



Standards by the QCTO

PAN AFRICAN CONFERENCE CONFERENCE 22 - 23 August 2013

QCTO brand:

Knowledge /
Head:
Conception
Understanding
Reflection ...

Colour;
For current
and future
workers



QCTO

Quality Council for Trades & Occupations

*Working together ~
Work experience*

Productive Hands
*(colour of gloves
signals health sector ,
industrial sector etc.)*

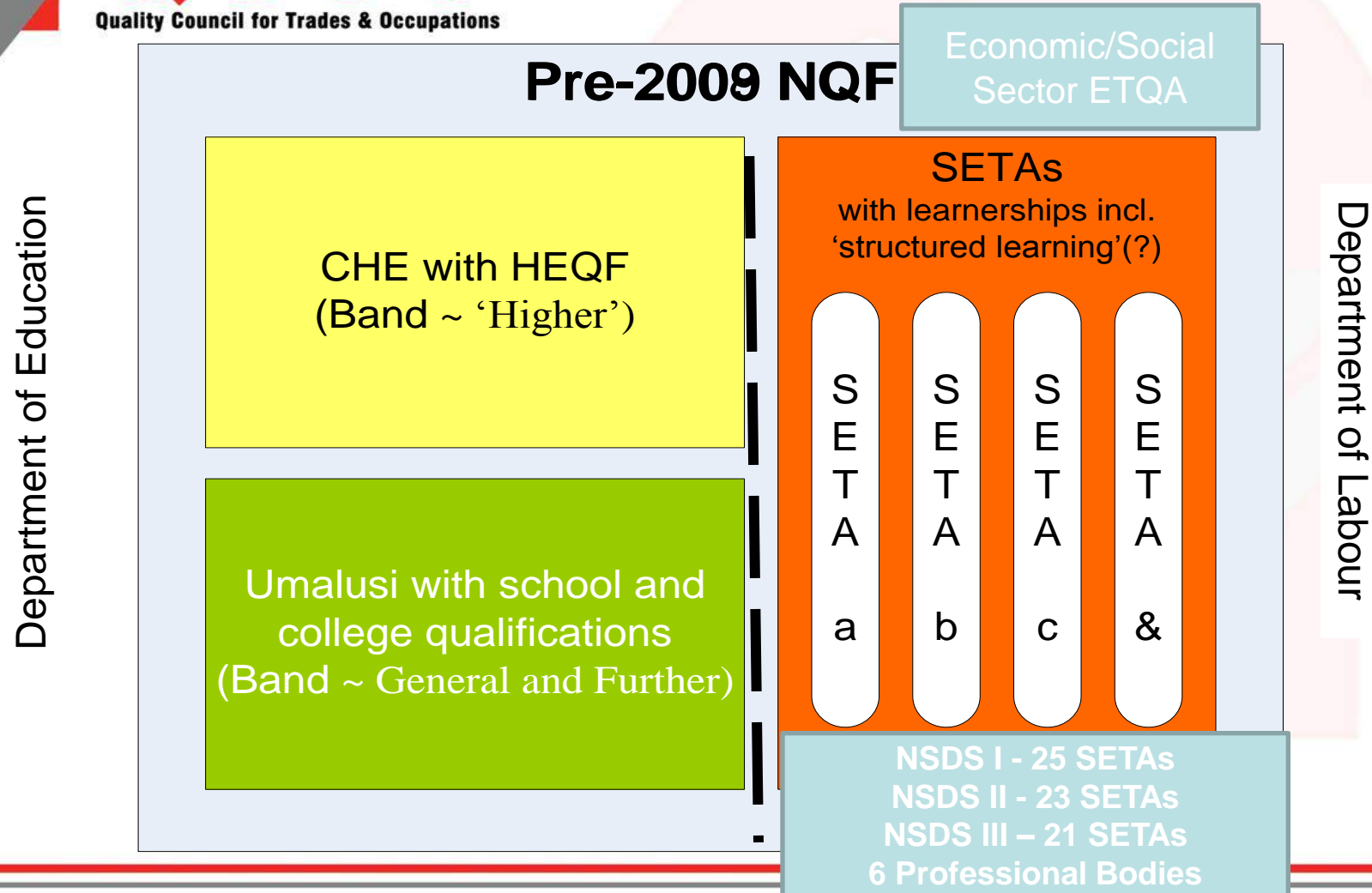
NATIONAL QUALIFICATIONS FRAMEWORK ACT (No 67 of 2008)

- The NQF is a comprehensive system approved by the Minister for the classification, registration, publication and articulation of quality-assured national qualifications
- Objectives of the NQF are still applicable
- GG 36721(2/8/2013): 2 QCs have published as Policy the Ministers Determination (GG 36003)



Brief history on the NQF in SA

- a) Introduced in SA in 1995 – Promulgation of the SAQA Act (No 58 of 1995) – on 4 Oct 1995
- b) First Authority appointed in May 1996; Authority held its first meeting in Aug 1996





Brief history on the NQF in SA

- c) Inter-Ministerial review of NQF began in 2001 – (Study Team appointed comprising of local & international specialist)
- d) Study Team Report published 05 May 2002 – drew vigorous response
- e) Departments of Labour and Education conferred for a year before publishing an Inter Departmental Consultative Document published in June 2003
- f) Joint Ministerial Statement in 2007, “ Enhancing the Efficacy and Efficiency of the NQF” – brought to an end the review of the NQF implementation
- g) Legislative changes were introduced to effect changes envisaged in the JPS – “improved NQF landscape”
- h) SAQA Act repealed and NQF Act (No 67 of 2008) was introduced; SDA amended (No 37 of 2008)



Improvements in NQF landscape

- NQF Act (No 67 of 2008) makes provision for an integrated NQF comprising three sub frameworks, each developed and managed by a Quality Council

Sub Framework	Quality Council responsible
General and Further Education and Training Qualifications Sub framework (GFETQSF)	Umalusi
Higher Education Qualifications Sub Framework (HEQSF)	Council on Higher Education (CHE)
Trades and Occupations Qualifications Sub Framework commonly known as Occupational Qualifications Sub Framework (OQSF)	Quality Council for Trades and Occupations (QCTO)

NQF Level	MHET Determination on Sub-Framework and Qualifications Types (Government Gazette No 36003 – 14 Dec 2012)	
10	Doctoral Degree Doctoral Degree (Professional)	*
9	Master's Degree Master's Degree (Professional)	*
8	Bachelor Honours Degree Post Graduate Diploma Bachelor's Degree	*
7	Bachelor 's Degree Advanced Diploma	*
6	Diploma Advanced Certificate	Occupational Certificate (Level 6)
5	Higher Certificate	Occupational Certificate (Level 5)
4	National Certificate	Occupational Certificate (Level 4)
3	Intermediate Certificate	Occupational Certificate (Level 3)
2	Elementary Certificate	Occupational Certificate (Level 2)
1	General Certificate	Occupational Certificate (Level 1)

- All three QCs must deliver on functions – Sect 27 NQF Act
 - In summary QCs
 - Responsible for the development of qualifications and part-qualifications
 - Quality assure of those qualifications and part-qualifications.
 - Recommend Qualifications for registration to SAQA
 - SAQA
 - given role to enhance ‘communication, co-ordination and collaboration’ between the QCs.
 - Register Qualifications on the NQF.



QCTO mandate in SDA

- QCTO established through the SDA
- The QCTO is responsible for:
 - establishing and maintaining occupational standards and qualifications
 - the quality assurance of occupational standards and qualifications and learning in and for the workplace
 - designing and developing occupational standards and qualifications and submitting them to the SAQA for registration on the NQF
 - ensuring the quality of occupational standards and qualifications and learning in and for the workplace

(SDA, 2008, Section 26H)



QCTO utilises delegation method in executing its functions

NQF Act (Act No 67 of 2008) - Section 32	SDA (Act 97 of 2007) – Section 26(l)(1)(a-e)
Give the QCTO the power to delegate any of its function.	Give the QCTO the power to delegate any of its function.
<ul style="list-style-type: none"> a) Committee b) Any other body capable of performing the function c) An employee 	<ul style="list-style-type: none"> a) CEO of the QCTO b) Committee of the QCTO c) National Artisan Moderation Body established in terms of Section 26A d) A SETA e) Any other suitable body

SDA: ‘Occupational Qualification means **a qualification associated with a trade, occupation or profession resulting from work-based learning** and consisting of **knowledge unit standards, practical unit standards and work experience unit standards’**



Purpose of Occupational Qualifications

The purpose of an occupational qualification is **to qualify a learner to practice an occupation**, reflected on the Organising Framework for Occupations (OFO) or an occupational specialisation related to an occupation that is reflected on the OFO this includes those occupations for which artisan qualification is required (trades)



QCTO's role in the improved NQF landscape

The QCTO:

- became operational on 1 April 2010
- is responsible for all currently registered qualification in its sub framework (in the main SETA qualifications) :
2205 Qualifications

*Quality Assurance of
currently registered NQF
qualifications*

Handover from SAQA to the QCTO

01 OCTOBER 2012

- Targeted Performance Monitoring of all ETQAs completed
- Individual Monitoring Reports signed off
- Trends Report
- Recommendations



QUALITY ASSURANCE OF LEGACY QUALIFICATIONS

QUALITY PARTNERS – DELEGATED FUNCTIONS

In terms of section 32 of the NQF Act read with section 26I of the SDA

The QCTO has conferred on the SETAs and Professional Bodies the authority to undertake the following quality assurance functions subject to the terms and conditions contemplated in paragraph 5 of the Delegation document

QUALITY ASSURANCE OF LEGACY QUALIFICATIONS

- accredit providers for the qualifications or part qualifications listed in the schedule in terms of criteria determined by the QCTO;
- monitor the provision by providers of learning programmes leading to qualifications or part qualifications in order to ensure that the criteria for accreditation contemplated in article 4(a) are being complied with;
- evaluate learner assessment and the facilitation of moderation of learner assessment by providers;

QUALITY ASSURANCE OF LEGACY QUALIFICATIONS

- register assessors to undertake assessment for specified qualifications or part qualifications in terms of criteria determined by the QCTO;
- issue certificates to qualified learners in accordance with the policy determined by the Minister in terms of section 26F of the SDA;
- maintain a comprehensive learner information management system;



QUALITY ASSURANCE OF LEGACY QUALIFICATIONS

- upload learner data to the NLRD according to the NLRD load specifications;
- perform such other functions consistent with the NQF Act and the SDA as the QCTO may from time to time allocate to the Quality Partner in writing.



QUALITY ASSURANCE OF LEGACY QUALIFICATIONS

MONITORING & EVALUATION 2013

- Quality Partners to compile an Action Plan with time-frames to address identified areas on non-performance
- QCTO monitoring/verification teams to monitor/verify individual Quality Partners against the agreed Action Plans
- All evidence submitted to the QCTO by the Quality Partners to be in support of the agreed Action Plans.
- On the basis of the evaluated evidence, expectations and commitments monitoring/verification site visits will be conducted by the QCTO team.



QUALITY ASSURANCE OF LEGACY QUALIFICATIONS

CERTIFICATION STATUS QUO

- ❑ QCTO CERTIFICATION – The QCTO is establishing a centralised certification system. Certificates for the QCTO occupational quals will be issued by the QCTO. The learners will be found competent in an external summative assessment.
- ❑ Currently the SETAs continue to issue certificates for the existing qualifications.
- ❑ **TRADE CERTIFICATES – NOW THE RESPONSIBILITY OF THE QCTO & SETAs. No longer issued by DHET SETA Support.**
- ❑ N4 – N6 certificates issued by DHET on behalf of the QCTO.

Qualifications developed using QCTO methodology



Role players for QCTO type qualifications

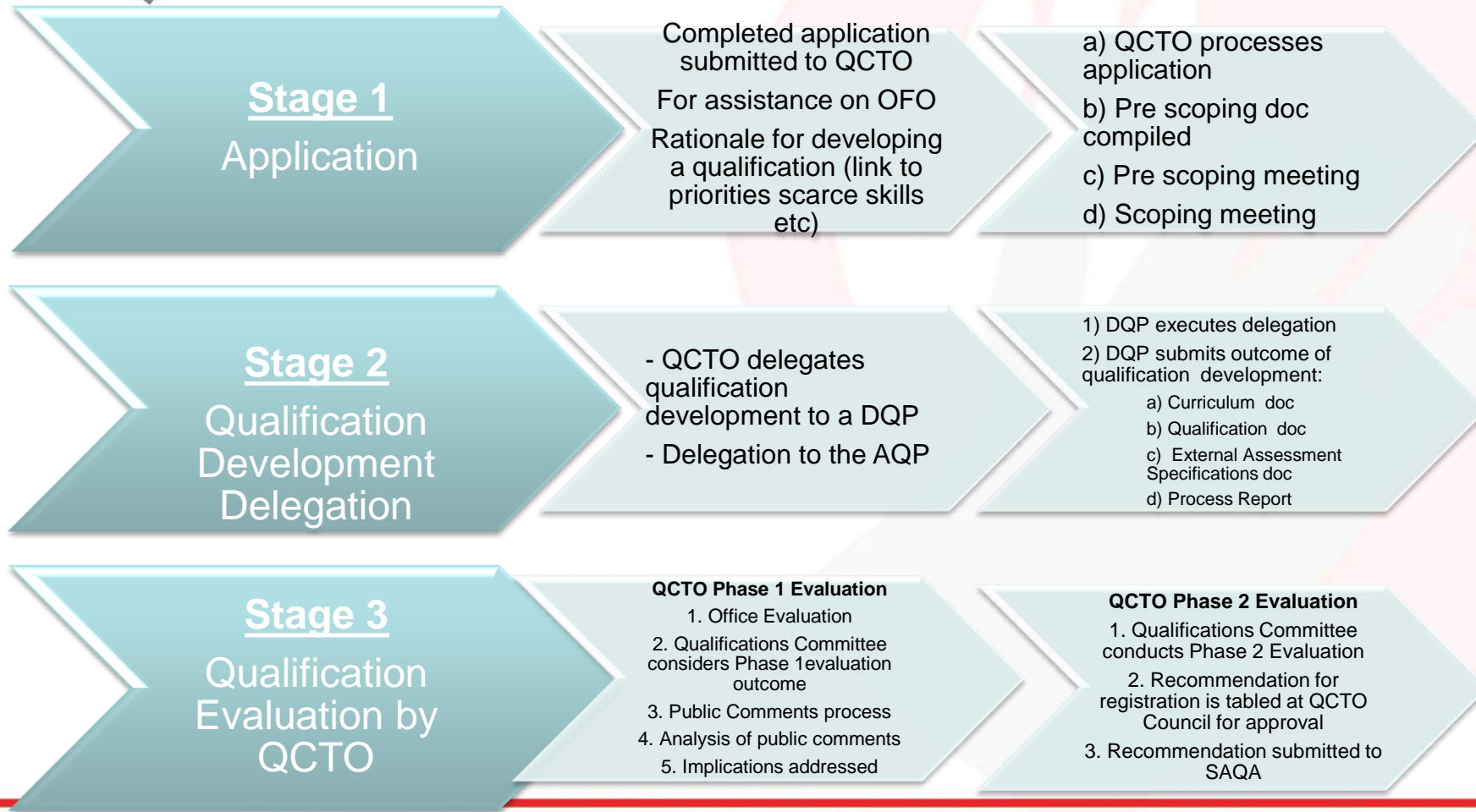
Applicant – person submitting a request to develop an occupational qualification

Development Quality Partner (DQP) means a body delegated by the QCTO to manage the process of developing specific occupational qualifications, curricula and assessment specifications;

Qualification Development Facilitator (QDF) means a person registered by the QCTO to facilitate the development of occupational qualifications;

Community of Expert Practitioners (CEPs) means a group of people qualified in the relevant occupation with a minimum of at least 5 years minimum number of current relevant years of experience in that particular occupation or are recognised by the practitioners of the occupation as experts;

Assessment Quality Partner (AQP) means a body delegated by the QCTO to develop assessment instruments and manage external summative assessment of specific occupational qualifications;



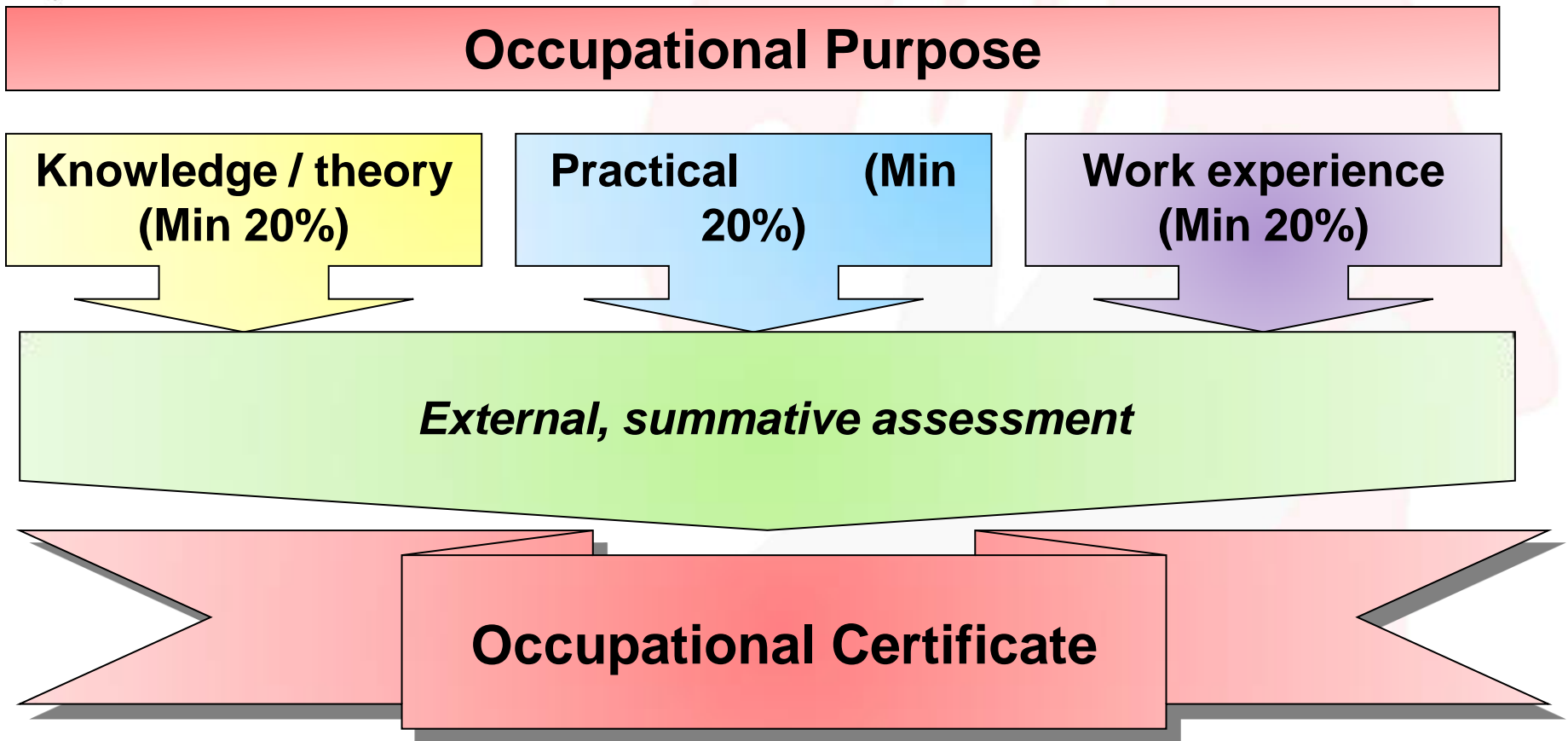
Stage 4

Recommendation
for registration
processed by
SAQA

SAQA considers
recommendation for
registration

Qualification registered on
the NQF

Occupation qualification & curriculum



STEPS**RESPONSIBLE****QUALIFICATIONS DEVELOPMENT PROCESS****10**Submit Curr., Ass
Specs, Qual &
Process Report**9**

DQP

11QCTO
EvaluatesManage Verifi-
cation Process**8**

DQP with Constituency Group

Finalise Assess-
ment Specs**7**QDF with Expert Practitioners, AQP &
EducationalistsManage
Verification
Process (Profile)**6**DQP with Expert
Practitioners and AQPDevelop Module
and Subject
Specifications**5**QDF with Expert
Practitioners, AQP &
Educationalists

Appoint AQP

4

QCTO Staff

Develop Occupa-
tional Profile and
Identify AQP**3**QDF with Expert
Practitioners (incl
Assesors)Oversee Scoping
Meeting with
Constituency &
Appoint DQP**2**QCTO
StaffReceive and Pro-
cess Application**1**QCTO
Staff

QCTO Staff Monitors performance of DQP

RESULTSCurriculum
Scope
&
SLA with
(DQP)**A**Occupational
Profile
&
SLA with
(AQP)**B**Learning Com-
ponent
Specifications
(incl Internal
Assessment)**C**Qualification
Assessment
Specifications
(External)**D**Verified
Curriculum
(B+C) and
Assessment
Specifications**E**Occupational
Qualification
(B+C+D)**F**

Functions of the DQP

- Coordinate and fund the qualifications development process
- Appoint the qualifications development facilitator and learner qualifications development facilitator where appropriate
- Manage the qualifications verification process
- Prepare the qualifications development process report

The Occupational Qualifications Document

- *An occupational qualification defines the learning required to be competent to practice an occupation or an occupational specialisation. (QCTO will submit this document to SAQA)*

The Occupational Curriculum Document

- *The purpose of the occupational curriculum document is to enhance the quality and consistency of learning and of the internal assessment of each of the components of learning. National occupational curricula will be registered with QCTO.*

Occupational Assessment Specifications Document

- *All occupational qualifications will be assessed externally through an appropriate nationally standardised integrated summative assessment.*

- Is based on an occupational profile derived from the occupational purpose and the associated occupational tasks or outcomes.
- Occupational curricula provide an outline of the following:
 - **learning components** - knowledge module specifications, practical skills module specifications and work experience module specifications.
 - **internal assessment guidelines** for the knowledge and practical skills components and requirements for the assessment of the work experience
 - **exemptions from or entry requirements to each component**
 - skills development **provider accreditation requirements** for the knowledge and practical skills components and **workplace approval requirements** for the work experience component.

Assessment Quality Partner (AQP) matters

- Develop assessment instruments
- Manage external summative assessments
- Report on external summative assessments
- Note:
 - ▶ AQP must be identified prior to the verification of the occupational profile
 - ▶ Which body/ies could be considered as the AQP ?



External Assessment Specifications

- external assessment strategy (method/ model to be used)
- key occupational outcomes to be assessed (linked to occupational tasks and the specified critical external assessment focus areas)
- points at which assessment take place (e.g phase tests or points in production cycle)
- **critical elements of the internal assessments to be moderated (if any)**
- eligibility requirements for learners to access the external assessment (also list of equivalent achievements as affording exemption)
- criteria for registration of assessors



AQP Appointment Process

- Recommendation from profiling step of the development process
- Letter of intent from the recommended applicant
- Meeting with applicant to discuss scope of the qualification and project timelines
- Submission of documents according to stated criteria
- Evaluation and feedback to applicant
- Notification of the evaluation outcome
- Signing of the SLA

AQP Name	Occupational Qualification/s
1. NAMB	<ul style="list-style-type: none"> <li data-bbox="1058 134 1317 169">• All Trades
2. IEB	<ul style="list-style-type: none"> <li data-bbox="1058 218 1210 254">• FLC
3. Institute of Risk Management of South Africa (IRMSA)	<ul style="list-style-type: none"> <li data-bbox="1058 301 1634 337">• Organisational Risk Officer
4. Principals Officers Association (POA)	<ul style="list-style-type: none"> <li data-bbox="1058 452 1871 488">• Professional Principal Executive Officer
5. Compliance Institute Southern Africa (CISA)	<ul style="list-style-type: none"> <li data-bbox="1058 532 1493 568">• Compliance Officer
6. INSETA	<ul style="list-style-type: none"> <li data-bbox="1058 612 1547 648">• Insurance Underwriter
7. W&RSETA	<ul style="list-style-type: none"> <li data-bbox="1058 694 1531 729">• Retail Store Manager
8. The Chartered Institute of Purchasing & Supply Africa (CIPS)	<ul style="list-style-type: none"> <li data-bbox="1058 773 1479 809">• Purchasing Officer <li data-bbox="1058 846 1742 882">• Supply and Distribution Manager <li data-bbox="1058 919 1607 955">• Supply Chain Practitioner
9. South African Institute of Tax Practitioners (SAIT)	<ul style="list-style-type: none"> <li data-bbox="1058 1009 1423 1045">• Tax Practitioner
10. MQA	<ul style="list-style-type: none"> <li data-bbox="1058 1098 2038 1219">• Emergency Service and rescue Official (Mines Rescue Service Worker)
11. PSETA	<ul style="list-style-type: none"> <li data-bbox="1058 1276 1866 1312">• Office Administrator (Public Administrator)



Update on the QCTO Policies

The following QCTO policies were published on 03 May 2013 for 30 days public comments (Government Gazette No 36426, Notice 444 of 2013) :

- a) Accreditation of Assessment Centres
- b) Accreditation of Skills Development Providers
- c) Assessment Quality Partners: Criteria and Guidelines
- d) Certification Policy

Comments received were consolidated, such comments will be considered by the Assessment and Accreditation Committee in June 2013. Final approval of the policies is expected soon.

Qualifications Development Update



First generation of QCTO type qualifications

a) First QCTO occupational qualification to be registered:

- **Foundational Learning Competence, Level 2, SAQA ID : 88895**
- **Occupational Certificate : Compliance Officer, Level 4**

b) Currently with SAQA

- **15 Qualifications**



Qualifications approved by QCTO Council on 29 May 2013 for recommendation for registration

The 15 Occupational Qualifications are :

1. Occupational Certificate: Occupational Trainer, Level 4
2. Occupational Certificate: Engineering Patternmaker, Level 4
3. Occupational Certificate: Moulder, Level 4
4. Occupational Certificate: Melter, Level 4
5. Occupational Certificate: Insurance Agent (Insurance Underwriter), Level 5
6. Occupational Certificate: Purchasing Officer, Level 6
7. Occupational Certificate: Supply and Distribution Manager, Level 7
8. Occupational Certificate: Tax Professional, Level 8
9. Occupational Certificate: Electroplater, Level 4
10. Occupational Certificate: Electrical Line Mechanic (Overhead Lines) Level 4
11. Occupational Certificate: Toolmaker, Level 5
12. Occupational Certificate: Plumber, Level 4
13. Occupational Certificate: Retail Manager (Retail Store Manager), Level 6
14. Occupational Certificate: Professional Principal Executive Officer, Level 7
15. Occupational Certificate: Electrician, Level 4

Thank you

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