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PROGRESS REPORT ON DIRECTORY OF SKILLS
IN THE REGION



UNITED NATIONS

ECONOMIC COMMISSION FOR LATIN AMERICA Office for the Caribbean

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PROGRESS REPORT ON DIRECTORY OF SKILLS IN THE REGION

MANDATE

CDCC II agreed "to take stock of personnel and skills available in the region. The outcome would be to make readily available to the member countries a Caribbean roster or directory of regional expertise".^{1/}

It is considered that such a roster/directory of regional expertise within the industrial sector will assist in the definition of areas in which CDCC member countries can provide technical co-operation or can take advantage of what may be offered by other member countries. It will also contribute to the setting up by member countries of their own systems of mutual technical co-operation. This directory could also assist in the formulation of educational systems and training programmes designed for actual development projects, taking into account the utilization of appropriate technology.

METHODOLOGY

The first step in providing an operational framework for the project was to undertake an identification of occupational groups. In making this identification, the manpower prerequisites for industrial development was used, supplemented by reference to national development plans and goals. This identification of occupational groups is reproduced as Appendix A.

A questionnaire was then prepared seeking data on the stock of skilled personnel within the identified occupational categories. This questionnaire was designed to obtain information on:

- the background of the firm/employer
- growth and diversification of operations in order to determine the personnel need
- background of individual employees: name, nationality, qualification, experience, present job function.

^{1/} Annex 1, para C.1 of the Report of the Second Session of the Caribbean Development and Co-operation Committee (CDCC), document E/CEPAL/CDCC/21/Rev.1.

Contacts were made at three levels:

- (1) At the Caribbean level - with all government statistical departments, private sector organizations and professional associations, regional and sub-regional institutions. The purpose of these contacts was to obtain information on -
 - a) population and labour force, its age, level of educational attainment and sectoral breakdown;
 - b) movements of labour in and out of countries (including granting of work permits and possibilities of setting up labour exchanges);
 - c) existing or envisaged list of establishments.

The results of this contact indicated that sources of information are either piece-meal or non-existent and even when limited information existed there were strong reservations against making it available.

- (2) A pilot project was undertaken in Trinidad and Tobago - a limited number of expertise was selected, a list of enterprises was drawn up, a questionnaire prepared, tested and submitted, and assistance provided to the enterprises in completing this questionnaire, and subsequent analysis of the data obtained.
- (3) At the International level - contacts were made with specialized United Nations Agencies, intergovernmental bodies and institutions involved in technical and professional training in the developing countries to know about their own work programme, to exchange experiences and to supplement and/or complement our own efforts.

PROBLEMS ENCOUNTERED

- a) Confidentiality of information - both the private and public sectors regard information on personnel as highly confidential and are only prepared to disclose information which, by and large, would serve only a limited purpose.
- b) Insufficient co-operation from institutions and government departments.

c) Manpower limitations in most establishments and the time factor required for completing the questionnaires.

RECOMMENDATIONS

The Committee may wish to direct that the project be pursued in the following manner:

- 1) Establishment in each country of a national skill bank based on criteria established on a CDCC basis.
- 2) The system established at the national level should be compatible for retrieval with the other national banks in the region.
- 3) The CDCC Secretariat should assist in drawing up uniform criteria, bearing in mind needs of specific countries, and should assist member countries, at their request, in the creation of the national banks.
- 4) Within the framework of the Caribbean Documentation Centre, the CDCC, without having direct access to the confidential data contained in the national banks, should serve as a clearing-house for CDCC countries and make the necessary contacts with national skill banks on requests received from any member countries.
- 5) The CDCC Secretariat should undertake a data bank on the activities of public and private organizations (e.g. consulting firms) involved in industrial development.



PRELIMINARY IDENTIFICATION OF OCCUPATIONAL GROUPINGS

<u>ENGINEERING</u>	<u>FOOD & AGRICULTURE</u>	<u>CONSTRUCTION/INDUSTRIAL OPERATIONS & PLANNING</u>	<u>MANAGEMENT & FINANCE & ECONOMICS</u>	<u>PRODUCTION/MATER- IALS TECHNOLOGY</u>
Petroleum Engineer- ing	Agronomists	Machinery & Tools Eng.	Marketing Management	Refrigeration Eng.
Natural Gas Engin- eering	Agricultural Econom- ists	Electrical Engineering	Export Promotion	Production Manage- ment
Petro-chemical, Pro- cess Engineering	Agricultural Engineer- ing	Power Generation	Financial Planning	Quality Control
Mechanical Engineer- ing	Agricultural Marketing	Electrical Distribution and Transmission	Budgeting	Computer Techni- cians
Marine Engineering	Agricultural and Anim- al Husbandry	Industrial Management	Project Evaluation	Computer Techni- cians
Telecommunications Engineering	Entomology	Computer Science	Cost Accounting	Quantity Survey- ing
Civil Engineering	Soil Sciences	Architects and Town Planners	Financial Accounting	Operations Re- search
Mining Engineers	Biologists, Zoologists, Botanists	Building Construction Engineering	Business and Manager- ial Economics	Systems Analysis
Industrial Engineers	Life Science Techni- cians	Urban Planning	Petroleum Economists	Statisticians
Structural Engineers	Chemists	Regional Planning	Personnel and Indus- trial Relations	Mathematicians
	Veterinary Sciences	Metallurgists and related technicians		Metals Professors
	Food Processing Technologist	Geophysics		Transport Engin- eer
	Sugar Technologist	Laboratory Technicians		
	Bacteriologists	Pollution Control		
		Draughtsmen		
		Surveyors		

