

**List of Competencies for On-the-Job Training (OJT)
Work-Study Diploma in Arboriculture & Horticulture**

Note: LOC is subject to changes due to curriculum review/ development

S/N	List of Competencies (Standard)	Company to indicate '✓' for OJT competencies it can provide
1	Perform plant curation	
2	Perform plant inventory	
3	Manage selection of indoors and outdoors plants	
4	Perform tree assessment	
5	Manage tree pruning	
6	Manage tree planting, transplanting and removal	
7	Manage implementation of tree health management programme	
8	Perform plant health diagnosis	
9	Develop plant health management programme	
10	Manage implementation of IPM to treat plant disorder	
11	Perform soil and media testing and analysis	
12	Implement measures to improve soil conditions	
13	Prepare growing media on site for planting	
14	Develop environmental management plan for worksite	
15	Develop tree conservation and protection plans for development works	
16	Develop landscape project plan	
17	Develop irrigation and drainage plans	
18	Manage procurement of landscape materials and resources	
19	Implement horticultural maintenance programme	
20	Manage maintenance of landscape equipment and machinery	
21	Implement turf maintenance	
22	Develop plan for sustainable biophilic landscape programme	
23	Implement sustainable biophilic landscape programme	
24	Manage construction & maintenance of green wall and green roof	
25	Manage irrigation system	
26	Manage drainage system	
27	Implement landscape project (including hardscape & softscape)	

S/N	List of Competencies (Standard)	Company to indicate '✓' for OJT competencies it can provide
28	Implement tree conservation and protection plans for development works	
29	Implement garden hardscape and softscape	
	Sub-total of Competencies (Standard)	
List of Competencies (Company-specific)		
1		
2		
3		
4		
5		
6		
7		
	Sub-total of Competencies (Company-specific)	

Note:

- a) Company must be able to provide OJT for at least **75%** of the List of Competencies (Standard).
- b) If company is unable to meet the 75%, please propose alternate **course-related** competencies which are unique to company operations. Alternate competencies are capped at 25%.
[i.e. 50% of the list of competencies (standard) + 25% alternate competencies (Company-specific)].
- c) All alternate competencies (Company-specific) must be reviewed and endorsed by ITE.
- d) Trainees must receive OJT and be assessed for **All** competencies selected in this List.

Total no. of competencies selected by company for OJT

Total no. of competencies listed (*standard & company specific*)

Percentage of selected competencies

Completed By:

Name

Company

Designation

Date

For ITE's Completion			
Reviewed by CED / College <i>(For Company-specific Competencies)</i>			Verified by IBT Officer
Name:			Name & Date:
Designation:		Date:	

Version: May'24

WORK-STUDY DIPLOMA IN ARBORICULTURE & HORTICULTURE

MODULE OBJECTIVES

Module 1: Plant Curation & Inventory

On completion of the module, trainees should be able to perform plant curation and inventory, as well as to manage selection of indoors and outdoors plants.

Module 2: Arboriculture Operations & Maintenance

On completion of the module, trainees should be able to manage arboriculture operations and maintenance including tree assessment, pruning, installation, transplanting and removal, as well as managing implementation of tree health management programmes.

Module 3: Plant Health Management

On completion of the module, trainees should be able to diagnose plant health disorders, determine common plant diseases and pests, develop plant health management programme, as well as managing implementation of IPM to treat plant disorder.

Module 4: Soil Science & Amelioration

On completion of the module, trainees should be able to perform soil and media testing and analysis, implement measures to improve soil conditions, as well as preparing growing media on site for planting.

Module 5: Landscape Project Development

On completion of the module, trainees should be able to manage development of landscape projects such as developing environmental management plan for worksite, tree conservation and protection plans, landscape project plan, as well as plant water management plan.

Module 6: Horticulture Operations & Maintenance

On completion of the module, trainees should be able to manage arboriculture operations and maintenance such as managing plant propagation, implementing horticultural maintenance programme and managing maintenance of landscape equipment and machinery.

Module 7: Biophilic Landscaping Management

On completion of the module, trainees should be able to develop plans for sustainable biophilic landscape programme, implement sustainable biophilic landscape programme, and manage maintenance of skyrise greenery and park facilities in accordance with landscape practices and statutory requirements.

Module 8: Landscape Project Management

On completion of the module, trainees should be able to interpret contract documents, manage landscape project, irrigation and drainage systems, as well as implementing tree conservation and protection plans for development works.

Module 9: Company Project

On completion of the module, trainees should have applied their acquired competencies in an authentic project that would value-add to the company.

Module 10: On-the-Job Training

On completion of the module, trainees should be able to apply the skills and knowledge acquired at ITE College and workplace to take on the full job scope, including supervisory function where appropriate, at the company.

TRAINING PATTERN

Week No.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50
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Year 1	5 weeks at ITE	15 weeks, 1 day/week at ITE	5 weeks OJT	20 weeks, 1 day/week at ITE	5 weeks OJT
		15 weeks, 4 days/week OJT		20 weeks, 4 days/week OJT	

* Training schedule is 50 weeks per year

Year 2	20 weeks, 1 day/week at ITE	5 weeks OJT	20 weeks, 1 day/week at ITE	5 weeks OJT
	20 weeks, 4 days/week OJT		20 weeks, 4 days/week OJT	

* Training schedule is 50 weeks per year

Year 3 (half year)	20 weeks, 1 day/week at ITE	5 weeks OJT
	20 weeks, 4 days/week OJT	