

HIGHER TECHNICAL INSTITUTE

COURSE IN COMPUTER STUDIES

DIPLOMA PROJECT

**WEB BASED SUBMISSION, EVALUATION AND TRACKING
SYSTEM FOR THE HUMAN RESOURCES DEVELOPMENT
AUTHORITY (HRDA)**

CS/337

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Chapter 1: INVESTIGATION PHASE

1.1 Initial Investigation Activity

1.1.1 Goal Of The Project

This project will deal with the creation of a web based system related to the activities of the Human Resource Development Authority of Cyprus (HRDA). The project will focus on the activities regarding the process of submission of training proposals from various training organization in Cyprus until the final subsidization from the Authority.

1.1.2 Information About The Organization

1.1.2.1 General Information About HRDA

The Human Resource Development Authority of Cyprus (HRDA) is a semi-government organisation, originally established in 1979 under the name of Industrial Training Authority.

It is governed by a 13-strong Board of Directors, comprising 5 representatives of the government, 4 from companies' employers and 4 from the social partners.

Each company in the private sector and semi-government organisations pays every year a tax (Human Resource Development tax) which is calculated as 0.5% on the salary of each employee of the company. HRDA uses this tax for funding the approved courses. As an employer, the government is exempted from this obligation.

1.1.2.2 Mission Of HRDA

The mission of the HRDA, as the national agency for human resource training and development, is to create the necessary prerequisites for the systematic training and development of the country's human resources, at all levels and in all sectors, in order to meet the economy's needs, within the overall socio-economic development policies of the country.

1.1.2.3 Objectives Of HRDA

Based on the experiences and achievements of its 25 years of operation and within the framework of its role and mission, the HRDA adjusts its activities in response to the ever-changing competitive environment, as this is informed by our accession to the European Union, globalisation as well as developments in our national question.

In these new conditions, the Authority focuses its aims in two major strategic goals:

- The upgrading of the country's human resources through appropriate training and development in order to increase their labour mobility all throughout the European Union.
- The strengthening of the competitiveness of Cypriot enterprises through better utilization of their human resources and improvement of their adjustment. In accomplishing these strategic goals, the Authority is focused on the following objectives/ activities:
 - Facilitation of the entrance and integration/re-integration in the labour market of the country's human resources. Special emphasis is placed on strengthening actions and measures for enriching and adjusting the skills and knowledge of new entrants into the labour market, the unemployed and economically inactive women to the needs of the labour market and of enterprises.
 - Promotion of the gradual establishment and operation of a System of Vocational Qualifications in Cyprus, which will certify the skills and knowledge of the country's labour force.

- Utilization of the possibilities afforded by the Structural Fund/European Social Fund as well as by other programmes and initiatives of the European Union, for co-financing the implementation of actions for the training and development of Cyprus's human resources.
- Conducting research studies and surveys in strategically important areas and issues regarding Cyprus's human resources and the assessment of its work and its effectiveness in the formulation of the training and development strategy for the country's human resources.
- Provision of consultancy services to enterprises with the aim of improving their mode of operation and efficiency and their competitiveness in general through better development and utilization of their human resources.
- Adjustment of the training system to today's needs of the labour and the training markets with the improvement of the quality and effectiveness of the training provided and the utilization of the opportunities afforded by the information and communication technologies.
- Development and strengthening of HRDA's public and international relations and cooperation, with emphasis on closer contacts with the competent services and agencies of the European Union and those of member-states in areas of its competence.
- Follow-up of developments in the European Union in areas and matters of interest to the HRDA and the contribution of the Organisation to the formulation of national strategies on these areas/matters, amongst which are the single framework for transparency of competences and qualifications (Europass), the joint criteria and principles for quality in VET (vocational education and training), the system of credit transfer for VET, the common principles for the validation of non-formal and informal learning, lifelong learning, etc.

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