

SKILLS EVALUATION SYSTEM
PROMOTION PROGRAM (SESPP)

**REPORT ON THE TRAINING SESSION
IN LAO PDR**

Expert	Mr. HAGIUDA Yukio, Kowa Electric Industry Co., Ltd.
Period	Monday, October 20th ~ Friday, October 24th, 2025
Venue	Skills Development Institute (SDI) Vientiane Capital, Lao PDR
Training course	Skills Evaluation Trial (SET)
Trade & Grade	Power Distribution and Control Panel Assembly, Grade 2

November, 2025

Outline of Results

1. Number of participants

<SET>

Assessors: 10

Examinees: 3 / Successful examinees: 0
(Successful examinees of theoretical test: 1)

Participants for supplementary classes of Skills Assessors
Training(SAT): 4 / Completed participants : 4

2. Schedule

Date & Time	Content
October 20th (Monday) 8:30 - 16:30 (All local time)	< Skills Evaluation Trial (SET) Grade 2 > [Opening Ceremony] Opening ceremony was held at the Skills Development Institute (SDI) with the participation of relevant stakeholders (SDI Deputy Director General and the staff, staff of Ministry of Labour and Social Welfare, Director of Skills Testing and Certification division, participants, etc.). [Orientation] ① Opening remarks for the training (SET) (from Mr. Oshite, Mr. Hagiuda) ② Checked the attendance of participants based on the participant list and confirmed 10 participants due to last-minute changes. ③ Confirmation of training materials (As the person in charge of Laos side was unexpectedly absent, there was a shortage of training material copies, which required extra time to resolve). ④ Explanation of training content, SESPP and SET overview (by Mr. Oshite) ⑤ Confirmation of training schedule (by Mr. Hagiuda) [Supplementary Lecture: Explanation of Grade 2 Practical test assignments] Since this was the first Grade 2 SET in Laos, we explained the key points of last year's Grade 2 practical test assignments. [Supplementary Lecture: Explanation of Grade 2 Practical Test Implementation Guidelines] Similarly, we explained the key points of the Grade 2 practical test implementation guidelines based on last year's content. [Supplementary Lecture: Explanation of Grade 2 Work Procedure Manual] Similarly, we explained the key points of the work procedure manual based on last year's content. [Supplementary Lecture: Explanation of Grade 2 Scoring Criteria using the Scoring summary sheets] Similarly, we explained the key points of the Grade 2 scoring criteria in detail using the scoring summary sheets.

October 21st (Tuesday) 8:30 - 16:30	[Supplementary Lecture: Explanation of assessor's job check sheets] Since this was the first time conducting SET for Grade 2, we explained the key points of the assessor's job check sheets based on last year's content. [Role Assignment for the Trial] The participants took the lead in assigning roles for the trial (chief assessor, assessor, chief assistant, assistant), clarifying each individual's responsibility. [Preparation for the Theoretical Test Trial] The participants prepared for both the theoretical and practical test trials. They checked the theoretical test venue and confirmed the schedule and important notes on the whiteboard.
October 22nd (Wednesday) 8:30 - 16:30	[Examinee reception for Theoretical Test trial] The assessors verified examinee identities using ID cards and had them sign the registration sheet. [Explanation of Theoretical Test] The assessor in charge of the Theoretical test explained the test important notes, schedule, and other details, and confirmed examinee understanding. [Implementation of Theoretical Test] Two staff (the assessor and assistant) administered the theoretical test without any issues. [Explanation of Practical Test Assignments and Instructions] After the theoretical test, the chief assessor explained the practical test assignments and agreed procedures. (As some equipment could not be procured during the inspection the previous day, the team had to modify the wiring diagrams and equipment ratings under the detail instruction from the expert.) [Scoring of Theoretical Test] The assessor and assistant conducted double-check scoring of the theoretical test. (The expert confirmed the final results.) Result: 1 examinee passed [Preparation for Practical Test Trial] Preparation for the practical test trial was completed, led by those responsible for the practical test. [Examinee Questionnaire] Examinees completed their questionnaires individually via Forms.

October 23rd (Thursday) 8:00 - 16:45	[Examinee reception for Practical test trial] The assessors verified examinee identities using ID cards, and examinees signed the reception list for verification. [Inspection of Tools and Equipment for Practical Test] Although all tools and equipment had been checked the previous day, examinees conducted their own checks. The chief assessor again explained key points and important notes. For this trial, upon the assessor's instruction, the examinees set the pattern #1 of the terminal block (no lottery). [Implementation of Practical Test] The test started as scheduled, but equipment issues occurred (defective mounting screw for Component A, faulty connection at TB terminal block, etc.). A 5-minute extension was granted to all examinees to offset the loss time. Result: 2 examinees completed, 1 examinee did not complete. [Scoring of Grade 2 Practical Test] Scoring was conducted first by the assessor, followed by the assistant.
October 24th (Friday) 8:30 - 12:00	[Scoring and Compilation of Practical Test] Continuing from the previous day, the assistants carried out scoring, after which the assessor performed final confirmation to determine the final deductions. The assessor and the assistant double checked the scores before entering them into the compilation sheet, and calculated the final results. Result: No examinees passed [Reflection and Feedback Session] The experts explained in detail the points for improvement from this training and conducted a feedback session with all participants. [Preparation of Assessor & Supervisor Questionnaires] Assessors and their supervisor completed the questionnaires individually via Forms



Opening Ceremony



Supplementary Training for Skills Assessors



Theoretical Test



Practical Test Briefing on Important notes



Practical Test



Practical Test Scoring



3. Review

Based on discussions with relevant parties, we decided to conduct the Grade 2 SET (Skills Evaluation Trial) for this year's training in Laos. Since this was the first Grade 2 SET, after discussing with relevant parties, I conducted supplementary training to review the key points of last year's SAT (Skills Assessor Training), allowing participants to refresh their knowledge of SAT.

In the Grade 2 SET Theoretical test, we had a successful examinee, indicating that the questions were appropriate. However, regarding the practical test, the team discovered insufficient verification of equipment specifications the day before, and I guided the assessors to modify the wiring diagrams and proceed with the test. During the practical test, when equipment malfunction were identified, I instructed the team to add lost time to fix the issue.

The examinees had limited opportunities to practice for the practical test; as a result, one examinee was unable to complete the assignment and two examinees failed. I believe that the reflection and feedback session we conducted with the participants at the end will be beneficial for future implementations.

I am deeply grateful for the support and cooperation of all parties, which made it possible to conduct this on-site training. The participants engaged sincerely and diligently, and I was able to guide them to understand the preparation, administration, scoring and evaluation of the Grade 2 SET.

4. Questionnaire Results

<SET>

◆ Assessors: 10 (Respondents: 10) (* 5-point rating scale)

Satisfaction level:	Very satisfied = 8	Satisfied = 2
Usefulness level:	Very useful = 9	Useful = 1
Improvement level:	Much improved = 7	Improved = 3
Needs of continuation:	Must continue = 9	Should continue = 1

【Improvements and proposals】

- We would like Japanese-made equipment for the test circuits.
- This training is extremely valuable, and we hope it will continue to be implemented.
- We hope to conduct a field visit and training in Japan for the skills tests.
- We would like the colors of wires (N, L, L1, L2, L3) to be clearly distinguished so examinees do not confuse the meaning of each phase.
- Some printed materials contained text in very small font sizes, making them difficult to read; it

would be helpful if these materials were shared beforehand or at the start of training.

- We hope that SDI, as the implementing institution, will procure higher-quality equipment compliant with Japanese standards.

【Opinions, comments and preferred trades for the future】

- PLC control systems (3)
- Indoor electrical installation work
- Industrial electrical control work (2)
- Air conditioner repair
- Power Distribution and Control Panel Assembly(PDCPA) (2)

◆ Examinees: 3 (Respondents: 3) (* 5-point rating scale)

Satisfaction level: Very satisfied = 3

Usefulness level: Very useful = 3

Needs of continuation: Must continue = 3

【Improvements and proposals】

- We hope for more detailed explanations.
- We hope that the tests will be conducted every year.
- No specific suggestions; the training was very beneficial.

【Opinions, comments and preferred trades for the future】

- Electrical equipment repair
- Electrical-related job trades
- PDCPA

◆ Manager: 1 (Respondents: 1) (* 5-point rating scale)

Needs of continuation: Must continue = 1

【Improvements and proposals】

- Since this is a more advanced level test, we hope that you could provide pre-training for examinees before conducting the test.

【Opinions, comments and preferred trades for the future】

- Plastering, bricklaying