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Office No: 01

Polokwane

0700

20/04/2018

S Wevell

Ndzalama Training

Annecke Street 4

Primier Park

Tzaneen

0850

Dear Susanna Wevell

This serves as confirmation that **Ndzalama Training** has been awarded Full Accreditation valid until **31/03/2020**, as a Skills Development Provider

The Credentials for the awarded status is:

Accreditation Status	Accredited - Full
Registration Number	
Accreditation Number	ETDP0204
Primary ETQA	ETDPSETA
Start Date	01/04/2018
End Date	31/03/2020



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Unit Standards			
Unit Standard ID	Level	Credits	Title
114878	Level 04	10	Identify and measure the factors that influence productivity
114884	Level 04	8	Co-ordinate the improvement of productivity within a functional unit
123392	Level 06	12	Design and develop instruments to evaluate education, training and development
15228	Level 05	10	Advise on the establishment and implementation of a quality management system for skills development practices in an organisation
7978	Level 05	15	Plan and conduct assessment of learning outcomes
9937	Level 04	8	Evaluate a course
9954	Level 05	12	Develop training materials

Qualification			
Qualification ID	Level	Credits	Title
50334	Level 05	120	National Certificate: Occupationally Directed Education Training and Development Practices

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Elective Unit Standards			
Unit Standard ID	Level	Credits	Title
10294	Level 05	10	Identify and respond to learners with special needs and barriers to learning
10305	Level 06	16	Devise interventions for learners who have special needs
110506	Level 04	4	Demonstrate and apply knowledge and understanding of the basic components and fundamental skills of effective communication
115755	Level 06	10	Design and develop outcomes-based assessments
115759	Level 06	10	Conduct moderation of outcomes-based assessments
119665	Level 05	12	Demonstrate understanding of the concept of human rights and democracy and its application in society
123394	Level 05	10	Develop outcomes-based learning programmes
123398	Level 05	5	Facilitate the transfer and application of learning in the workplace
123400	Level 06	5	Evaluate and promote education training and development (ETD) providers, services and products for organisational use
123401	Level 06	15	Design outcomes-based learning programmes
15217	Level 05	6	Develop an organisational training and development plan
15218	Level 06	4	Conduct an analysis to determine outcomes of learning for skills development and other purposes
15222	Level 05	3	Promote a learning culture in an organisation
15227	Level 04	4	Conduct skills development administration in an organisation
15232	Level 05	6	Coordinate planned skills development interventions in an organisation
252041	Level 05	5	Promote a learning culture in an organisation

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QUALITY COUNCIL FOR TRADES AND OCCUPATIONS - QCTO

In line with QCTO circular 1 of 2017 (OQA & OQM), dated 15 December 2017. Please NOTE the following:

- QCTO will recommend to SAQA that historically registered qualifications be de-activated once they reach their "registration end date". Providers can continue to enroll learners as per the enrolment end date and there will be a teach out period for achievements as per the "achievement end" date per qualification
- Skills Development Providers that are currently accredited for SAQA registered qualifications, may continue to enroll learners up to 31st March 2019 or 30th June 2019 as per the enrolment end date on the qualification.
- If there are learners enrolled on a historically registered qualification (i.e. SAQA registered) that has not been replaced by an occupation qualification by June 2018, the historically registered qualification will be prioritized for re-alignment and or the qualification registration date will be extended.
- Skills Development Providers offering single unit standards or skills programmes - please note that single unit standards or skills programmes will be replaced by occupational part qualifications. If such part qualifications are not in place by June 2019, these unit standard registrations will be extended. Kindly be advised though that the historically registered full qualification may not be offered if it has been replaced by an occupational qualification. Only the relevant unit standards or skills programmes for which there are learners enrolled may be offered
- In summary:
 - Providers that are currently accredited for historic qualification that will be or have been replaced by occupational qualifications -the accreditation for these qualifications will end with the 'last date of achievement' to allow for teach out.
 - Providers are therefore required to apply to the QCTO for accreditation for the new Occupational qualifications as soon as the occupational qualifications are registered
 - Accreditation applications for historic qualifications post 30th June 2018 must be done via the QCTO
 - Accreditation applications for Occupational qualifications must be submitted to the QCTO

CONDITIONS FOR ACCREDITATION

A compulsory site audit will be conducted to ascertain whether facilities and on-site training venues meet the minimum requirements prescribed for an Education and Training Provider.

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The training provider should apply for the New Occupational Qualifications as and when available

The ETDP SETA should not be brought into any disrepute.

Abide with the ETDP SETA policies and procedures on accreditation, assessments, verification and certification.

Implement a culture of internal quality management as per the accreditation criteria.

During this accreditation term, the provider should upload learner achievements, implement the Quality Management System and review the policies and procedures within their Quality Management System; upon meeting the set requirements the accreditation status will be extended.

As a training provider, it is imperative that quality training is conducted against the national standard and quality assurance requirements, in the event of non-compliance, the Seta shall investigate the complaints and may deregister the provider.

The learning programme training period will take on the lifespan of the unit standard or the accreditation duration of the training provider or whichever date comes first. It is, therefore, the training provider's responsibility to ensure that the learning programme is updated and meets the necessary requirements.

Training providers must re-apply for learning programme approval timeously and ensure that it is in line with the replacement unit Standard where applicable.

The ETDPSETA reserves the right to de-accredit or withdraw an accreditation status that was awarded pending the outcomes of the aforementioned compulsory site audit.

DUAL ACCREDITATION

Primary accredited provider wishing to extend their scope to include programmes that are quality assured by a particular ETQA should inform the ETDP SETA and the provider will be granted programme approval by the secondary ETQA. Once accredited the provider may not seek accreditation with any other ETQA.

USE OF ETDP SETA LOGO

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Please take note that the provider may not use the ETDP SETA logo under any circumstances if written permission is not granted. The ETDP SETA will not hesitate in taking legal action should this be violated.

NATIONAL LEARNER RECORDS DATABASE (NLRD) UPLOAD

The ETDP SETA is pleased to report to you that the your company details have been updated on the ETDP SETA MIS system and your accreditation information will be uploaded every year to SAQA for the purposes of updating the National Learner's Records Database (NLRD).

Yours sincerely



Ms Nombulelo Nxesi

Chief Executive Officer