

UBTEB newsletter

20TH EDITION

JULY TO SEPTEMBER 2023



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MESSAGE FROM THE EXECUTIVE SECRETARY

Onesmus Oyesigye (CPA)
EXECUTIVE SECRETARY

I am pleased to welcome you to the 20th Edition of the Uganda Business and Technical Examinations Board Newsletter. Thank you so much for your continued support and commitment to UBTEB. The Secretariat successfully submitted the application to the Uganda National Bureau of Standards (UNBS) which is a representative of International Standards Organization (ISO) in Uganda. The first phase of inspection and validation of the documentation submitted to UNBS by the Inspectors was successfully done during this quarter. Certification of UBTEB is to enhance the quality of Awards at international levels. During this period the Board officially released results of April/May 2023; out of the 8,538 candidates who sat for examinations, 6,913 Candidates (81%) successfully acquired all competencies in their respective trades. In this particular release for the end of programme examinations female candidates were 3,931 (57%) that successfully completed the programmes compared to male candidates with 2,982 (43%). The Board has noted an increasing trend in the number of candidates that register for assessment. I take this opportunity to congratulate candidates

that successfully acquired competencies in their respective trades.

In the same quarter the Board has been able to fulfill its core mandate of carrying out assessment for both Technical and Vocational programmes. The Board conducted assessment for the July/August 2023 series across the country from 7th August 2023 to 24th August 2023 at 517 examination centres, this is a core output for the

Board. The Board registered a total of 64,387 candidates. Of these candidates, 19,298 were females and 45,089 males. The Board is grateful to all stakeholders that have contributed tirelessly to the successful conduct of Examinations, the Heads of Institutions, candidates,

UBTEB staff, world of work practitioners and many others. The Covid pandemic and lockdown related effects have continued to affect the pattern of conduct of examinations from the usual two assessment series to the present three series per year. This has proved to be very costly on the side of the Board and students due to multiple examinations. It is however hoped that the situation will return to normal by the end of

Welcome to the 20th Edition of UBTEB's Quarterly Newsletter 2023.

the next academic year.

The UBTEB brand is highly recognized by all employers in the region. Our mandate is critical in producing skilled manpower to support key sectors of the economy ranging from Agriculture, Tourism, Energy, Leisure and hospitality, construction and all engineering subsectors among others. Our assessment is designed for clear upward career progression to enable students to attain the highest levels in their chosen education career paths. The Board recognizes that engaging professional development institutions in finding solutions to the unemployment problem is a vital component in helping to increase employment opportunities for Uganda's youth and especially BTJET Graduates.

The Board is pleased to have strategic partnerships with global and regional players in TVET Assessment. This affirms our niche in ensuring quality assessment and milestones in TVET Assessment for the last 12 years. As part of the Board's key strategic objective, The Board Signed a Memorandum of Understanding with Uganda Institute of Professional Engineers (UIPE). The signing of the MOU with UIPE is one of the key outputs of the Board in line with the Board's strategic plan and fulfilment of the objectives of the NDPIII Human Capital Development Programme. In the TVET Policy 2019 the focus of TVET delivery and assessment is employer-led and this partnership respects the guidance of the policy. UIPE held engagements with UBTEB to establish cooperation and share a common vision and goal focusing on enhancement of TVET graduates' professionalism in Uganda.

The Board efficaciously monitored the conduct of Industrial Training and the real-life projects together with TVET working groups as guided by the TVET Policy 2019. I take this opportunity to thank all industries, factories, Business organisations, construction sites among others for offering industrial placement for UBTEB candidates under the National Certificates and Diplomas in both business and technical programs. The Board monitored the conduct of industrial training for TVET programmes that include a work-based learning component.

The Board commissioned a study on examinations malpractices and penalties, the findings were presented during the Feedback workshop held in the four regions across the country. UBTEB has instituted measures to control malpractices such as issuing detailed Rules on the assessment of competences and conduct of Business, Technical and vocational examinations in Uganda, 2014 (revised 2019). Sensitization briefings of all examinations managers and detailed briefing of all candidates. The study recommendations will be implemented and where other stakeholders are involved, the Board intends to engage them at an appropriate time.

I take this opportunity to appreciate all stakeholders especially the heads of centres, students, instructors, and the participants from the world of work for their active participation in our capacity building programmes that involved training of assessors that provided a learning platform and experience sharing. The main objective of the training of assessors phase 6 was to realign assessment to the training standards through the Competence Based Assessment (CBA) framework so as to produce highly competent graduates who are able to perform to the expectations of the world of work. Special gratitude is paid to the Education and Sports leadership and specifically Maama Janet for the support rendered to UBTEB. I thank the Board, staff, world of work and TVET Training Institutions for the immense support to the Secretariat while delivering the Board's mandate.

To all our stakeholders, thank you for the dedication, loyalty and commitment that each one of you has shown us.

Enjoy the Twentieth Edition!

Word From The Principal Information And Communication Officer



Narasi Kambaho

Principal Communications and PR Officer

Dear readers,

It is always my desire to keep you posted with what is happening at UBTEB.

The skills landscape in Uganda and globally is changing and providing new opportunities and challenges. As the Board, we have undertaken and implemented interventions in line with the TVET Reforms. Our partnership with the world of work and global membership are a testimony to the years of progress and achievement. Industrial Training is one of the key components of assessment, I wish to thank the Partners in the Private Sector for supporting our industrial attachment program and trusting TVET trainees with your facilities to acquire hands-on exposure which makes them integrate the class room learning into practice.

In line with the automation of all the registration of candidates for assessment by the Board, the Heads of Centres have been encouraged to observe the guidelines in line with the online registration manual. Following the conduct of the training of all Academic Registrars on the use of Examinations Information Management System (EIMS), the Board receives all correspondences online on candidates' registration and examinations' results. I thank all our stakeholders for adapting to the online UBTEB services. Our team is always online to attend to you on any issue such as computation of registration fees, summary sheets etc.

The following services are offered both online and physical; Verification and certification of academic documents, Certification of documents, Replacement of lost documents, Applying for accreditation for UBTEB Assessment Centre and Payment for various services among others. I take this opportunity to wish all candidates success in the November /December 2023 Examinations.

For further clarifications and inquiries please contact 0392002468. Thank you so much for being a part of our net-work. Carefully go through this edition to learn more about what we have been working on lately.

Yours in service,

EDITORIAL NOTE



Lilian Nakawala

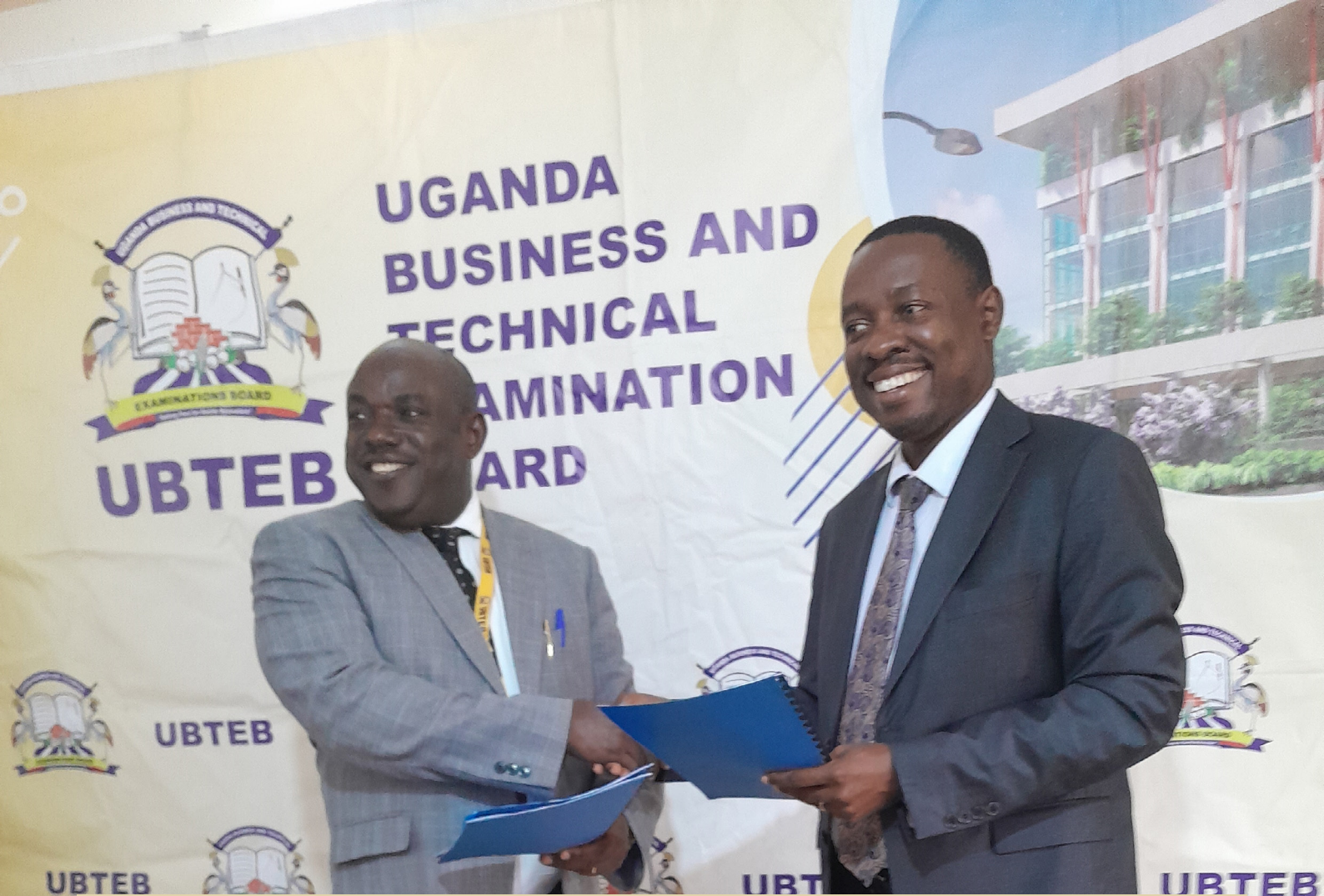
On behalf of the Editorial Team

Welcome to the Uganda Business and Technical Examinations Board Quarterly Newsletter to be specific the 20th Edition. This edition covers the period of July to September 2023. We are glad to share with you the highlights of a number of key activities of the Board. This part of the year is one of the most engaging periods in UBTEB encompassing a number of core activities of the Board such as Conduct of Examinations and assessment for Technical, Vocational and Humanities programmes.

The examinations results of April/May 2023 were released, July/August assessment was conducted successfully, marking of examinations was done according to UBTEB Examination Rules and Regulations, Industrial Training monitoring, Inspection of real-life projects among others. UBTEB has engaged a number of key stakeholders in bid to operationalize the TVET policy, Stakeholders have been engaged in the inspection and assessment of real-life projects and monitoring of the Industrial training. The Board upgraded the Examination information management system to handle a number of functions like registration of candidates, E-payment of registration fees, submitting of course works, complaints among others.

The edition has content on the MOU signing between UBTEB and UIPE, AEAA conference highlights, a brief on the UBTEB meeting with Uganda College of Commerce leadership and private sector on assessment of reviewed curriculum, release of results, upcoming examinations to be conducted by the Board, a brief on the training of assessors, Industrial training monitoring, inspection of real-life projects. I take this opportunity to congratulate all institutions that successfully underwent the accreditation process and awarded Examinations centre numbers. As usual a featured article on 'ways to build workplace culture through kindness'

I appreciate everyone for your continued support and commitment towards the successful publication of this Newsletter. As always, I welcome thoughtful feedback, questions and comments on this twentieth Edition by reaching to the editorial team at info@UBTEB.go.ug or call 0392002468. Happy Reading!



Uganda Business And Technical Examinations Board (UBTEB) Signs A Memorandum Of Understanding With Uganda Institute Of Professional Engineers (UIPE)

UBTEB recognizes that engaging professional development institutions in finding solutions to the unemployment problem is a vital component in helping to increase employment opportunities for Uganda's youth and especially BTJET Graduates. Uganda Institute of Professional Engineers (UIPE) is an independent membership services organization that brings together the engineering fraternity in Uganda having been established as an association of professional engineers of Uganda in 1972 and succeeded the defunct East Africa Association of Engineers. UIPE is governed by a constitution registered with the Uganda Registration Services Bureau. It was formed to promote the general advancement of the science and practice of engineering and

its applications and to facilitate the exchange of information and ideas amongst its members. The institution also has a responsibility to the public to ensure adherence to professional standards, ethics, and engineering best practices by its members in the provision of engineering products and services. As such, UIPE is expected to provide leadership and direction in all policies and matters of public interest that are of an engineering nature.

The Executive Secretary of UBTEB asserted that the overall objective is to provide a framework for cooperation and collaboration between the two Partners for the purpose of synergizing to enhance the learning experience of UBTEB graduates through competence-based learning

and assessment, and professional quality of diploma and certificate graduates. Both parties further recognize the importance of improving the competitiveness and employability of graduates in the engineering profession.



UBTEB team with UIPE team after the signing of the MOU

According to Eng. Andrew Muhwezi (President UIPE), the two parties will collaborate in a number of areas such as; Monitoring of continuous assessment in training institutions, Development of credible certification criteria of technician assessment to meet the training and certification standards of practice in the world of work, Promoting work ethics and code of practice in the engineering profession, Advocating for a policy to regulate the technician practice occupations., Fostering continuous professional development for members in the engineering profession and Promotion of engineering professional training and assessment aimed at enhancing competitiveness of the learners and ultimately the graduates among others.

To fast track the out put of engineers and contribution in the development of the country, Uganda Business and Technical Examinations Board (UBTEB) and the Uganda Institute of Professional Engineers (UIPE) signed a memorandum of understanding (MOU) to provide a framework for collaboration between the two Partners for the purpose of synergizing to enhance the learning experience of UBTEB graduates through competency-based learning and assessment, and professional quality of diploma and certificate graduates.

UBTEB's Executive Secretary said that through the MOU the Board will Provide BTJET graduates with an avenue for access, progression and continued learning in engineering fields. Creating an enabling environment for BTJET graduates to associate and network. Sharing facilities and resources that enhance cooperation and operationalization of the MOU and Deepening TVET trainee accessibility to the engineering Industrial based attachment without any encumbrances.

Onesmus Oyesigye UBTEB Executive Secretary appreciated the achievement after a decade of the Board's operations in assessment processes. He said that with UIPE, the Board is blessed with professional development, research, shared vision, set standards, the voice for the engineering profession and advice from the professional body. He commended the UIPE President, the Solicitor General and his technical staff for the energy, technical and legal input into this partnership and MOU. He promised that these efforts shall not be in vain.



UBTEB's Executive Secretary and Eng. Andrew Muhwezi (President UIPE) during the MOU signing



**6,913
Candidates
(81%)
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In Their
Respective
Trades.**

These examinations and assessments were conducted from 262 centres and out of the total of 262 accredited examination centres 13,209 candidates registered for end of programme examinations and 8,538 (65%) turned up for examinations while 4,671 (35%) did not present themselves for assessment.

The examinations were released at the president's office in the conference hall in Kampala. UBTEB's Executive Secretary Onesmus Oyesigye in his statement said that out of the 8,538 candidates who sat for examinations, 6,913 Candidates (81%) successfully acquired all competencies in their respective trades. In this particular release for the end of programme examinations female candidates were 3,931 (57%) that successfully completed the programmes compared to male candidates with 2,982 (43%).

He noted a very good performance exhibited in Physical and Biological Science diploma end of programme with an 82% pass rate whereas other categories of programmes were also done well with completion rates above 70%. According

to the results released, 1958 candidates sat for technical diploma and 129 representing 7% passed in class one (distinction), 1295 (66%) passed in class two also known as credit whereas 205 of the candidates (11%) had passes (class three).

In terms of business diploma programmes, 1825 candidates sat, 166 (10%) passed in class one (distinction), 646 (35%) in class two and 537 (29%) in class three also known as pass.

For those on business certificate, 344 (9%) passed in class one (distinction), 2530 (64%) with a credit and 394 (10%) got passes whereas those doing physical and biological science diplomas, 49 (6%) passed with distinctions, 562 (71%) with credits and 40 (5%) with passes. The results showed that 84% of all candidates who sat for technical diploma passed, 74% for business diploma, 83% for business certificate whereas 82% for physical and biological science diploma.

UBTEB secretariat has continued to train more Technical Vocational Education and Training

(TVET) assessors and verifiers to now 621 in total. It is hoped that this will equip adequate delivery and assessment skills to the instructors as the Board transforms fully to modular assessment. The Board has continued to heed to the guidelines in the TVET Policy 2019 and National Development Plan (NDP III), and in a phased manner, modularized its assessment for most of Uganda Community Polytechnic Certificate and National certificate programmes. There are several other diploma programmes under the Uganda Colleges of Commerce undergoing review and expected to begin with the incoming September 2023 intake. The Board has enhanced the Examination Information Management System (EIMS) which is meant to enhance the functionalities of online registration, direct payment of registration fees by students, processing of examination results and academic documents.



Release of the April/May 2023 examinations results

The UBTEB Executive Secretary said that the Covid pandemic and lockdown related effects have continued to affect the pattern of conduct of examinations from the usual two assessment series to the present three series per year. This has proved to be very costly on the side of the Board and students due to multiple examinations. It is however hoped that the situation will return to normal by the end of the next academic year.

In his statement he noted that certain examination papers have continued to pose a challenge to candidates in terms of passing rates with possible causes such as among others inadequate syllabus coverage, lack of adequate industrial practice exposure for the case of some

papers like textile sciences and application and continued bias on mathematics related papers and non-reviewed curricula of a number of programmes mainly agriculture, inadequate equipment like computers in institutions and high cost of internet connectivity services which are a challenge to most centres.



The state minister for Higher Education, John Chrysestom Muyingo during the release of results

The state minister for Higher Education, John Chrysestom Muyingo during the release of results

The Minister for Education and Sports, Janet Museveni who was represented by the state minister for Higher Education, John Chrysestom Muyingo hailed UBTEB for the continued engagement of the heads of TVET institutions and the industry to ensure that practitioners in the world of work participate in assessment of trainees. This will enable production of competent TVET graduates that match the ever-changing demands of the world of work. She said that as NRM Government the key sectors have been prioritized that can spur our industrial growth and development such as manufacturing, construction, Information Communications Technology, tourism and hospitality, agriculture, among others.

She noted that during the review of the National Development Plan III, delivery and assessment of Modular TVET was re-prioritized to emphasize the need for the youth to acquire skills for employability. It is now our deliberate policy as Government to harness critical skills that will enable the young generation to be part of the struggle to support the industrial base and guarantee increased productivity for job

creation, she said. She also applauded UBTEB for fast-tracking the TVET reforms and their implementation.

She was particularly grateful to the Board for the continued collaborations with the industry and TVET development partners that support government's call on delivering TVET that is employer-led. This will enable our country to achieve her dream of raising a critical mass of artisans and technicians. I therefore call upon the private players in the industrial sector to be involved more in the curriculum development, training and assessment of TVET graduates. The education minister said she was delighted with the continued increase in enrolment of trainees for TVET programmes.

The results were a total compilation of results for candidates who were examined and assessed, and completed their studies in technical diploma programmes, technical higher diploma, business diploma programmes and business certificate programs and physical and biological diploma and certificate programmes. The Minister further expressed her gratitude to the Board for the

continued increase in enrolment of trainees for TVET programmes especially the 7,701 (58%) females out of the total of 13,209 trainees that have acquired competencies in the various trades, which is a tremendous achievement as it will supplement the on going efforts to reduce youth unemployment and also sustain the drive to realize gender equity in TVET institutions across the country, Finally she pledged full support from the ministry to the Board to facilitate the various development ventures.



UBTEB Accredits More TVET And Other Tertiary Institutions;

Congratulations To The Newly Accredited Training Institutions

In accordance with her mandate as stipulated in the Statutory instrument 2009, No.9, the Board conducted the inspection of training Institutions for accreditation as UBTEB examination Centres. Over 60 Institutions applied for accreditation including Universities as new applicants for accreditation. The Board inspected over 31 fresh applicants for accreditation as Examination Centres according to Mr. Mukakanya Abel, Principal Officer, Research and Quality Assurance.

The Manager Research, Quality Assurance and Awards urged the inspection team to ensure that the training institutions inspected comply with the regulations of the Board and total compliance to the Board standards for accreditation as an Examination centre. The Board currently has over 500 accredited Examinations Centres across the country.

Our Quality Assurance Standards at UBTEB aim at enhancing the quality of the examinations with a focus on assessing the practical skills, applied knowledge and attitudes. We offer expert support through our Research and Quality assurance team

as well as availing resources that help to create and enable the training and delivery process such as Continuous Assessment tools and feedback workshops. This is done through research and sharing best practices and recommendations to all accredited examination centres. With a focus on raising quality standards using knowledge and expertise, the Board has developed Continuous Assessment tools and put in place examination rules including Guidelines on Industrial training and accreditation of institutions.

The Board organizes annual Quality improvement workshops with a focus on centre examination management and administration as well as participating in curriculum design and recommending curriculum reviews/ amendments so that the content is aligned to the principles of Competence Based Education and Training (CBET). The Board also offers specialized training to support the accredited training institutions/ examination centres to develop strategic direction as well as managing and implementing change to keep up to date with changes in the world of work.



The Board congratulates the following institutions for meeting the minimum set standards for accreditation and were assigned UBTEB Examinations center numbers.

S/N	NAME OF INSTITUTION	CENTRE NUMBER	DISTRICT
1	Engineer Kauliza Kasadha Vocational Training Institute	UBT482	Bugiri
2	Royal Institute of Management and Health Sciences	UBB319	Kamuli
3	Mbigiti Memorial Vocational Training Institute	UBT467	Bugweri
4	Epel Memorial Vocational Training Institute	UBT472	Katakwi
5	Prof. Dan Nabudere Memorial Vocational Training Institute	UBT469	Sironko
6	Maumbe Mukwana Vocational Training Institute	UBT487	Mbale
7	Victory School of Beauty and Hospitality Management	UBT483	Kampala
8	Katgo Vocational and Technical Institute	UBT485	Wakiso
9	Isabel Mateos Technical Institute	UBT484	Arua
10	Katrini Comprehensive Institute	UBT476	Lira
11	Pader Omega Business and Technical School	UBT475	Pader
12	Mucwini Skills Development Centre	UBT473	Kitgum
13	Ebenezer University	UBB315, UBV041	Lira
14	Ocamonyang Technical Institute	UBT478	Lira
15	St. John's College of Science and Technology	UBT488	Arua
16	Cross College of Commerce	UBB320	Dokolo
17	Model Institute of Agriculture, Technology and Entrepreneurial Development	UBV040	Arua
18	Gateway Vocational Institute	UBT479	Kitgum
19	Amugu Community Technical School	UBT481	Alebtong
20	Salt and Light East Africa Vocational Institute	UBT489	Kitgum
21	Bridge Institute of Information Technology	UBB321	Kabarole
22	Katugunda Skills Development Centre	UBT471	Bunyangabo
23	Ruhinda Institute for Vocational and Professional Studies	UBT474	Mitooma
24	Kigezi Agricultural College	UBV042	Rukungiri
25	Eria Kategaya Skills Development Centre	UBT670	Ntungamo
26	Mbarara Comprehensive College of Vocational Studies	UBT486, UBB318	Isingiro
27	Ibanda Business and Technical Institute	UBT477, UBB322	Ibanda
28	Ibanda University	UBV043	Ibanda
29	Kazo Vocational Training Institute	UBT468	Kiruhura



ISO CERTIFICATION

The Board embarked on the process of obtaining ISO Certification. The Secretariat successfully submitted the application to the Uganda National Bureau of Standards which is a representative of International Standards Organization (ISO) in Uganda. The first phase of inspection and validation of the documentation submitted to UNBS by the Inspectors was successfully done during this quarter.

A team of Secretariat staff has been trained on Quality Management System as part of ISO Certification requirement. Internal audit process on quality systems is at its final stages leading to application for the ISO certification. The Board submitted the application for ISO Certification, the 1st Audit was successfully done and the response was received by the auditees with minimum areas of improvement. The Board is now preparing for the 2nd audit for the selected departments. These audit processes are done to check on evidence of existing documents and processes in place to back up information.



ISO team with UBTEB staff





Practical Skills Assessment Through Real-Life Projects (Technical And Business Programmes)

UBTEB candidates during the conduct of July/August 2023 Examinations

In line with the Board's mandate, real-life projects constitute part of continuous assessment that contribute to the final award by the Board. Real-life projects are a fundamental intervention by UBTEB that brings out competencies of a graduate while still training. It emphasizes training with production which eases the transition from training to the world of work.

The Executive Secretary noted that Real life projects require support for materials at institutions and supervision and monitoring by the Board for guidance. They provide very good practical exposure to trainees as they not only produce products with a market value but also aim at addressing the surrounding community needs.

UBTEB is currently aligning its assessment processes with the new TVET system that focuses on relevant employable skills and competencies

development for enhanced productivity and economic growth. To achieve this, the Board has adopted a tripartite form of assessment which involves the participation of institutions, world of work and the assessment Board in the assessment processes.

One of the key course units that requires the tripartite form of assessment for employable skills and competencies, is "Product and Exhibition Service" done every second semester of the academic year for the two-year National Diplomas in Fashion and Design and Interior Design Programs, offered at training institutions.

It's upon this background that teams of assessors comprised of experts from the world of work, instructors from training institutions and officers from UBTEB were constituted to undertake the assessment of Product and Exhibition Service in the different assessment centre.



UBTEB Candidates during Practical skills assessment

Over the years, real life projects have created lasting impact in institutions in terms of infrastructure development, building the capacities of lecturers/Instructors, entrepreneurship development among others. Being an examinable paper, it automatically contributes towards the final assessment of the candidates in order to obtain UBTEB award.

In line with the mandate of UBTEB, the Board conducted the assessment of real-life projects July 2023 for both technical and Vocational Diplomas. As part of the implementation of the tripartite assessment, the Board continues to partner with specialists and experts from the world of work in the conduct of the assessment of the real-life projects.

The categories of candidates that were assessed included; year one, semester one and year one, semester two. These candidates shall seat for the July/August 2023 examinations series. The Board thanks the Heads of Institutions and the candidates for the successful conduct of the real-life projects.

The Board conducted inspection of real-life projects for Business, Humanities and Vocational Programmes-National Certificate-Technical throughout the country. The NDPIII and TVET policy 2019 give prominence to the role of the experts from world of work in TVET delivery and assessment. The focus is to make the delivery of TVET and assessment employer-led in order to enable the delivery of TVET that addresses the demands of world of work.

While briefing the Inspectors the Executive Secretary thanked the Experts from the industry for accepting to participate in the inspection of real-life projects. The involvement of the industry in our examinations' process is a step forward to building a formidable team for quality assessment. He implored the inspectors to look at positive things in the development of real-life projects and guide the Heads of centres on areas for improvement. He further stated that the idea of real-life projects is to build competencies of graduates. Real life projects are intended to build the hands-on skills and knowledge aimed at providing solutions to issues in society.



NCBC Trainees constructing a residential house in ROM village Karo subcounty –Gulu District under the supervision of Mwaka Construction Company Limited



The Board Closely Monitors The Conduct Of Industrial Training At Work Places

Industrial Training is a form of continuous assessment in the learning and training process of trainees that aims at analysing their practical competences in the world of work and subsequently graded as per the assessment Board guidelines and regulations. The assessment Board organises a monitoring exercise to quality assure the implementation of the Industrial Training process in accordance with the stipulated guidelines of the Rules on Assessment and Conduct of Examinations (2019). Industrial Training for Technical Diploma, Vocational Diploma and Business programmes was conducted in July 2023.

In most TVET programmes, practical training is a critical dimension and one that is not easily delivered through remote modalities for many occupations. In addition to the practical training modules provided in workshops and laboratories, TVET programmes often include a work-based learning component where trainees participate in practical training at the workplace in the form of apprenticeships and internships.

Industrial training goes a long way in bridging the gap between training and the world of work because students are introduced to practical

aspects which may hardly be taught in class. UBTEB's monitoring of the conduct of industrial training is key and important in authenticating the training by trainees as they gain work experience, social capital, entrepreneurial competence and employable skills which will be useful after their successful completion of their academic pursuit. Industrial Training exposes students to real life activity involving problem solving, design, experimentation and manufacturing.



UBTEB Staff (2nd Left) with Trainees at Gracious Palace Lira City

UBTEB's candidates get introduced to entrepreneurship, diverse collaborative work environments and quality systems that instil world class safety standards and professional ethics. Industrial training requires students to gain sufficient practical experience that confirms theoretical knowledge by application to field work.

One of the key modules that requires the tripartite form of assessment for employable skills and competencies, is "Industrial Training" done every end of an academic year of study for all trainees undertaking programmes examined by the Board.

The Board has adopted a tripartite form of assessment which brings on board the expertise of training institutions, world of work and the assessment Board in the assessment process in line with the new TVET Policy guidelines.



DES-Examinations taking different stakeholders through the process of modular assessment

Uganda Business and Technical Examination Board through its tripartite assessment collaborates with different stakeholders to conduct industrial training monitoring for all its trainees attached to the different industries, construction companies, workshops and various organizations, the attachment is intended to expose the trainees to the world of work environment, equip trainees with practical and hands-on skills needed in the world of work, enable trainees interface and get exposure to the dynamics of applying theoretical knowledge to real industrial routine operations, create linkage for future job reference and creates linkage between the world of work and institutions, identify gaps in the curriculum

which lead to its improvement. This enhances trainees' competencies so as to keep abreast with the changing demands of world of work and technological advancement. Trainees undertake Industrial Training to acquire hands on practical skills, as a way of transforming their theoretical learning into practice while observing the occupation standards and guidelines in the world of work as well as fulfilling the requirements of the board's assessment for the different specialisations.



Practical assessment during the July/ August 2023 Examinations





UBTEB Engages Uganda College Of Commerce Leadership And Private Sector On Assessment Of Reviewed Curriculum At Ntinda VTI

The meeting was held to harmonize assessment after National Council for Higher Education approved the reviewed curriculum for the UCC programmes.

UBTEB invited the leadership of Uganda College of Commerce institutions and other privately owned business institutions to discuss the assessment of the six reviewed programmes which were approved by National Council for Higher Education. The meeting was to enable all stakeholders to appreciate the demands in assessing the programmes and what each one's role will be during implementation. UBTEB is working in fulfillment of the National Development Plan III on human capital development through modular assessment that is flexible and skills oriented.

Mr Simon Edeku, Ministry of Education and Sports assistant commissioner was accompanied by Ms Christine Nyiraneza, Principal Officer in charge of Standards. He informed the meeting that the Ministry was conducting nationwide consultations on Technical and Vocational Education Training (TVET) Bill to guide TVET training. He thanked the UBTEB and participants

for being visionary in ensuring training fits in the job market. He complimented UCC leadership for reviewing their curriculum to align training to meet world of work demands, he said that work requirements keep changing and therefore curriculum should change every five years. For instance, not long ago Corona Virus hit the world and changed many things including training.

He advised that competence assessment is effective if the training is competence-based training and encouraged training institutions to reorganize their system of training; make MoUs with industries for the trainees to practice from during formal Industrial Training and informally during holidays.

According to the Chairperson Principals' Forum; Mr Deus Mutesingensi, who doubles as the Principal UCC Pakwach, the reviewed curriculum based on modular system will enable students acquire skills at any level. He observed that the Uganda College of Commerce (UCC) programmes had expired calling for a review to match the demands of world of work. Consultations with UBTEB, NCHE and sector skills were made during the review. He informed

participants that the National Council for Higher Education (NCHE) was in advanced stages to go and inspect their institutions to ascertain whether they have facilities to run the programmes for which they were accredited the review was meant to standardize training and assessment.




Dr Wilfred Nahamya, Deputy Executive Secretary-Examinations Management

During his opening remarks, the deputy Executive Secretary who represented the Executive Secretary at the meeting informed participants that the meeting was meant to update them on the revised curriculum which National Council for Higher Education (NCHE) approved and how its implementation in assessment would be managed. For instance; How to assess Real Life, Industrial Training among others. The six revised UCC diplomas to be implemented this academic year 2023/24 revised programmes as: Diploma in Business Studies, Diploma in Procurement and Logistics Management, Diploma in Records and Information Management, Diploma in Hotel and Institutional Catering, National Diploma in Cosmetology and Body Therapy and National Diploma in Journalism and Media Studies. He encouraged participants to use the meeting to identify gaps and advise NCHE where improvement was needed and reminded them to adhere to scheduled deadlines for UBTEB examinations.



Mr Peter Oyoo, the Principal Officer-Business and Humanities

Mr Peter Oyoo, the Principal Officer-Business and Humanities led the presentations on the proposed assessment amendments of the revised Curricula for the UCC programmes 2023. Presentations were made on observations, proposed assessment amendments and the agreed action or position by the Board on the approved reviewed UCC programmes 2023 –Mr Peter Oyoo, the Principal Officer-Business and Humanities took lead during the presentations and discussions. He further presented the Programme Module structures as adjusted in the meeting with agreed way forward and recommendations. Presentations were made on the modalities of real-life project assessment that involves different levels; Project identification, Project Planning, Project Implementation, Project evaluation, Project presentation and Report Writing as the final level for real life projects. It was agreed that Industrial Training should be conducted twice in the course of training; at every end of each year. Finally, it was proposed that UBTEB assessment should involve three categories of assessors: UBTEB staff, World of Work and Instructor to improve on the acquisition of practical skills.



UBTEB Disseminates Her Research Work During The 39th Association For Educational Assessment In Africa (Aeaa) Conference

The 39th AEAA conference brought together a wealth of invaluable knowledge from experienced psychometricians, administrators, curriculum developers, researchers, and educationists. The call for papers for the Conference saw two hundred and twenty-seven (227) abstracts received and reviewed to ensure that they met the expected standards. The Board was represented by Dr. Nahamya Wilfred, the Deputy Executive Secretary-Examinations Management. The research paper presented focused mainly on practical skills assessment under the TVET system.

The sub theme Role of Assessment Data in Informing Teaching, Learning and Policy received the most abstracts with a submission of 56 abstracts out of which 43 (76.79%) were accepted. The sub theme Leveraging ICT in Assessment had 44 submissions out of which 29 (65.91%) were accepted. Though the sub theme on Enhancing Technical, Vocational and Occupational Assessment Including Recognition of Prior Learning received the lowest number of submissions, 72% of the abstracts in this sub theme were accepted. We encourage the delegates to visit as many breakaway rooms as possible and benefit from the rich menu of discussions therein.

OFFICIAL OPENING OF THE 39TH AEAA ANNUAL CONFERENCE H.E. HON. MUSALIA W. MUDAVADI, EGH PRIME CABINET SECRETARY - THE REPUBLIC OF KENYA

The official opening of the 39th AEAA Conference was graced by H.E. The Prime Cabinet Secretary of The Republic of Kenya on Monday, 21st August, 2023. The Prime Cabinet Secretary noted that schools and colleges have become the best spaces for measuring the innovative ideas to counter the effects of climate change. It was his prayer that focusing on assessing climate change awareness, nurturing innovations, creativity, and technology for sustainable development will find a place to be discussed and practiced by the delegates.

You are the professionals that define and document the true abilities of learners under your education systems. Governments rely on your work to make investments, policies, job placements, reviews, and reforms.

Drawing on empirical findings from several research project implemented over the last 15 years, including the Assessment for Learning in Africa (AfLA) project and the District-Wide Formative Assessment Professional Programme,

Prof. Kanjee presented specific intervention, implementation and evaluation models that demonstrated how this approach was revised and adapted to suit specific context of schools in South Africa. Given that most participants were from examinations Boards, the workshop also focussed on several implications for: (i) prioritising LEARNING over performance and test scores, a challenge that many participants noted was negatively impacting on their education systems, (ii) using of assessment to foreground issues of equity within the classroom and the education system; (iii) improving the quality of the testing and examination processes. All participants received a copy of the recently published book in 2022 – “Activating Formative Assessment: Transformation pedagogy to improve learning for ALL”. For additional information on this innovative professional development programme or to explore possible future collaboration.

MS. SUSAN DOUGLAS - CBE The Senior Schools Adviser, British Council and the CEO, The Eden Academy Trust.

In her position as Senior Adviser at the British Council, Susan provides sector expertise and advice to a wide number of educational programmes involving ministries of education, school leaders and teachers across approximately 40 countries in Asia, the Middle East and Africa. She has particular interest in leadership and professional development, and inclusion. Her Keynote address Capturing progress when things are hard to measure, took the AEAA delegates through four main aspects: the role of good assessment, the principles of good assessment, assessing Core Skills and capturing the progress of pupils with complex needs. She highlighted that when good assessments are done they not only inform teaching but also inform the monitoring of the education system performance as well as help in the identification of gaps for interventions.

A well mapped assessment can help determine efficiency and educators can then know what to focus on for improving learning. She noted that one of the reasons we find things difficult to measure is because we do not have a progression roadmap for measuring aspects such as core skills or core competencies. She expounded on

the skill builder framework from a practitioner's perspective and took the delegates through the principles it espouses. The delegates were advised to Keep it Simple when starting to assess core skills/ competencies. Starting young to develop the core competencies in learners and keeping it going was emphasised. She argued that measuring progress of the learners' acquisition of the core skills/ competencies will ensure that it is taught with the due diligence.

As educators measure, they must ensure they focus tightly on what it is they are measuring. For this she highlighted that the building blocks in the skill builder framework are key in guiding the educators, parents, and assessors on what to assess and report on. “Core skills/competencies are hard to measure as they may involve subjective judgements by the educators if there is no clear progression that guides the educators” she said. She shared samples of how the subjectivity can be minimised and indicated that teaching of the core skills/competencies varies depending on the contexts one finds themselves in.



The Board Continues To Build Capacity Of TVET Assessors During The Training Of Assessors Phase 6 28th August – 5th September, 2023

The government passed the 2019 Technical and Vocational Education and Training (TVET) policy in January 2021. To ensure quality assessment, UBTEB modularized assessment to create a skilled workforce. Consequently, the Board conducted phase 6 of assessors training which took place at Public Health and Nurses College from 28th August to 5th September 2023.

graduates who are able to perform to the expectations of the world of work.



The participants for the training were selected from the three stakeholders to suit the tripartite mode of assessment that the Board adapted. These included; UBTEB staff, Assessors from government and private institutions and assessors from the world of work. The assessors were from the following; Woodwork Technology, Welding and Metal Fabrication, Catering, Fashion and Design and Accounting programmes.

The main objective of the training was to realign assessment to the training standards through the Competence Based Assessment (CBA) framework so as to produce highly competent



Woodwork Technology Assessors assembling the shoe rack

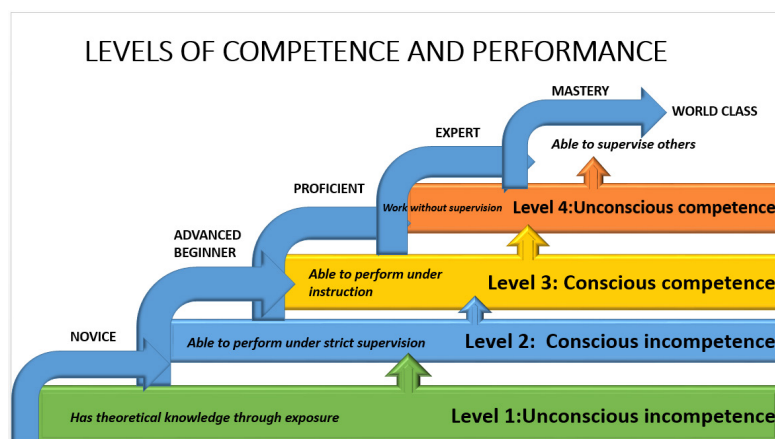


The participants were trained on the UBTEB assessment system, real-life projects, Industrial training assessment, item development, moderation, editing and proofreading among others. The trainers used a blended approach which included presentations, group discussions, individual participation and industry attachment among others.



Ms. Jalia (standing) making a presentation on competence analysis

Ms. Jalia went ahead to explain the levels of competence and performance as shown below



Fashion and Design assessors take measurements of one of them models who they will make a dress for when they go to the industry

The training exposed the participants to the world of work in different industries. They were briefed by the trainers in charge of the various disciplines on the expectations at the industry for the two days. They were then flagged off by the training coordinator, Ms. Jalia Nasaza and transported to the various industries as follows; Fashion and Design – Uganda Industrial Research Institute (UIRI), Woodwork Technology – Nakawa Vocational Training College, Welding and Metal Fabrication – Nakawa Vocational College, Account and Finance – Comfort Hotel Entebbe and Catering



The trainer, Mr. Mukooli Henry, briefing Welding and Metal Fabrication assessors before heading to the industry



Woodwork Technology assessors make use of one of the machines in the workshop

The Board Ensures Quality Assessment Of Candidates With Special Needs



UBTEB is committed to ensure quality assessment of candidates with special needs as embedded in the rules on the conduct of competence-based assessment. The Board has put systems and guidelines in place to enable candidates with special needs. Each category of and nature of disability is handled in regard to these guidelines. During registration of candidates, the Heads of centres are advised to register candidates with special needs online and attach nature of disability with evidence.

According to the assessment officer Special Needs Education Ms. Ayebazibwe Allen, candidates' enrolment in institutions increased as such an increment in the number of candidates registered and accorded specialized arrangement for educational adjustments from 2 to 537 candidates

Assessments are formulated without bias to meet the needs of diverse learners including

individuals with disabilities and other special needs. Assessment Centres are permitted to adapt an appropriate assessment method or assessment instrument to ensure valid and reliable assessment decisions and to meet the special needs of candidates or to ensure equity for the person being assessed. Adjustments may include extra time allotment or giving breaks for specific disabilities, the provision of special electronic equipment, special assistants or interpreters, the use of Braille, and assistive and adaptive technology.

The Board therefore encourages all Heads of centres with special needs candidates to follow these guidelines to enable the Board plan for the special needs candidates.

For detailed guidelines on registration of candidates with special needs, please refer to UBETB website.



A candidate with visual impairment uses braille

PROGRESS OF UBTEB ASSESSMENT CENTRE



UBTEB has made steady progress in the construction of the assessment centre. Special gratitude is paid to the Education and Sports leadership and specifically Maama Janet for the support rendered to UBTEB. I thank the Board, staff, world of work and TVET Training Institutions for the immense support to the Secretariat while delivering the Board's mandate.



4 Ways to build Workplace Culture *Through Kindness*



Creating a thriving workplace culture is not just a desirable goal; it is a fundamental necessity for every organization seeking long-term success. By placing kindness at the forefront, Organizations and training institutions can effectively nurture an environment that fosters exceptional employee satisfaction, heightened productivity, and unparalleled overall achievement. In this edition, we delve into an in-depth exploration of four immensely influential strategies that enable the construction of an immensely positive workplace culture through deliberate and impactful acts of kindness. These methods, when implemented with intention and consistency, have the power to revolutionize the dynamics of any organization and create a harmonious, motivated, and thriving workforce.

The Four Effective Ways

1. Encouraging Collaboration and Teamwork

In building a positive workplace culture, there lies an indispensable cornerstone: the unwavering promotion of teamwork and collaboration. By deliberately cultivating an environment that esteems and actively encourages collaboration, organizations empower their employees to join forces and combine their expertise, knowledge, and unique perspectives to accomplish shared objectives. This vibrant sense of camaraderie not only forges stronger bonds among

team members but also acts as a catalyst for heightened productivity, unlocking a remarkable synergy that transcends individual contributions. The result is a workplace where the collective efforts of a unified workforce led to not only exceptional outcomes but also a profound elevation of overall job satisfaction, as employees feel valued, engaged, and interconnected within their professional pursuits.

2. Recognizing and celebrating employees' Achievements:

With the aim of fostering a positive work environment, an indispensable element emerges: the imperative act of acknowledging and celebrating employee achievements. By placing a deliberate emphasis on recognizing the hard work and accomplishments of individuals, organizations construct a foundation for a thriving and harmonious workplace culture.

The act of recognition can manifest itself in diverse and meaningful forms, including public acknowledgments that highlight noteworthy contributions, rewarding exceptional performance through incentives, or organizing special appreciation events that honor the collective accomplishments of the team. Such intentional recognition not only instills a profound sense of value and pride within

employees but also lays the groundwork for a culture of appreciation along with unwavering Leadership Training and Development, where individuals are inspired to reach new heights of excellence, driving the entire organization forward toward unparalleled success.

3. Empowering Employee Growth:

Within the purpose of organizational success, lies a crucial principle: the unwavering dedication to investing in the growth and Leadership Development of employees. By wholeheartedly embracing this commitment, companies not only demonstrate their profound value for their workforce but also lay the groundwork for a culture that thrives on continuous improvement. By providing abundant opportunities for learning, skill enhancement, and professional development, organizations empower their employees to embark on transformative journeys of growth.

These endeavours not only equip individuals with the necessary tools to improve their professional capabilities but also foster a remarkable sense of job satisfaction and fulfillment. By championing the advancement of employees' skills, knowledge, and career trajectories, organizations not only cultivate a culture of perpetual growth but also position themselves at the forefront of innovation and excellence.

4. Practicing and promoting Work-Life Balance:

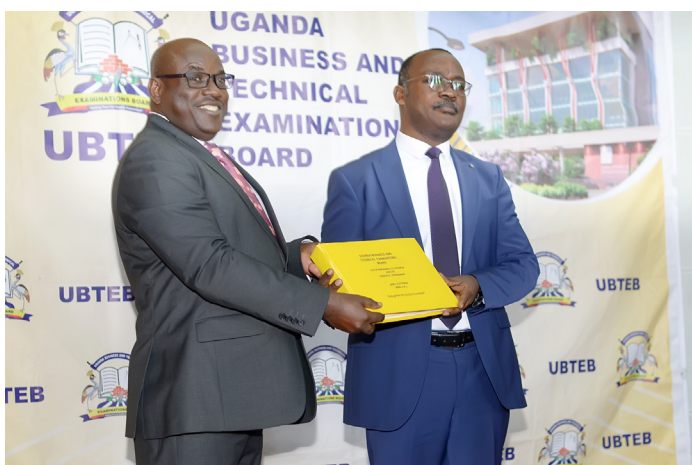
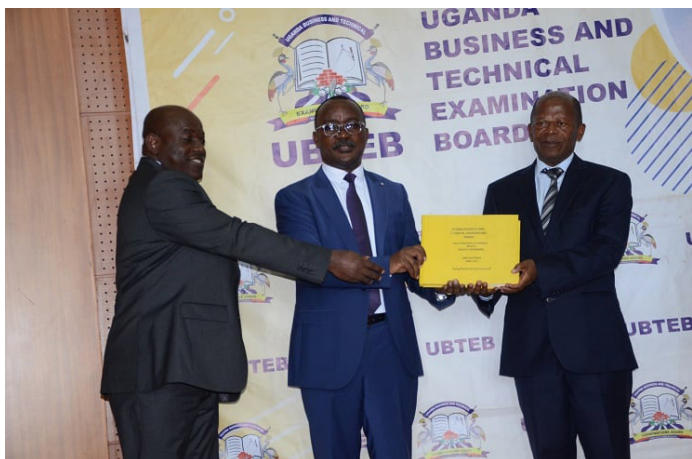
At the core of nurturing employee well-being and overall happiness lies the pivotal concept of promoting work-life balance. Recognizing the significance of maintaining a healthy equilibrium between professional responsibilities and personal pursuits, organizations embark on a Transformational Leadership journey toward reducing stress levels and amplifying job satisfaction.

By embracing the importance of work-life balance, organizations institute a range of initiatives, including offering flexible working arrangements that accommodate individual needs, implementing comprehensive policies that prioritize self-care, and fostering a supportive

work environment that champions the overall well-being of their employees.

Through these intentional measures, organizations foster a vibrant culture that places immense value on the holistic fulfillment and contentment of their workforce, ultimately paving the way for enhanced productivity, enriched personal lives, and sustainable success.

As a result, building a positive workplace culture through acts of kindness can have a profound impact on an organization's success. By implementing strategies such as encouraging collaboration, recognizing achievements, empowering employee growth, and promoting work-life balance, companies can create an environment of Transformational Leadership Training where employees thrive. Prioritizing kindness not only enhances employee morale and engagement but also strengthens team dynamics and fosters a sense of belonging. Embracing these practices can create a productive, happy, and successful workplace.



Executive Secretary and the Board Chairman during the release of April/May 2023 results

Some of the UBTEB staff during the release of results



UBTEB Board members during the release of the April/May 2023 examinations results

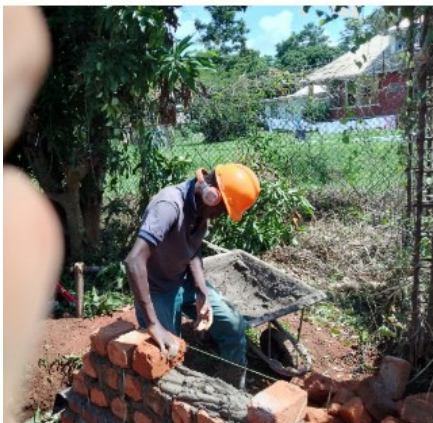
UBTEB Staff with Board members during the release of April/May Examinations results



The Executive Secretary with Board members after the release of April/May 2023 Examinations



The Executive Secretary, Mr. Oyesige Onesmus (CPA) (seated in the middle) with the rest of the participants at the official opening of the training of assessors Phase 6



UBTEB candidates of Bugema University Vocational school of Building and Construction Year One During their project work .



UBTEB and UIPE team after MOU signing



UBTEB staff during the inspection of examinations centres for accreditation



Board members during the release of results



