration in the TVTC's programs through "Hashtag" –choose your profession with the paid marketing on Twitter for the Diploma program and the industrial institutes for the (first and second training semester)
- The work of an information campaign of Technical and Vocational Secondary students on the rehabilitation program
- Launching and supervising the campaign of the ideas bank as the statistics shows the following:

  - 15,437,570 Average access
  - 300 Subscriber
  - 55 Idea
  - 535 Interaction

- Covering the news of TVTC Trainees winning rewards of ITEX Fair
6- Information Technology Initiatives:

As a result of completing the projects’ ideas (cloud infrastructure, unified network, virtual desktop, computer set for each trainee and horizon platform), TVTC started developing the training process by moving from the closed training to the open training. Therefore, the project was initiated by integrating five programs which have helped in overcoming a number of obstacles as well as maintaining the switch towards the strategic open education that goes in line with the actual technology. A number of institutions have participated in this initiative such as TVTC, ministry of labor in collaboration with the strategic partners of the initiative such as (local communications companies, international information technology companies and the open education platform companies.)
7- Building the Excellence Centers and the Related Staff:

Upon completion of the services provided by the Department of IT to the TVTC staff and the trainees, as well as covering all the main requirements based on the trust and governmental cooperation for upgrading and enhancing the governmental electronic services, TVTC delivers its electronic services and technical consultations to a number of governmental bodies. This progress can only be achieved by building a national potentials through centers operated under an experienced national staff in the field of information security and data analysis in addition to another center specialized in the electronic application quiz of all related are under the supervision of the large specialized company.

Building excellence:
1- Al-Kindi Security Operation Center.
2- Observatory for monitoring the life infrastructure.
3- Analyze data and business intelligence.
4- Testing the electronic applications.
8- IT Achievements:

- The achievement Award for Governmental Electronic Transactions during its 3rd. Session; under the "Electronic Social Participation branch" (The Beneficiary Voice); on its Project « Applying Facebook from the Jasad 1 system»
- The GOV Award in its 1st. Session
- Best government institution providing services for the private sector through participation during the «Profession Day».
- Engineer Saeed Al-Dosari received an Award as the Best Youth in the field of Information Technology Kingdom wide

Excellence
TVTVC Received the Excellent Award in measuring the switch towards the electronic transactions through program «Yasr» for four years
Provisions and Supply

The D.G. for Provisions and Supply is responsible for securing the equipment, hand tools, materials, training facilities and the latest settings and technologies needed for the process of training as well as office furniture and prerequisites for all the training units, the military training institutes, the strategic partnership institutes, the inmates training institutes (prisons) and the directorate generals. Following are the outstanding achievements of the Directorate for this year:

1\textsuperscript{st}. Introducing New Technologies

<table>
<thead>
<tr>
<th>No</th>
<th>Technical Type</th>
<th>Product</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A three dimension Scanner was secured for the Bachelors’ Degree program (Survey Study). It is a multipurpose device with high precision that serves different applications related to the civil works</td>
<td><img src="image1.png" alt="Image" /></td>
</tr>
<tr>
<td>2</td>
<td>A Simulator for learning by means of imitating the various types of welding. It is the latest computer-aided device used in the field of welding. It preserves the environment from pollution caused by the emitting gases.</td>
<td><img src="image2.png" alt="Image" /></td>
</tr>
<tr>
<td>3</td>
<td>A Digital printer that can convey the digital file to the printing system then conveyed to other steps without using the analog system.</td>
<td><img src="image3.png" alt="Image" /></td>
</tr>
<tr>
<td>4</td>
<td>Preparing the training units with the VDI technology, thus the normal operation systems can be used in a virtual context with no need for spending a lot of money to secure computers with various accessories, maintenance, costing licenses, software..etc.</td>
<td><img src="image4.png" alt="Image" /></td>
</tr>
<tr>
<td>5</td>
<td>A device for determining the chemical compound of the substance by using infrared rays which transform it into a diagram. The process can be repeated till a precise result is reached.</td>
<td><img src="image5.png" alt="Image" /></td>
</tr>
</tbody>
</table>

2\textsuperscript{nd}. Preparing the Training Units

(120) training units were prepared, equipped and updated. (8) training programs were delivered to the related staff with regard to these latest equipment.
Occupational Safety and Health

Safety and health of TVTC’s male and female trainees, male/female staff, secured and motivating work environment is of important priority to TVTC. Therefore the TVTC organizational structure included a Directorate General of Safety and Occupational Health. The D.G. has achieved the following during the year 1436/1437 H (2014/2015):

1st. The Occupational Safety:
- Monitoring the implementation of the occupational safety standards at all the TVTC administrative and training premises where work is going on. Also, evaluate the occupational safety requirements in the buildings, workshops and laboratories.
- Preparing and implementing a number of specialized training programs for the occupational safety male and female supervisors
- Implementing a number of training programs on occupational safety to the TVTC male and female staff—(520 male and female employees)

2nd. Occupational Health:
- Providing care, diagnosis and treatment through (64) clinics which are well set up with the latest equipment and medical supplies in addition to the best prescribed medicines.
- Coordinating and continuously following the process of combating any contagious disease at all TVTC training units in collaboration with the related health affairs departments.
- Conducting a number of developmental programs to the male and female nurses in addition to delivering orientation lectures on the contagious diseases and how can be combated prevented.
Maintenance

Maintenance Team:

TVTC endeavors to activate the role of maintenance team in the various areas around the Kingdom. Six new teams of TVTC graduates were formed covering the areas of Najran, eastern Province, Asser, Makkah and Hail.
The Directorate General for Projects is responsible for preparing the appropriate studies and designs related to the operation of the training units in a way that conforms to the surrounding environment. The Directorate is much concern about adhering to the international engineering standards with regard to the designs of projects as well as the processes of testing of materials and securing of safety equipment. The D.G. is also responsible for supervising the stages of TVTC’s constructions as per the scheduled plans.
For the Future of the Saudi Citizens
Chapter 6

Culture of Excellent Performance and the Indicators of the Operational Performance
Culture of Excellent Performance

1- International Accreditation for TVTC and the Colleges of Technology:

According to the third strategic goal of TVTC and for realizing a qualitative development in the field of technical and vocational training in terms of promoting its outputs up to international levels, thus enable the trainees to attain qualifications that are internationally recognized. TVTC and the colleges of technology have received an accreditation from the American Council for Continuous Education and Training (ACCET) for 3 years until Rabi AlAwal 1440 H (December 2018); which is the maximum duration granted by the Council to the new institutions.

This accreditation has come as a reward for the vigorous and continuous efforts exerted by a designated team from TVTC and the colleges of technology, to make sure that the activities of TVTC and the administrative and training colleges are in compliance with the requirements of (ACCET).

The receiving of accreditation by TVTC and the colleges of technology assured that the TVTC administrative context of work both in the Head Office and in the colleges is carried out as per the best international professional practices, which will lead to more job opportunities for graduates in international companies that are looking for skilled employees. It will, also open opportunities for graduates for further study in the USA and other international colleges and universities.

It is worth mentioning, that (ACCET) was established in 1394 H (1974) for the purpose of improving the training and continuing educating in the post-secondary sector. It is an autonomous not for profit institution, officially recognized by the American Ministry of Education and is authorized to offer institutional recognition to any institution, whether inside or outside USA. The accredited institutions in the Kingdom include; ARAMCO institutes, the petroleum Services Institute (SPSP), Higher Institute for Plastic Fabrication (HIPF) and the Saudi Electricity Company Institute, (previously SECECO) at the Eastern Province.

Also, it is worth mentioning that to attain the institutional accreditation from (ACCET), it is imperative for every institution to comply with eight main required Standard. The 8 main standards are then divided into 32 secondary standards that cover all the administrative and training activities. Therefore, the rate of those who are supposed to fulfill the requirements for graduation in one training batch is 67% and those who are to be employed is 70% in the same area of specialty in the labor market.

2- Excellence Rewards:

A- The Excellent Unit
B- The Excellent Trainer
C- The Excellent Employee
D- The Excellent Trainee
### 3- Main Indicators of the TVTC Goals for the Fiscal Year 1436/1437 H (2014/2015)

<table>
<thead>
<tr>
<th>Strategic Goal</th>
<th>The Goal</th>
<th>The Standard</th>
<th>Standard Weight</th>
<th>Rate Achieved</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>Recruiting the largest number applicants to the technical and vocational training in order to participate in the process of realizing the sustainable progress</td>
<td>Strategic expansion for accommodating the applied numbers</td>
<td>17%</td>
<td>88.57%</td>
</tr>
<tr>
<td>2nd</td>
<td>Qualifying and developing national manpower in the technical and vocational areas as per the demand of the labor market quantitatively and qualitatively</td>
<td>The quantity and quality needs for the labor market</td>
<td>14%</td>
<td>75.63%</td>
</tr>
<tr>
<td>3rd</td>
<td>Delivering a quality-based and efficient training programs that qualify the trainee to find the appropriate job in the labor market or enable him practice his own business</td>
<td>The quality of training programs provided by TVTC is based on demand and needs of the labor market</td>
<td>15%</td>
<td>95.59%</td>
</tr>
<tr>
<td>4th</td>
<td>Ability to adapt and deal successfully with challenges and changes based on the applied researches and studies</td>
<td>Utilization of the applied researches and studies, practices and administrative concepts</td>
<td>9%</td>
<td>92.85%</td>
</tr>
<tr>
<td>5th</td>
<td>Building strategic partnership with the private sector for carrying out the technical and vocational training programs</td>
<td>Operating the training units and delivering the joint training programs with the private sector</td>
<td>4%</td>
<td>102%</td>
</tr>
<tr>
<td>6th</td>
<td>Awareness on the importance of work in the technical and vocational fields among the community individuals as well as the appropriate environment for life training</td>
<td>Enhancing the negative mental image and supporting the programs, activities and consultations related to the technical fields</td>
<td>11%</td>
<td>86%</td>
</tr>
<tr>
<td>7th</td>
<td>Setting up a save and motivating environment for work and training in the TVTC institutions</td>
<td>Providing developmental sessions and rewards for the employees in terms of the support, security and safety</td>
<td>14%</td>
<td>78.79%</td>
</tr>
<tr>
<td>8th</td>
<td>Encouraging investments of the private sector in the technical and vocational fields</td>
<td>Funding and participating the private sector in the private training programs as well as provide competitive protection</td>
<td>4%</td>
<td>98.47%</td>
</tr>
<tr>
<td>9th</td>
<td>Strengthening the relation and integration with the national educational and training institutions</td>
<td>Supporting mutual collaboration with the Ministry of Education and the Saudi universities as well as opening joint pathways with the related beneficiaries</td>
<td>7%</td>
<td>54.55%*</td>
</tr>
<tr>
<td>10th</td>
<td>Expanding in the advanced training fields for supporting the national plans as well as participating in the process of transferring and developing the technology</td>
<td>Developing the national vocational qualifications and supporting the technical and industrial development as well as exerting efforts for transferring and nationalizing the technology</td>
<td>5%</td>
<td>69.06%**</td>
</tr>
</tbody>
</table>
* The achieved rate of the 9th. Goal was affected by the integration indicators with the Ministry of Education due to the starting of the technical and vocational qualifications project for the male and female general education students at the end of the year.

** The achieved rate of the 10th. Goal was affected by the transfer of technology project due to the establishment of the Technical Center at the end of the year, hence has started developing the required plans for operation and activating its role. The result of this project will be witnessed next year.
Samples of some the Operating indicators with regard to the Trainees

- Admission to the Colleges of Technology and its Branches as well as the Colleges of Excellence (Male)
  - The targeted = 52699
  - Enrolled = 50070 (95%)

- Graduates of the Colleges of Technology and its Branches
  - The targeted = 19000
  - Enrolled = 17199 (90.53%)

- Admission to the Female Colleges of Technology and Colleges of Excellence
  - The targeted = 11120
  - Enrolled = 10535 (95%)

- Female's Graduates from the College of Technology
  - The targeted = 2800
  - Enrolled = 2541 (90.75%)

- New Trainees at the Strategic Partnership Institutes
  - The targeted = 4000
  - Enrolled = 5903 (148%)

- Graduates if the Strategic Partnership Institutes
  - The targeted = 2500
  - Enrolled = 2338 (93.53%)

- Admission to the Industrial Secondary Institutes
  - The targeted = 12000
  - Enrolled = 8828 (74%)

- Graduates of the Industrial Secondary Institutes
  - The targeted = 5000
  - Enrolled = 4254 (85%)