

TRAINING OF TRAINERS

STATUSES AND CRITERIAS

'NTMs and Market Access: key concepts and information tools'

1. Participant	2. Advanced	3. Trainer
<ul style="list-style-type: none"> • has participated to 50% of the sessions of the ToT • has delivered the generic presentation during ToT session 2 	<ul style="list-style-type: none"> • has participated to 80% of the sessions of the ToT • has completed the e-Preparatory work and the Personal Assignment • has demonstrated advanced knowledge for NTMs and Market Access topics • has obtained a final grade above 50%. 	<ul style="list-style-type: none"> • has participated to 80% of the sessions of the ToT • has completed the e-Preparatory work and the Personal Assignment • has demonstrated expert knowledge for NTMs and Market Access topics • has demonstrated advanced skills to deliver the generic training • has obtained a final grade above 75%.

Based on the participant performance at the Training of Trainers 'NTMs and Market Access: key concepts and information tools', each participant will receive the corresponding certificate, as described above. Please find below more details about each status.

Level 1: Participant

Certificate ITC certifies that M.. has participated to ITC Programme 'NTMs and Market Access: key concepts and information tools'.

Application The owner of this certificate can not deliver the training to SMEs or other trade support institutions staff.

Going further If interested, the participant can apply to the next sessions to complete the training and get the status of analyst or trainer.

Level 2: Advanced participant

Certificate ITC certifies that M.. has participated to ITC Programme 'NTMs and Market Access: key concepts and information tools' and demonstrated advanced knowledge on NTMs and Market Access topics.

Application The owner of this certificate can provide support to SMEs on related topic issues but can not officially deliver the corresponding training.

Going further If interested, the participant can apply to the next sessions to complete the training and get the status of trainer.

Level 3: Trainer

Certificate ITC Certified Trainer on 'NTMs and Market Access: key concepts and information tools', Ho Chi Minh City, Vietnam 2019

Application The owner of this certificate can deliver the generic training 'NTMs and Market Access: key concepts and information tools' and provide support to SMEs on related topics. The training shall be delivered based on the presentation provided by ITC. The examples and quizzes delivered can be adapted based on the audience of the training. The ITC certified trainer can deliver certificate with the ITC logo to the trained participants.

Follow-up When delivering the training, the trainer is requested to:

- Apply the social media requisites as described in the document 'Delivering ITC NTMs and Market Access Training – Social Media Requisites'.
- Fill the form 'Delivering ITC NTMs and Market Access Training – Participants tracking' and send it by email to marketanalysis@intracen.org.

Grading system for Training of Trainers

The final grade of 'NTMs and Market Access: key concepts and information tools' training is as follows:

	<i>Particular grade</i>	<i>Weight in final grade</i>
	e-Preparatory grade	10 %
+	ToT 1 attendance rate	10 %
+	Personal Assignment grade	10 %
+	ToT 2 attendance rate	10 %
+	ToT 2 adquired knowledge grade (hard skills)	40 %
+	ToT 2 delivery skills grade (soft skills)	20 %
=	Final grade	100%

After ToT 2, a complete evaluation sheet will be sent to the participant with the details of the final grade.