FIELD SERVICE SECTOR

Review of *Tourism Conventions and Incentives* qualifications

National Certificate in Tourism Conventions and Incentives [Ref: 0723]
National Diploma in Tourism Conventions and Incentives with strands in
Conference Organisation, Convention Bureaux, Incentives, and Venue Sales and
Operations [Ref: 0724]

The Aviation, Tourism and Travel Training Organisation has completed the review of the qualifications listed above.

Replacement qualification

National Certificate in Tourism Conventions and Incentives (Level 4) [Ref: 1553]

Date new versions published

May 2010

The next qualification review is planned to take place during 2015.

Summary of review and consultation process

ATTTO carried out the review of the *Tourism Conventions and Incentives* qualifications as they had reached their planned review date and because changes were required as a result of feedback from industry.

An Industry Advisory Group (IAG) comprising experienced and qualified people, covering all sectors of the conventions and incentives industry, including providers, attended two meetings held in May and July 2008.

The existing structures of the qualifications were reviewed and new structures proposed to reflect changes within the conventions and incentives industry. In February 2010 draft structures of the qualifications were distributed to the IAG for feedback and further changes were made as appropriate before the qualifications were endorsed. Conventions and Incentives New Zealand (CINZ) were involved in all stages of the review.

Main changes resulting from the review

The National Certificate in Tourism Conventions and Incentives (Level 4) [Ref: 1553] replaced the National Certificate in Tourism Conventions and Incentives [Ref: 0723].

The National Diploma in Tourism Conventions and Incentives with strands in Conference Organisation, Conventions Bureaux, Incentives, and Venue Sales and Operations [Ref: 0724] was reviewed and updated to ensure fitness for purpose. New and replacement standards were incorporated and the strand compulsory sections were restructured.

National Certificate in Tourism Conventions and Incentives [Ref: 0723] replaced by

National Certificate in Tourism Conventions and Incentives (Level 4) [Ref: 1553]

| Review category C | 3 | See Key to Qualification Review Categories at the end of report |
|-------------------|---|---|
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There are substantial differences between the new and replaced qualifications. Changes include:

- The level was added to the title of the new qualification.
- The new qualification increased in level from 3 to 4, and in credits from 44 to 72.
- An Elective was added.
- Standards 15681 and 15699 were updated to reflect the requirements of industry.
- Standards 25860, 25862, 25864, 25865, 25870, and 26299 were included in the Compulsory.
- Standards 5070, 18222, 18224, 18225, and 20489 were not included in the new qualification because they have been designated expiring.
- Standard 11831 was moved from the Compulsory in Ref: 0723 to the Elective in 1553.
- Standards 113, 10457, 11101, 23755, 23758, 23768, 24873, and 25861 were added to the Elective.

Transition

There are significant differences between the new and replaced qualifications. It is unlikely that candidates will be able to transfer from version 3 to the new qualification without disadvantage. Therefore, it is recommended that candidates complete the version of the qualification in which they are enrolled.

The last date for assessment to take place for version 3 of the replaced qualification is 31 December 2011.

This qualification contains standards that replaced expiring or expired standards. For the purposes of this qualification, people who have gained credit for the expiring or expired standards are exempt from the requirement to gain credit for the replacement standards – see table below.

| Credit for | Exempt from |
|------------|-------------|
| 5070 | 23755 |
| 15682 | 26299 |
| 15694 | 25860 |
| 18210 | 23758 |
| 20489 | 23768 |

National Diploma in Tourism Conventions and Incentives with strands in Conference Organisation, Convention Bureaux, Incentives, and Venue Sales and Operations [Ref: 0724]

National Diploma in Tourism Conventions and Incentives (Level 5) with strands in Conference Organisation, Convention Bureaux, Incentives Planning, and Venue Sales and Operations [Ref: 0724]

| Review category B | See Key to Qualification Review Categories at the end of report |
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Changes to structure and content

- The credits increased from 120-170 to 137-186 depending on the strand.
- Standards were updated to reflect the requirements of industry.
- Standards 25868, 25869, 26300, and 26301 were added to the Core Compulsory.
- Standard 15691 was designated expiring and removed from the qualification.
- New standards were developed to better reflect the demands of the industry.
- The strand compulsory and elective sections were restructured to better reflect the requirements of each industry sector and to allow candidates flexibility dependent on their organisation.

Transition

ATTTO is not aware of any candidates currently enrolled in courses or programmes leading to previous versions of this qualification. However, any candidates that are currently working towards previous versions of this qualification may either complete the requirements for that version or transfer their results to version 3. The last date for assessments to take place for previous versions is 31 December 2012.

This qualification contains standards that replace expiring standards. For the purposes of this qualification people who have gained credit for the expiring standards are exempt from the requirement to gain credit for the replacement standards – see table below.

| Credit for | Exempt from |
|------------|--------------|
| 15686 | 26300 |
| 15694 | 25860, 25863 |
| 15695 | 26301 |
| 18577 | 26302 |
| 18579 | 25866, 25867 |
| 18582 | 26303 |
| 18585 | 25859 |

It is the intention of the Aviation, Tourism and Travel Training Organisation that no existing candidate should be disadvantaged by the changes to these qualifications. Any person who considers they have been disadvantaged may appeal to the SSB (see contact details below).

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Key to Qualification Review Categories

| Category A | Changes are made to SSB name, contact details or purpose statement |
|--|--|
| The qualification is published as a | No change is made to title, rules or components of the qualification |
| new version with the same NQF ID | No transition arrangements are required |
| Category B | Changes are made to title, rules or components |
| The qualification is published as a new version with the same NQF ID | The new version of the qualification recognises a similar skill set to that recognised by the previous version |
| | The SSB is confident that people awarded the new or previous version are comparable in terms of competence |
| | Transition arrangements are required if candidates must gain additional/different credits for the new version |
| Category C A new (replacement) qualification is | Significant changes are made to the qualification in terms of components, structure, type or level |
| published with new NQF ID | The SSB views people with the replacement qualification as being significantly different in terms of competence from those with the replaced qualification |
| | Transition arrangements are required |
| | Transition may be limited to phase-out dates |
| Category D | Qualification is no longer required by industry |
| Qualification will expire. | The qualification is designated as expiring and a last date for meeting the |
| There is no replacement qualification | qualification requirements is set |