

**HEAD OFFICE**

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

**EASTERN CAPE**

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

**FREE STATE**

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

**GAUTENG**

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

**KWAZULU-NATAL**

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

**LIMPOPO**

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

**MPUMALANGA**

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

**NORTHERN CAPE**

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

**NORTH WEST**

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretchafstroum, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

**WESTERN CAPE**

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

29 Hans van Rensburg Street

Kwane Chambers

Office No: 01

Polokwane

0700

30/07/2018

Provider

**Compass Academy of Learning**

15 Geysers Street

Mokopane

Limpopo

000

Dear Provider

This serves as confirmation that **Compass Academy of Learning** has been awarded Full Accreditation valid until **31/03/2020**, as a Skills Development Provider

**The Credentials for the awarded status is:**

<b>Accreditation Status</b>	Accredited - Full
<b>Registration Number</b>	
<b>Accreditation Number</b>	ETDP10232
<b>Primary ETQA</b>	ETDPSETA
<b>Start Date</b>	01/04/2018
<b>End Date</b>	31/03/2020

The information in this communication is confidential and may be legally privileged.

It is intended for the sole use of the individual/s or entity to whom this has been addressed or copied. If you are not the intended recipient you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this communication and/or its attachments, is strictly prohibited and will be unlawful

**HEAD OFFICE**

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

**EASTERN CAPE**

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

**FREE STATE**

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

**GAUTENG**

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

**KWAZULU-NATAL**

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

**LIMPOPO**

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

**MPUMALANGA**

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

**NORTHERN CAPE**

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

**NORTH WEST**

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretoriusfontein, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

**WESTERN CAPE**

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

**Unit Standards**

Unit Standard ID	Level	Credits	Title
114215	Level 04	3	Mentor a colleague to enhance the individual's knowledge, skills, values and attitudes in a selected career path
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
12544	Level 04	4	Facilitate the preparation and presentation of evidence for assessment
15228	Level 05	10	Advise on the establishment and implementation of a quality management system for skills development practices in an organisation

**Qualification**

Qualification ID	Level	Credits	Title
23114	Level 01	120	Basic Certificate: Early Childhood Development
23118	Level 05	240	National Diploma: Early Childhood Development (LP Recorded against Qualification ID 64650)
50334	Level 05	120	National Certificate: Occupationally Directed Education Training and Development Practices
58761	Level 04	140	Further Education and Training Certificate: Early Childhood Development
74672	Level 04	150	Further Education and Training Certificate: Generic Management: School Governing Bodies (LP recorded against Qualification ID 57712)

The information in this communication is confidential and may be legally privileged.

It is intended for the sole use of the individual/s or entity to whom this has been addressed or copied. If you are not the intended recipient you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this communication and/or its attachments, is strictly prohibited and will be unlawful

**HEAD OFFICE**

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

**EASTERN CAPE**

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

**FREE STATE**

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

**GAUTENG**

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

**KWAZULU-NATAL**

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

**LIMPOPO**

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

**MPUMALANGA**

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

**NORTHERN CAPE**

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

**NORTH WEST**

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretzhastronnm, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

**WESTERN CAPE**

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

Elective Unit Standards

Unit Standard ID	Level	Credits	Title
10288	Level 05	8	Organise a programme of learning
10289	Level 05	24	Facilitate a programme of learning
10290	Level 05	12	Evaluate, select and adapt published learning materials and develop, use and evaluate own supplementary learning aids
10294	Level 05	10	Identify and respond to learners with special needs and barriers to learning
10295	Level 05	8	Promote lifelong learning and development
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
114476	Level 05	12	Use multi-media to facilitate and mediate learning
114583	Level 04	8	Develop, implement and evaluate a marketing strategy for a new venture
114585	Level 04	4	Plan strategically to improve business performance
114590	Level 04	4	Mobilise resources for a new venture
114592	Level 04	8	Produce business plans for a new venture
114593	Level 04	5	Tender to secure business for a new venture
114596	Level 04	5	Research the viability of new venture ideas/opportunities
114938	Level 03	2	Describe how to manage anxiety and depression in the workplace
114942	Level 03	2	Describe how to manage reactions arising from a traumatic event
115753	Level 05	15	Conduct outcomes-based assessment

The information in this communication is confidential and may be legally privileged.

It is intended for the sole use of the individual/s or entity to whom this has been addressed or copied. If you are not the intended recipient you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this communication and/or its attachments, is strictly prohibited and will be unlawful

**HEAD OFFICE**

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

**EASTERN CAPE**

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

**FREE STATE**

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

**GAUTENG**

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

**KWAZULU-NATAL**

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

**LIMPOPO**

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

**MPUMALANGA**

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

**NORTHERN CAPE**

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

**NORTH WEST**

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretzhastronoom, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

**WESTERN CAPE**

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

115755	Level 06	10	Design and develop outcomes-based assessments
115759	Level 06	10	Conduct moderation of outcomes-based assessments
117156	Level 04	4	Interpret basic financial statements
117874	Level 05	6	Guide learners about their learning, assessment and recognition opportunities
117895	Level 03	8	Demonstrate how society and socially constructed roles impact on gender attitudes and behaviours and contribute to women's oppression
119661	Level 04	7	Demonstrate knowledge of the foundations of human rights and democracy
119662	Level 04	8	Describe the relevance of human rights and democratic practices in South African society
119665	Level 05	12	Demonstrate understanding of the concept of human rights and democracy and its application in society
120036	Level 04	5	Analyse the role of institutions in developing and perpetuating gender inequality
120385	Level 04	7	Apply a range of project management tools and techniques
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
12834	Level 02	12	Care for babies and toddlers in ECD settings
12835	Level 03	12	Facilitate the learning and development of babies (0-24 months) in ECD settings
12836	Level 03	12	Facilitate the learning and development of toddlers (18-36 months) in ECD settings
12842	Level 05	12	Manage diversity in ECD settings

The information in this communication is confidential and may be legally privileged.

It is intended for the sole use of the individual/s or entity to whom this has been addressed or copied. If you are not the intended recipient you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this communication and/or its attachments, is strictly prohibited and will be unlawful

**HEAD OFFICE**

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

**EASTERN CAPE**

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

**FREE STATE**

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

**GAUTENG**

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

**KWAZULU-NATAL**

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

**LIMPOPO**

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

**MPUMALANGA**

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

**NORTHERN CAPE**

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

**NORTH WEST**

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretzhaefstroum, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

**WESTERN CAPE**

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

13643	Level 05	6	Develop learning programmes to enhance participation of learners with special needs
13856	Level 05	12	Facilitate an inclusive educational environment in ECD settings
13915	Level 03	4	Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation and a specific workplace
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
242812	Level 03	4	Induct a member into a team
242813	Level 04	5	Explain the contribution made by own area of responsibility to the overall organisational strategy
242814	Level 03	6	Identify and explain the core and support functions of an organisation
242816	Level 04	5	Conduct a structured meeting
242819	Level 04	10	Motivate and Build a Team
242820	Level 03	4	Maintain records for a team
244256	Level 05	15	Facilitate a Numeracy Learning Programme in the Reception Year
244257	Level 05	15	Facilitate a Literacy Learning Programme in the Reception Year
244259	Level 03	8	Support children and adults living with HIV and AIDS
244260	Level 05	15	Facilitate a Life Skills Learning Programme in the Reception Year
244478	Level 05	5	Manage an Early Childhood Development service

The information in this communication is confidential and may be legally privileged.

It is intended for the sole use of the individual/s or entity to whom this has been addressed or copied. If you are not the intended recipient you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this communication and/or its attachments, is strictly prohibited and will be unlawful

**HEAD OFFICE**

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

**EASTERN CAPE**

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

**FREE STATE**

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

**GAUTENG**

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

**KWAZULU-NATAL**

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

**LIMPOPO**

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

**MPUMALANGA**

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

**NORTHERN CAPE**

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

**NORTH WEST**

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretzhastroum, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

**WESTERN CAPE**

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

244481	Level 05	6	Evaluate an Early Childhood Development (ECD) service
244571	Level 03	2	Describe how to manage anxiety and depression in the workplace
244610	Level 05	8	Refer a person with a disability to specialised services
251960	Level 03	5	Identify and describe disaster related risks and threatening situations utilizing basic disaster management concepts and indigenous knowledge
252041	Level 05	5	Promote a learning culture in an organisation
260217	Level 04	12	Demonstrate understanding of legal aspects pertaining to human resources in a school
260237	Level 04	8	Plan for school development
260257	Level 04	10	Demonstrate knowledge of the legislative framework for school governance
260337	Level 04	9	Develop and implement policy for school governance
260357	Level 04	12	Prepare and monitor the budget of a school
7400	Level 05	24	Managing the Learning Programme
7402	Level 02	12	Facilitating Learning Through Play
7403	Level 03	8	Facilitating Learning Through Stories, Songs and Rhymes
7407	Level 05	18	Manage a Medium-scale ECD Service
7408	Level 05	12	Facilitating a Life Skills Learning Programme in the Reception Year
7409	Level 05	12	Facilitating a Literacy Learning Programme in the Reception Year
7410	Level 05	12	Facilitating a Numeracy Learning Programme in the Reception Year
7978	Level 05	15	Plan and conduct assessment of learning outcomes
9932	Level 05	12	Guide and support learners
9941	Level 05	10	Design and conduct research

The information in this communication is confidential and may be legally privileged.

It is intended for the sole use of the individual/s or entity to whom this has been addressed or copied. If you are not the intended recipient you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this communication and/or its attachments, is strictly prohibited and will be unlawful

**HEAD OFFICE**

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

**EASTERN CAPE**

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

**FREE STATE**

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

**GAUTENG**

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

**KWAZULU-NATAL**

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

**LIMPOPO**

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

**MPUMALANGA**

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

**NORTHERN CAPE**

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

**NORTH WEST**

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretzhaefstroum, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

**WESTERN CAPE**

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

**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 occupational 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.

#### HEAD OFFICE

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

#### EASTERN CAPE

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

#### FREE STATE

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

#### GAUTENG

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

#### KWAZULU-NATAL

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

#### LIMPOPO

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

#### MPUMALANGA

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

#### NORTHERN CAPE

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

#### NORTH WEST

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretzhaefstroum, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

#### WESTERN CAPE

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

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**

The information in this communication is confidential and may be legally privileged.

It is intended for the sole use of the individual/s or entity to whom this has been addressed or copied. If you are not the intended recipient you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this communication and/or its attachments, is strictly prohibited and will be unlawful



**HEAD OFFICE**

Umoya House  
2-6 New Street  
South Marshalltown  
Johannesburg CBD  
Gandhi Square

**EASTERN CAPE**

Waverley Office Park  
3 - 33 Philip Frame Road  
Chiselhurst  
East London, 5200  
Tel: (043) 726 8314  
Fax: (043) 726 8302

**FREE STATE**

163 Nelson Mandela Dr  
Sanlam Building  
Bloemfontein, 9300  
Tel: (051) 430 5072  
Fax: (051) 430 5080

**GAUTENG**

33 Hoofd Street  
Forum 4, 2nd Floor  
Braampark Office Park  
Braamfontein  
Johannesburg, 2091  
Tel: (011) 403 1301/2/3/6  
Fax: (086) 614 8781

**KWAZULU-NATAL**

333 Anton Lembede Street  
Durban Bay House  
12th Floor, Suite 1203  
Durban, 4001  
Tel: (031) 304 5930  
Fax: (031) 301 9313

**LIMPOPO**

29 Hans van Rensburg Str  
Kwane Chambers  
Office No: 01  
Polokwane, 0700  
Tel: (015) 295 9303  
Fax: (015) 295 9301

**MPUMALANGA**

Streak Office Park  
Block B, 1st Floor  
6 Streak Street  
Nelspruit, 1201  
Tel: (087) 700 8113  
Fax: (013) 752 2917

**NORTHERN CAPE**

6A Long Street  
Bobby's Walk Building  
Kimberley, 8300  
Tel: (053) 832 0051/ 2  
Fax: (053) 832 0047

**NORTH WEST**

78 Retief Cnr Peter  
Mokaba Street  
Sparkling Office Park  
Pretchafstroum, 7531  
Tel: (018) 294 5280  
Fax: (018) 294 5719

**WESTERN CAPE**

2 Old Paarl Road  
Sunbel Building  
Office 205, 2nd Floor  
Belville, 7530  
Tel: (021) 946 4022  
Fax: (021) 946 4043

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**