

## Information of Test Implementation

**Test name: Food Service Industry Skills Proficiency test (Food Service Industry field)**

1. Responsible Ministry

Ministry of Agriculture, Forestry and Fisheries (MAFF)

2. The Testing Organization

The Organization for Technical Skill Assessment of Foreign Workers in Food Industry (OTAFF)

Representative's name:

Chairman Hidetoshi IMOKAWA

Contact Information:

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(Test Administration; Prometric Japan Co.,Ltd.)

3. Date of implementation of the test in FY 2020

Jakarta (July 12<sup>nd</sup> 2020 to March 19<sup>th</sup> 2021)

Surabaya (July 14<sup>th</sup> 2020 to March 19<sup>th</sup> 2021)

Bandung (July 15<sup>th</sup> 2020 to March 19<sup>th</sup> 2021)

4. Placement of implementation of the test (city name)

- University of Gunadarma (Jakarta)
- PT. International Test Center (Jakarta)
- KAPLAN Edupac Surabaya (Surabaya)
- Akademi Sekretari & Manajemen Taruna Bakti (ASMTB) (Bandung)

5. Test fee

Indonesia: 400,000 IDR (around 3,500 JPY)

6. Annual number of examinations conducted

After the start of the examinations, it will be implemented at any time until March 19<sup>th</sup> 2021. For details, please check the following URL address:

<http://ac.prometric-jp.com/testlist/agriculture/index.html>

7. Qualification for Examinee

Age: 18 years old or more

Academic background (school career): None

8. Method of the test (CBT type, Mark type, Writing type, Skill type, etc.).

CBT (Computer-based testing) type.

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9. Capacity

Around 600 per year.

10. Test level

More than 50% of foreign workers who have 2 years of working experience at restaurants in Japan are expected to pass the test, without the support of specialized study texts.

11. Testing subject (questions ranges)

Food Sanitation, Food Preparation, and Customer Service.

12. Passing criteria

65% or more.

13. Upper limit of test passers (rule of thumb)

N.A.

14. Necessary equipment of test site

Personal computers, partition walls, video cameras for prevention of fraud, and so on, which are necessary to hold CBT type test.

15. Documents required at the time of application for examination/examinations (identification documents etc.), articles (when there is an article to be used at the practical skill test).

Confirmation Document and the ID card bearing the photos of the test applicant (e.g. driver's license, passport, etc.)

(Since the test will be conducted on a computer, applicants do not need to bring any tools or utensils).

## Attachment

### Examination Timeline

- 1) Publication of Examination Schedule  
(approx. 1 month before the examination)
  - The Food service Industry Skills Proficiency test will be advertised in the website by (General Incorporated Association) The Organization for Technical Skill Assessment of Foreign Workers in Food Industry (OTAFF).  
\*Indonesian language will also be noted together.
- 2) Publication of Registration Website
  - Prometric will launch a registration website
- 3) Examination Application Period  
(until 3 business days prior to the preferred test date)
  - Prometric will issue a Prometric ID and accept applications via their registration website. (English version with user guidance in Indonesian language)
- 4) Collection of Fee Payments
  - Prometric will collect the examination fee when accepting the test application (Credit card or cash payment. If test applicants can't finish the payment procedure, test application will not be finished as well).
- 5) Notifying Successful Applicants (after the completion of the application)
  - "Confirmation document", which includes the contents of application and guidance of the test, will be notified in the Prometric's registration website.
- 6) Day of the Examination (the date and time the test applicant selected)
  - The person in charge of the Prometric will collate the Confirmation document with the ID card with the photo of the test applicant (e.g. driver's license, passport, etc.) and perform individual identification. Then, he/she will be taken a facial photo to be displayed in the score report.
- 7) Results Announcement (Within 5 business days after taking the examination)
  - Score report including the facial photo of the test applicant will be indicated on the Prometric's registration website.

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## **Implementing Method for Food Service Industry Skills Proficiency Test**

### **1. Preparation of the environment for the test**

The Food Service Industry Skills Proficiency test is a CBT (Computer-based testing) type test, and it will be implemented by Prometric Japan Co.,Ltd, which has achieved enough results for distributing the examination in various countries.

Prometric will cooperate with local subsidiaries and implement the preparation of the environment for the test such as securing the test site or the test proctors,

### **2. Public relation of the test**

If the test schedule is confirmed, information for implementing the test will be posted in Indonesian language on the special website created by (General incorporated association) The Organization for Technical skill Assessment of Foreign workers in Food industry (OTAFF).

### **3. Application method for the test**

Prometric will issue a Prometric ID and accept applications via their registration website. (English version with user guidance in Indonesia language)

### **4. Sending examination admission tickets**

“Confirmation document”, which includes the contents of application and guidance of the test, will be notified in the Prometric’s registration website.

### **5. Collection of fee payments**

Prometric will collect the examination fee when accepting the test application (Credit card or cash payment. If test applicants can’t finish the payment procedure, test application will not be finished as well.)

### **6. Respond to the Inquiries from test applicants**

(General incorporated association) The Organization for Technical skill Assessment of Foreign workers in Food industry (OTAFF) will respond by E-mail (only in Japanese or English). Inquiries about the contents of the test questions or individual test score or test result will not be acceptable.

### **7. Individual identification of test applicants on the day of the examination**

The person in charge of the Prometric will collate the Confirmation document with the ID card with the photo of the test applicant (e.g. driver’s license,

passport, etc.) and perform individual identification. Then, he/she will be taken a facial photo to be displayed in the score report.

#### **8. Management of the test site in the day of the examination**

Test proctors will do reception, guidance, and invigilation in the test site secured by Prometric.

#### **9. Results announcements**

Score report including the facial photo of the test applicant will be notified on the Prometric's registration website.

#### **10. Criteria of skill assessment**

More than 50% of foreign workers who have 2 years of working experience at restaurants in Japan are expected to pass the test, without the support of specialized study texts.

##### **Example of written questions**

次のうちどれが野菜ですか？正しいものを一つ選びなさい。(Which of the following is a vegetable? Please choose one correct answer.)

- 1 にんじん (Carrot)
- 2 イワシ (Sardine)
- 3 なし (Pear)

##### **Example of practical questions**

お客様に提供した料理に髪の毛が入っていました。まずは何をすべきです正しいものを一つ選びなさい。(There was a part of hair in the dish provided to the customers. What should you do first? Please choose one correct answer.)

- 1 お客様にお詫びをします。(Apologize to the customers.)
- 2 お客様に自分で髪の毛をとってもらうようお願いします。(Ask the customer to take a part of hair themselves.)
- 3 お客様の髪の毛であるかもしれないため、何もする必要はありません。(You do not need to do anything, as it is possible that the customer's hair fell into the dish.)

About related organization for testing

Test name: Food Service Industry Skills Proficiency test

1 Role of each organization

	Role/Contact
The role of the Ministry of Agriculture, Forestry and Fisheries in implement the test.	Guidance and supervision of the test implementation, and support for implementation through subsidy grants.  Ministry of Agriculture, Forestry and Fisheries Food Service Industry Office +81-3-6744-7177 <a href="mailto:gaishoku@maff.go.jp">gaishoku@maff.go.jp</a>
The role of (General incorporated association) The Organization for Technical skill Assessment of Foreign workers in Food industry (OTAFF) in implement the test.	Overall management of the test implementation  The role of (General incorporated association) The Organization for Technical skill Assessment of Foreign workers in Food industry (OTAFF) +81-3-6261-4943 <a href="mailto:tokutei@otaff.or.jp">tokutei@otaff.or.jp</a>
The role of Prometric Japan Co., Ltd, in implement the test.	Creation and management of website for candidates, distribution of CBT, examination fee collection, and venue management at the time of examination.

## 2 Question about test details

	Contact Information
If you would like to inquire where the exam site is.	(General incorporated association) The Organization for Technical skill Assessment of Foreign workers in Food industry (OTAFF). (Accepting inquires by E-mail only in Japanese and English).
If you would like to inquire about the content of the application site.	Same as the above.
If you would like to inquire about registration method.	Same as the above.
If you would like to inquire about test fee	Same as the above.
If you would like to inquire about the staff on the day of the test.	(General incorporated association) The Organization for Technical skill Assessment of Foreign workers in Food industry (OTAFF).
If you would like to inquire about pass notification.	(General incorporated association) The Organization for Technical skill Assessment of Foreign workers in Food industry (OTAFF). (Basically, individual inquiries about test results will not be acceptable).
If you would like to inquire about test contents.	(General incorporated association) The Organization for Technical skill Assessment of Foreign workers in Food industry (OTAFF).
If you would like to inquire about test method	Same as the above.