# A close up of a logo Description automatically generated

**ONE-STOP SKILLS CREDENTIALING - SKILLS BADGE**

**Self-Assessment Form**

|  |  |
| --- | --- |
| **SALUTATION**\*\*  *\*\* Delete accordingly* | Mr / Miss / Mdm / Ms / Dr / Prof |
| **FULL NAME** *(as per NRIC)\**  *\*Underline Surname* |  |

**IMPORTANT**: Before you submit this Self-Assessment Form, please save this Word document and rename using the following naming convention:

For Stage 1 Advisory Chat:

OSSC\_Skills\_Badge\_**ACLP01**\_Self Assessment\_YOUR FULL NAME\_v1.0\_draft.doc

For Stage 2 Assessment Interview:

OSSC\_Skills\_Badge\_**ACLP01**\_Self Assessment\_YOUR FULL NAME\_v1.0\_FINAL.doc

**To proceed to Stage 2 Assessment Interview…**

1. Collate all relevant evidence/artefact pertaining to your finalised Self-Assessment Form in a single folder and name the folder according to the Badge Title as stated above.
2. If applying for more than one skills badge, submission should be done in separate folders according to the badge titles.

*To be completed by Advisor:*

|  |  |  |
| --- | --- | --- |
| **NAME OF ADVISOR** |  | |
| **ADVISORY CHAT SESSION** | **Date**: *(dd/mm/yyyy)* | |
| **Proceed to Skills Assessment?** | **Yes** | **No** |

*I confirm I have completed Stage 1 of the OSSC Skills Badging Application for Basic Package: Skills Advisory (1 hr).*

*I confirm I have completed Stage 1 of the OSSC Skills Badging Application for Extended Package: Skills Advisory (2 hr).*

| **INTERVENTION DESIGN & DEVELOPMENT: SKILLS FRAMEWORK ADOPTION SKILLS** | | | |
| --- | --- | --- | --- |
| **(A)**  **Competency Statement**  *Read carefully to ensure you meet ALL requirements* | **(B)**  **Product Evidence**  *Check the boxes to confirm that you currently have the required evidence listed here* | **(C)**  **Applicant’s Note of Explanation**  *Note the given pointers to guide you in the preparation for the Skills Advisory and Assessment Interview sessions. Explain with brief notes to explain how the Product Evidence you intend to submit fulfils the requirements of columns (A) and (B).* | **(D)**  **Assessor’s comments**  ***(For IAL use only)*** |
| 1. Determine objectives, purpose of each component and application of Skills Frameworks to enhance learning design and work-related outcomes 2. Adopt, integrate and implement Skills Frameworks in learning programmes and activities 3. Communicate with relevant stakeholders on the purposes and usage of Skills Frameworks | Learning programme materials or other relevant work-related documents (e.g. Job descriptions/ progression pathways, performance evaluation forms, organisational competency framework, learning and development plans) that had included components of the SSG Skills Framework  Work products (e.g. course proposal, assessment plan, correspondence with stakeholders, etc.) that illustrate how sectoral or organisational skills framework/SSG Skills Framework has been adopted, adapted or integrated into the learning programme | *Note to Applicant:*  *For this badge, the learning programmes you are presenting as product evidence must be clearly relatable to specific Skills Framework(s).*   * You should be ready to explain how *the* ***5 key components*** *of the SSG Skills Framework or any other organisational Skills Framework.* *were referenced and used in the learning programme you have administered, developed, and/or delivered, and are presenting as product evidence.* * Relating to the Skills Framework components which you have integrated into your submitted artefacts, you should be able to point out the following: * Process of adopting, integrating and implementing Skills Frameworks in learning programmes and activities * Benefits of adopting the Skills Framework to the employees * Any other applications of the Skills Framework apart from learning. (e.g. in Staff Progression /Career Counselling, etc.)   *Applicant’s Notes:*   |  | | --- | |  |  * As a TAE professional, describe what were actual challenges encountered or some hurdles you anticipated when you embarked on the use of the skill framework in your design & development of programmes or in the work/workplace.   *Applicant’s Notes:*   |  | | --- | |  | | *For Assessor’s comments* |