

**LEVEL EQUIVALENCE TABLE FOR
LCCIEB/Common European Framework (CEF)/UK National Language Standards (NLS)**

LCCIEB Level	CEF NLS	DESCRIPTION		LCCIEB Written Examinations		LCCIEB Oral Examinations	
				English For Business (EFB)	Written English For Tourism (WEFT)	EFB Oral test option	*Spoken English for Industry and Commerce (SEFIC)
4	C1 = Effective Operational Proficiency Level 4	<i>This should be the target level for personnel who need to attend and participate fully in formal or informal business meetings or attend conferences or conventions.</i>	<p>People at this level can:</p> <ul style="list-style-type: none"> use appropriate language to deal with an extensive range of oral and written tasks respond to a wide variety of situations with fluency and spontaneity read, interpret, and produce highly specialised texts/reports and present/discuss complex arguments make presentations and contribute fully at seminars and conferences 	✓		✓	✓
3	B2 = Vantage Level 3	<i>This should be the target level for people for whom establishing and sustaining business relationships in English is essential, eg sales personnel, senior executives, etc.</i>	<p>People at this level can:</p> <ul style="list-style-type: none"> understand and write complex business correspondence and reports within own field understand and discuss complex concepts of a general and work-related nature handle formal and informal meetings and negotiations with, for example, customers or suppliers relocate to an English-speaking country and function fully in all routine areas and aspects of work deliver structured presentations and participate in discussions on known topics 	✓		✓	✓
2	B1 = Threshold Level 2	<i>This should be the target level for people whose work involves them in extensive contact with overseas colleagues, customers or counterparts, eg line managers, technical or research personnel, senior administrators, etc.</i>	<p>People at this level can:</p> <ul style="list-style-type: none"> understand and interpret key, work-related information, eg handling customer enquiries understand and write standard business correspondence and reports give more complex instructions and explanations and explain ideas participate in routine interviews participate more fully in business meetings and discussions make more complex formulaic presentations on familiar topics 	✓	✓	✓	✓
1	A2 Waystage Level 1	<i>This should be the target level for people who need to work with overseas counterparts on a routine functional level, eg clerical staff, administrators, line supervisors, secretarial staff, etc.</i>	<p>People at this level can:</p> <ul style="list-style-type: none"> describe the company and its products confirm and alter meeting arrangements give simple instructions and explanations develop contacts and exchange more specific/detailed information understand and write simple business correspondence and notes contribute to discussions (eg express opinions, agree and disagree) and make simple, formulaic presentations on familiar topics 	✓	✓		✓
Preliminary	A1 = Breakthrough Entry	<i>This should be the target level for people who need to use English in their work in basic interaction, eg receptionists, line operatives, clerical or secretarial staff who have occasional contact with speakers of English.</i>	<p>People at this level can:</p> <ul style="list-style-type: none"> make contacts and exchange basic information (personal, work and social) handle basic business telephone language work with numbers (eg dates and figures) understand simple requests and instructions make basic travel arrangements and appointments handle basic forms and documents 	✓			✓

Notes:

- LCCIEB's other English awards (English For Commerce, Practical Business English, FTBE) have their own syllabuses and are independent of this framework.
- *SEFIC is only available in a limited number of countries. Please contact our Customer Service Department for more details.