

TO: Chief Executive Officers: Sector Education and Training Authorities (SETAs) and Professional Bodies (PBs)

## **CLARIFICATION ON WAY FORWARD REGARDING THE QUALITY ASSURANCE OF QUALIFICATIONS REGISTERED ON THE OCCUPATIONAL QUALIFICATIONS SUB-FRAMEWORK**

Circular 1 of 2017 issued in December 2017 refers.

As per its legislated mandate, the Quality Council for Trades and Occupations (QCTO) is striving towards the implementation of a Single National Quality Assurance System for qualifications and part qualifications registered on the Occupational Qualifications Sub-Framework (OQSF). Given that the delegation of quality assurance functions to Quality Assurance Partners (QAPs) is still in place pending the finalisation of policies such as the NSDP, SETA landscape and NPPSET plan, the QCTO will in the interim work in collaboration with all QAPs in the performance of the required quality assurance functions thereby ensuring that the QCTO takes responsibility and accountability for its quality assurance mandate.

Recent engagements with the QAP Quality Assurance Managers resulted in the following positions which provide clarity on the way forward.

### **1. REGISTERED QUALIFICATIONS**

- a) The QCTO is responsible for the quality assurance of all registered occupational qualifications and part qualifications including historically registered qualifications.
- b) The QAPs are and will remain responsible for the quality assurance of Skills Programmes and implementation of learnerships. The quality assurance of

historically registered qualifications will be a collaborative effort between the QCTO and the QAP as detailed in sections 2 and 3 of this communique.

- c) The QCTO has recommended to SAQA that all qualifications that have the end registration date 30 June 2018 be re-registered for a period of five years.
- d) During this period, the QCTO in collaboration with QAPs will finalise the de-registration or re-alignment of Historically Registered Qualifications and skills programmes. This implies that qualifications which have been re-registered may be de-registered before the end of the 5-year period. Any request to provide new skills programmes should be submitted to the QAP for recommendation to the QCTO for approval.

## **2. ACCREDITATION OF SKILLS DEVELOPMENT PROVIDERS**

- a) The QAPs will in the interim remain responsible for the accreditation applications from Skills Development Providers (SDPs) for Skills Programmes. As from 1 July 2018, copies of all accreditation letters issued by the QAPs to SDPs to offer skills programmes, must be forwarded to the QCTO, ([accreditation@qcto.org.za](mailto:accreditation@qcto.org.za)) as the Department of Higher Education and Training (DHET) requires accreditation letters from the QCTO for all accredited SDPs on its sub-framework.
- b) As from 1 July 2018, all new applications for SDP accreditations to offer historically registered qualifications on the OQSF, and/or gazetted trades must be made directly to the QCTO (as is currently the case for occupational qualifications). Note well that QAPs will remain responsible for the accreditation applications for Skills Programmes and implementation of Learnerships.
- c) Each SDP will be required to complete a **Letter Of Intent** available on the QCTO website ([www.qcto.org.za](http://www.qcto.org.za)) before applying to the QAP. The QCTO will acknowledge the letter of intent and advise the SDP to follow the QAP accreditation process using application forms provided by the QAP.
- d) The QCTO may advise the SDP to apply for a registered occupational qualification which replaces the historically registered qualification.
- e) The QAP will complete the accreditation process and send the outcome of the accreditation application to the QCTO with the recommendation to either accredit or decline the applicant. The accreditation letter will be issued by the

QCTO. Copies of accreditation letters will be forwarded to the SDPs, QAPs and the DHET. This will assist the QCTO in maintaining a national database of accredited Skills Development Providers. The QAP will still be responsible for NLRD data with regard to accredited SDPs in their NLRD submissions to SAQA.

### **3. MONITORING OF SKILLS DEVELOPMENT PROVIDERS**

- a) The QCTO will collaborate with the QAPs regarding the monitoring of accredited SDPs for historically registered full qualifications and/or gazetted trades.
- b) QAPs will compile a monitoring schedule and conduct visits to SDPs. Monitoring schedules must be submitted to the QCTO a month ahead of the planned monitoring visit, as the QCTO will conduct sample monitoring visits with the QAPs.
- c) The monitoring schedule should be submitted to the QCTO Quality Assurance Manager assigned to the QAP.
- d) The QAP will be required to submit monitoring reports to the QCTO.

### **4. ASSESSMENT OF HISTORICALLY REGISTERED QUALIFICATIONS**

- a) Circular 1 of 2017 stated that a Final Integrated Summative Assessment (FISA) for all historically registered qualifications with learner uptake would become compulsory as from November 2018.
- b) However, upon further deliberation with QAPs, the QCTO would phase in FISA with voluntary QAPs who feel they are in a “state of readiness” to do so. This will therefore be piloted with a number of QAPs.

### **5. CERTIFICATION OF LEARNERS**

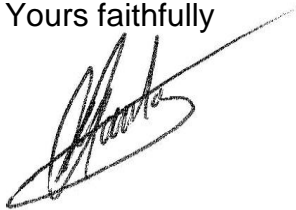
- a) QAPs will continue to be responsible for the issuing of certificates for historically registered qualifications after the learner achievements have been quality assured by the QCTO.

The collaboration between the QCTO and the QAPs will strengthen the implementation of a Single National Quality Assurance System for qualifications and part qualifications registered on the OQSF.

Within the next three months, the QCTO will be arranging one-on-one meetings with each QAP to address challenges emanating from this process.

Your support and co-operation is therefore highly appreciated.

Yours faithfully

A handwritten signature in black ink, appearing to read 'VD NAIDOO', written over a horizontal line.

**VD NAIDOO**

**CHIEF EXECUTIVE OFFICER**

**Date: 26 June 2018**

CC: QAP Managers (ETQA Managers)