



# NATIONAL OCCUPATIONAL STANDARD FOR A FISHRIES OFFICER

NOS.FO.01  
First Edition

## APPROVING AUTHORITY

This National Occupational Standard has been prepared and published under the authority of the Zambia Qualifications Authority Board on 19<sup>th</sup> May 2022.

## ZAMBIA QUALIFICATIONS AUTHORITY

The Zambia Qualifications Authority Act No. 13 of 2011 was enacted by the Government of the Republic of Zambia to ***“provide for the development and implementation of a national qualifications framework; establish the Zambia Qualifications Authority; provide measures to ensure that standards and registered qualifications are internationally comparable; and provide for matters connected with, or incidental to the foregoing”***. Among other functions, ZAQA is responsible for ***determining national standards for any occupation***, through various sector specific National Occupational Standards Development Teams (NOSDTs).

## REVISION OF NATIONAL OCCUPATIONAL STANDARDS

National Occupational Standards shall be revised after every **5 years**, or whenever necessary, by the issue of either amendments or of revised editions. It is important that users of National Occupational Standards (NOS) ascertain that they are in possession of the latest amendments or editions.

## NOS DEVELOPMENT TEAM RESPONSIBLE

This National Occupational Standard was prepared by the Agriculture National Occupational Standards Development Team, upon which the following organisations were represented:

1. Agricultural Institution of Zambia (AIZ)
2. Aquaculture Development Association of Zambia
3. CropLife Zambia
4. Ministry of Fisheries and Livestock (Department of Fisheries)
5. Golden Valley Agricultural Research Trust (GART)
6. Katete College of Agricultural Marketing
7. Ministry of Agriculture (Department of Agriculture)
8. Mulungushi University (MU)
9. Natural Resources Development College (NRDC)
10. University of Zambia (UNZA)
11. Veterinary Council of Zambia
12. Zambia Agriculture Research Institute (ZARI)
13. Zambia National Farmers Union (ZNFU)
14. Zambia Seed Trade Association (ZASTA)
15. Zambia Qualifications Authority (ZAQA)

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## FOREWORD

The Zambia Qualifications Authority (ZAQA) is a statutory body under the Ministry of Higher Education established by ZAQA Act No. 13 of 2011 to ***“provide for the development and implementation of a national qualifications framework; provide measures to ensure that standards and registered qualifications are internationally comparable; and provide for matters connected with, or incidental to the foregoing”***.

Among other functions, ZAQA is responsible for ***“determining national standards for any occupation”***, through various sector specific National Occupational Standards Development Teams (NOSDTs) of experts composed of representation from appropriate authorities, government departments, industry, academia, regulators, consumer associations and non-governmental organizations, etc.

This National Occupational Standard (NOS) has been developed by the Agriculture National Occupational Standards Development Team in accordance with the procedures and guidelines of ZAQA. All users should ensure that they have the latest edition of this publication as National Occupational Standards are revised from time to time.

This NOS shall be used by, among others, industry, employers, quality assurance bodies, awarding and professional bodies and education and training institutions, as a benchmark to identify training needs, develop job profiles/descriptions, develop curricula and learning programmes, in various sectors where the occupation exists. In the Agriculture sector, demonstration of competence against this NOS may be required in order to run a business or practice a craft or profession.

## JUSTIFICATION

The fisheries subsector requires human resource that is capable of handling the highly technical field, which requires expertise in management and transfer of technologies as they relate to aquatic resources.

Fisheries Officers play a vital role in the conservation and protection of aquatic resources. This is because they ensure that there is sustainable yields and monitoring of natural aquatic resources. This is achieved through inspection of fishing vessels, gear, licenses and catches to ensure that laws and regulations are followed. They also detect, investigate, and prevent pollution of water to protect the aquatic resources

This National Occupation Standard provides the core knowledge, skills, competences and personal attributes that Fisheries officers must possess in order for them to successfully execute their work duties.

## ACRONYMS AND ABBREVIATIONS

CS	Core Skill
NOS	National Occupational Standard
NOSDT	National Occupational Standards Development Team
OK	Organizational Knowledge
PC	Performance Criteria
PS	Professional Skill
RK	Regulatory Knowledge
RPL	Recognition of Prior Learning
TK	Technical Knowledge
ZAQA	Zambia Qualifications Authority
ZQF	Zambia Qualifications Framework

## GLOSSARY OF TERMS

For the purposes of this NOS, the following terms and definitions shall apply:

**Core Skills/Generic Skills:** are a group of skills that are key to learning and working in today's world. These skills are typically needed in any work environment. In the context of the NOS, these include communication related skills that are applicable to most job roles.

**Function:** is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of NOS.

**Job Title:** defines a unique set of functions that together form a unique employment opportunity in an organisation.

**Knowledge and Understanding:** are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.

**National Occupational Standards (NOS):** are statements of the standards of performance individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding. They are precise descriptions of what an individual is expected to be able to do in his/her work role.

**National Occupational Standards (NOS) Code:** is a unique reference code that identifies a NOS.

**National Occupational Standards Development Team (NOSDT):** means an established group of national stakeholders/experts responsible for the development of National Occupational Standards within a specific economic sector or occupation.

**Occupation:** is a set of job roles, which perform similar/related set of functions in an industry.

**Organisational Context:** includes the way the organisation is structured and how it operates, including the extent of operative knowledge that managers have in their relevant areas of responsibility.

**Performance Criteria:** are statements that together specify the standard of performance required when carrying out a task.

**Scope:** is the set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on the quality of performance required.

**Sector:** is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.

**Sub Sector:** is derived from a further breakdown based on the characteristics and interests of its components.

**Technical Knowledge:** is the specific knowledge needed to accomplish specific designated responsibilities.

**Unit Title:** gives a clear overall statement about what the incumbent should be able to do.



## 1. OVERVIEW

This is an introductory section providing a brief summary and specific information or commentary about the content of the NOS for a Fisheries Officer and the targeted sector and occupation to help the user judge whether it is relevant to them.

<b>NOS Code</b>	NOS.FO.01
<b>Occupation</b>	Fisheries Officer
<b>Job Title</b>	Fisheries Officer
<b>Job Description</b>	The Fisheries Officer is responsible for management, conservation and protection of fisheries resources. They supervise the enforcement of fisheries regulations, transfer of fishing technologies to fisherfolk communities and participate in habitat improvement programmes.
<b>Job Purpose</b>	To undertake and supervise the development and implementation of fisheries programmes in order to ensure sustainable development of the fisheries sub sector
<b>ZQF Level</b>	7
<b>Sector</b>	Agriculture
<b>Sub sector</b>	Fisheries
<b>Other Economic Sector(s) in which the Occupation is Practiced</b>	Education (Academia) Wildlife and Natural Resource
<b>Other Similar Jobs that can be performed by a Fisheries officer</b>	Environmental Manager, Nature Conservation Specialist, Natural Resource Management Specialist
<b>Minimum Educational Job Entry Qualification(s)</b>	BSc Degree in Fisheries/ Aquaculture and Fisheries/ Aquatic Sciences/ Natural Resource Management
<b>Practicing License Requirements (if any)</b>	N/A
<b>Training/RPL</b>	On the job training
<b>Minimum Job Entry Age</b>	21
<b>Prior Experience</b>	Nil
<b>Performance Criteria</b>	As described in the Units under Section 4

## **2. SCOPE**

This National Occupational Standard specifies the fundamental knowledge and understanding, skills and competences that a Fisheries Officer must possess to be successful in his/her job role. It is applicable to Fisheries Officers working in public or private organisations or self-employed.

## **3. PERSONAL ATTRIBUTES (VALUES, ETHICS AND ATTITUDES)**

This job requires an individual to possess:

- Supervisory skills
- Problem solving skills
- Good negotiation and conflict-resolution skills
- Analyse, synthesise and summarise information critically
- Mathematics skills
- Integrity and respect for confidentiality
- Interpersonal skills
- Leadership skills
- Able to write scientific/technical reports
- Computer literate
- Ability to communicate effectively and clearly
- Self-motivated and team worker
- Ability to plan and prioritize,
- Quality consciousness
- Enjoy outdoor work
- Ability to swim
- Occupational health and safety oriented

## **4. UNITS AND ELEMENTS**

This National Occupational Standard is divided into four (4) Units representing the tasks that a Fisheries Officer should undertake in their day to day work. Each Unit is further broken down into elements depicting the number of activities to be carried out for the successful execution of a particular task.

**UNIT 1** [This unit is about control and monitoring the use of fisheries resources]

<b>Unit No.</b>	<b>01</b>
<b>Unit Title</b>	<b>Control and monitoring use of fisheries resources</b>
<b>Description</b>	This unit is about controlling and monitoring the use of fisheries resources.
<b>Scope</b>	This unit covers: <ul style="list-style-type: none"> <li>• Enforcement of fisheries regulations</li> <li>• Transfer of relevant fishing technologies and practices to fisher Communities</li> <li>• Registration and licensing of fisher folks and boats in order to control fishing.</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria (PC)</b>
<b>Enforcement of fisheries regulations</b>	To be competent, the individual must be able to: PC1: Read, interpret and implement national fisheries regulations and policies. PC2: Ensure that compliance inspections and investigations are done PC3: Keep up to date with legislation and relevant scientific and technical developments.
<b>Transfer of relevant fishing technologies and practices to fisher Communities</b>	To be competent, the individual must be able to: PC4: Conduct demonstrations on best practices related to fishing gear PC5: Promote environmentally-friendly fishing methods through trainings PC6: Assess impacts of existing and new technologies in fisheries PC7: Participate in public consultations and educational programmes
<b>Registration and licensing of fisher folks and boats in order to control fishing</b>	To be competent, the individual must be able to: PC8: Read, interpret and implement policies regarding licensing of fishers folks, boats and movement of fish. PC9: Supervise approval and issuance of licenses for fishers, boats and movement of fish
<b>Knowledge and Understanding (K)</b>	
<b>A. Organisational Context (Knowledge of the company/ organisation and its processes)</b>	The individual on the job must demonstrate knowledge and understanding of: OK1: Procedures followed for community participation and mobilisation by the training organisation OK2: Rules and regulations according to fishing industry standards and as set by the organisation/company OK3: Administrative and financial rules of the organisation OK4: Record keeping procedures followed by the organisation
<b>B. Technical Knowledge</b>	The individual on the job must demonstrate knowledge and understanding of: TK1: The right fishing gear TK2: Basic rules for handling of various machines/fishing gear used in tropical fisheries

	<p>TK3: Delivery of enforcement measures TK4: Acoustic biomass estimation TK5: Skilled in operation and examination of gill nets, seines and other local gear, TK6: Operation of hydraulic system on research vessel</p>
<b>C. Regulatory context (Knowledge of Rules and Regulations)</b>	<p>The individual on the job must demonstrate knowledge and understanding of rules and regulations concerning: RK1: Fishing authorisations RK2: Fishing licensing conditions</p>
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The individual on the job must be able to: CS1: Write in English and give simple concise instructions.
	<b>Reading Skills</b>
	The individual on the job must be able to: CS2. Read and interpret internal/external documents. CS3. Read and understand manuals, health and safety instructions, memos, other company documents. CS4. Read from different sources- books, screens in machines and signage. CS5. Understand the various colour codes, nomenclature and acronyms related to the profession.
	<b>Oral Communication (Listening and Speaking skills)</b>
	The individual on the job must be able to : CS6. Express statements or information clearly so that others can hear and understand. CS7. Participate in and understand the main points of simple discussions. CS8. Respond appropriately to any queries.
<b>B. Professional Skills</b>	<b>Decision Making</b>
	The individual on the job must be able to: PS1. Follow organization rule-based decision-making process. PS2. Take decision with systematic course of actions and/or response.
	<b>Plan and Organise</b>
	The individual on the job must be able to: PS3. Plan and organise work to meet deadlines. PS4. Work constructively and collaboratively with others.
	<b>Customer Centricity</b>
	The individual on the job must be able to: PS5. Follow code of conduct. PS6. Manage relationships with customers with intent on satisfying its requirements for service delivery.
	<b>Problem Solving and Decision Making</b>
	The individual on the job must be able to: PS7 Recognize problems and search for solutions. PS8. Choose best methods to complete assigned tasks. PS9. Approach relevant authority when required.

	PS10. Judiciously use common sense in day to day activities
	<b>Analytical Thinking</b>
	The individual on the job must be able to: PS11. Apply domain knowledge, observations and data to select course of action to perform tasks
	<b>Critical Thinking</b>
	The individual on the job must be able to: PS12. Critically evaluate information obtained from customers, supervisor and co-workers to perform day to day activities. PS13. Ask relevant questions for better understanding.

**UNIT 2** [This Unit is about Environmental management to conserve and protect fisheries resources]

<b>Unit No.</b>	<b>02</b>
<b>Unit Title</b>	<b>Environmental management to conserve and protect fisheries resources</b>
<b>Description</b>	This unit is about environmental management activities which aim to conserve and protect fisheries resources
<b>Scope</b>	This unit covers the following: <ul style="list-style-type: none"> <li>• Advising members of the public and industry about sustainable fishing practices</li> <li>• Freshwater fisheries biology and hydrobiology</li> <li>• Protection and improvement of aquatic habitats</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria (PC)</b>
<b>Advising members of the public and industry about sustainable fishing practices</b>	To be competent, the individual must be able to: PC1: Conduct assessment needs for environmental education programs PC2: Conduct public awareness and education programmes on sustainable fishing practices PC3: Work with the public and other officials to develop new management and protection measures for fisheries resources PC4: Measure the outcomes of environmental education
<b>Freshwater fisheries biology and hydrobiology</b>	To be competent, the individual must be able to: PC5: Identify and classify fish species accordingly PC6: Collect and preserve aquatic organisms PC7: Interpret physical and chemical characteristics of water PC8: Identify freshwater flora and fauna PC9: identify problems associated with tropical freshwater

<b>Protection and improvement of aquatic habitats</b>	<p>To be competent, the individual must be able to:</p> <p>PC10: Read, interpret and implement regulations that could impact endangered or at-risk aquatic species</p> <p>PC11: Detect and prevent the spread of aquatic invasive species and parasites</p> <p>PC12: Investigate water pollution levels to protect the aquatic resources</p> <p>PC13: Participate in restocking lakes and other bodies of water</p> <p>PC14: Carry out surveillance of fishing activities</p> <p>PC15: Develop organizational policies, strategies, and conservation initiatives based on fisheries legislation</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organisational Context (Knowledge of the company/ organisation and its processes)</b>	<p>The individual on the job must demonstrate knowledge and understanding of:</p> <p>OK1: Organisational/Company's Quality, health and safety policies</p> <p>OK2: Organisational/Company's environmental policies</p> <p>OK3: Procedures for community participation and mobilisation as outlines by the organisation</p> <p>OK4: Rules and regulations as set by the organisation/company</p>
<b>B. Technical Knowledge</b>	<p>The individual on the job must demonstrate knowledge and understanding of:</p> <p>TK1: Fish biology, hydrobiology and aquatic ecology</p> <p>TK2: Nomenclature of Zambian fishes</p> <p>TK4: Measures to minimise impacts of fishing on ecosystem</p> <p>TK5: Minimum allowable net mesh sizes in Zambia</p> <p>TK6: Basic methods used for collection and preservation of aquatic organisms</p> <p>TK7: Environmental impact assessment</p>
<b>C. Regulatory context (Knowledge of Rules and Regulations)</b>	<p>The individual on the job must demonstrate knowledge and understanding of :</p> <p>RK1. The Fisheries Act</p> <p>RK3. Protected aquatic species</p> <p>RK4. Protected fishing areas</p>
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	<p>The individual on the job must be able to:</p> <p>CS1: Write in English and give simple concise instructions.</p>
	<b>Reading Skills</b>
	<p>The individual on the job must be able to:</p> <p>CS2: Read and interpret internal/external documents.</p> <p>CS3: Read and understand manuals, health and safety instructions, memos, other company documents.</p> <p>CS4: Read from different sources- books, screens in machines and signage.</p> <p>CS5: Understand the various colour codes, nomenclature and acronyms related to the profession.</p>
<b>Oral Communication (Listening and Speaking skills)</b>	

	<p>The individual on the job must be able to :</p> <p>CS6. Express statements or information clearly so that others can hear and understand.</p> <p>CS7. Participate in and understand the main points of simple discussions.</p> <p>CS8. Respond appropriately to any queries.</p>
<p><b>B. Professional Skills</b></p>	<p><b>Decision Making</b></p>
	<p>The individual on the job must be able to:</p> <p>PS1. Follow organization rule-based decision-making process.</p> <p>PS2. Take decision with systematic course of actions and/or response.</p>
	<p><b>Plan and Organise</b></p>
	<p>The individual on the job must be able to:</p> <p>PS3. Plan and organise work to meet deadlines.</p> <p>PS4. Work constructively and collaboratively with others.</p>
	<p><b>Customer Centricity</b></p>
	<p>The individual on the job must be able to:</p> <p>PS5. Follow code of conduct.</p> <p>PS6. Manage relationships with customers with intent on satisfying its requirements for service delivery.</p>
	<p><b>Problem Solving and Decision Making</b></p>
	<p>The individual on the job must be able to:</p> <p>PS7 Recognize problems and search for solutions.</p> <p>PS8. Choose best methods to complete assigned tasks.</p> <p>PS9. Approach relevant authority when required.</p> <p>PS10. Judiciously use common sense in day to day activities</p>
	<p><b>Analytical Thinking</b></p>
	<p>The individual on the job must be able to:</p> <p>PS11. Apply domain knowledge, observations and data to select course of action to perform tasks</p>
<p><b>Critical Thinking</b></p>	
<p>The individual on the job must be able to:</p> <p>PS12. Critically evaluate information obtained from customers, supervisor and co-workers to perform day to day activities.</p> <p>PS13. Ask relevant questions for better understanding.</p>	



**UNIT 3** [This Unit is about research and development in fisheries resources]

<b>Unit No.</b>	<b>03</b>
<b>Unit Title</b>	<b>Research and development in fisheries resources</b>
<b>Description</b>	This unit is about activities involved in research and development in fisheries resources
<b>Scope</b>	This unit covers the following: <ul style="list-style-type: none"> <li>• Research on fish and other aquatic organism populations</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria (PC)</b>
<b>Research on fish and other aquatic organism populations</b>	To be competent, the individual must be able to: PC1: Conduct specific field surveys to identify fish and other aquatic organism issues and species at risk PC2: Monitor the presence of fish and other aquatic species, their populations, densities and trends, PC3: Determine habitat availability, quality and required ecological needs; PC4: Monitor environmentally sensitive and ecologically important areas PC5: Prepare and distribute reports, peer reviewed papers and/or presentations related to aquatic ecosystems
<b>Knowledge and Understanding (K)</b>	
<b>A. Organisational Context (Knowledge of the company/ organisation and its processes)</b>	The individual on the job must demonstrate knowledge and understanding of: OK1: Procedures followed for community participation and mobilisation by researchers OK2: Record keeping procedures followed by the organisation OK3: Company research and development policies OK4. Company regulations and global best practices.
<b>B. Technical Knowledge</b>	The individual on the job must demonstrate knowledge and understanding of: TK1. Planning, conducting and directing fisheries research programmes TK2. Statistical analyses and fieldwork for fishery projects TK3. Various techniques deployed in marking/tagging fish for investigative purposes TK4. Preparation and/or distribution of reports, peer reviewed papers
<b>C. Regulatory context (Knowledge of Rules and Regulations)</b>	The individual on the job must demonstrate knowledge and understanding of : RK1. Rules and regulations to be followed according to fishing industry standards and as set by the organisation/company.
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The individual on the job must be able to: CS1. Write in English and give simple concise instructions.
	<b>Reading Skills</b>



	<p>The individual on the job must be able to:</p> <p>CS2. Read and interpret internal/external documents.</p> <p>CS3. Read and understand manuals, health and safety instructions, memos, other company documents.</p> <p>CS4. Read from different sources- books, screens in machines and signage.</p> <p>CS5. Understand the various colour codes, nomenclature and acronyms related to the profession.</p>
	<p><b>Oral Communication (Listening and Speaking skills)</b></p>
	<p>The individual on the job must be able to :</p> <p>CS6. Express statements or information clearly so that others can hear and understand.</p> <p>CS7. Participate in and understand the main points of simple discussions.</p> <p>CS8. Respond appropriately to any queries.</p>
<b>B. Professional Skills</b>	<p><b>Decision Making</b></p>
	<p>The individual on the job must be able to:</p> <p>PS1. Follow organization rule-based decision-making process.</p> <p>PS2. Take decision with systematic course of actions and/or response.</p>
	<p><b>Plan and Organise</b></p>
	<p>The individual on the job must be able to:</p> <p>PS3. Plan and organise work to meet deadlines.</p> <p>PS4. Work constructively and collaboratively with others.</p>
	<p><b>Customer Centricity</b></p>
	<p>The individual on the job must be able to:</p> <p>PS5. Follow code of conduct.</p> <p>PS6. Manage relationships with customers with intent on satisfying its requirements for service delivery.</p>
	<p><b>Problem Solving and Decision Making</b></p>
	<p>The individual on the job must be able to:</p> <p>PS7. Recognize problems and search for solutions.</p> <p>PS8. Choose best methods to complete assigned tasks.</p> <p>PS9. Approach relevant authority when required.</p> <p>PS10. Judiciously use common sense in day to day activities</p>
	<p><b>Analytical Thinking</b></p>
	<p>The individual on the job must be able to:</p> <p>PS11. Apply domain knowledge, observations and data to select course of action to perform tasks</p>
	<p><b>Critical Thinking</b></p>
	<p>The individual on the job must be able to:</p> <p>PS12. Critically evaluate information obtained from customers, supervisor and co-workers to perform day to day activities.</p> <p>PS13. Ask relevant questions for better understanding.</p>

**UNIT 4** [This unit is about Health and Safety management ]

<b>Unit No.</b>	<b>04</b>
<b>Unit Title</b>	<b>Health and Safety management</b>
<b>Description</b>	This unit is about maintaining health and safety for the Fisheries Officer
<b>Scope</b>	This unit covers the following: <ul style="list-style-type: none"> <li>• Health &amp; Safety regulations</li> <li>• Onboard safe working practices</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria (PC)</b>
<b>Health &amp; safety regulations</b>	To be competent, the individual must be able to: PC1. Read, interpret and implement national and organizational safety and health policies and regulations. PC 2. Assess risks and possible safety hazards of all aspects of operations
<b>Onboard safe working practices</b>	To be competent, the individual must be able to: PC3. Ensure safety while on water bodies during navigation and fishing operations PC4. Ensure personal safety and hygiene while handling fish PC5. Identify dangers along the fishing route PC6. Apply emergency measures during rough weather PC7. Demonstrate signals to exhibit while fishing/on water
<b>Knowledge and Understanding (K)</b>	
<b>A. Organisational Context (Knowledge of the company/ organisation and its processes)</b>	The individual on the job must demonstrate knowledge and understanding of: OK1. Company Quality, health and safety policies OK2. Company environmental policies OK3. Company regulations and global best practices
<b>B. Technical Knowledge</b>	The individual on the job must demonstrate knowledge and understanding of: TK1. Safety and health risk assessment TK2. Personal hygiene requirements TK3. Risks, dangers and limitations of fishing in various water bodies TK4. Toolbox talk
<b>C. Regulatory context (Knowledge of Rules and Regulations)</b>	The individual on the job must demonstrate knowledge and understanding of : RK1. Government regulatory agency requirements for health & safety
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	The individual on the job must be able to: CS1. Write in English and give simple concise instructions.
	<b>Reading Skills</b>

	<p>The individual on the job must be able to:</p> <p>CS2. Read and interpret internal/external documents.</p> <p>CS3. Read and understand manuals, health and safety instructions, memos, other company documents.</p> <p>CS4. Read from different sources- books, screens in machines and signage.</p> <p>CS5. Understand the various colour codes, nomenclature and acronyms related to the profession.</p>
	<p><b>Oral Communication (Listening and Speaking skills)</b></p> <p>The individual on the job must be able to :</p> <p>CS6. Express statements or information clearly so that others can hear and understand.</p> <p>CS7. Participate in and understand the main points of simple discussions.</p> <p>CS8. Respond appropriately to any queries.</p>
<b>B. Professional Skills</b>	<p><b>Decision Making</b></p> <p>The individual on the job must be able to:</p> <p>PS1. Follow organization rule-based decision-making process.</p> <p>PS2. Take decision with systematic course of actions and/or response.</p>
	<p><b>Plan and Organise</b></p> <p>The individual on the job must be able to:</p> <p>PS3. Plan and organise work to meet deadlines.</p> <p>PS4. Work constructively and collaboratively with others.</p>
	<p><b>Customer Centricity</b></p> <p>The individual on the job must be able to:</p> <p>PS5. Follow code of conduct.</p> <p>PS6. Manage relationships with customers with intent on satisfying its requirements for service delivery.</p>
	<p><b>Problem Solving and Decision Making</b></p> <p>The individual on the job must be able to:</p> <p>PS7. Recognize problems and search for solutions.</p> <p>PS8. Choose best methods to complete assigned tasks.</p> <p>PS9. Approach relevant authority when required.</p> <p>PS10. Judiciously use common sense in day to day activities</p>
	<p><b>Analytical Thinking</b></p> <p>The individual on the job must be able to:</p> <p>PS11. Apply domain knowledge, observations and data to select course of action to perform tasks</p>
	<p><b>Critical Thinking</b></p> <p>The individual on the job must be able to:</p> <p>PS12. Critically evaluate information obtained from customers, supervisor and co-workers to perform day to day activities.</p> <p>PS13. Ask relevant questions for better understanding.</p>

## **5. EQUIPMENT, TOOLS AND CONSUMABLE MATERIALS**

These include water source, boats and docks, submersible, floating cages and nets/hooks, aerators and diffusers, filters and tanks, chemicals, fish storage facilities, note pads and pens, projector, laptop markers, cardboards, flipchart/board, protective equipment, company's standard operating procedures, reporting templates, etc.

## **6. DILEMMAS/CHALLENGES AND COMPLEXITIES FOR A JOB HOLDER**

Dilemmas associated with the job of a Fisheries Officer include working long hours, exposure physical and biological hazards, time pressure to complete tasks, pressure from fishermen/fish traders, working in extreme weather such as hot and cold conditions, working in noisy, wet and dusty environments.

### **6.1 Alternative Choices (Solutions) to Dilemmas and Complexities**

Solutions to dilemmas include carrying out risk assessment and implementing appropriate control measures, ensuring good time management and planning, participating in workplace safety sensitization and awareness, supporting capacity building through training, managing work stress, adhering to company's safety and standard operating procedures at all times, paying attention to detail, consulting extensively within and outside one's department/team on safety and other issues.

## **7. WORKING CONDITIONS/ENVIRONMENT**

Working conditions include working/travelling on lakes, rivers or swampy areas, working in rural areas, slippery areas and heights, cold, hot and rainy conditions, stand/walk for long hours for field visits and in the laboratory environment, handling harmful chemicals, dealing with large groups of people with differing information assimilation abilities, etc.

## **8. PARTIES INVOLVED/INTERACTING WITH THE JOB HOLDER OR TRAINEE**

### **8.1 Internal/Within the Organization**

Parties involved/interacting with the Fisheries Officers who are internal to the organization include supervisors, subordinates, and other employees.

## **8.2 External/Outside the Organization**

Parties involved/interacting with the Fisheries Officers who are external include fisherfolks, fish traders, government regulators, NGOs, trainers, suppliers of equipment/tools/consumables, occupational health and safety associations, Academia.

## **9. PHYSICAL DEMANDS ON THE BODY**

- Physique to sustain strenuous conditions;
- Able to cope with the physical demands of the job
- Be able to walk and stand for long periods of time;
- Bend, stretch, twist, or reach out;
- Be able to lift relatively heavy materials, tools and equipment;
- Be able to use fingers, hands and feet with ease to complete the assigned task (dexterity).

## **ANNEX A**

### **Criteria for Assessments based on this NOS**

#### **A.1 Guidelines for Assessment**

**A.1.1** Criteria for assessment for curricula and learning programmes based on this NOS will be created by curricula and programmes developers. Each Performance Criteria (PC) will be assigned marks proportional to its importance in the NOS. Curricula and programmes developers will also lay down proportion of marks for theory and practical skills for each performance criteria, giving more weight to practical skills.

There shall be allocated the 'Total Mark', which will be the sum of all marks in each Unit, distributed across the number of PCs in that particular Unit. The 'out of' mark will be the mark allocated to each PC, which will be shared between theory and skills practical assessments.

**A.1.2** Awarding/assessment bodies or institutions and other users of the NOS will create unique question papers for the theory part and evaluations for skill practical part for their respective candidates.

## ANNEX B NOS Version Control

This Annex gives details necessary for the tracking of the NOS versions based on the number of revisions.

<b>NOS Code</b>	NOS.FO.01		
<b>ZQF Level</b>	7	<b>Version Number</b>	01
<b>Sector</b>	Agriculture	<b>Date of Approval</b>	19 <sup>th</sup> May 2022
<b>Sub Sector</b>	Fisheries	<b>Date of Last Review</b>	N/A
<b>Occupation</b>	Fisheries Officer	<b>Date of Next Review</b>	May 2027

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