

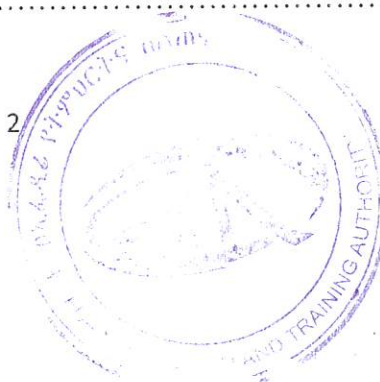
Technical and Vocational Education and Training Institutions
Institutional Quality audit ADRI-Based
Indicators



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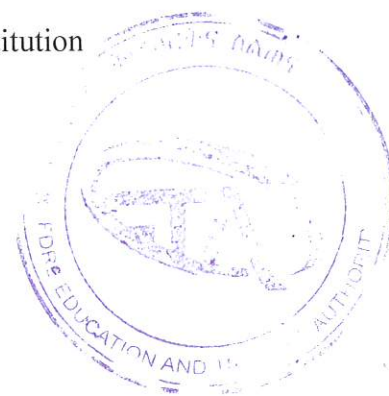


Dr. J. S. K.



Acronyms

AC	Academic council
ADRI	Approach Deployment Result Improvement
CPD	Continuous Professional Development
DC	Department Council
ETA	Education and Training Authority
HEI	Higher Education Institution
HDP	Higher Diploma Program
HRM	Human Resource Management
IDP	Institutional Development
ILR	Infrastructure and learning Resources
ILRM	Infrastructure and Learning Resource
KPI	Key Performance Indicator
MoA	Memorandum of Agreement
MoLS	Ministry of Labor and Skill
MOU	Memorandum of Understanding
M&D	Measurement and Evaluation
OS	Operating Standard
SER	Self-Evaluation Report
TOR	Terms of Reference
SOP	Standard Operating Procedure
TIMS	Trainees Information Management system
TTLM	Teaching Training learning Material
TVETI	Technical Vocational Education Training Institution



Introduction

This document, serves as a comprehensive framework to guide the institutional quality audit process for Technical and Vocational Education and Training (TVET) Institutions. It is designed to ensure a systematic, evidence-based evaluation of institutional quality, based on the standards and guidelines established by Education and Training Authority. The ADRI framework provides a robust methodology for evaluating how institutions plan, implement, achieve, and sustain improvements in their quality assurance systems. This document consolidates the ADRI indicators for each guideline under the set standards, ensuring a clear and consistent approach to the quality audit process.

The ADRI indicators are structured to capture the core elements of institutional quality management and continuous improvement. The indicators are tailored to reflect the missions that the TVETI are differentiated for while maintaining alignment with the overarching goals of national quality assurance.

Purpose of the document

the purpose of this document is to provide a unified reference for applying the ADRI approach during institutional quality audits of TVETI. Specifically, it aims to:

1. Ensure a standardized approach to assessing TVETI by clearly defining ADRI indicators for each guideline, thus promoting consistency across institutional quality audits conducted by ETA.
2. Provide TVETI and quality auditors with a clear understanding of the expectations for each standard and guideline, fostering transparency in the evaluation process.
3. Guide quality auditors in identifying, analyzing, and documenting evidence across the four dimensions of ADRI, enabling comprehensive evaluations.
4. Highlight areas for improvement within TVETI, supporting the institutions' efforts to enhance their quality assurance systems.



5. Establish a framework that ensures TVETI meet national quality standards and contribute to the overall enhancement of their quality assurance system.

ADRI (Approach, Deployment, Result and Improvement) dimensions

ETA's institutional quality audit uses the four phase model consists of Approach, Deployment, Results and Improvement (ADRI).

Approach

The Approach phase, also known as the planning phase, focuses on defining the goals and objectives of a TVETI and outlining how it intends to achieve them. It reflects the institution's intentions and serves as a foundation for aligning actions with strategic priorities. In the context of a quality audit, the approach examines both the high-level vision and the detailed plans related to the topic under analysis. The approach can be framed through two guiding questions:

I. What is the TVETI proposing to do?

This question captures the institution's intentions across various levels, ranging from overarching strategies to specific operational actions. These intentions can take several forms, including: Mission Statement, Vision Statement, Core Values, Policies, Goals, Objectives, and Targets.

These various forms of intent are documented across multiple sources. To gain a complete understanding of the institutions approach, institutions must conduct a thorough review of relevant materials such as Strategic Plans, Operational Plans, Institutional Website and Prospectus/Catalogue, Board and Committee Minutes, Directives or Memos from Leadership, Insights gathered through discussions or interviews with key stakeholders, and Advertising and Promotional Materials. By carefully reviewing these sources, institutions can gain a comprehensive view of their intentions. This broad understanding helps ensure that all planning elements align with the institution's mission and that any gaps or inconsistencies are identified during the audit process.



II. How is the TVETI Proposing to Achieve Its Goals?

Once the institution has defined its intentions through various statements of intent—such as its mission, vision, and objectives—the next step is to determine how these goals will be achieved. This requires translating high-level intentions into actionable steps and practical mechanisms. The TVETI must put systems and processes in place that ensure effective execution. There are a number of mechanisms used for this purpose, including the following: Policies, Strategies, Operational Plans, Process Manuals, Budgets, Staff Training and Development, Guidelines

By utilizing these mechanisms, an institution ensures that its intentions are not just theoretical but are translated into concrete actions. Each of these tools plays a unique role in the implementation process, working together to ensure the smooth and effective execution of the institution's plans. This structured approach helps align daily operations with the broader mission, vision, and objectives of the Institution, increasing the likelihood of achieving its intended outcomes.

The Approach dimension of ADRI should address at least the following basic questions:

- Does the TVETI have set of goals, objectives, strategies and targets that are clearly understood by the relevant stakeholders?
- Are the intentions consistent with external obligations (such as applicable laws)?
- Are the intentions set at an appropriate level, considering national and international expectations and benchmarks?
- Are multiple statements of intent (mission, goal, strategic objectives, and operational plan) on the same issue consistent with each other?
- Were the intentions developed using a robust planning process that involved the appropriate people and information?
- Have the risks associated with the intentions been identified, analyzed and appropriate responses (mitigation strategies) developed?
- Is progress against the intentions measurable? Have the systems for doing the measuring and reporting been established?
- Who is responsible for the statement of intent?



- Does everyone know what they are supposed to be doing, how and why (the rationale behind performing duties and responsibilities)?
- Are goals well supported with strategies, operational plans, manuals and training?
- Is the institution's resource allocation system properly aligned with its intentions?

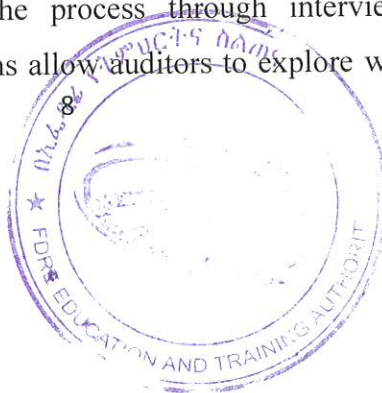
The Approach is Just the Foundation: While the approach lays the groundwork for achieving objectives, it only reflects the institution's intentions and plans—no results have been achieved yet. Therefore, relying solely on the approach provides an incomplete picture of success. Internal evaluators and external quality auditors must remember that evaluating the approach alone won't reveal how effectively the plans have been executed or whether desired outcomes are on track.

Avoid Over-Reliance on a Single Statement of Intent: It is easy to base an audit on one primary document, such as a strategic plan, but this can be misleading. Statements of intent can exist at multiple levels and evolve over time. High-level strategic goals may trickle down into more detailed operational plans, with each layer adding nuance and meaning. Additionally, intentions might differ across departments, reflecting varied interpretations of the same objective.

Alignment with Previous Reviews and Improvement Plans: The institution's approach should be evaluated against past reviews and intended improvements to ensure that lessons from earlier assessments are being applied. Internal evaluators and external quality auditors must verify whether previously identified gaps and recommendations have been addressed, demonstrating progress and continuous improvement.

Deployment

Plans and objectives remain theoretical until they are translated into action. The deployment phase focuses on putting intentions into practice—ensuring that what is planned actually happens. This phase, often referred to as implementation or process execution, examines how well the institution's strategies and policies are carried out in real-life operations. Several approaches can be used to assess deployment. One of the most insightful methods is engaging directly with individuals involved in the process through interviews, focus groups, or departmental meetings. These conversations allow auditors to explore whether people's day-to-



day experiences align with the official plans, policies, and guidelines. Gaps between what is planned and what is practiced can reveal areas where communication, coordination, or training may need improvement. Another essential aspect of deployment is ensuring that the necessary resources are available and meet the required standards. Auditors can verify whether the institution has deployed resources—such as staff, equipment, and facilities—according to the plans. It ensures that intentions are not only well-documented but also implemented effectively, with aligned actions and adequate resources in place.

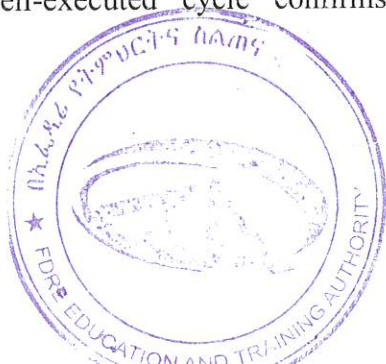
The Deployment dimension of ADRI should address at least the following basic questions:

- What does staff do?
- How do they know if they are doing the right job?
- Do all staff have the necessary authority and resources to deliver what is expected of them?
- Do they have the necessary skills and knowledge?
- Is the organizational structure a help or a hindrance to deployment?
- Are there appropriate indicators for monitoring the effectiveness of procedure, system and mechanisms as well as efficiency of processes? How are these reported and used?
- Are there appropriate means for intervening if necessary? How well do they work?
- Where the approach is deliberately not being followed, why not? How are changes to the planned processes managed?
- Are people allowed to contribute ideas?

Results

Assessing quality requires evaluating not just plans, inputs, and processes but also the outcomes achieved. Results are essential indicators of whether the institution's actions are effective and aligned with its goals. Each goal should be linked to a reported result, and every result should connect back to a specific goal. This ensures a causal relationship between approach, deployment, and outcome, avoiding random success and reinforcing the institution's understanding of how to influence future performance.

For a successful quality audit, the institution must show that the ADRI cycle is complete and effective. A well-executed cycle confirms that the institution's quality assurance and



enhancement processes are working to improve outcomes. During the audit, the institution's processes for achieving objectives will be evaluated to determine if they meet specific standards and guidelines. Institutions may use a variety of performance measures based on their goals, including direct measures (e.g., graduation rates) or proxy evidence (e.g., employer satisfaction as an indicator of graduate attributes). Institutions ensure that the selected measures align with the objectives and are set at appropriate levels. The institution's performance is assessed against its own measures, with verification that it systematically collects and analyzes performance data to demonstrate the link between approach, deployment, and results.

Results can be either quantitative (numeric) or qualitative (descriptive). While not every result must be numerical, all results should be measurable to validate the effectiveness of the institution's system, mechanisms, procedures and processes. For some goals, aggregated results from multiple objectives may be presented, involving a mix of data types.

The Result dimension of ADRI should address at least the following basic questions:

- A. For each statement of intent (goals, objectives, targets etc.), what are the results?
- B. Can the Institution demonstrate exactly of how and why these results were achieved?
- C. Have the results been adequately contextualized? (E.g. using targets, trends and benchmarks)?
- D. What meaning/interpretation does the Institution derive from the results? (Effectiveness of system, process, mechanisms. Procedures)

Improvement

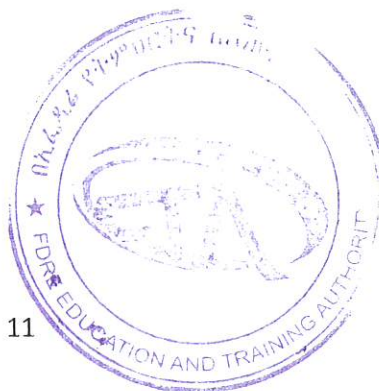
This dimension focuses on an TVETI's understanding of its own performance and its ongoing efforts to enhance that performance. It can be viewed as the 'quality enhancement' component of the ADRI framework, and it serves as a crucial distinction between Quality Audit and Standards Assessment. The core principle underlying this dimension is that an TVETI should engage in continuous evaluation of its activities and actively seek opportunities for improvement.



The Audit assesses whether the TVETI conducts regular evaluations of its performance to promote ongoing improvement. If the evidence gathered during the deployment phase indicates that certain objectives are not meeting expectations, the institution must demonstrate how it can modify its plans, policies, and procedures to address these shortcomings. Conversely, if objectives are being met, the TVETI must illustrate how it adapts these objectives to further enhance student learning quality. The Audit Exercise aims to verify that there are strong feedback mechanisms in place, allowing performance evidence to inform future planning and implementation strategies at the TVETI.

The Improvement dimension of ADRI should address at least the following basic questions:

- What data related to the TVETI's performance are regularly collected and reported?
- How is the validity of the data maintained? What procedures are in place for managing the data once collected?
- How is the Strategic Plan, along with other plans, regularly reviewed and updated?
- What specific review processes exist for the TVETI's key activities? How does the institution assess the effectiveness of these review processes?
- Is the culture of self-review, learning, and improvement integrated throughout the entire institution?
- Are all staff members empowered and encouraged to participate in continuous improvement efforts?
- What tangible changes or improvements have resulted from the established review processes

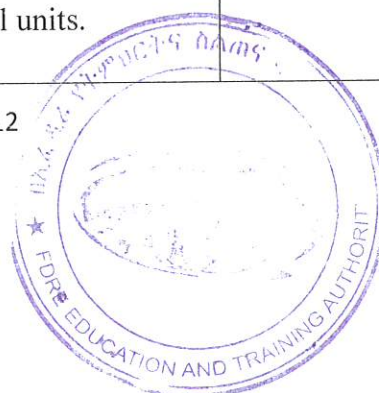


ADRI based Indicators

Standard 1: Vision and Mission

I. Approach

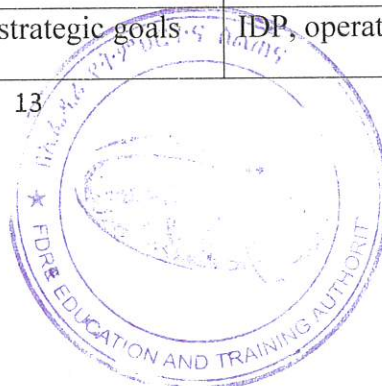
No	Indicators	Means of verification evidences
1.	The TVETI established a planning process to set its strategic intents (vision, mission and core values)	TVET Proclamation (consulted), Legislation, planning guideline,
	The TVETI established a mechanism to ensure participation of key stakeholders in the strategic intent formulation process	Legislation, directives, guidelines,
	The TVETI established approval mechanism for its strategic intents	Legislation, directives
	The TVETI established a planning process to align its strategic intents with the purpose that it is differentiated for	TVET proclamation Legislation
	The TVETI established a mechanism to align its strategic intents with national priorities.	IDP
	The TVETI strategic intents consistently appeared in all strategic documents	IDP, legislation, system documents
	The TVETI established a communication strategy to disseminate its strategic intends to its stakeholders	communication plan
2.	The TVETI formulated a mechanism to ensure strategic goals and objectives emanate from its mission and align with its activities	operational plan
3.	The TVETI established a mechanism to mainstream major cross-cutting issues in its functional units.	Departmental and IDP



4.	The TVETI devised a mechanism to regularly monitor and periodically evaluate the effectiveness of its strategic intent system	M&E framework for strategic intent system
	The HEI established KPI to measure the effectiveness of strategic intent system	IDP, operational plan
	The HEI in placed a system to review the effectiveness of strategic intent system	IDP, operational plan

II. Deployment

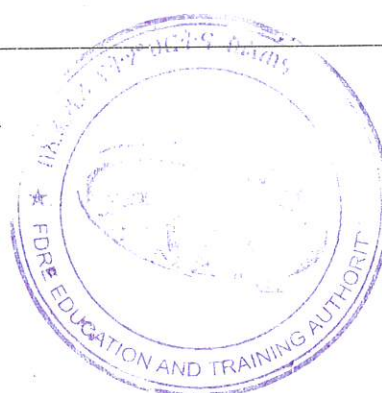
No	Indicators	Means of verification evidences
1.	Clear and realistic vision, mission and goals are available	Strategic documents (legislation, IDP, etc)
	Vision, mission and goals are developed with the participation of key stakeholders	Minute of meetings, attendance and letter of invitation,
	Vision, mission and goals are approved by governing body	Minute of meetings of the governing body
	The vision, mission and core values of the TVETI consistently appeared across strategic documents.	IDP, legislation, directives. Guidelines, manuals, etc
	The TVETI mission(s) aligned with the purpose it is differentiated for	Mission statements
	The TVETI clearly defined its goals and objectives aligned with its mission	IDP, etc
	The TVETI disseminate and communicated its vision, mission, goals, objectives and core values to its internal and external stakeholders.	Website. Flayers, strategic documents, induction package, Trainee hand book, bill board etc
2.	The TVETI activities aligned with its strategic goals	IDP, operational plan etc)



	and objectives.	
3.	The TVETI mainstreamed major cross-cutting issues in to relevant functional units.	IDP, legislation, directives. Guidelines, manuals, Organizational structure, Duties and responsibilities, etc
4.	The HEI regularly monitored and periodically evaluated the effectiveness of its strategic intent system.	M&E report
	The HEI measured the effectiveness of strategic intent system based on pre-defined KPIs	Performance report
	The HEI reviewed the effectiveness of strategic intent system	Performance report

III. Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each strategic goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each strategic goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of strategic goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to strategic objectives and approaches as needed.	Continuous Performance trend analysis



IV. Improvement

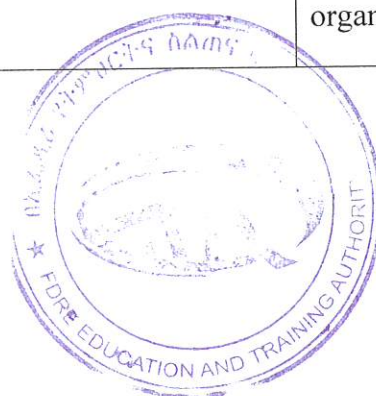
No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data related to improvement on performance of its strategic intents	Quality assurance performance report Performance report, planning department, quality assurance data collection tools
2.	The TVETI validated data collected about performances on intent (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of strategic intent
3.	The TVETI regularly reviewed and updated its strategic and operational plan	previous Vs Updated IDP and operational plan
4.	The TVETI has review processes for its key activities and regularly assessed their effectiveness in terms of achievement of strategic intent	Documented process to review its key activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement integrated throughout the entire institution	Periodic self - evaluation reports, regular academic audit, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding strategic intents	Minutes of meeting, established committees, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on strategic intents resulted from the established review processes.	Documented evidences of changes or improvements on strategic intents resulted from review processes.



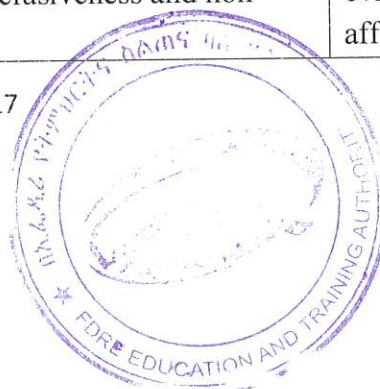
Standard 2: Governance

I. Approach

No	Indicators	Means of verification evidences
1.	The HEI developed governance goals and SMART objectives	Strategic plan, human resource policies, guidelines, manuals
	The TVETI developed a clear policy, regulations, procedures and guidelines to guide the governance system with the participation of key stakeholders	system documents (policy, regulations, procedures, guidelines etc), minutes of meeting, ToR, attendances, invitation letters
	The TVETI considered applicable regulatory policies in formulating its governance policy	TVET Proclamation, national education policy, directives, national development plan, education road map
	The TVETI established a communication strategy to disseminate its governance policies to its stakeholders	Communication plan
	The TVETI established an appropriate structure aligned with the mission it is differentiated for.	TVET Proclamation (consulted), Legislation, organogram,
	The TVETI established committee structure with defined terms of reference	ToR, legislation, organogram



2.	The TVETI defined the roles and responsibilities of its governing bodies, committees and staff.	Job description, human resource manual, appointment letters,
	The TVETI established a mechanism to communicate the roles and responsibilities of its organs, staff and committees.	Legislation and Induction package, documented evidence on the provision of training
3.	The TVETI decision making process ensures transparency and accountability	Minutes of meetings, endorsement procedures, AC and DC committee structure
	The TVETI Established a mechanism to ensure transparency	Committee structure, committee TOR, students and staff hand book, stakeholders consultation plan, AC and DC committee structure
4.	The HEI established a mechanism to ensure its governance system is participatory	Committee structure, committee TOR, stakeholders consultation plan, AC and DC committee structure, students council structure
5.	Formulate a mechanism to ensure roles and responsibilities are commensurate with the required authority	Job description, structure
6.	The TVETI in placed budgeting strategy that ensures the alignment of responsibilities and resource	Budget plan
7.	The TVETI established recruitment and promotion Policy that encouraged merit based and inclusiveness and non-	Documented evidences on affirmative action,

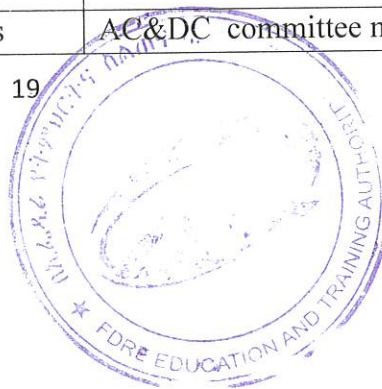


	discriminatory	Minutes, leadership composition,
8.	The TVETI developed guidelines and procedure for grievance and appeal	Federal Civil Servants Proclamation (consulted), legislation, Minutes,
	The TVETI developed guidelines and procedure discipline handling	Discipline committee ToR, minutes of meeting,
9.	The TVETI developed a risk management policy and devise mitigation strategy	management policy, mitigation strategy, risk assessment document
	The TVETI developed plans to address risk areas,	Risk mitigation plan
10.	The HEI devised a mechanism to digitalize its core functions	Digitalization plan,
11.	The TVETI devised a mechanism to regularly monitor and periodically evaluate the effectiveness of its governance system	M&E framework for governance system
	The TVETI established KPI to measure the effectiveness of governance system	IDP, operational plans
	The TVETI in placed a system to review the effectiveness of governance system	IDP, operational plans

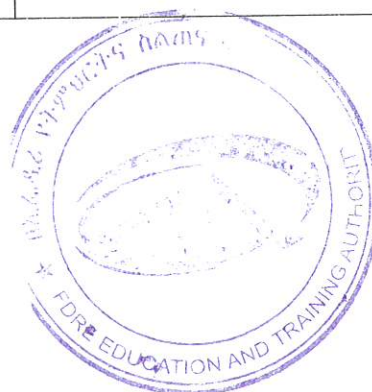


II. Deployment

No	Indicators	Means of verification evidences
1.	The TVETI assigned human resource and allocated adequate budget for the established structure	Staff profile, budget breakdown
	The TVETI assigned resources for its committee structure	Assignment letters, minutes meeting
	The TVETI decisions are guided by policy, regulations, procedures and guidelines at all levels.	Minutes, letters, memos, notice
	The TVETI disseminated its governance policy to its stakeholders	Legislation Website, HRM policy and guideline, financial policy, procurement policy, etc
	The TVETI developed its governance policies aligned with applicable regulatory policies.	Legislation, assessment policy, quality assurance policy, research and community engagement policy, human resource policy, finance policy, etc
2.	The TVETI communicated the roles and responsibilities of its organs, staff and committees.	Legislation and Induction package, documented evidence on the provision of training, assignment letters
3.	The TVETI decisions at different levels demonstrated transparency	Minutes of meetings, documented evidence on measures taken, endorsement procedures, AC and DC committee structure
	The TVETI decisions at different levels demonstrated accountability	Minutes of meetings, documented evidence on measures taken, endorsement procedures, AC and DC committee structure
	The TVETI evaluated its staff to ensure accountability and transparency	Minutes of meeting of different committees, performance evaluation report, financial and quality audit report.
4.	The TVETI involved stakeholders in its	AC&DC committee meetings, senate



	decision making process.	meeting minutes, students council minutes of meeting, stakeholder consultation performance report and minutes of meeting
	The TVETI recruited and promoted its staff based on merit and in inclusive and non-discriminatory manner	Documented evidences on affirmative action, Minutes, leadership composition, staff profile
5.	The TVETI empowered its governing bodies, committees and staff with adequate authority equitable to their responsibilities	Job description, appointment letters, ToR
6.	The TVETI allocated budget that ensures the alignment of responsibilities and resource	Utilized budget
7.	The TVETI handled grievance and appeal as per the policy and guidelines	Minutes, cases settled,
8.	The TVETI handled disciplinary cases as per the policy and guidelines	Minutes, cases settled, measures taken
9.	The TVETI identified potential risks and mitigated proactively as per the plan	Performance report on risk management
10	The TVETI digitalized its core functions	Digital platforms for core functions, portal
11	The TVETI regularly monitored and periodically evaluated the effectiveness of its governance system	M&E report
	The TVETI measured the effectiveness of governance system based on pre-defined KPIs	Performance report
	The TVETI reviewed the effectiveness of governance system	Performance report



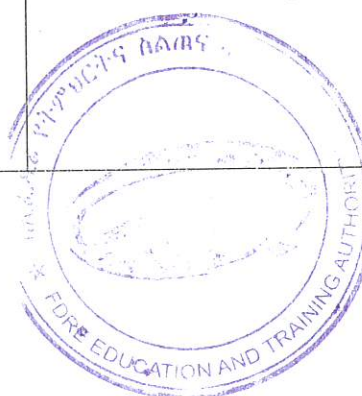
III. Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated governance results (ensured accountability, transparency, efficient budget utilization,) which are measurable and aligned with institutional strategic goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance of its governance system with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of its governance goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to strategic objectives and approaches as needed.	Continuous Performance trend analysis (staff retention, staff turnover, efficient budget utilization, decreased grievance rate, customer satisfaction, representative leadership composition)



IV. Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data related to improvement of performance on its governance goals and objectives	Quality assurance performance report Performance report, planning department, quality assurance data collection tools
2.	The TVETI validated data collected about performances on governance goals and objectives (triangulation, data saturation, statistical techniques, etc)	Documented evidences on Data validation on performance of governance goals and objective
3.	The TVETI regularly reviewed and updated its governance system	stakeholder satisfaction, staff retention, efficient budget utilization, decreased grievance rate, representative leadership composition)
4.	The TVETI has review processes for its key governance activities and regularly assessed their effectiveness in terms of achievement of governance goals and objectives	Documented process to review its key activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on its governance system and integrated throughout the entire institution	Periodic governance review reports, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding its governance system	Minutes of meeting, established committees, trainings, allocated budget

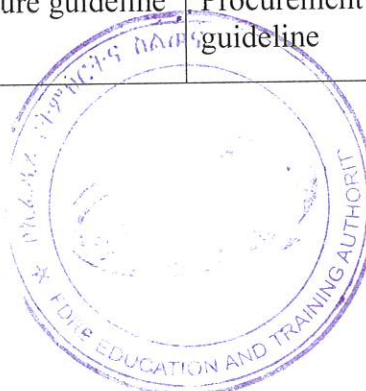


7.	The TVETI demonstrated tangible changes or improvements on governance system resulted from the established review processes	Documented evidences of changes or improvements on governance system (improved transparency, and accountability improved staff retention, improved efficiency of budget utilization, decreased grievance rate, increased stakeholder satisfaction, improved representation leadership composition)
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Standard 3: Financial Management

I. Approach

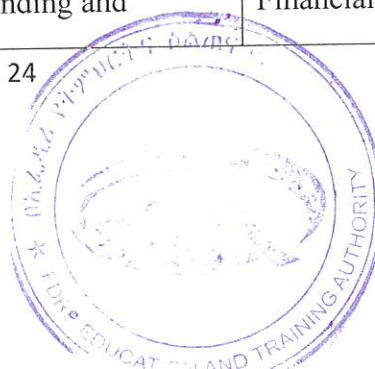
No	Indicators	Means of verification evidences
1.	The TVETI Established finance policy in alignment with relevant national financial regulation.	Consulted relevant national policy,
	The TVETI Established a mechanism to involve its stakeholders in the financial policy formulation process.	Stakeholder engagement plan,
	The TVETI established a mechanism to communicate its financial policy to its stakeholders	Communication strategy
2.	The TVETI Established an integrated financial management system in alignment with relevant international principles and national regulation	Budget plan, resource availability,
3.	The TVETI Developed a mechanism to diversify means of funding and financial sources to maintain financial sustainability.	IDP, fund mobilization plan, income generating plan
4.	The TVETI established a mechanism to ensure a balanced budget allocation between core and support functions.	Budget allocation plan, Budget breakdown, internal audit framework.
5.	The TVETI developed procurement procedure guideline to ensure transparency and accountability	Procurement procedure guideline



	The TVETI developed a mechanism to ensure that budgeting process is transparent and ensure accountability.	Budget breakdown and approval process internal audit plan.
6.	The TVETI developed internal financial audit guideline and procedures that is inline with the national financial audit requirement	consulted National Financial Audit Policy internal financial audit guideline, organogram, legislation, roles and responsibilities
7.	The TVETI automated its financial management system based on its financial policy.	Automated financial management system, Automation plan
8.	The TVETI devised a mechanism to regularly monitor and periodically evaluate the effectiveness of its financial management system	M&E framework for financial management system
	The TVETI established KPI to measure the effectiveness of financial management system	IDP, operational plan
	The TVETI in placed a system to review the effectiveness of financial management system	IDP, operational plan

II. Deployment

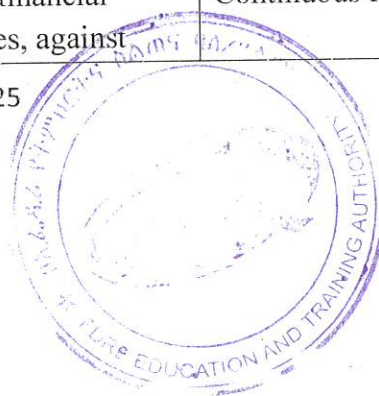
No	Indicators	Means of verification evidences
1.	The TVETI involved stakeholders in the financial policy formulation process.	minutes of meeting, invitation letter and attendance, collected stakeholder feedback
	The TVETI deployed resources for its financial management system	Office, budget and personnel
	The TVETI communicated its financial policy to its stakeholders	Website, financial policy, training, induction package.
2.	The TVETI integrated its financial management system with other system of the institution.	Allocated budget and resource, staff members who have completed training on the new system, reports generated by the system
3.	The TVETI diversified its means of funding and	Financial sources identified and



	financial sources to maintain financial sustainability.	integrated into the institution's budget grants, donations, partnerships
4.	The TVETI allocated balanced budget between core and support functions.	The proportion of the total budget allocated to research, teaching learning, student services versus other support activities
5.	The TVETI involved various stakeholders in the budget planning and decision-making process.	Number of meetings, workshops, or consultations with stakeholders with their minutes of meetings
6.	The TVETI allocated resources for internal financial audit activities	Office, job description budget, Internal Financial Audit Report
7.	The TVETI automated its financial management system based on its financial policy.	system software and system security clearance
8.	The TVETI regularly monitored and periodically evaluated the effectiveness of its financial management system	M&E report
	The TVETI measured the effectiveness of financial management system based on pre-defined KPIs	Performance report
	The TVETI reviewed the effectiveness of financial management system	Performance report

III. Result

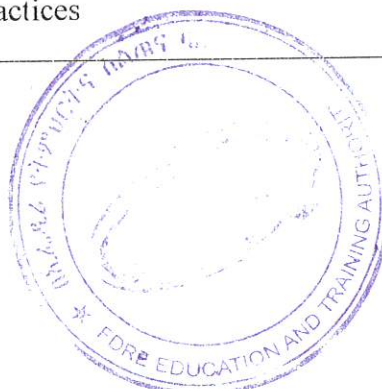
No	Indicators	Means of verification
1.	The TVETI demonstrated its achievement of measurable output for each goal and objectives of financial management system	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each financial management system goal and objectives with its approaches, and deployments	Performance Vs plan
3.	The TVETI evaluated its attainment of financial management system goals and objectives, against	Continuous Performance trend



	established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to financial management system objectives and approaches as needed.	Continuous Performance trend analysis

IV. Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its financial management goals and objectives	Performance report, financial management plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on financial management system (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of financial management system
3.	The TVETI regularly reviewed and updated its financial management operational plan	previous Vs Updated financial management operational plan
4.	The TVETI has review processes for its ILRM activities and regularly assessed their effectiveness in terms of achievement of financial management goals and objectives	Documented process to review its financial management activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on financial management system	Periodic financial management self - evaluation reports, enhancement plan, improvement evidences, identified good practices

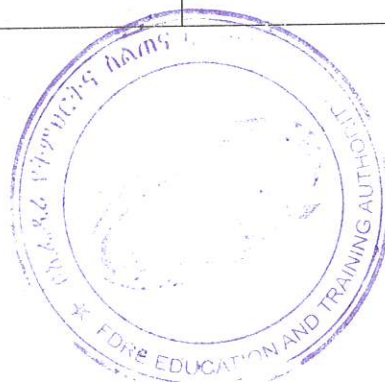


6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding financial management system	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on financial Management system resulted from the established review processes.	Documented evidences of changes or improvements on ILRM resulted from review processes

Standard 4 Infrastructure and learning resources

I. Approach

No	Indicators	Means of verification
1.	The TVET established a comprehensive asset management policy, detailing procedures for the acquisition, utilization, retention, maintenance, and updating of infrastructure and learning resources (ILRM) taking in to account regulatory requirements.	Asset management Policy, guideline, maintenance manuel, procurement and asset management proclamation
	The TVET established a mechanism to communicate its asset management policy to stakeholders	Communication strategy,
	The TVET planned to assign appropriate responsible body to execute the asset management plan	Asset management plan
	The TVET established a mechanism to involve relevant stakeholder in the ILRM policy formulation process	policy development Plan
2.	The TVET set criteria for aligning resources with curriculum requirements	Resource management and allocation guidelines Records of curriculum review processes showing resource alignment.
	The TVET set criteria for aligning resources with diverse student needs	Resource management and allocation guidelines.
3.	The TVET developed a mechanism to ensure learning resources and facilities are accessible, safe, and functional.	Resource utilization guideline
4.	The TVET established a process that ensures learning resources and facilities adherence to health and safety regulations	National health and safety policies

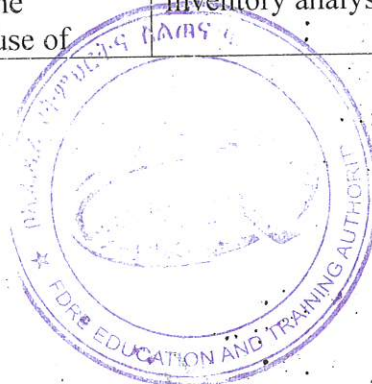


5.	The TVET developed a guideline to integrate emerging technology into learning,	Technology integration guideline
	The TVET developed mechanisms, and digital platforms to enhance digital and technology-supported education.	Interactive digital platforms
6.	The TVET established an inventory management system to track learning resources and schedule preventive maintenance.	inventory management system
7.	The TVET devised a mechanism for periodic utilization reporting to monitor and assess the efficiency of resource use, identifying potential underuse or overuse	inventory management system
	The TVET established a central database that tracks the condition, usage and lifecycle of all infrastructure and learning resources (ILR)	inventory management system
8.	The TVET established a process for conducting safety inspections by certified professionals, outlining inspection schedules, standards, and procedures for identifying and mitigating hazards.	safety inspection policies
9.	The TVET designed a mechanism to keep up-to-date records of learning resources.	Digital and/or manual recording platform (formats, database)
	The TVET design a mechanism for maintenance of learning resources.	Maintenance plan
	The TVET design a mechanism for calibration of learning resources	Calibration plan
10.	The TVET developed an integrated waste management policy promoting reduction, reuse, and recycling.	waste management policy
	The TVET devised a procedure for waste segregation and disposal adhering to environmental regulations	waste management policy
11.	The TVET devised a mechanism to regularly monitor and periodically evaluate the effectiveness of its ILRM system	M&E framework for ILRM system
	The TVET established KPI to measure the effectiveness of ILRM system	strategic plan, operational plan
	The TVET in placed a system to review the effectiveness of ILRM system	strategic plan, operational plan



II. Deployment

No	Indicators	Means of verification
1.	The TVETI assigned appropriate resource to execute the asset management plan	Letter of assignments, job description Documented evidence on staff engagement in asset management activities, allotted budget
	The TVETI involved relevant stakeholder in the infrastructure and learning resource management policy formulation process	Invitation letters, minutes of meeting. Work shops
	The TVETI communicated its asset management policy to stakeholders	Workshop attendance, disseminated policy, budget, website, etc.
2.	The TVETI aligned resources with curriculum requirements	Resource alignment evidence
	The TVETI aligned resources with diverse student needs	Documented evidences for resource alignment
3.	The TVETI ensured learning resources and facilities are accessible, safe, and functional.	Feed back from users, satisfaction survey e.t.c.
4.	The TVETI ensured learning resources and facilities adherence to health and safety regulations	Health and safety report on infrastructure and learning resource
5.	The TVETI integrated emerging technology into infrastructure and learning resources,	Evidences on technology integration
	The TVETI implemented digital technology-supported education.	Interactive digital platforms
6.	The TVETI tracked the condition, usage and lifecycle of infrastructure and learning resources.	System generated report
	The TVETI tracked learning resources and scheduled preventive maintenance.	Maintenance schedule
	The TVETI carried out preventive maintenance on infrastructure and learning resources.	Reports on maintenance
7.	The TVETI generated utilization report on the efficiency of resource use, underuse or overuse of	inventory analysis report



	infrastructure and learning resource	
8.	The TVETI conducted safety inspections by certified professionals	safety inspection reports
9.	The TVETI kept up-to-date records of learning resources.	Digital and/or manual records
	The TVETI maintained learning resources	Maintenance report
	The TVETI calibrated learning resources	Calibration report
10.	The TVETI installed waste treatment facilities	waste treatment report
11.	The TVETI regularly monitored and periodically evaluated the effectiveness of its ILRM system	M&E report
	The TVETI measured the effectiveness of ILRM system based on pre-defined KPIs	Performance report
	The TVETI reviewed the effectiveness of ILRM system	Performance report

III. Result

No	Indicators	Means of verification
1.	The TVETI demonstrated its achievement of measurable output for each goal and objectives of infrastructure and learning resources management (ILRM)	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each infrastructure and learning resources management goal and objectives with its approaches, and deployments	Performance Vs plan
3.	The TVETI evaluated its attainment of ILRM goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to ILRM objectives and approaches as needed.	Continuous Performance trend analysis



IV. Improvement

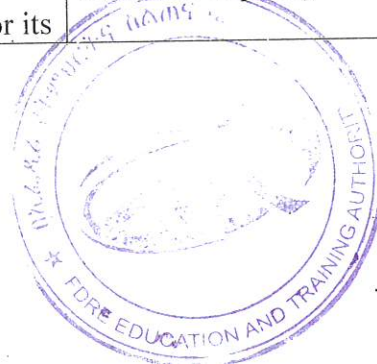
No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its ILRM goals and objectives	Performance report, ILRM plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on ILRM (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of ILRM system
3.	The TVETI regularly reviewed and updated its ILRM operational plan	previous Vs Updated ILRM operational plan
4.	The TVETI has review processes for its ILRM activities and regularly assessed their effectiveness in terms of achievement of ILRM goals and objectives	Documented process to review its ILRM activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on ILRM system	Periodic ILRM self - evaluation reports, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding ILRM	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on ILRM system resulted from the established review processes	Documented evidences of changes or improvements on ILRM resulted from review processes



Standard 5: Trainers and support staff

I. Approach

No	Indicators	Means of verification evidences
1.	The TVETI formulated policies and procedures for staff recruitment, appointment, promotion and staff development that align with relevant regulatory policy.	Human Resource Management policy and Consulted (Harmonized legislation, Senate Legislation, TVETI proclamation and Civil Servant Proclamation), etc.
	The TVETI established a mechanism to involve relevant stakeholder in the HRM policy formulation process	stakeholders engagement Plan
	The TVETI established a mechanism to align its HRM policy with the mission and strategic objectives	HRM policy development plan
	The TVETI established a communication strategy to disseminate its HRM policy and procedure to its relevant stakeholders	Communication plan, induction package, Workshops and trainings, Senate Legislation and HR manual, etc.
	The TVETI developed a mechanism to communicate the rights, the roles and responsibilities to its staff.	Job description, Senate Legislation, induction package
2.	The TVETI Devised a mechanism to collect and analyze data on human resource need from different functional units	Periodic human resource needs analysis and workload analysis documents
	TVETI Established a strategy for staff retention	Staff retention plan, benefit and incentive package, etc.
3.	The TVETI defined key performance Indicators for its staff performance appraisal	Performance appraisal tools, HR monitoring and evaluation procedure
	The TVETI developed monitoring and evaluation mechanism for its staff performance	Performance appraisal tools, HR monitoring and evaluation procedure.
4.	The TVETI developed a professional development and capacity building plan for its	CPD and Capacity building plan

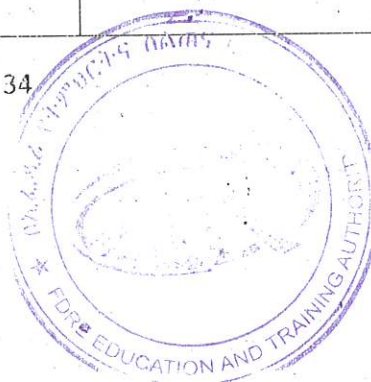


	academic and support staff, respectively.	
5.	The TVETI 's HRM Policy and procedure regarding selection and recruitment, promotion and development promotes gender equity	HRM policy, consulted gender specific national policy(civil service commission directive)
	The TVETI 's HRM Policy and procedure promotes affirmative action	HRM policy addressed affirmative action policy
	The TVETI 's HRM Policy and procedure promotes inclusive leadership to address gender disparity and under representation.	HRM policy
6.	Devise a mechanism for handling disciplinary cases and a fair and transparent appeal system with clearly defined procedures.	Appeal hearing Committee ToR, appeal guideline
	The TVETI developed a code of conduct for its staff	Staff code of conduct directive, senate legislation, etc
	The TVETI developed appeal procedure	HRM policy, appeal procedure manual, committee structure, minutes of meetings.
7.	The TVETI established HRM system software that integrates information In HRM functions.	HRM system and user manual , system security policy,
	The TVETI established a mechanism to ensure the security of HRM system	Security protocol
	The TVETI established a mechanism to update and support its HRM system	MOA and TOR on system security and support,
8.	The TVETI devised a mechanism to enable its trainers to have Industry exposure	Industry exposure plan
9.	The TVETI established KPIs to measure performances of its HRM system	M&E framework
	The TVETI established reporting mechanism on the performance of human resource management operational plans	HRM performance reporting tools
	The TVETI established a system to regularly collect and analyze performance data and feedback on the effectiveness of its HRM system	HRM plan



I. Deployment

No	Indicators	Means of verification evidences
1.	The TVETI recruited and appointed staff based on its established policies	Minutes of meeting of recruitment committee. Vacancy notice, application letters with credential, recorded scores of competitions on the vacancy
	The TVETI conducted induction sessions to its staff	Attendances, allocated budget, assigned trainers,
	The TVETI promoted its staff based on its established policies	Internal Vacancy notices, promotion committee minutes, application forms filled out by staff
	The TVETI participated relevant stakeholder in the HRM policy formulation process	Minutes of meetings, invitation letter and attendance
	The TVETI aligned its HRM policy with the mission and strategic objectives	HRM Policy Vs IDP
	The TVETI provided professional development opportunity for its academic staff.	Short term and long term training evidences, exposure visit evidences,
	The TVETI communicated its HRM policy and procedure to its relevant stakeholders	Conducted induction, Workshops and trainings, website,
	The TVETI communicated the rights, the roles and responsibilities to its staff.	Job description at the staff hand,
2.	The TVETI collected and analyzed data on human resource need	HR needs assessment and work load analysis
	The TVETI implemented its staff retention plan	Financial and non financial incentive and benefit package offered,
3.	The TVETI regularly monitored and periodically evaluated for its staff performance	Performance appraisal report
	The TVETI measured its staff performance against the defined KPIs	Performance appraisal report
4.	The TVETI provided capacity building opportunity for its support staff	Short term, and long term training evidences, exposure visit evidences,
5.	The TVETI promoted gender equity its HR recruitment selection and promotion	Affirmative action evidences on recruitment selection and promotion



	The TVETI promotes its staff to leadership positions taking in to account gender disparity and underrepresentation	Affirmative actions taken
6.	The TVETI 's disciplinary committee settled disciplinary cases	minutes of meeting, records of resolved cases
	The TVETI's communicated the code of conduct to its staff	Training, workshop,
	The TVETI's appeal hearing committee settled appeal cases	minutes of meeting, records of resolved cases.
7.	The TVETI deployed HRM system software	Data collected, analyzed and interpreted using HRM system software,
	The TVETI regularly checked the security of HRM system	System security logs, blocked security treats, security tests conducted
	The TVETI regularly updated its HRM system	Updated versions
8.	The TVETI exposure its trainers to have Industry experience	Industry exposure report
9.	The TVETI collected feedback on its HRM system	Feedback collected and action taken
	The TVETI measured performances of its HRM system against the pre-defined KPIs	Performance report
	The TVETI generated HRM system performance report	HRM performance reporting
	The TVETI regularly collected and analyzed data and feed back on the effectiveness of its HRM system	Performance report on the effectiveness of the HRM system

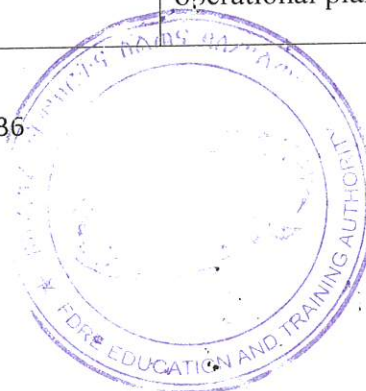


III Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each HRM goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each HR goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of HRM goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to HRM objectives and approaches as needed.	Continuous Performance trend analysis

IV Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its HRM goals and objectives	Performance report, HR plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on HRM (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of HRM system
3.	The TVETI regularly reviewed and updated its HRM operational plan	previous Vs Updated HRM operational plan

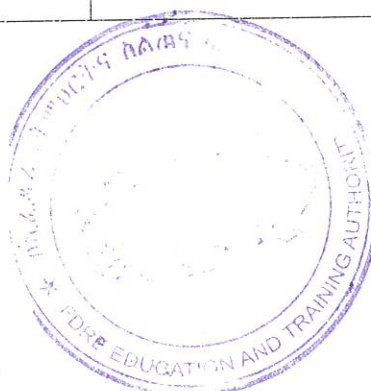


4.	The TVETI has review processes for its HRM activities and regularly assessed their effectiveness in terms of achievement of HRM goals and objectives	Documented process to review its HRM activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on HRM system	Periodic HRMS self - evaluation reports, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding HRMS	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on HRM system resulted from the established review processes	Documented evidences of changes or improvements on HRM resulted from review processes

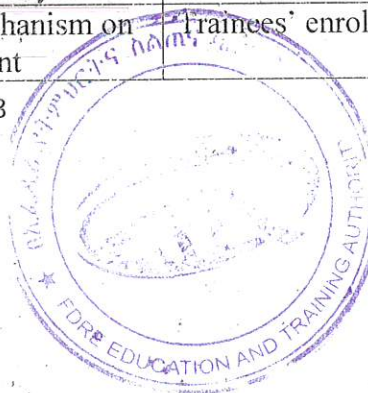
Standard 6: Trainees' Admission

I. Approach

No	Indicators	Means of verification evidences
1.	The TVETI formulated trainees' admission policy and procedure in lined with regulatory requirements	Registrar manual, trainees' admission policy, entry requirements, Policy provision on trainees' retention and trainees' mobility
	The TVETI devised a mechanism to involve relevant stakeholders in the development of trainees' admission policy	Stakeholders' engagement plan
	The TVETI devised a mechanism to communicate its admission policies to relevant stakeholders	Communication strategy, provision in senate legislation, trainees Orientation guideline



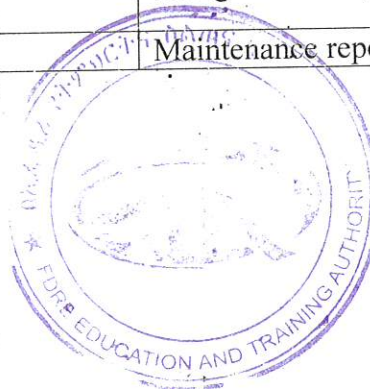
	The TVETI set a mechanism to ensure that the admission procedure considered diversity	policy provisions on diversity Admission endorsement committee ToR
2.	The TVETI devised a mechanism to verify the authenticity of trainees' credentials as part of its admission process	credential authentication verification manual
	The TVETI established a mechanism to make sure that only eligibility trainees are admitted	Admission endorsement committee ToR, trainees records
	The TVETI established a mechanism to make sure that only eligible trainees are transferred	Consulted Nationally harmonized academic policy, provision in the senate legislation on trainees transfer and registrar guideline.
	The TVETI devised a mechanism for admission endorsement	Admission endorsement committee ToR
3.	The TVETI developed trainees Information Management System (TIMS) on admission	TIMS ,
	The TVETI developed a mechanism to maintain the TIMS	Maintenance plan, budget
4.	The TVETI integrated its TLMS with MoLS database	Integrated System software MoA
5.	Develop a mechanism to maintain consistency of admission procedure across its campuses	Procedures of trainees mobility, trainees' ID
6.	The TVETI established a system to keep trainees' record safe and secured.	System security certificate
	The TVETI developed a system to keep trainees' credentials both in hard and soft copy.	TIMS , conditioned room
	The TVETI set up backup mechanism	Server
7.	The TVETI established an appeal system with clear procedure for trainees' admission	Appeal hearing committee ToR, appeal procedures, appealing formats etc
8.	The TVETI established KPI to measure performances of its trainees' admission system	M&E framework
	The TVETI established reporting mechanism on the performance of trainees' enrollment	Trainees' enrollment reporting



	operational plans	tools
	The established a system to regularly collect and analyze performance data and feedback on the effectiveness of its trainee' admission system	enrollment plan

II. Deployment

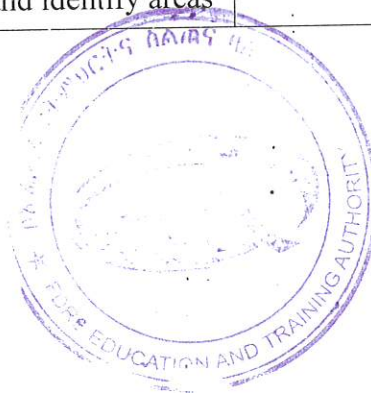
No	Indicators	Means of verification evidences
1.	The TVETI allocated resources for trainees admission activities	Registrar office, budget, letter of assignment, job description
	TVETI involved relevant stakeholder in its trainees' admission policy formulation process	Minutes of meeting, invitation letters, attendance, stakeholders' comments
	The TVETI communicated its admission policies to relevant stakeholders	trainees handbook, posters, website, media
	The TVETI admitted trainees from multicultural backgrounds,	Filled out Registration forms
	The TVETI admitted trainees with special needs	Filled out Registration forms
2.	The TVETI verified the authenticity of trainees' credentials	Verified credentials
	The TVETI admitted trainees as per admission requirements	Trainees' records, trainees admission endorsement committee minutes
	The TVETI admitted transferred trainees as per trainees' mobility policy	Transferred trainees' profile, admission endorsement committee minutes
	The TVETI endorsed accepted trainees	Admission endorsement committee minutes of meetings
3.	The TVETI utilized Trainees Information Management System (TIMS)	Registered and admitted trainees' data generated by TIMS
	The TVETI maintained the TIMS	Maintenance report, utilized



		budget report
4.	The TVETI utilized the MoLS integrated TIMS	System software generated report on verified credentials
5.	The TVETI adhered the admission procedure consistently across its campuses	Records of trainees' profile across campuses
6.	The TVETI securely kept trainees' credentials both in hard and soft copy.	trainees record in hard and soft copy, conditioned room, system security certificate
	The TVETI deployed backup mechanism	Backed up trainees' file
7.	The TVETI handled appeal in trainees' admission process	Appeal hearing committee ToR, submitted appeal formats etc
8.	The TVETI regularly monitored and periodically evaluated the effectiveness of trainees' admission system	M&E report for trainees' admission system
	The TVETI measured the effectiveness of trainees admission system based on pre-defined KPI	Performance report
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its trainees admission system	Performance report on the effectiveness of trainees admission system

III. Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each Trainees' enrollment goals and objectives.	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each Trainees' enrollment goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of Trainees' enrollment goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas	Continuous Performance trend analysis



	for improvement.	
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to Trainees' enrollment objectives and approaches as needed.	Continuous Performance trend analysis

IV. Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its Trainees' enrollment goals and objectives	Performance report, Trainees' enrollment plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on Trainees' enrollment (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of Trainees' admission system
3.	The TVETI regularly reviewed and updated its Trainees' enrollment operational plan	previous Vs Updated Trainees' enrollment operational plan
4.	The TVETI has review processes for its assessment activities and regularly assessed their effectiveness in terms of achievement of Trainees' enrollment goals and objectives	Documented process to review its Trainees' enrollment activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on Trainees' enrollment system	Periodic self - evaluation reports Trainees' admission system, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding Trainees' admission system	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on Trainees' admission system resulted from the established review processes	Documented evidences of changes or improvements on Trainees' admission system resulted from



		review processes
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Standard 7: Trainees' support service

I. Approach

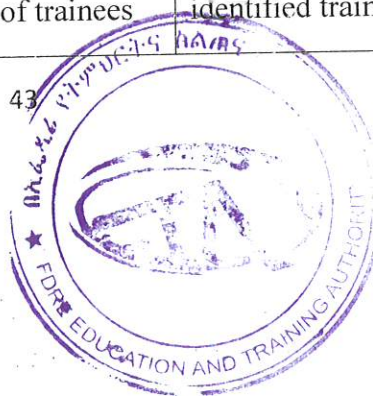
No	Indicators	Means of verification evidences
1.	The TVETI formulated inclusive trainee support policy and procedure in lined with regulatory requirements	Trainee support service policy, trainee hand book, provision in senet legislation consulted relevant policies and proclamation
	The TVETI devised a mechanism to involve relevant stakeholders in the development of students' support policy	Stakeholders' engagement plan
	The TVETI in placed a mechanism to take into considerations physically challenged and special needs trainee.	Hearing aid material brail, disability treating bill boards and notices, sign post, etc
	The TVETI devised a mechanism to communicate its trainee support service policy to relevant stakeholders	Communication strategy, provision in senet legislation, trainees' Orientation guideline
2.	The TVETI established a mechanism to digitally integrate its trainees support service	Data management system, user's manual system integration testing mechanism etc,
3.	The TVETI established a mechanism to identify support need of trainee	Need identification mechanisms
	The TVETI established a mechanism to intervene in identified support need of trainee	Intervention mechanisms
4.	The TVETI established a mechanism to provide trainees' academic advisory service.	Advisory service manual, consultation hours schedule etc
	The TVETI in placed a mechanism to provide trainees with extracurricular services	Extracurricular service manuals,
5.	The TVETI developed a mechanism to provide students a health care service.	Health care service manuals, service delivery schedule
	The TVETI developed a mechanism to provide trainees a personal guidance and counseling service.	guidance and counseling service guidelines, service delivery schedule



6.	The TVETI established a system to provide career and employment and entrepreneurship training for its trainees.	Employment training service manuals, entrepreneurship training manuals,
7.	The TVETI established a procedure for handling grievance on trainees support services.	Appeal and grievance handling manual, committee ToR
	The TVETI established a procedure for appeal on trainees support services.	Appeal and grievance handling committee committee ToR
8.	The TVETI established KPI to measure performances of its trainees' support service system	M&E framework
	The TVETI established reporting mechanism on the performance of trainees' support operational plans	Trainees' support reporting tools
	The established a system to regularly collect and analyze performance data and feed back on the effectiveness of its trainees' support system	Trainees' support plan

II. Deployment

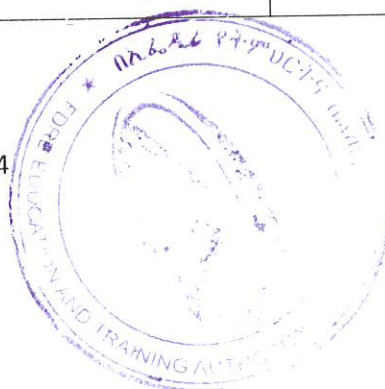
No	Indicators	Means of verification evidences
1.	The TVETI allocated resources for trainees' support activities.	office, letter of assignment, job description
	The TVETI involved relevant stakeholder in its trainees' support policy formulation process	Minutes of meeting, invitation letters, attendance, stakeholders' comments.
	The TVETI provided support service facilities and services for physically challenged and special needs trainees.	Hearing aid material brail, disability treating bill boards and notices, sign post, etc
	The TVETI communicated its trainees support service policy to relevant stakeholders	trainees handbook, Orientation, attendance
2.	The TVETI digitally integrated its trainees support service	Evidences of integrated support services
3.	The TVETI identified support need of trainees	identified trainees need



	The TVETI provided support based on the identified need of trainees	trainees support service report
	The TVETI assessed the abilities of newly admitted trainees and provided remedial support	remedial support service reports
4.	The TVETI provided trainees' academic advisory service.	Advisory service report
	The TVETI engaged trainees in different extracurricular activities	Extracurricular activity reports
5.	The TVETI provided trainees with health care service.	Health care unit reports
	The TVETI provided trainees with guidance and counseling service.	Guidance and counseling reports
6.	The TVETI delivered career, employment and entrepreneurship training for its students.	career, employment and entrepreneurship service report
7.	The TVETI handled grievance of trainees' support services.	Minutes of committee meeting, submitted grievance letters
	The TVETI handled appeal of trainees' support services.	Minutes of committee meeting, submitted appeal letters
8.	The TVETI regularly monitored and periodically evaluated the effectiveness of trainees support service system	M&E report
	The TVETI measured the effectiveness of students' support service system based on pre-defined KPI	Performance report
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its trainees' support service system	Performance report on the effectiveness of trainees' support service system

III. Result

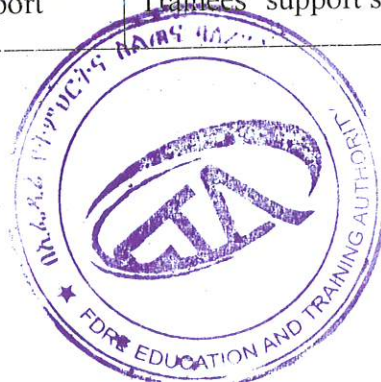
No	Indicators	Means of verification evidences
1	The TVETI demonstrated its achievement of measurable output for each Trainees' support service goals and objectives	Performance reports



2	The TVETI demonstrated causal relationships between performance for each Trainees' support service goal and objectives with its approaches, and deployments.	Performance Vs plan
3	The TVETI evaluates its attainment of Trainees' support service goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to Trainees' support service objectives and approaches as needed.	Continuous Performance trend analysis

IV. Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its Trainees' support service goals and objectives	Performance report, support service plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on Trainees' support service (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of Trainees' support service system
3.	The TVETI regularly reviewed and updated its Trainees' support service operational plan	previous Vs Updated Trainees' support service operational plan
4.	The TVETI has review processes for its assessment activities and regularly assessed their effectiveness in terms of achievement of Trainees' support service goals and objectives	Documented process to review its Trainees' support service activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on Trainees' support	Periodic self - evaluation reports Trainees' support service system,

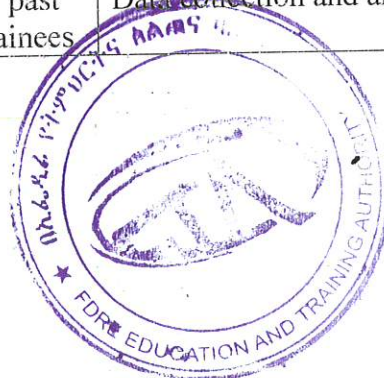


	service system	enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding Trainees' support service system	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on Trainees' support service system resulted from the established review processes	Documented evidences of changes or improvements on Trainees' support service system resulted from review processes

Standard 8: Trainees' progression and graduates' outcome

I. Approach

No	Indicators	Means of verification
1.	The TVETI formulated policies and procedures for trainees' progression and graduate outcome that align with relevant regulatory policy.	Trainees' progression and graduate outcome policy, trainees' hand book, registrar manual. Legislation,
	The TVETI established a mechanism to involve relevant stakeholder in the students' progression and graduates' outcome policy formulation process	Minutes of meeting
	The TVETI established a communication strategy to disseminate its trainees' progression and graduates outcomes policy to its relevant stakeholders	Communication plan, orientation, Senate Legislation trainees' handbook, website etc.
2.	The TVETI developed a centralized, automated tracking system with specific functions for monitoring course enrollment, grades earned, and progression patterns of each trainee.	Trainees' progression tracking platform
	The TVETI established an alert mechanism within the system to flag trainees at risk of not progressing on time, ensuring early intervention.	Trainees' progression tracking platform
3.	The TVETI developed trainees' retention guideline	Trainees' retention guideline
4.	The TVETI established mechanism for reviewing past exit exam results to identify recurring areas for trainees	Data collection and analysis

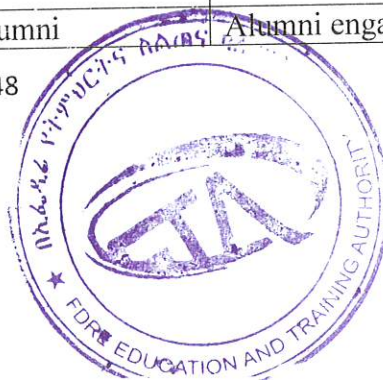


	improvement.	mechanisms
	The TVETI designed support programs (e.g., review sessions, tutoring, counseling) targeted to enhance student preparedness for the national exit exam.	support plans for trainees success on exit exams performance
5.	The TVETI formulated guidelines on how to conduct and report tracer trainees	Tracer study guideline
6.	The TVETI developed guidelines for organizing alumni events, networking opportunities, and involvement in institutional initiatives.	Alumni management guideline
	The TVETI created a alumni tracking system to maintain contact with alumni and tracking their career progression.	alumni tracking system
	The TVETI establish a mechanism to track trainees success in further education	Reporting mechanism for alumni success rate in National competency assessment
	The TVETI established a mechanism to analyze and interpret alumni involvement, including their engagement and contributions to institutional key activities.	Alumni engagement reporting mechanism
7.	The TVETI established a transparent appeals process on trainees' progression with required documentation.	Appeal procedures on trainees' progression, appeal hearing committee ToR, appeal form
	The TVETI developed a communication strategy on appeal procedure regarding trainees progression	Trainees' handbook, website
8.	The TVETI established KPI to measure performances of its trainees progression and graduate affairs management system	M&E framework
	The TVETI established reporting mechanism on the performance of its trainees' progression and graduate affairs operational plans	Trainees' progression and graduate affairs reporting tools
	The TVETI In place a system to review the effectiveness of trainees' progression and graduate's affairs management system.	Registrar and alumni unit plan, quality assurance plan



II. Deployment

No	Indicators	Means of verification
1.	The TVETI deployed trainees' progression and graduate affairs management policy and procedures	Trainees' progression reports, tracer study documents, alumni engagement reports, AC, DC minutes of meeting
	The TVETI involved relevant stakeholder in the trainees' progression and graduates' affairs management policy formulation process	invitation letters, Minutes of meeting, attendance
	The TVETI communicated its trainees' progression and graduates affairs management policy to its relevant stakeholders	orientation, Senate Legislation trainees' handbook, website etc.
2.	The TVETI deployed automated tracking system with specific functions for monitoring course enrollment, grades earned, and progression patterns of each trainee.	Trainees' progression tracking platform, system generated report
	The TVETI identified students at risk of progression utilizing the established alert mechanism	Data on trainees at risk of progression
3.	The TVETI minimized attrition rate of trainees	Report on attrition
4.	The TVETI reviewed and analyzed exit exam results to identify trends	exit exam trend analysis
	The TVETI implemented support programs targeted to enhance trainees preparedness for the national exit exam.	Evidences review sessions, tutoring, counseling
5.	The TVETI conducted and reported tracer studies based on the established guidelines	Tracer study reports
6.	The TVETI engaged its alumni in different institutional initiatives.	organized alumni events, alumni engagement evidences, established alumni networking
	The TVETI conducted survey on alumni career progression.	Tracer study report
	The TVETI tracked trainees eligible for further education	Report on alumni success rate in National competency assessment
	The TVETI analyzed and interpreted alumni	Alumni engagement analysis



	engagement on different institutional initiatives	report
7.	The TVETI communicated its appeal procedure regarding trainees' progression	trainees hand book, orientation, trainees' portal
	The TVETI deployed appeals procedures on trainees' progression	appeal hearing committee minutes, filled out appeal forms
8.	The TVETI regularly monitored and periodically evaluated the effectiveness of its trainees' progression and graduate affairs management system	M&E report
	The TVETI measured the effectiveness of trainees' progression and graduate affairs management system based on pre-defined KPIs	Performance report
	The TVETI reviewed the effectiveness of trainees' progression and graduate affairs management system	Performance report

III. Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each Trainees' progression and graduate outcome goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each Trainee's progression and graduate outcome goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of Trainees' progression and graduate outcome goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to Trainees' progression and graduate outcome objectives and approaches as needed.	Continuous Performance trend analysis



IV Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its Trainees' progression and graduate outcome goals and objectives	Performance report, Trainees' progression and graduate affairs management plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on Trainees' progression and graduate outcome (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of Trainees' progression and graduate affairs management system
3.	The TVETI regularly reviewed and updated its Trainees' progression and graduate affairs management operational plan	previous Vs Updated Trainees' progression and graduate affairs management operational plan
4.	The TVETI has review processes for its Trainees' progression and graduate affairs management activities and regularly assessed their effectiveness in terms of achievement of Trainees' progression and graduate outcome goals and objectives	Documented process to review its Trainees' progression and graduate affairs management activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on Trainees' progression and graduate affairs management system	Periodic self - evaluation reports on Trainees' progression and graduate affairs management system, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding Trainees' progression and graduate affairs management system	Minutes of meeting, trainings, allocated budget

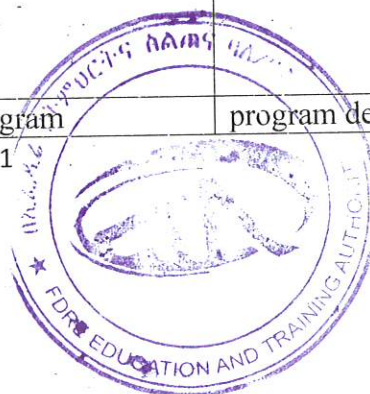


7.	The TVETI demonstrated tangible changes or improvements on Trainees' progression and graduate affairs management system resulted from the established review processes	Documented evidences of changes or improvements on Trainees' progression and graduate affairs management system resulted from review processes
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Standard 9: Program development and review

I. Approach

No	Indicators	Means of verification
1.	The TEVTI developed a comprehensive policy and set of guidelines outlining the process for program design, development, approval, and revision that align with regulatory requirements and national priorities	TEVTI proclamations, directives, national policies, program design, development and revision guideline, TOR of curriculum design and review committee
	The TEVTI established a mechanism to involve relevant stakeholder in the program design, development and revision guideline formulation process	Minutes of meeting
	The TEVTI established a communication strategy to disseminate its program design, development and revision policy to its relevant stakeholders	program development plan,
2.	The TEVTI established a stakeholder engagement mechanism, identifying relevant internal and external stakeholders (industry, community) and specifying their roles in program need assessment	program development plan,
	The TEVTI developed a program need assessment guideline that takes in to account national priorities and regulatory directives.	Program need assessment plan, program need assessment guideline
	Developed a mechanism to ensure the need assessment considers indigenous knowledge	Program need assessment plan, program need assessment guideline
3.	The TEVTI devised a mechanism to incorporate 21 st century skills in the curricula	curriculum development plan
4.	The TEVTI developed a guideline for program	program development and



	development and revision	revision guideline
5.	The TEVTI developed a guideline for program approval	program approval committee, program approval guideline
6.	The TEVTI developed a mechanism to verify that sufficient resources are available prior to designing and reviewing programs	Program need assessment plan
7.	The TEVTI developed a guideline for the preparation and revision of TTLM	TTLM preparation and revision guideline, committee ToR
8.	The TEVTI established Feedback collection mechanisms to gather ongoing insights from current students, alumni, industry partners, and faculty.	Feedback collection platform
9.	The TEVTI devised a mechanism to regularly monitor and periodically evaluate the effectiveness of the program design, development and review procedures	M&E framework for program development and revision
	The TEVTI established KPI to measure performance of program design, development and review procedures	Program development plan
	The TEVTI in placed a system to review the effectiveness of program design, development and review system	Program development plan

II. Deployment

No	Indicators	Means of verification
1.	The TVETI deployed its program design, development, approval, and revision guidelines	Minutes of meetings of curriculum design, development and revision committee, approved program curricula
	The TVETI involved relevant stakeholder in the program design, development and revision guideline formulation process	Attendance, invitation letter, validation workshop preceding Minutes.
	The TVETI communicated its program design, development and revision guideline to its relevant stakeholders	Training, website and senate legislation
2.	The TVETI conducted a program need assessments based on the need assessment guideline.	Need assessment documents, consent documents, workshop



		proceeding and attendance.
	The TVETI 's need assessment considered indigenous knowledge	Need assessment report
3.	The TVETI incorporated communication, critical thinking, collaboration, creativity and problem solving skills in its curricula	curricula
4.	The TVETI developed its programs based on its program development and revision a guideline	Curricula, workshop proceedings, letter of invitation
5.	The TVETI revised its programs based on its program development and revision guideline	workshop proceedings, letter of invitation revised curricula
	The TVETI approved its programs on the basis of its program development and revision guideline	Minutes of program approval committee
6.	The TVETI ensured the availability of sufficient resources prior to program design, development, approval and revision process	Program staff profile, learning resource review evidence, department budget review evidences.
7.	The TVETI prepared and revisited TTLM	TTLM, committee minutes
8.	The TVETI collected Feedback on its program effectiveness from current students, alumni, industry partners, and faculty.	Stakeholder satisfaction survey
9.	The TVETI periodically evaluated the effectiveness of the program design, development and review procedures.	Feedback collected on the effectiveness of the procedure
	The measure the performance of program design, development and review procedures based on predefined KPIs.	Performance report on program design, development and review procedures
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its program design, development and review procedures.	Analyzed feedback data



IV. Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each program design, development and review goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between result for goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment program design, development and review goals and objectives, against established each program design, development and review targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments in program design, development and review objectives and approaches as needed.	Continuous Performance trend analysis

IV Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its program design, development and review goals and objectives	Performance report, on program design, development and review procedure and quality assurance data collection tools.
2.	The TVETI validated the data collected about performances on program design, development and review procedures (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance on program design, development and review procedure



3.	The TVETI regularly reviewed and updated its program design, development and review operational plan	previous Vs Updated program design, development and review operational plan
4.	The TVETI has review processes for its program design, development and review activities and regularly assessed their effectiveness in terms of achievement of program design, development and review goals and objectives	Documented process to review its program design, development and review activities, reviewed activities, documented evidence on the effectiveness of the procedure.
5.	The TVETI established culture of self-review, learning, and improvement on program design, development and review procedure	Periodic self - evaluation reports on program design, development and review procedure, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding program design, development and review procedure.	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on program design, development and review procedure resulted from the established review processes.	Documented evidences of changes or improvements on program design, development and review procedure resulted from review processes

Standard 10: Teaching and learning

I. Approach

No	Indicators	Means of verification
1.	The TVETI developed a comprehensive teaching and learning policy and guidelines considering different delivery modalities that align with the regulatory requirements	TVET Proclamation, directives (consulted), legislation, teaching training and learning policy and guidelines
	The TVETI established a mechanism to involve relevant stakeholder in teaching and learning policy and guidelines formulation process	Minutes of meeting, invitation letters, attendance
	The TVETI established a communication strategy to disseminate its teaching and learning policy and guidelines to its relevant stakeholders	Trainees' handbook, curriculum,



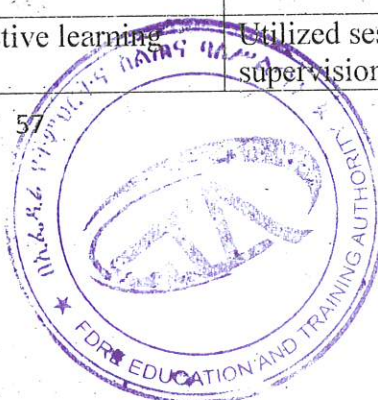
2.	The TVETI devised a mechanism to equip its faculty members with pedagogical skills	Training plan,
3.	The TVETI established a monitoring mechanism to ensure the implementation of diverse teaching methods that fit the nature of the course	Session plan, students course evaluation form course delivery evaluation format
	The TVETI developed mechanism ensuring that course content, teaching methods, and learning outcomes are consistent and complementary	Session plan, students course evaluation form course delivery evaluation format
4.	The TVETI established a mechanism that ensures implementation of verities of active learning methods	Session plan, curricula, teaching learning guideline
5.	The TVETI devised a mechanism to utilize technology in learning teaching process	Curricula, learning and teaching policy, session plan
6.	The TVETI designed a tracking mechanism to monitor course content coverage	Session plan, students course evaluation form Departmental course coverage evaluation format
7.	The TVETI developed a mechanism to balance theory and practice in each course of a program	Curriculum design process, minutes of curriculum development, checklist for balance between theory and practice
	The TVETI scheduled course that incorporate both theory sessions and practical activities	Course schedule
8.	The TVETI devised a mechanism to ensure engagement of industries in program delivery.	Industry engagement plan
9.	The TVETI established system for review, and continuous updating of TTLM.	Guideline for review and updating of TTLM
10.	The TVETI established a procedure for accessibility of TTLM across all training programs.	Guideline that establishes a procedure
11.	The TVETI established procedure for OS implementation follow up	Guideline that establishes a procedure, implementation Plans for OS
12.	The TVETI devised a mechanism to regularly monitor	M&E framework for teaching



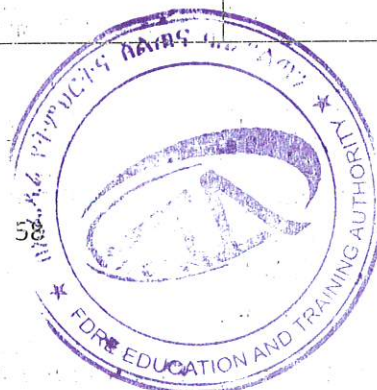
	and periodically evaluate the effectiveness of teaching learning mechanisms	and learning system
	The TVETI established KPI to measure the effectiveness of teaching learning mechanisms	IDP, departmental operational plan
	The TVETI in placed a system to review the effectiveness of teaching and learning	IDP, departmental operational plan

III. Deployment

No	Indicators	Means of verification
1.	The TVETI deployed teaching and learning policy and guidelines	Teaching, training and learning policy and guidelines, course outline, curriculum, academic Colander
	The TVETI involved relevant stakeholder in teaching, training and learning policy and guidelines formulation process	Minutes of meeting, invitation letters, attendance
	The TVETI communicated its teaching training and learning policy and guidelines to its relevant stakeholders	Trainees handbook, curriculum, course outlines distributed
2.	The TVETI equipped its faculty members with pedagogical skills	HDP, pedagogy training Certificates
3.	The TVETI monitored the implementation of diverse teaching and training methods that fit the nature of the course	executed session plan report, analyzed trainees course evaluation data Analyzed course delivery evaluation data by departments
	The TVETI ensured that course content, teaching and training methods, and learning outcomes are consistent and complementary	executed session plan report, analyzed trainees course evaluation data Analyzed course delivery evaluation data by departments
4.	The TVETI implemented verities of active learning	Utilized session plans, supervision reports, program



	methods	level SER
5.	The TVETI utilized technology in learning, training and teaching process	Smart class, vitally delivered sessions, portal
6.	The TVETI monitored course content coverage	executed session plan report, analyzed trainees course evaluation data Analyzed course evaluation data by departments
7.	The TVETI ensured the balance between theory and practice in each course delivery	executed session plan report, analyzed trainees course evaluation data Analyzed course evaluation data by departments Filled out log book
8.	The TVETI engaged industries in program delivery process	MOU, Industry-Driven Curriculum, Apprenticeships
9.	The TVETI updated and reviewed TTLM	Reviewed and updated TTLM
10.	The TVETI made accessible TTLM to all programs	TTLM Resources, distribution Records, feedback, evidence that show Availability of TTLM in All Programs.
11.	The TVETI deployed OS implementation follow up procedures	OS implementation report
12.	The TVETI periodically evaluated the effectiveness of the learning teaching system	Feedback collected on the effectiveness of the system
	The TVETI measured the performance of learning, training and teaching system based on predefined KPIs.	Performance report on learning, training and teaching system
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its learning, training and teaching system.	Analyzed feedback data



IV. Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each teaching and learning goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each teaching and learning goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of teaching and learning goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to teaching and learning objectives and approaches as needed.	Continuous Performance trend analysis

V. Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its teaching and learning goals and objectives	Performance report, teaching and learning plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on teaching and learning (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of teaching and learning system

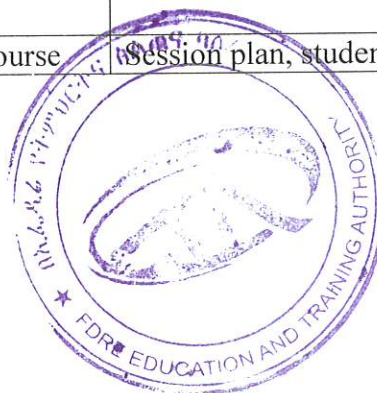


3.	The TVETI regularly reviewed and updated its teaching and learning operational plan	previous Vs Updated teaching and learning operational plan
4.	The TVETI has review processes for its teaching and learning activities and regularly assessed their effectiveness in terms of achievement of teaching and learning goals and objectives	Documented process to review its teaching and learning activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on teaching and learning system	Periodic self - evaluation reports teaching and learning system, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding teaching and learning system	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on teaching and learning system resulted from the established review processes	Documented evidences of changes or improvements on teaching and learning system resulted from review processes

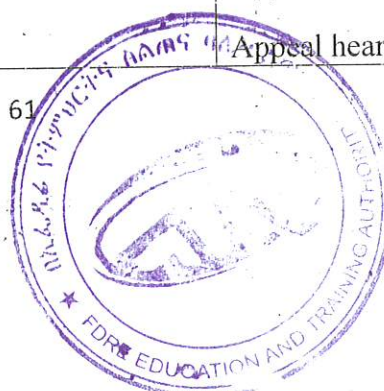
IV Standard 11 Assessment

I. Approach

No	Indicators	Means of verification
1.	The TVETI established a mechanism to involve relevant stakeholder assessment policy and guidelines formulation process	Engagement plan
	The TVETI developed a comprehensive assessment policy and guidelines considering different delivery modalities that align with the regulatory requirements	TVET Proclamation, directives (consulted), legislation, assessment policy and guidelines
	The TVETI established a communication strategy to disseminate its assessment policy and guidelines to its relevant stakeholders	Trainees' handbook, curriculum, course outline
2.	The TVETI developed mechanism to ensure course	Session plan, students course



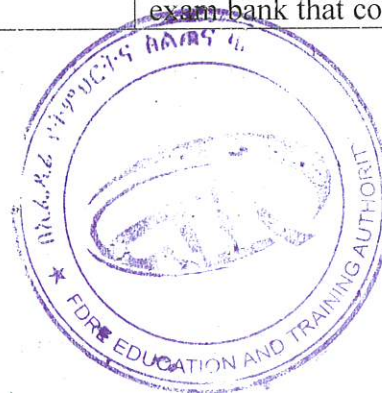
	content, assessment methods, and learning outcomes are consistent and complementary	evaluation format
3.	The TVETI established a monitoring mechanism to ensure the implementation of diverse assessment methods that fit the nature of the course content	Session plan, students course evaluation format
4.	The TVETI established a mechanism to support assessment with technology	Technology platform for assessment
5.	The TVETI developed an assessment guideline that guides the security, fairness and consistency in handling examination matters.	Assessment guideline
6.	The TVETI devised a mechanism to ensure the validity and reliability of exam items	Exam committee ToR, assessment policy and guideline
7.	The TVETI designed a mechanism to monitor and make sure that assessment covers the entire course content	trainees course evaluation format exam blue print Course evaluation format Exam review committee ToR, assignment letters
8.	The TVETI developed a mechanism to balance theory and practice in designing assessment tools	Curriculum design process, minutes of curriculum development, checklist for balance between theory and practice
9.	The TVETI in placed a mechanism to ensure evaluation method cover entire objectives of the course.	trainees course evaluation format exam blue print Course evaluation format Exam review committee ToR, assignment letters
10.	The TVETI established a mechanism to monitor consistency of assessment practices across its departments and campuses.	Assessment standardization manual grading rubrics, marking criteria
11.	The TVETI devised a mechanism to involve professionals and industry practitioners in assessment tool development	Engagement plan
12.	The TVETI established an appeal policy and procedures for grievances handling related to assessment and marking.	Appeal policy and procedures, Appeal format Appeal hearing committee ToR,



		assignment letter
13.	The TVETI devised a mechanism to regularly monitor and periodically evaluate the effectiveness of assessment system	M&E framework for assessment system
	The TVETI established KPI to measure the effectiveness of assessment system	IDP, departmental operational plan
	The TVETI in placed a system to review the effectiveness of assessment system	IDP, departmental operational plan

II. Deployment

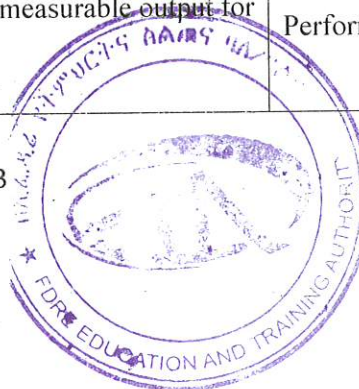
No	Indicators	Means of verification
1.	The TVETI involved relevant stakeholder in assessment policy and guidelines formulation process	Minutes of meeting, invitation letters, attendance
	The TVETI assigned budget and human resource to deploy assessment policy and guidelines	operational plan
	The TVETI communicated its assessment policy and guidelines to its relevant stakeholders	Distributed Students' handbook, curriculum, course outline
2.	The TVETI ensured course content, assessment methods, and learning outcomes are consistent and complementary	Executed session plan report, analyzed course evaluation data
3.	The TVETI monitored the implementation of diverse assessment methods that fit the nature of the course content	Executed session plan report, analyzed course evaluation data
4.	The TVETI supported assessment with technology	Utilized platform, protracted exam videos,
5.	The TVETI ensured security, fairness and consistency in handling examination	Safe storage place, exam committee minutes, exam administration report
6.	The TVETI ensured the validity and reliability of exam items	Minutes of exam committee, validated sample exam items, exam bank that contains



		validated exam items
7.	The TVETI ensured assessments covered the entire course content	analyzed course evaluation data, Exam review committee, minutes of meetings
8.	The TVETI ensured balance between theory and practice in assessment tools	minutes of exam committee, exam tools evaluation report
9.	The TVETI ensured evaluation method covered the entire objectives of the course.	Course evaluation report Exam review committee minutes
10.	The TVETI monitored consistency of assessment practices across its departments and campuses.	Report on consistency of assessment practices
11.	The TVETI involved professionals and industry practitioners in assessment tool development	Engagement report, minutes of minutes, invitation letter
12.	The TVETI settled appeal and grievances cases related to assessment and marking.	Appeal hearing committee minutes of meeting, assignment letter, submitted appeal letter by trainees, settled cases
13.	The TVETI regularly monitored and periodically evaluated the effectiveness of assessment system	M&E framework for assessment system
	The TVETI measured the effectiveness of assessment system based on pre-defined KPI	Performance report
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its assessment system	Performance report on the effectiveness of assessment system

III Result

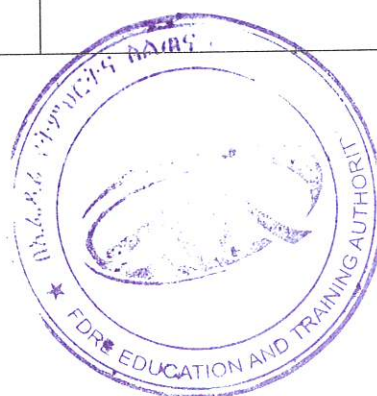
No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each assessment goals and objectives	Performance reports



2.	The TVETI demonstrated causal relationships between performance for each assessment goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of assessment goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to assessment objectives and approaches as needed.	Continuous Performance trend analysis

IV. Improvement

No	Indicators	Means of verification evidences
8.	The TVETI regularly gathered, analyzed and reported data on performance of its assessment goals and objectives	Performance report, assessment plan, quality assurance data collection tools
9.	The TVETI validated the data collected about performances on assessment (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of assessment system
10.	The TVETI regularly reviewed and updated its assessment operational plan	previous Vs Updated assessment operational plan
11.	The TVETI has review processes for its assessment activities and regularly assessed their effectiveness in terms of achievement of assessment goals and objectives	Documented process to review its assessment activities, reviewed activities, documented evidence on the effectiveness of the process
12.	The TVETI established culture of self-review, learning, and improvement on assessment system	Periodic self - evaluation reports assessment system, enhancement plan, improvement evidences, identified good practices
13.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding assessment system	Minutes of meeting, trainings, allocated budget

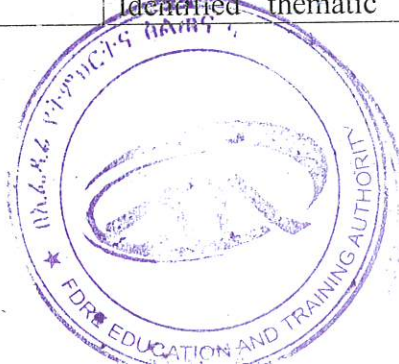


14.	The TVETI demonstrated tangible changes or improvements on assessment system resulted from the established review processes	Documented evidences of changes or improvements on assessment system resulted from review processes
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Standard 12: Research

I. Approach

NO	Indicators	Means of Verification Evidences
1.	The TVETI devise mechanisms to engage relevant stakeholders in developing research policies, guidelines and procedures	Invitation letters, stakeholders engagement plan
	The TVETI developed research policies, guidelines, and procedures that are aligned with national priorities, and regulatory requirements.	Documented research policies and guidelines, Consulted TVET proclamation and directives; Provisions in Senate Legislation.
	The TVETI developed a research policy and guidelines that covered essential areas such as, research funding, ethics, collaboration, dissemination, impact assessment.	research policies, guidelines, Provisions in Senate Legislation
	The TVETI established a research office that cascades research policies into operational plans.	Research office with assigned resources
	The TVETI developed communication strategy to disseminate its research policies, guidelines, and procedures to its stakeholders.	Communication plan, resource and schedule
2.	The TVETI developed procedures for supporting and monitoring trainees research activities.	Research Procedures.
	The TVETI planned resources allotment (funding, facilities, and mentorship) for trainee research, aligning with institutional priorities.	funding allocation plan for trainee research projects.
3.	The TVETI developed a mechanism to identify and prioritize its major research thematic area with the involvement of relevant stakeholders	Stakeholders' engagement plan, (faculty, trainees, external partners)
	The TVETI devised mechanisms ensuring that	Identified thematic areas Vs



	research priorities align with the programs it offers	programs
4.	The TVETI established a research fund mobilization mechanism to secure fund for its research undertakings	fund mobilization plan
5.	The TVETI established a mechanism to ensure that research funds are used only for research purpose	Departmental plan Research proposal Institutional plan
6.	The TVETI developed guidelines to monitor staff research, aligning with institutional priorities agendas and research commitment	Guidelines for staff research support, which aligns with institutional priorities, research load.
	The TVETI planned resources (funding, infrastructure, research assistants, etc.) to support staff research activities.	resource allocation plan for staff research projects.
	The TVETI developed incentives packages to encourage its staff to engage in research undertakings	Grant, teaching load reduction, promotion, awards
7.	The TVETI developed research approval procedures taking in to account ethical standards	Research approval procedure Research policy, guidelines
	The TVETI devised a mechanism that its research approval procedures align with regulatory policies.	Guidelines consulted within the research approval procedure.
	The TVETI established an oversee body with clearly defined responsibilities for monitoring compliance	Research review and approval committee, TOR, and qualifications.
	The TVETI allocated appropriate resources to ensure that the research approval process operates effectively and efficiently	allocation of resources, plagiarism software license documents
8.	The TVETI devised a mechanism to protect Intellectual Property Rights (IPR) arising from research	Research guideline, consulted HE proclamation, provision in legislation, committee ToR
9.	The TVETI has developed a research database system for effective research data management and archiving, ensuring accessibility, and security.	data protection security certificate/license
	The TVETI defined Clear roles and responsibilities for managing and updating the database system	job descriptions



	The TVETI established publication and dissemination guidelines and procedures for managing research outputs, promoting transparency and accessibility of research data.	Documentation on research publication and dissemination guidelines
	The HEI allocated resources for the development and maintenance of the research database system.	Resource allocation reports
10.	The HEI established a mechanism to ensure the reputability of journals before subscription	Reputability indicator index utilization protocol Departmental research committee
11.	The HEI devised a mechanism to ensure the utilization of research outputs	Research outputs utilization communication strategy
12.	The HEI established a mechanism to publish or outsource the publication of its research outputs	MoA, procurement evidences,
13.	The HEI devised a mechanism to establish collaboration with national and international institutions	Collaboration strategy
14.	The HEI has developed guidelines to assess the impact of its research outputs	Research impact assessment guideline
15.	The HEI devised a mechanism to regularly monitor and periodically evaluate the effectiveness of research system	M&E framework for research system
	The HEI established KPI to measure the effectiveness of research system	IDP, departmental operational plan
	The HEI in placed a system to review the effectiveness of research system	IDP, departmental operational plan

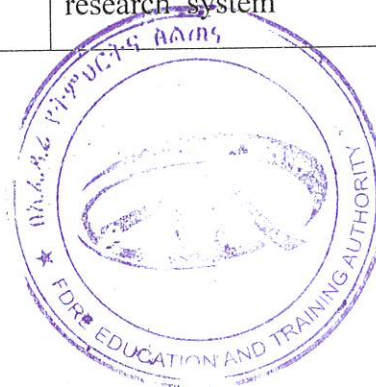


II. Deployment

No	Indicators	Verification Evidences
1.	The TVETI involved relevant stakeholders in developing research policies, guidelines and procedures.	Minutes of meeting, attendance and workshop proceeding, feedbacks incorporated in the policy document.
	The TVETI allocated resource to deploy research policies, guidelines, and procedures	Operational plan, assignment letter and job description
	The TVETI communicated its research policies, guidelines, and procedures to its stakeholders:	trainees handbook, staff hand book, website, delivered training evidences
2.	The TVETI supported and monitored trainees research activities.	Budget, advisor assignment evidences and advisor advisee ratio, defense schedule, advisee progress report
3.	The TVETI identified and prioritized major research thematic area	Identified thematic areas, minutes of meetings and attendance, stakeholders' feedback on the identified thematic areas.
4.	The TVETI diversified the source fund for its research undertakings	Grants, signed contracts with funding institutions, research partnership,
5.	The TVETI utilized research funds only for research activities	Performance reports Financial audit reports
6.	The TVETI monitored staff research that aligned with institutional priorities and research commitment.	Minutes of meeting for research approval, research load,
	The TVETI allocated resources to support staff research activities.	Fund, infrastructure, research assistants for staff research projects.
	The TVETI offered incentives to encourage its staff to	Grant, teaching load reduction, promotion,



	engage in research undertakings	certificate, awards
7.	The TVETI maintained ethical standards in its research approval procedures	Minutes of meetings of the approval committee, signed consent form, ethical clearance .
	The TVETI deployed appropriate resources for research approval activities	Plagiarism checked research outputs, utilized software, expenses, staff profiles, administrative cost.
8.	The TVETI protected Intellectual Property Rights (IPR) arising from research	Minutes of meetings Ownership certificates,
9.	The TVETI deployed the research database system	Research outputs available at data base
	The TVETI assigned human resources for the management of the research database system	Letter of assignment, job description, payroll and credentials
	The TVETI published and disseminated research outputs	Published research outputs, proceedings, research conference proceeding, uploaded research outputs in the research data base.
	The TVETI regularly maintained and periodically updated its research database system.	Maintenance report
10.	The TVETI subscribed only reputable journals	Departmental research committee minutes
11.	The TVETI ensured utilization of its research outputs	Research outputs changed in to projects
12.	The TVETI published by its own or out sourced the publication of its research outputs	journals, periodicals,
13.	The TVETI established collaboration with national and international institutions	Granted scholarship, joint research outputs
14.	The TVETI assessed the impact of its research outputs	Impact assessment report
15.	The TVETI regularly monitored and periodically evaluated the effectiveness of research system	M&E framework for research system



	The TVETI measured the effectiveness of research system based on pre-defined KPI	Performance report
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its research system	Performance report on the effectiveness of research system

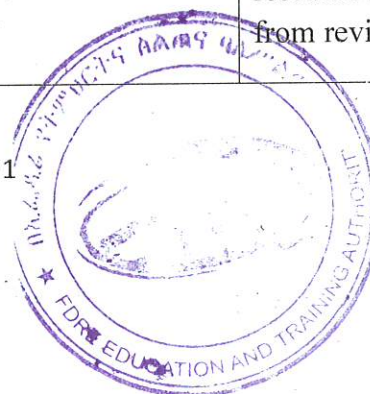
III. Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each research goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each research goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of research goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to research objectives and approaches as needed.	Continuous Performance trend analysis



IV. Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its research goals and objectives	Performance report, research plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on research (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of research system
3.	The TVETI regularly reviewed and updated its research operational plan	previous Vs Updated research operational plan
4.	The TVETI has review processes for its assessment activities and regularly assessed their effectiveness in terms of achievement of research goals and objectives	Documented process to review its research activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on research system	Periodic self - evaluation reports research system, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding research system	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on research system resulted from the established review processes	Documented evidences of changes or improvements on research system resulted from review processes



Standard 13: Community Engagement

I. Approach

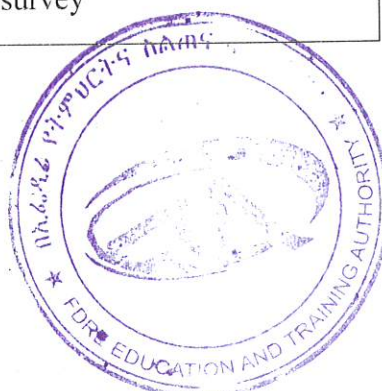
No	Indicators	Means of Verification Evidences
1.	The TVETI devised mechanisms to engage relevant stakeholders in developing community engagement: policies, guidelines and procedures	Invitation letters, stakeholders engagement plan
	The TVETI developed community engagement policies, guidelines, and procedures that are aligned with national priorities, regulatory requirement and mission and strategic objective.	Documented Community engagement policies and guidelines, Consulted HE proclamation and directives; Provisions in Senate Legislation.
	The TVETI established a Community engagement office that cascades community engagement policies into operational plans.	Community engagement office with assigned resources
	The TVETI developed communication strategy to disseminate its community engagement policies, guidelines, and procedures to its stakeholders.	Communication plan, resource and schedule
	The TVETI developed a strategy to engage the community with the participation of the community members.	Community engagement strategy
2.	Create a system to encourage and motivate community in relevant institutional committees	ToR, community engagement strategy
3.	The TVETI established a mechanism to engage its staff and trainees in national services	Community engagement guideline, IDP
4.	The TVETI developed a mechanism to build credibility of its institution through community engagement.	Strategy build credibility, community engagement plan
5.	The TVETI developed community engagement guideline to encourage its staff and trainees to participate in a range of community activities	Community engagement guideline
6.	The TVETI developed Community engagement plan that mandate that community service activities be supported by research, reflecting a commitment to evidence-based practice.	Community engagement plan
7.	The TVETI designed community extension programs that tackle local socio-economic challenges, involving	community extension



	community stakeholders in planning and execution.	programs
8.	The TVETI has developed guidelines to assess the impact of its community engagement activities	community engagement impact assessment guideline
9.	The TVETI devised a mechanism to regularly monitor and periodically evaluate the effectiveness of community engagement system	M&E framework for research system
	The TVETI established KPI to measure the effectiveness of community engagement system	IDP, departmental operational plan
	The TVETI in placed a system to review the effectiveness of community engagement system	IDP, departmental operational plan

II. Deployment

No	Indicators	Means of Verification Evidences
1.	The TVETI engaged relevant stakeholders in developing community engagement policies, guidelines and procedures.	Invitation letters, attendance,
	The TVETI allocated resource to deploy community engagement policies, guidelines, and procedures	Operational plan, assignment letter and job description community engagement office
	The TVETI communicated and disseminated its community engagement policies, guidelines, and procedures to its stakeholders.	Website, workshop
2.	The TVETI ensured engagement of the community according to community engagement strategy	Community engagement report
3.	The TVETI engaged its staff and trainees in national services	Community engagement performance report
4.	The TVETI built its credibility through community engagement	Community satisfaction survey



5.	The TVETI encouraged its staff and trainees to participate in a range of community activities	Community engagement activities by staff and trainees
6.	The TVETI supported its community engagement activities by research	Research base Community engagement
7.	The TVETI launched community extension programs to tackle local socio-economic challenges	community extension performance report
8.	The TVETI allocated appropriate resources to its community engagement impact assessment activities	Resource allocation reports
	The TVETI assessed the impact of its community engagement activities	Impact assessment report
9.	The TVETI regularly monitored and periodically evaluated the effectiveness of community engagement system	M&E framework for community engagement system
	The TVETI measured the effectiveness of community engagement system based on pre-defined KPI	Performance report
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its community engagement system	Performance report on the effectiveness of community engagement system

III. Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each community engagement goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each community engagement goal and objectives with its approaches, and deployments.	Performance Vs plan



3.	The TVETI evaluates its attainment of community engagement goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to community engagement objectives and approaches as needed.	Continuous Performance trend analysis

IV. Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its community engagement goals and objectives	Performance report, community engagement plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on community engagement (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of community engagement system
3.	The TVETI regularly reviewed and updated its community engagement operational plan	previous Vs Updated community engagement operational plan
4.	The TVETI has review processes for its assessment activities and regularly assessed their effectiveness in terms of achievement of community engagement goals and objectives	Documented process to review its community engagement activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on community engagement system	Periodic self - evaluation reports community engagement system, enhancement plan, improvement evidences, identified good practices

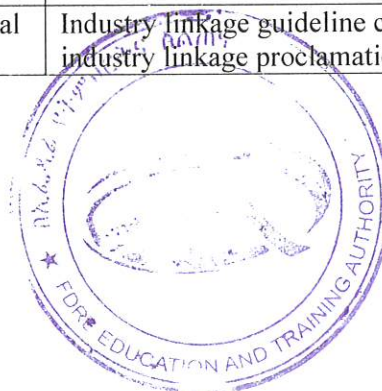


6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding community engagement system	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on community engagement system resulted from the established review processes	Documented evidences of changes or improvements on community engagement system resulted from review processes

Standard 14: Industry Linkage

I. Approach

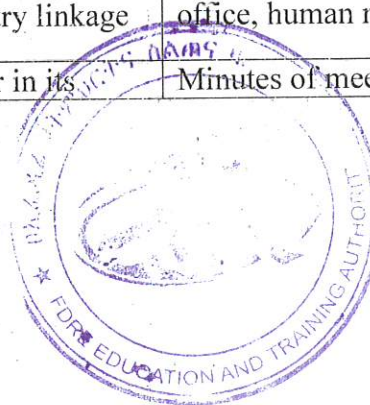
NO	Indicators	Means Verification Evidences
1.	The TVETI developed industry linkage policies, guidelines and procedures, aligned with national regulations.	Consulted TVET proclamation and directives, Provisions in Senate legislation
	The TVETI established a mechanism to involve relevant stakeholder in its industry linkage policy formulation process	Stakeholders' engagement plan
	The TVETI established a mechanism to align its industry linkage policy with its mission and strategic objectives	Industry Linkage planning sessions, IDP
	The TVETI developed communication strategy to communicate its industry linkage policy guidelines, and procedures to stakeholders.	Communication plan, Workshop and training budget & schedule, Senate Legislation, etc.
2.	The TVETI established a system to strengthen its TVETI -Industry Linkages	TVETI -Industry Linkage strategy, MoU
3.	The TVETI establish a system to manage and expand local and international TVETI -industry partnerships.	Documented strategy, Communication channels established with industry partners.
	The TVETI established funding mechanisms through industry collaborations, including grants, sponsorships, and joint research.	Evidence of funding agreements, grants, or sponsorships secured through industry partnerships.
4.	The TVETI devised a mechanism to diversify its funding source for industry-linkage	Industry linkage Fund mobilization plan
5.	The TVETI devised a mechanism to protect Intellectual	Industry linkage guideline consulted industry linkage proclamation,



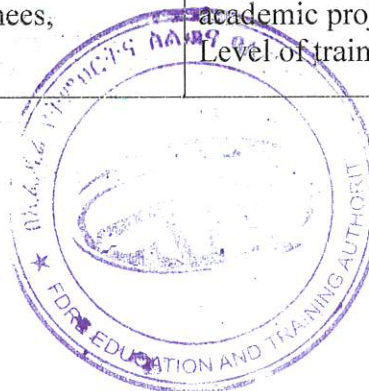
	Property Rights (IPR) arising from innovation	provision in legislation, committee ToR
6.	The TVETI established a mechanism to integrate industry guest lectures into the academic curriculum, ensuring relevance to student learning objectives.	Guidelines for selecting and inviting industry professionals as guest lecturers, schedules, course outlines.
	The TVETI developed internship programs in collaboration with industry partners to provide students with hands-on experience.	Internship program guidelines, MOUs or agreements for internship,
	The TVETI devised mechanisms for collaborative projects between industry professionals and students, focusing on real-world experience.	Guidelines for collaborative industry projects, Ongoing or completed projects involving students and industry professionals.
7.	The TVETI identified desired graduate skills and competencies from industry	conducted industry needs assessment
	The TVETI conducted periodic labor market analyses to identify trends and expectations in graduate employability.	Tracer study
8.	The TVETI established system to ensure that cooperative trainings are organized in relevant industries, with clearly defined training objectives.	Cooperative Training Policy and plan, Partnership Agreements with Industry
9.	The TVETI Developed industry extension-service mechanism to enhance productivity competitiveness and innovation of industries.	Industry Extension Service Policy and plan, Partnership agreements and Training and capacity.
10.	The TVETI established KPI to measure performances of its industry linkage system	M&E framework
	The TVETI established reporting mechanism on the performance of industry linkage operational plans	industry linkage performance reporting tools
	The TVETI established a system to regularly collect and analyze performance data and feed back on the effectiveness of its industry linkage system	industry linkage plan

II. Deployment

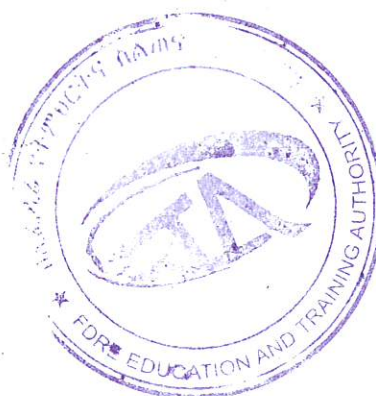
NO	Indicators	Means Verification Evidences
1.	The TVETI allocated resources for industry linkage	office, human resource, budget
	The TVETI involved relevant stakeholder in its	Minutes of meeting, invitation



	industry linkage policy formulation process	letters, attendance
	The TVETI aligned its industry linkage policy with its mission and strategic objectives	industry linkage operational plan
	The TVETI communicated its industry linkage policy guidelines, and procedures to stakeholders.	Training, website and senate legislation, Workshop and training, etc.
2.	The TVETI strengthened its TVETI -Industry Linkages.	TVETI -Industry Linkage performance report, established and renewed MoU,
3.	The TVETI established local and international partnerships	MoU, jointly innovated industry linkage outputs
4.	The TVETI diversified its funding source for industry-linkage	Grants, MoU
	The TVETI secured industry-funded research projects and launched collaborative initiatives.	Data on Number of industry-funded research projects and collaborative initiatives launched
	The TVETI launched courses, programs, or events funded by industry sponsors.	Percentage of courses, programs, or events funded by industry sponsors.
5.	The TVETI protected Intellectual Property Rights (IPR) arising from innovation	Minutes of meeting, ownership certificates
6.	The TVETI offered industry guest lectures	Number of industry guest lectures organized per academic year, Analyzed feedback from trainees
	The TVETI executed internship programs in collaboration with industry partners to provide trainees with hands-on experience	Number of trainees placed in internships through industry partnerships. Feedback from industry partners on the performance and learning outcomes of trainees.
	The TVETI conducted collaborative projects between industry professionals and trainees, focusing on real-world experience	Number of joint industry-academic projects initiated, Level of trainees participation



		in these projects, Documentation of project outcomes
	The TVETI implemented a database or tracking system to monitor all active partnerships and projects.	database or tracking system
7.	The TVETI collected analyzed and interpreted data from industry stakeholders on desired graduate skills and competencies.	Industry needs assessment reports
	The TVETI conducted periodic labor market analyses and identified trends and expectations in graduate employability.	Tracer study reports
8.	The TVETI organized cooperative training in relevant industries.	Cooperative Training Program Records, List of Participating Industries, Monitoring and Progress Reports Certificates of Completion or Recognition
9.	The TVETI deployed an industry extension service mechanism that works directly with industries to improve their productivity, innovation, and overall competitiveness.	Training, Workshops, and Capacity Building Records, attendance sheets and feedback forms that demonstrate participation.
10.	The TVETI regularly monitored and periodically evaluated the effectiveness of industry linkage system	M&E framework for industry linkage system
	The TVETI measured the effectiveness of industry linkage system based on pre-defined KPI	Performance report
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its industry linkage system	Performance report on the effectiveness of industry linkage system



III Result

No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each industry linkage goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each industry linkage goal and objectives with its approaches, and deployments.	Performance Vs plan
3.	The TVETI evaluates its attainment of industry linkage goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to industry linkage objectives and approaches as needed.	Continuous Performance trend analysis

IV Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its industry linkage goals and objectives	Performance report, industry linkage plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on industry linkage (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of industry linkage system
3.	The TVETI regularly reviewed and updated its industry linkage operational plan	previous Vs Updated industry linkage operational plan
4.	The TVETI has review processes for its assessment activities and regularly assessed their effectiveness	Documented process to review its industry linkage activities,

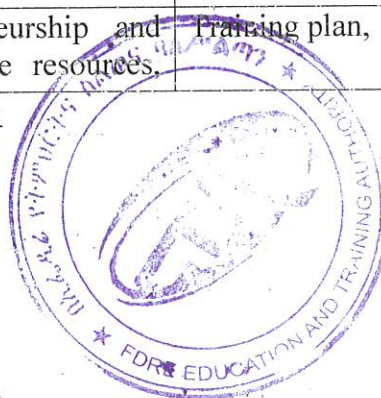


	in terms of achievement of industry linkage goals and objectives	reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on industry linkage system	Periodic self - evaluation reports industry linkage system, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding industry linkage system	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on industry linkage system resulted from the established review processes	Documented evidences of changes or improvements on industry linkage system resulted from review processes

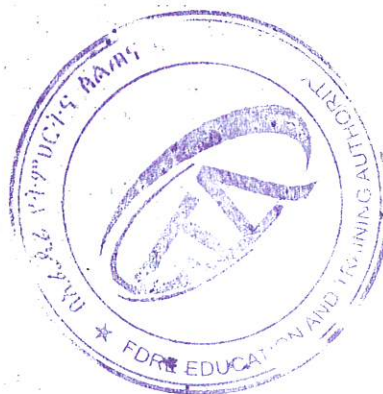
Standard 14: Incubation and Innovation

I. Approach

NO	Indicators	Means Verification Evidences
1.	The TVETI developed Incubation and Innovation policies, guidelines with the participation of relevant stakeholders.	Consulted TVETI proclamation and directives, guidelines
	TVETI established a mechanism to involve relevant stakeholder in its Incubation and Innovation formulation process.	Stakeholders' engagement plan
	The TVETI developed communication strategy to communicate its Incubation and Innovation policy guidelines to stakeholders,	Communication plan, Workshop and training budget & schedule, Senate Legislation, etc.
2.	The TVETI Formulated a mechanism to screen out and support the innovated ideas to be incubated.	Idea innovation and incubation plan, IDP.
3.	The TVETI Established Entrepreneurship and Innovation Centers (EIC) to provide resources,	Franchising plan, established

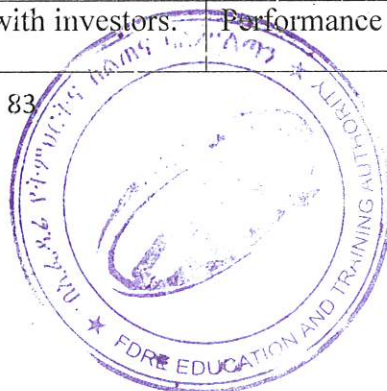


	mentorship, and training for innovators and startups.	EICs
4.	The TVETI Devised a mechanism to integrate innovation and incubation into the curriculum.	Curriculum
5.	The TVETI developed a mechanism to ensure that EICs provide training and support to researchers, innovators, and entrepreneurs.	Training and support plan
6.	The TVETI established a metrics to assess the success of incubation initiatives, including the number of startups launched and their sustainability.	Measurement tools
7.	The TVETI devised a mechanism to encourage trainees and trainers to consider indigenous knowledge in their innovation process.	Innovation plan, curricula
8.	The TVETI devised a mechanism to provide technical and advisory services for small and medium-sized enterprises (SMEs)	EICs advisory service plan,
9.	The TVETI established a mechanism to track progress of incubates through periodic reviews.	Tracking mechanisms and tools
10.	The TVETI developed a mechanism to establish partnerships with external experts	MOA, outreach Strategy,
	The TVETI developed a mechanism to establish partnerships with investors	MOA, outreach Strategy,
11.	The TVETI devised a mechanism to disseminate best practices of innovation.	Communication strategy
12.	The TVETI established KPI to measure performances of its Incubation and Innovation system.	M&E framework
	The TVETI established reporting mechanism on the performance of Incubation and Innovation operational plans.	Incubation and Innovation performance reporting tools
	The TVETI established a system to regularly collect and analyze performance data and feedback on the effectiveness of its Incubation and Innovation system.	Incubation and Innovation plan



II. Deployment

NO	Indicators	Means Verification Evidences
1.	The TVETI involved relevant stakeholders in the Incubation and Innovation policy and guideline formulation process.	Invitation letters, attendance, minutes of meetings
	The TVETI allocated resource to deploy Incubation and Innovation policies and guidelines	Operational plan, assignment letter and job description Incubation and Innovation office
	The TVETI communicated its Incubation and Innovation policy and guidelines to stakeholders.	Communication plan, training budget & schedule, Senate Legislation, etc.
2.	The TVETI transformed screened out ideas into innovation.	Prototype, funded projects
3.	The TVETI provided training and support to innovators, researchers and entrepreneur.	Resource (budget, human resource, material resource), provided supports.
4.	The TVETI integrated innovation and incubation issues into curricula.	Innovation and incubation ideas incorporated in to the Curricula's.
5.	The TVETI provided training and support to researchers, innovators, and entrepreneurs.	Funding, resources,
6.	The TVETI measured the success of incubated initiatives.	reports on successful and unsuccessful startup.
7.	The TVETI encouraged trainees and trainers to consider indigenous knowledge in their innovation process.	Innovation report
8.	The TVETI provided technical and advisory services for small and medium-sized enterprises (SMEs)	Advisory support report, budget
9.	The TVETI tracked progress of incubates	Progress report
10.	The TVETI established partnerships with external experts	Performance report
	The TVETI established partnerships with investors.	Performance report



11.	The TVETI disseminated best practices of innovation.	Published reports, workshops proceedings, training sessions
12.	The TVETI regularly monitored and periodically evaluated the effectiveness of innovation and incubation system	M&E framework for innovation and incubation system
	The TVETI measured the effectiveness of innovation and incubation system based on pre-defined KPI	Performance report
	The TVETI regularly collected and analyzed data and feedback on the effectiveness of its innovation and incubation system	Performance report on the effectiveness of innovation and incubation system

III. Result

NO	Indicators	Means of verification evidences
5.	The TVETI demonstrated its achievement of measurable output for each innovation and incubation goals and objectives	Performance reports
6.	The TVETI demonstrated causal relationships between performance for each innovation and incubation goal and objectives with its approaches, and deployments.	Performance Vs plan
7.	The TVETI evaluates its attainment of innovation and incubation goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
8.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to innovation and incubation objectives and approaches as needed.	Continuous Performance trend analysis



IV. Improvement

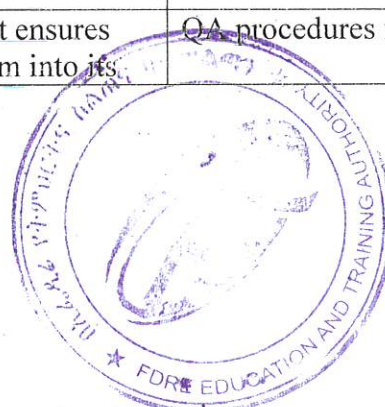
NO	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its Incubation and Innovation goals and objectives	Performance report, Incubation and Innovation plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on Incubation and Innovation (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of Incubation and Innovation system
3.	The TVETI regularly reviewed and updated its Incubation and Innovation operational plan	previous Vs Updated Incubation and Innovation operational plan
4.	The TVETI has review processes for its assessment activities and regularly assessed their effectiveness in terms of achievement of Incubation and Innovation goals and objectives	Documented process to review its Incubation and Innovation activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on Incubation and Innovation system	Periodic self - evaluation reports Incubation and Innovation system, enhancement plan, improvement evidences, identified good practices
6.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding Incubation and Innovation system	Minutes of meeting, trainings, allocated budget
7.	The TVETI demonstrated tangible changes or improvements on Incubation and Innovation system resulted from the established review processes	Documented evidences of changes or improvements on Incubation and Innovation system resulted from review processes



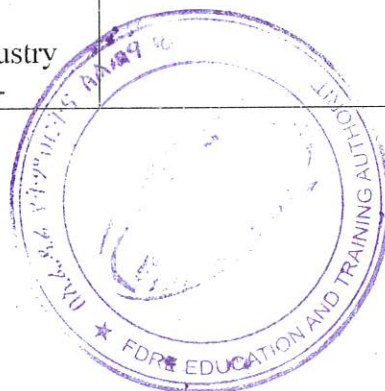
Standard 15: Internal Quality Assurance

I. Approach

NO	Indicators	Means of Verification Evidences
1.	The TVETI developed internal quality assurance policy aligned with its mission and regulatory requirements.	Consulted Proclamations, directives, provisions in senate legislation.
	The TVETI devised a mechanism to involve relevant stakeholders in its internal quality assurance policy and guideline formulation process.	Stakeholders engagement plan
	The TVETI established mechanism to communicate its internal quality assurance policies and guidelines to stakeholders.	Communication strategy
2.	The TVETI established a clearly defined organizational structure for its IQA system	Defined roles, responsibilities, reporting lines and IQA framework
	The TVETI's organogram ensures the autonomy of the quality assurance office	Organogram, provisions in the legislation
3.	The TVETI established a mechanism that ensures the integration of quality assurance system into its core functions (teaching and learning, research and community engagement)	QA procedures covering core functions.
	The TVETI established a mechanism that ensures the integration of quality assurance system into its support functions (trainee services, IT infrastructure, library resources, human resource management and financial operations.)	QA procedures for support functions
	The TVETI established a mechanism that ensures the integration of quality assurance system into its control functions (risk management, regulatory compliance, internal auditing)	QA procedures for control functions
	The TVETI established a mechanism that ensures the integration of quality assurance system into its	QA procedures for strategic



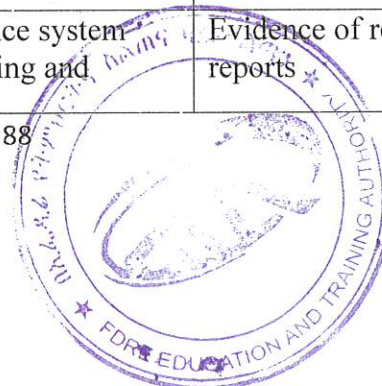
	strategic functions (governance, policy development, strategic planning and resource allocation)	functions
	The TVETI established a mechanism that ensures the integration of quality assurance system into its operational functions (maintenance and facilities management, procurement and supply chain procedures, and security and safety)	QA procedures for operational functions
	The TVETI established a mechanism that ensures the integration of quality assurance system into its cross-cutting functions (sustainability, diversity and inclusion, equity and digital transformation)	QA procedures for cross-cutting functions
4.	The TVETI set up a quality care unit or committee structure at institutional, faculty and program level that closely follow quality assurance activities.	committee ToR,
5.	The TVETI formulated mechanism for conducting periodic institutional self-evaluations, with established procedures for corrective actions based on the findings.	Self-evaluation guideline, committee ToR
	The TVETI formulated mechanism for conducting periodic academic self-evaluations (academic audit) with established procedures for corrective actions based on the findings.	Program Self-evaluation guideline, committee ToR
6.	The TVETI In placed a mechanism to maintain consistency in the implementation of its policies, systems, mechanisms, and procedures across its campuses, faculties and programs.	Institutional level quality assurance plan, campus based quality assurance plan, quality assurance organizational structure
7.	The TVETI established a clear Standard Operating Procedures (SOPs) for all training and administrative activities.	Curriculum Assessment and certification procedures Trainer qualifications, Student enrollment and registration and Workplace training and internship protocols
8.	The TVETI developed a comprehensive feedback collection mechanism on quality assurance performances from stakeholders (trainees, industry partners, alumni, and staff) to inform decision-	Feedback collection tools,



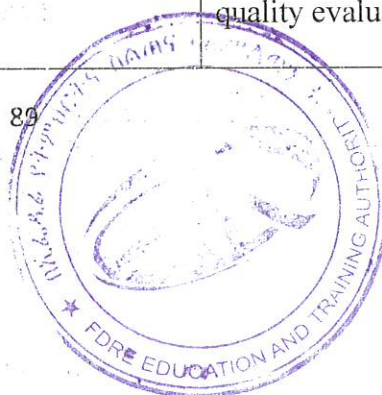
	making.	
9.	The TVETI devised a mechanism to regularly monitor and periodically evaluate the effectiveness of IQA system	M&E framework for research system
	The TVETI established KPI to measure the effectiveness of IQA system	IDP, departmental operational plan
	The HEI in placed a system to review the effectiveness of IQA system	IDP departmental operational plan

II. Deployment

NO	Indicators	Means of Verification Evidences
1.	The TVETI involved relevant stakeholders in its internal quality assurance policies and guidelines formulation process	Invitation letters, attendance, minutes, Stakeholders feedback
	The TVETI allocated resources for implementation of quality assurance system.	Office, credentials, assignment letters, disseminate job description, allocated budget, operational plan
	The TVETI communicated its internal quality assurance policies to its stakeholders.	Disseminated quality assurance policy and guideline, trainings attendance, workshop proceedings, website, senate legislation
2.	The TVETI's quality assurance office exercised its authority to enforce quality standards through institution	Analyzed M&E data, letters, memos, notices and evidence on corrective actions.
	The TVETI's QA has unrestricted access to necessary data to conduct internal quality audit.	Organized and analyzed data related to quality assurance, internal self-evaluation report.
3.	The TVETI integrated quality assurance system into its core functions (teaching, training and	Evidence of regular reviews and reports



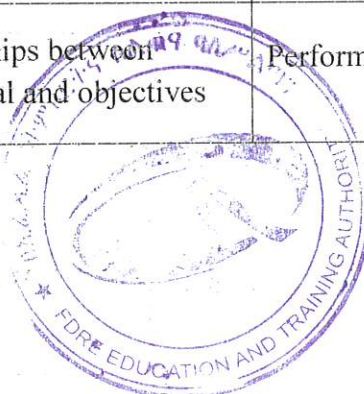
	learning, research and community engagement)	
	The TVETI integrated quality assurance system into its support functions (trainee services, IT infrastructure, library resources, human resource management and financial operations.)	Evidence of regular reviews and reports
	The TVETI integrated quality assurance system into its control functions (risk management, regulatory compliance, internal auditing)	Evidence of regular reviews and reports
	The TVETI integrated quality assurance system into its strategic functions (governance, policy development, strategic planning and resource allocation)	Evidence of regular reviews and reports
	The TVETI integrated quality assurance system into its operational functions (maintenance and facilities management, procurement and supply chain procedures, and security and safety)	Evidence of regular reviews and reports
	The TVETI integrated quality assurance system into its cross-cutting functions (sustainability, diversity and inclusion, equity and digital transformation)	Evidence of regular reviews and reports
4.	The TVETI deployed a quality committee structure at institutional, faculty and program level that closely follow quality assurance activities.	Assignment letters, committee minutes, performance report
5.	The TVETI conducted periodic institutional self-evaluations,	Self-evaluation report, committee minutes of meetings
	The TVETI conducted periodic academic self-evaluations	Program Self-evaluation report, committee minutes of meetings
6.	The TVETI implemented its quality assurance policies, systems, mechanisms, and procedures across its campuses, faculties and programs consistently.	Performance report at institutional and campus level
7.	The TVETI improved its quality control in terms of industry requirement and regulation	Documentation on the impact of SOPs on maintaining quality control, such as trainees' performance data or training quality evaluations.



	The TVETI streamlined operations, reduce errors, and ensure staff and trainers follow best practices.	Reports showing regular reviews of the adherence to SOPs across different campuses or programs. Feedback from internal or external audits that confirm SOPs are followed consistently.
	The TVETI's SOPs served as a reference for staff, trainers, and trainees to understand their roles, responsibilities, and correct procedures.	Inspection reports Evidence on the implementation and adherence to SOPs.
8.	The TVETI collected and analyzed feedback on quality assurance performances from stakeholders (trainees, industry partners, alumni, and staff)	Analyzed feedback report
9.	The TVETI regularly monitored and periodically evaluated the effectiveness of IQA system	M&E report
	The TVETI measured the effectiveness of IQA system based on pre-defined KPIs	Performance report
	The TVETI reviewed the effectiveness of IQA system	Performance report

III Result

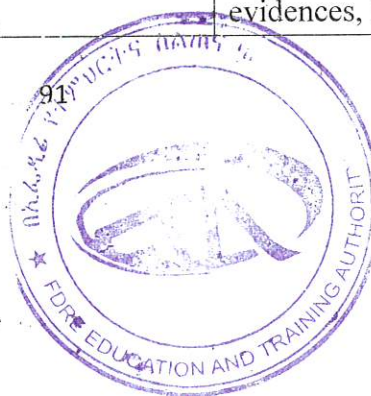
No	Indicators	Means of verification evidences
1.	The TVETI demonstrated its achievement of measurable output for each quality assurance goals and objectives	Performance reports
2.	The TVETI demonstrated causal relationships between performance for each quality assurance goal and objectives	Performance Vs plan



	with its approaches, and deployments.	
3.	The TVETI evaluates its attainment of quality assurance goals and objectives, against established targets, trends, and benchmarks to contextualize performance and identify areas for improvement.	Continuous Performance trend analysis
4.	The TVETI conducts regular reviews of its performance to identify patterns and trends over time, allowing for informed adjustments to quality assurance objectives and approaches as needed.	Continuous Performance trend analysis

IV Improvement

No	Indicators	Means of verification evidences
1.	The TVETI regularly gathered, analyzed and reported data on performance of its quality assurance goals and objectives	Performance report, quality assurance plan, quality assurance data collection tools
2.	The TVETI validated the data collected about performances on quality assurance system (triangulation, data saturation, statistical techniques etc)	Documented evidences on Data validation on performance of quality assurance system
3.	The TVETI regularly reviewed and updated its quality assurance operational plan	previous Vs Updated quality assurance operational plan
4.	The TVETI has review processes for its assessment activities and regularly assessed their effectiveness in terms of achievement of quality assurance goals and objectives	Documented process to review its quality assurance activities, reviewed activities, documented evidence on the effectiveness of the process
5.	The TVETI established culture of self-review, learning, and improvement on quality assurance system	Periodic self - evaluation reports quality assurance system, enhancement plan, improvement evidences, identified good



		practices
8.	The TVETI empowered and encouraged its staff members to participate in continuous improvement efforts regarding quality assurance system	Minutes of meeting, trainings, allocated budget
9.	The TVETI demonstrated tangible changes or improvements on quality assurance system resulted from the established review processes	Documented evidences of changes or improvements on quality assurance system resulted from review processes

