



WP2 - Best practices and Training Needs Assessment

Template for Best Practice Documentation (Case Study): SMEs in Apprenticeships with focus on role of intermediary organisations

Title	<p>What is the name that best describes the good practice?</p> <p>Contract for Training and Learning</p>
Publication date	<p>When (month and year) was the good practice documented/published?</p> <p>The contract for training and learning aims at the professional qualification of workers, in a system of alternation of paid work in a company, with training activity received under the system of vocational training for employment or the educational system. It is regulated under the Royal Decree 2/2015, 23 October, of approval of the Law of Estatuto of Workers; Royal Decree 1529/2012 of 8 November, which establishes the Contract for Training and Learning, and the Law 3/2012, 6 July, of urgent measures for the Reform of the Labour Market.</p>
Source of Information	<p>Who (What) is your source of information?</p> <p>Tribbius Portal</p> <p>https://tribbius.com/guia/trabajo/contrato-de-trabajo/el-contrato-para-la-formacion-y-el-aprendizaje/</p> <p>SEPE Online Portal</p> <p>https://www.sepe.es/contenidos/empresas/contratos_trabajo/contratacion_formacion_aprendizaje/contratacion_formacion_aprendizaje.html</p>
Location (Region / Country)	<p>What is the geographical range where the good practice has been used?</p> <p>The Contract is regulated by the National Employment Public Service (SEPE) for workers of all the Spanish territory.</p>
Context (appr. 500 words)	<p>What is the context (initial situation) and challenge being addressed? Provide a short description.</p> <p>This is an instrument designed to promote the employment of young people. It aims at the professional qualification of workers in a system of alternation of paid work in a company. The training activity is received in the framework:</p> <ul style="list-style-type: none">○ Of the vocational training system for employment (Certificates of professionalism) or○ Of the educational system (Vocational Training Degree).
Methodology	<p>What methodology has been used in order to address the initial issue and lead to a</p>

<p>logical Approach (appr. 500 words)</p>	<p>successful outcome and finally to the good practice? What was the process? Who are the beneficiaries or the target group of the good practice? Who are the users of the good practice?</p> <p>This contract is aimed at workers over 16 years and under 25 who lack the professional qualification obtained and recognized by the vocational training system for employment or the education system required to conclude a trainee contract for the job or occupation covered by the contract, as well as workers who undergo professional training in the education system.</p> <p>However, until the unemployment rate in Spain is below 15%, contracts for training and Learning with workers under 30 years of age can be established. The maximum age limit will also not apply when the contract is made with persons with disabilities or with groups in situation of social exclusion, when they are contracted by insertion companies.</p> <p>The contract for training and learning, as well as the agreement for the training activity, must be formalized in writing in the Official Model of the National Public Employment Service. Both the beginning of the contract and its extensions must be communicated to the Public Employment Service within 10 days following its formalization.</p> <p>The employer, before the conclusion of the contract, must obtain certification from the Public Employment Service in which the time is recorded that the worker has been hired for training and the work activity or occupation subject to the professional qualification associated with the contract.</p> <p>The worker must receive the training of the contract for training and learning directly in a training center of the Network of vocational training centers, previously recognized for this purpose by the National Employment System. However, he/she may also receive such training at the company's own premises when it has the appropriate facilities and staff for the accreditation of the Competence or professional qualification, without prejudice to the need, where appropriate, to carry out additional training periods in the Centers of the vocational training network.</p> <p>The work activity performed by the worker in the company must be related to the training activities. The delivery of this training must be justified at the end of the contract.</p> <p>The training activities may include complementary training not referred to the National Catalogue of Professional Qualifications for adaptation to the needs of both workers and companies.</p> <p>The training activities may be given in face-to-face, e-learning or mixed, and in the educational field, under the Face-to-face or distance learning. The owner of the company must supervise the development of the labor activity by itself or designate, among its staff, a person who exercises the tutoring provided, in both cases, has the appropriate professional qualification or experience.</p> <p>The person who exercises the tutoring in the company will be responsible for monitoring the agreement for the training activity attached to the contract, the coordination of the work activity with the training activity, and the communication with the training center.</p>
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	<p>The training center will designate a person as tutor responsible for the programming and monitoring of the training, as well as the coordination of the evaluation with the teachers and / or tutors that intervene. Also, this person will be the interlocutor with the company for the development of the training and work activity established in the contract.</p>
<p>Impact and key success factors (appr. 500 words)</p>	<p>What are the lessons learned and the key success factors identified? What has been the impact compared to the initial situation / challenge addressed?</p> <p>As key success factors identified is about, the most important are the incentives established for the companies and workers involved:</p> <p>Incentives of companies:</p> <ul style="list-style-type: none"> ○ Reduction of corporate quotas to 100% for companies of less than 250 workers and 75% for companies with more than 250 workers. ○ Financing of the training: Bonuses in the business quotas for a number of hours according to the working day's percentages. ○ Additional bonus to finance the tutoring costs of the company, with a maximum amount of 1.5 euros per student and hour of tutoring, with a maximum of 40 hours per month and student. In companies of less than 5 workers the maximum amount can be 2 euros per student and hour of tutoring. ○ If it becomes indefinite for 3 years: 1500 € or 1800 € for women. <p>Incentives for workers:</p> <ul style="list-style-type: none"> ○ Obtains a Certificate of Professionality Certificate. ○ Gain professional experience. ○ Incorporation into the labor market. ○ Complete social coverage. ○ Right to unemployment benefits.
<p>Stakeholders and Partners (appr. 500 words)</p>	<p>Who are the institutions, partners, intermediary organisations involved in the good practice, and what is the nature of their involvement? Explain the different roles and benefits from the good practice!</p> <p>With the new Order ESS/1249/2015, of June 19, and the Law 3/2012, of July 6, on urgent measures for labor market reform, the last step to a new scenario in relation to the contracts for training and learning was launched. The new modality benefits the two main actors until the moment:</p> <ul style="list-style-type: none"> ○ The employee, increasing their professional skills and acquiring and official certification of the training linked to their professional occupation. ○ The business, having a professional hired with a training plus aimed at the performance of their work, and enjoying beneficial labor relations with respect to another contractual modality. <p>But with this scenario, new players appear with an opportunity to excel in the sector: the</p>

	<p>training center. They have new roles and forms to do business:</p> <ul style="list-style-type: none"> ○ The training center as prescriber of Training Contracts. ○ The training center as a center associated with the presence of the Certificate of Professionalism. ○ Accreditation in strategic Certificates of Professionalism.
<p>Conditions (appr. 500 words)</p>	<p>What are the conditions (institutional, economic) that need to be in place for the good practice to be successfully replicated? Please mention funding and subsidies that were provided!</p> <p>Regarding the conditions, we can differentiate between labour and training conditions for the successful implementation of the practice:</p> <p>Labour conditions:</p> <ul style="list-style-type: none"> ○ Requirements of workers: ○ That they do not have qualification for a contract in practices. ○ Between 16 and 25 years (under 30 years until the unemployment rate is below 15%). ○ Without age limit for people with disabilities, social exclusion groups in insertion companies and students of Schools-Workshop, Employment Houses Workshops of Employment and Programs of Employment-Training. ○ Duration: Minimum 1 year - maximum 3 years (Minimum 6 months by collective agreement). ○ Salary: Not lower than the Minimum Interprofessional Salary (SMI). <p>Training conditions:</p> <ul style="list-style-type: none"> ○ The work activity performed by the worker in the company must be related to the training activity. ○ The objective of training is the professional qualification of working people. ○ Vocational qualifications of intermediate or higher degree. ○ Certificates of Professionalism of levels 1, 2 and 3 of qualification. ○ Possibility to include complementary training that is included in the Catalogue of Formative Specialties. ○ In the system of training for employment, it may be given in face-to-face or e-learning at accredited / enrolled centers. ○ In the educational system it can be taught in person or distance mode.

Materials / Tools	<p>What materials and tools were developed?</p> <p>Model of Contract for Training and Learning</p> <p>https://www.sepe.es/contenidos/empresas/contratos_trabajo/asistente/pdf/formacion_aprendizaje/Formacion.pdf</p>
Replicability and/or up-scaling (appr. 500 words)	<p>What are the possibilities of extending the good practice more widely?</p> <p>The fact of being already regulated (with specific methodologies of learning in the company and delimited roles of institutions and partners), and having been implemented in the different Spanish regions with very different socioeconomic realities, increases the transferability potential of this practice. Reduced contributions to Social Security, salary adjusted to collective agreement and training adjusted to the job are only three of the advantages of the training contract.</p>
Conclusion (appr. 500 words)	<p>Conclude specifying/explaining the impact and usefulness of the good practice.</p> <p>The Contract for Training and Learning has been very recently implanted, so there are not still data about its impact. However, potentially, this instrument will promote diverse benefits for employers and workers:</p> <p>Benefits to the employer:</p> <ul style="list-style-type: none"> ○ Attract adequate numbers of highly qualified applicants. ○ Reduce absenteeism. ○ Reduce turnover. ○ Increase productivity. ○ Reduce cost of training. ○ Improve community relations. ○ Improve employee relations. ○ Ensure availability of related technical instruction. ○ Enhance problem-solving ability of workers. ○ Ensure versatility of workers. <p>Benefits for employers:</p> <ul style="list-style-type: none"> ○ For apprentices, it is a good opportunity to earn while they learn and to receive training in the skills employers want. ○ It provides excellent progression opportunities and increases future earning potential. ○ It fosters key skills, as confidence and independence. ○ This instrument also offers apprentices the chance to learn at their own pace with the support of mentor/skills assessor. ○ Extend the network of contacts.

Other remarks:	