

**TEMPLATE FOR EDITING OF OCCUPATIONAL STANDARDS**

**Editor: Beartrice Osumbah**

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| **OS Title: SOIL TECHNICIAN** **Level: 3** |
| **S/No** | **SECTION** | **Areas of consideration** | **Status** | **Remarks** |
|  | Cover Page | Title and level (occupation) | CD | none |
|  | Copyright statement | Symbol, year, entity© 2019, TVET CDACC | CD | none |
| Document type | CD | None  |
| Email address | info@tvetcdacc.go.ke |  | Amended  |
|  | Footer | Consistency in Year and format(use Retrospect) | CD | None  |
| Copy right to the left | CD | None  |
| Page numbers to the right | CD | None  |
|  | Formatting | * Times New Roman
* Spacing 1.15
* Font 12
 |  |  |
|  | Preliminary pages | Roman numbers | CD | None  |
|  | Foreword  | 3rd paragraph-check curriculum titleChange ‘bases’ to ‘basis’ | Soil management bases | Amended to OS Amended  |
| 4th paragraph-check the sector | soil | Amended to Agriculture  |
| Sign off-PS -VTT (Office) | CD | None  |
|  | Preface | 3rd paragraph-check SSAC name | Soil  | Amended to soil management  |
| 3rd paragraph-check curriculum titleChange ‘bases’ to ‘basis’ | CDbases | None basis |
| Sign off-Chairperson TVET CDACC (Office) |  |  |
|  | Acknowledgement  | Check the SSAC | Soil  | Amended to Soil Management |
| Sign off-Chairperson of SSAC (office) | Name of chair indicated | Amended  |
|  | Acronyms | Add ‘Abbreviations’ |  | Amended  |
| Exhaustive and relevant  |  |  |
| Sorted in alphabetical order |  |  |
|  | Key to unit code | OS-OS | CD | None |
| …./BC/…. | CD | None  |
| Version control A | CD | None  |
|  | Table of Contents | Exhaustive |  | Amended  |
| Automatically generated |  | Amended  |
|  | Overview | Should related to the core units of competency  | CD | None  |
| Delete ‘Certificate’ and s from qualifications |  | Amended  |
|  | Titles of the tables | Basic Units of Competency NOT competenciesCommon ……Core …… | Basic Units of CompetencyCommon Units of LearningCore units of competencies Sector SOIL  | AmendedAmendedAmended changed to Agriculture |
|  | Column titles | Unit CodeCode …./OS/…/A | UNIT OF COMPETENCY CODEUNIT OF COMPETENCY TITLE | AmendedAmended  |
| Unit Title- Title should have a verb, object and qualifier (VOQ) |  |  |
|  | Core units should be: | * Broad
* Employable
* Stand alone
* General
 | CR unit 02 verb is apply | Amended to Practice |
|  | Basic units of competency | Ensure the correct and updated basic units of competency for the level  |  |  |
|  | Unit title and code (APPLY PRINCIPLES OF AGRICULTURE) | Match with contents of the summary tablecheck version controlConfirm competency type (OS,BC/ CC/CR) | CDCDCD | None None None  |
|  | Unit Code | Consistency with table code | SL | Amended to AG |
|  | Unit description | Should capture all the elements of the competency. | CD | None  |
|  | Elements | Should be key outcomes which make up workplace function | CD | None  |
| Should range 3---6---max 9 | 4 | None |
| Check the numbering | CD | None  |
|  | Performance criteria | Should be stated in passive voice Starts with the noun… | CDCD | None None  |
| Should contain a standard of performance… as per/in accordance with/ based on …. | Some don’t have standards | Amended  |
|  | Range  | Should be exhaustiveAll identified variable should be in the range  | Not exhaustiveCD | Expert required None  |
| Add “… may include but not limited to/limited to” to the variable | Sentence not correct | Amended  |
| Variables should be numbered: 1…2…3.. | CD | None  |
| Range is bulleted | CD | None  |
| Variable should not be defined in the range | CD | None  |
|  | Required skill- | should be skills not personal attributesSkills are acquired and improved continually While attributes are inherent personal characteristics | CD | None  |
|  | Required knowledge | Should be general in tandem with the elements and the PCs  | CD | None  |
|  | Evidence guide | Critical aspects should be exhaustive and well thought outCheck numbering Check Sentence construction/framing | Not exhaustiveCD | Amended None  |
|  | Resource Implications for competence assessment | General resource requirement for competence assessment for specific unit | General statements given | Expert required  |
|  | Methods of assessment  | ObservationOral questioning Written testPortfolio of EvidenceInterviewThird party report | Not correctly done | Amended  |
|  | Context of Assessment | On-the-jobOff-the –jobDuring Industrial attachment | Not correct | Amended  |
|  | Guidance information for assessment | Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended. | CD | none |
|  | Unit title and code (MANAGE SOIL FERTILITY) | Match with contents of the summary tablecheck version controlConfirm competency type (OS,BC/ CC/CR) | CDCDCD | None NoneNone  |
|  | Unit Code | Check Consistency with table code | Sector- SL | Amended to AG |
|  | Unit description | Should capture all the elements of the competency. | Not correctly stated | amended |
|  | Elements | Should be key outcomes which make up workplace function | Some not started with active verb | amended  |
| Should range 3---6---max 9 | 5 | None  |
| Check the numbering | CD | None  |
|  | Performance criteria | Should be stated in passive voice Starts with the noun…Check numbering | CDCDNot correct | None NoneAmended  |
| Should contain a standard of performance… as per/in accordance with/ based on …. | Some have no standards | Amended  |
|  | Range  | Should be exhaustiveAll identified variable should be in the range  | Not exhaustive | Expert required  |
| Add “… may include but not limited to/limited to” to the variable | Not correctly stated  | Amended  |
| Variables should be numbered: 1…2…3.. | CD | None  |
| Range is bulleted | CD | None  |
| Variable should not be defined in the range | CD | None  |
|  | Required skill- | should be skills not personal attributesSkills are acquired and improved continually While attributes are inherent personal characteristics | Most skills are knowledge | Amended  |
|  | Required knowledge | Should be general in tandem with the elements and the PCs  | CD | None  |
|  | Evidence guide | Critical aspects should be exhaustive and well thought outCheck numbering Check Sentence construction/framing | Not exhaustivePCs for element 5 not correctly numbered CD | Amended Amended None |
|  | Resource Implications for competence assessment | General resource requirement for competence assessment for specific unit | Generalized | Experts required  |
|  | Methods of assessment  | ObservationOral questioning Written testPortfolio of EvidenceInterviewThird party report | Not exhaustive | Amended  |
|  | Context of Assessment | On-the-jobOff-the –jobDuring Industrial attachment | Not correct | Amended  |
|  | Guidance information for assessment | Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended. | CD | None  |
|  | Unit title and code (PRACTICE CONSERVATION AGRICULTURE) | Match with contents of the summary tablecheck version controlConfirm competency type (OS,BC/ CC/CR) | Verb “apply” changed to “Practice” |  |
|  | Unit Code | Check Consistency with table code | Sector “SL” | Amended to “AG” |
|  | Unit description | Should capture all the elements of the competency. | Overview lacking | Amended  |
|  | Elements | Should be key outcomes which make up workplace function | CD | None  |
| Should range 3---6---max 9 | 4 | None  |
| Check the numbering | CD | None  |
|  | Performance criteria | Should be stated in passive voice Starts with the noun… | CDCD | None None  |
| Should contain a standard of performance… as per/in accordance with/ based on …. | CD | None  |
|  | Range  | Should be exhaustiveAll identified variable should be in the range  | Not exhaustiveCD  | Expert requiredNone  |
| Add “… may include but not limited to/limited to” to the variable | Sentence not correctly stated | Amended  |
| Variables should be numbered: 1…2…3.. | CD | None  |
| Range is bulleted | CD | None  |
| Variable should not be defined in the range | CD | None  |
|  | Required skill- | should be skills not personal attributesSkills are acquired and improved continually While attributes are inherent personal characteristics | Most are knowledge | Amended  |
|  | Required knowledge | Should be general in tandem with the elements and the PCs  | Not exhaustive | Amended  |
|  | Evidence guide | Critical aspects should be exhaustive and well thought outCheck numbering Check Sentence construction/framing | Not exhaustiveCDCD | AmendedNoneNone |
|  | Resource Implications for competence assessment | General resource requirement for competence assessment for specific unit | Generalized  | Expert required  |
|  | Methods of assessment  | ObservationOral questioning Written testPortfolio of EvidenceInterviewThird party report | Not exhaustive | Amended  |
|  | Context of Assessment | On-the-jobOff-the –jobDuring Industrial attachment | Not correctly stated | amended |
|  | Guidance information for assessment | Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended. | CD | none |
|  | Unit title and code (CONSERVE SOIL AND WATER) | Match with contents of the summary tablecheck version controlConfirm competency type (OS,BC/ CC/CR) | SLCDCD | Amended to AGNone None  |
|  | Unit Code | Check Consistency with table code | SL  | Amended to AG |
|  | Unit description | Should capture all the elements of the competency. | Not correct  | Amended  |
|  | Elements | Should be key outcomes which make up workplace function | CD | None  |
| Should range 3---6---max 9 | 3 | None  |
| Check the numbering | CD | None  |
|  | Performance criteria | Should be stated in passive voice Starts with the noun… | CDCD | None None  |
| Should contain a standard of performance… as per/in accordance with/ based on …. | Some did not have standards  | Amende d |
|  | Range  | Should be exhaustiveAll identified variable should be in the range  | Not exhaustive | Expert required  |
| Add “… may include but not limited to/limited to” to the variable | Not correctly stated  | Amended  |
| Variables should be numbered: 1…2…3.. | CD | None  |
| Range is bulleted | CD | None  |
| Variable should not be defined in the range | CD | None  |
| Variables arranged in the order that they occur in the PC | CD | None  |
|  | Required skill- | should be skills not personal attributesSkills are acquired and improved continually While attributes are inherent personal characteristics | Not correctly stated  | Amended  |
|  | Required knowledge | Should be general in tandem with the elements and the PCs  | CD | None  |
|  | Evidence guide | Critical aspects should be exhaustive and well thought outCheck numbering Check Sentence construction/framing | Not exhaustiveCDCD | AmendedNone None  |
|  | Resource Implications for competence assessment | General resource requirement for competence assessment for specific unit | Generalized  | Expert required  |
|  | Methods of assessment  | ObservationOral questioning Written testPortfolio of EvidenceInterviewThird party report |  |  |
|  | Context of Assessment | On-the-jobOff-the –jobDuring Industrial attachment |  |  |
|  | Guidance information for assessment | Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended. |  |  |



**TEMPLATE FOR EDITING OF CURRICULUM**

**Editor: Beatrice Osumbah**

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|  | **Cur Title: SOIL MANAGEMENT** **Level: 3** |
| **S/No** | **SECTION** | **Areas of consideration** | **Status** | **Remarks** |
|  | Cover Page | Title and level (Course of study) | CD | None  |
|  | Copyright statement | Symbol | Symbol used  | Amended  |
| Document type | CD | None  |
| Email address | info@tvetcdacc.go.ke |  | Amended  |
|  | Footer | Consistency in Year and format(Retrospect)© year, TVETCDACC | CD | None  |
| Copyright statement to the left  | CD | None  |
| Page numbers to the right | CD | None  |
|  | Formatting | Times New RomanSpacing 1.15Font 12 |  |  |
|  | Preliminary pages | Roman numbers | CD | None  |
|  | Main document | Arabic numbers | CD | None  |
|  | Foreword  | 4th paragraph-check the sector | Soil  | Amended to Agriculture |
| Sign off-PS -VTT (office) | CD | None  |
|  | Preface | 3rd paragraph-check SSAC name | Soil  | Amended  |
| 4th paragraph add- This curriculum has been developed following the CBET framework policy; the CBETA standards and guidelines provided by the TVET Authority and the Kenya National Qualification Framework designed by the Kenya National Qualification Authority. |  |  |
| 5th paragraph- check SSAC name | Soil | amended |
| Sign off-Chairperson TVET CDACC (Office) | Name of officer included | amended |
|  | Acknowledgement  | It’s a curriculum…Check the SSAC | SSAC name Not mentioned  | amended |
| Sign off-CEO/Council Secretary (Office) | Name of officer included  | Amended |
|  | Table of Contents | To be placed after acknowledgements  |  |  |
| Exhaustive |  |  |
| Automatically generated |  |  |
|  |  Acronyms | Add Abbreviations |  |  |
| Exhaustive and relevant  |  |  |
| Sorted in alphabetical order |  |  |
|  | Key to unit code | Curriculum-../CU/.. | Sector indicated as SL | Amended to AG |
| …./BC/…. | CD | None  |
| Version control A | CD | None  |
|  | Course Overview | Should related to the core Units of Competency  | CD | None  |
| Delete ‘Certificate’ and s from ‘qualifications’ | Not correctly stated | Amended  |
| Look out for “Units of Learning” | CD | None  |
|  | Titles of the tables | Basic Units of LearningCommon ……Core …… | CD | None  |
| Column titles | Unit CodeCode …./CU/…/A | CD | None  |
|  | Unit Title | Title should not have a verb, object and qualifier (VOQ) | CD | None  |
| Should be a unit of learning in an institution | CD | None  |
| Check for consistency with the OS for every unit | CD | None  |
| Confirm duration and credit factor | CD | None  |
| Confirm the duration for basic units per level |  |  |
| Confirm total hours and credit factor |  |  |
|  | Industrial attachment – | needs further discussion | 120 | Amended to 300 |
|  | Entry behavior | check for each level-KNQALevel 6-C Minus orCert. level 5 orEquivalent |  |  |
| Level 5-D plain orCert level 4 orEquivalent |  |  |
| Level 4-KCSE certificate orCert level 3 orEquivalent |  |  |
| Level 3-KCPE certificate orCert level 2 orEquivalent |  |  |
|  | Trainer qualification- to be added | A trainer for this course should have a higher qualification than the level of this course |  |  |
|  | Assessment | To be retained the way it is | CD | None  |
|  | Certification | Look out for Certificate of Competency..National Certificate….Course | Not correctly stated  | Amended  |
|  | Basic Units of Learning | Ensure the correct and updated basic units of learning for the level |  |  |
|  | Unit of learning Title (PRINCIPLES OF AGRICULTURE) | There should be consistency with the summary table | CD | None  |
|  | Unit code | Check Consistency with summary table | SL | AG |
|  | Relationship to OS | Capture correct Unit of Competency | CD | None  |
|  | Duration | Consistency with summary table | CD | None  |
|  | Unit description | Consistency with OS | Not correctly stated  | Amended  |
|  | Summary of Learning outcomes | Consistency with Elements in the OS | CD | None  |
|  | Learning outcome | Consistency with Summary of learning outcomes | CD | None  |
|  | Content | Adequacy (needs experts trainers) |  | Not amended |
| Bullets to be changed  |  | Amended  |
|  | Suggested assessment methods | Consistency with the learning outcomesShould be methods of assessment  | CD | None  |
|  | Suggested Delivery Methods | Change to – “Suggested Methods of Instruction” |  | Amended  |
|  | Recommended Resources  | Should be consistent with the Unit of Learning  | Manuals not omitted | Amended  |
|  | Unit of learning Title (MANAGEMENT OF SOIL FERTILITY) | There should be consistency with the summary table |  | Title recast |
|  | Unit code | Check Consistency with summary table | SL | Amended to AG |
|  | Relationship to OS | Capture correct Unit of Competency | CD | None  |
|  | Duration | Consistency with summary table | CD | None  |
|  | Unit description | Consistency with OS | Not correctly stated | amended |
|  | Summary of Learning outcomes | Consistency with Elements in the OS | Some not consistent | amended |
|  | Learning outcome | Consistency with Summary of learning outcomes | Nos 4 and 5 do not start with action verb | amended |
|  | Content | Adequacy (needs experts trainers) |  | Not amended |
|  | Suggested assessment methods | Consistency with the learning outcomesShould be methods of assessment  |  | amended |
|  | Suggested Delivery Methods | Change to – “Suggested Methods of Instruction” |  | Amended  |
|  | Recommended Resources  | Should be consistent with the Unit of Learning  | Manuals omitted | amended |
|  | Unit of learning Title (CONSERVATION AGRICULTURE)  | There should be consistency with the summary table | CD | None  |
|  | Unit code | Check Consistency with summary table | SL | AG |
|  | Relationship to OS | Capture correct Unit of Competency | apply | practice |
|  | Duration | Consistency with summary table | CD | None  |
|  | Unit description | Consistency with OS | CD | None  |
|  | Summary of Learning outcomes | Consistency with Elements in the OS | CD | None  |
|  | Learning outcome | Consistency with Summary of learning outcomes | CD | None  |
| Change bullettypes |  | amended |
|  | Content | Adequacy (needs experts trainers) |  | Not amended |
| Change bullet types |  | amended |
|  | Suggested assessment methods | Consistency with the learning outcomesShould be methods of assessment  | CD | None  |
| Change bullet types |  | amended |
|  | Suggested Delivery Methods | Change to – “Suggested Methods of Instruction” |  | amended |
|  | Recommended Resources  | Should be consistent with the Unit of Learning  | Manuals omitted  | Amended  |
|  | Unit of learning Title (SOIL AND WATER CONSERVATION  | There should be consistency with the summary table | CD | None  |
|  | Unit code | Check Consistency with summary table | SL | AG |
|  | Relationship to OS | Capture correct Unit of Competency | CD | None  |
|  | Duration | Consistency with summary table | CD | None  |
|  | Unit description | Consistency with OS |  | amended |
|  | Summary of Learning outcomes | Consistency with Elements in the OS | One element omitted | amended |
|  | Learning outcome | Consistency with Summary of learning outcomes | One Learning Outcome omitted | Expert required |
|  | Content | Adequacy (needs experts trainers) |  | Not amended |
| Change bullet type |  | Amended  |
|  | Suggested assessment methods | Consistency with the learning outcomesShould be methods of assessment  | CD | None  |
| Change bullet type |  | amended |
|  | Suggested Delivery Methods | Change to – “Suggested Methods of Instruction” |  | Amended  |
|  | Recommended Resources  | Should be consistent with the Unit of Learning  | Manuals omitted | amended |