



**SSETA- SERVICES SECTOR EDUCATION TRAINING AUTHORITY**  
**ACCREDITATION EVALUATION REPORT**

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**PROVIDER CONTACT DETAILS:**

<b>Registered Name of Provider:</b>	<b>Delcom Training Institute</b>
<b>Trading Name of Provider:</b>	<b>Delcom Training</b>
<b>Satellite campuses if any:</b>	
<b>Contact Person:</b>	<b>Mathieu Ngounou</b>
<b>Tel:</b>	<b>011 075 2241</b>
<b>Cell:</b>	<b>082 678 2430</b>
<b>E-mail:</b>	<b>delcomtraining@gmail.com</b>
<b>Physical Address:</b>	<b>No: 22 Jourbert &amp; Commissioner Street Johannesburg 2000</b>
<b>Postal Address:</b>	<b>No: 22 Jourbert &amp; Commissioner Street Johannesburg 2000</b>
<b>Company registration number:</b>	<b>2008/004061/08</b>

<b>Date of Report:</b>	<b>07 August 2019</b>
<b>Accreditation:</b>	<b>13548</b>

## Introduction

This is a report of an institutional and learning programme evaluation of **Delcom Training Institute** to **Delcom Training** undertaken by the **SSETA- Services Sector Education Training Authority**.

The principal purpose of this evaluation report is to provide feedback on the extent to which

**Grow Consulting (Pty) Ltd** is effectively providing quality education and training to learners within the context of the National Qualifications Framework and against the **SSETA- Services Sector Education Training Authority** accreditation criteria.

### 1. Method & Evaluation process followed:

The accreditation process has 3 phases:

#### Step 1: Application form by Provider

The provider completed the Online Application for Accreditation form as part of the accreditation process. The application form served as a guide for **SSETA- Services Sector Education Training Authority** appointed evaluators as to what exists at the provider's site at the time of its application for accreditation.

#### Step 2: Desktop Evaluation

Evaluators appointed by **SSETA- Services Sector Education Training Authority** conducted the evaluation through desktop, which took place at **SSETA – Services Sector Education Training Authority**, as per **SSETA- Services Sector Education Training Authority** criteria.

#### Step 3: Outcome of the evaluation

The outcome of evaluation of the application for accreditation is communicated to the provider only once the evaluator's recommendations have been verified and ratified by **SSETA- Services Sector Education Training Authority** Accreditations division.

#### Glossary of abbreviations used in this report:

SAQA- South African Qualifications Authority  
QCTO- Quality Council for Trades and Occupations  
SSETA- Services Sector Education Training Authority  
SETA- Sector Education Training Authority

PA- Programme approval  
NYR- Not yet recommended  
MoU- Memorandum of Understanding

US- Unit Standard  
 SO- Specific outcome  
 AC – Assessment criteria  
 CCFO's- Critical cross-field outcomes  
 EEK's- Essential embedded knowledge

RPL- Recognition of Prior Learning

## 2. Type of Submission:

<b>First time evaluation:</b>	
<b>Remedial Evaluation:</b>	<b>x</b>
<b>Extension of Scope Evaluation:</b>	
<b>MOU: Programme Approval</b>	<b>x</b>
<b>Monitoring Site Visit Remedial Evaluation</b>	

## 3. Outcome of Evaluation:

## 4. Accreditation status awarded

<b>Learning Programme Title</b>	<b>Provisional Accreditation</b>	<b>Full Accreditation</b>	<b>Accreditation Not Recommended</b>	<b>Accreditation Yet Recommended</b>	<b>Not Recommended (MOU Providers)</b>	<b>Yet</b>
<b>Qualification Title: Further Education and Training Certificate: Beauty and Nail Technology SAQA I.D: 80646</b>					<b>x</b>	

<b>Qualification Title: National Certificate: New Venture Creation (SMME) SAQA I.D. 49648</b>	<b>x</b>			
<b>Qualification Title: Further Education and Training Certificate: New Venture Creation SAQA I.D. 66249</b>	<b>x</b>			

This serves as a confirmation that **Delcom Training Institute** ta **Delcom Training** has been evaluated and based on the recommendations of the **SSETA- Services Sector Education Training Authority** evaluator, **Delcom Training Institute** ta **Delcom Training** has been awarded a **Provisional Accreditation status** as a provider for the delivery of the following learning programmes:

Name of Learning programme/S kills programme	Awarded Accreditation status	NQF level	Number of Credits	Expiry Date	Unit Standards / Qualification aligned to Learning programme		Qualification to which the learning program and unit standards are linked / contextualized
					US	US Title	
<b>80646 Further Education and Training Certificate: Beauty and Nail Technology</b>	<b>Not Yet recommended status</b>	<b>4</b>	<b>156</b>	<b>2018-06-30</b>			<b>Qualification Title: Further Education and Training Certificate: Beauty and Nail Technology SAQA I.D: 80646 NQF Level: 4 Credits: 156 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date for enrolment:2022-06-30 Last date for achievement: 2019-06-30</b>
		NQF Level 03	2	2018-06-30	377500 (core)	Demonstrate and explain the	<b>SAQA I.D: 80646</b>

						importance of department in the workplace	
		NQF Level 03	6	2018-06-30	262627 (core)	Explain employment in a specific occupation	
		NQF Level 03	6	2018-06-30	262626 (core)	Market retail products and services in the salon environment	<b>SAQA I.D: 80646</b>
		NQF Level 03	12	2018-06-30	262625 (core)	Provide reception and administrative services	<b>SAQA I.D: 80646</b>
		NQF Level 04	4	2018-06-30	377502 (core)	Apply occupational health and safety standards in a salon environment	<b>SAQA I.D: 80646</b>
		NQF Level 04	4	2018-06-30	252210 (core)	Handle a range of customer complaints	<b>SAQA I.D: 80646</b>
		NQF Level 04	8	2018-06-30	114592 (core)	Produce business plans for a new venture	<b>SAQA I.D: 80646</b>

		NQF Level 04	8	2018-06-30	262519 (core)	Supervise the functions of a hairdressing salon	<b>SAQA I.D:</b> 80646
		NQF Level 03	8	2023-06-30	377505 Elective	Perform a manicure and pedicure service	Specialisation: Beauty Care:
		NQF Level 03	6	2023-06-30	377542 Elective	Perform temporary hair removal by means of waxing and bleaching	Specialisation: Beauty Care:
		NQF Level 03	8	2023-06-30	377483 Elective	Identify disorders of the skin and hair	Specialisation: Beauty Care:
		NQF Level 03	6	2023-06-30	377504 Elective	Apply make-up to reflect historical periods	
		NQF Level 03	2	2023-06-30	14063 Elective	Apply Self-Management through the Concepts of Positive Self-esteem and Resiliency	

		NQF Level 03	2	2023-06-30	37748 2Elective	Perform eye lash tint and eyebrow tinting and shaping	
		NQF Level 04	2	2023-06-30	37748 4Elective	Perform nail services using an electric nail drill	
		NQF Level 03	2	2023-06-30	37754 1 Elective	Prepare and perform nail art services	
		NQF Level 03	4	2023-06-30	37748 1 Elective	Prepare for and finish off salon services	
		NQF Level 03	5	2023-06-30	11482 8 Elective	Prepare for and perform a facial consultancy service	
		NQF Level 04	5	2023-06-30	37750 3 Elective	Apply fibre/silk nail technology	

		NQF Level 04	3	2023-06-30	377540 Elective	Prepare for and apply specialised eyelash treatment service	
		NQF Level 04	5	2023-06-30	263414 Elective	Process data using information technology	

Name of Learning programme/Skills programme	Awarded Accreditation status	NQF level	Number of Credits	Expiry Date	Unit Standards / Qualification aligned to Learning programme		Qualification to which the learning program and unit standards are linked / contextualized
					US	US Title	
<b>National Certificate: New Venture Creation (SMME)</b>	<b>Programme Approved</b>	<b>02</b>	<b>138</b>	2023-06-30			<b>Qualification Title: National Certificate: New Venture Creation (SMME)</b> <b>SAQA I.D. 49648</b> <b>NQF Level: 02</b> <b>Credits: 138</b> <b>Registration start date: 2018-07-01</b> <b>Registration end date: 2023-06-30</b> <b>Last date for enrolment: 2024-06-30</b> <b>Last date for achievement: 2027-06-30</b>
		Level 2	2	2023-06-30	113924 (Core)	Apply basic business ethics in a work environment	
		Level 2	2	2023-06-30	114974 (Core)	Apply the basic skills of customer service	
		Level 4	4	2023-06-30	114959 (Core)	Behave in a professional manner in a business environment	
		Level 2	8	2023-06-30	119666 (Core)	Determine financial requirements of a new venture	

		Level 2	7	2023-06-30	119673 (Core)	Identify and demonstrate entrepreneurial ideas and opportunities	
		Level 2	8	2023-06-30	119667 (Core)	Identify the composition of a selected new venture's industry/sector and its procurement systems	
		Level 2	8	2023-06-30	119668 (Core)	Manage business operations	
		Level 2	10	2023-06-30	119674 (Core)	Manage finances for a new venture	
		Level 2	7	2023-06-30	119672 (Core)	Manage marketing and selling processes of a new venture	
		Level 2	6	2023-06-30	119669 (Core)	Match new venture opportunity to market needs	
		Level 2	8	2023-06-30	119670 (Core)	Produce a business plan for a new venture	
		Level 2	5	2006-02-09	8963 (Fund)	Access and use information from texts	
		Level 2	3	2023-06-30	9009 (Fund)	Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems	
		Level 2	3	2023-06-30	7480 (Fund)	Demonstrate understanding of rational	

						and irrational numbers and number systems	
		Level 2	3	2023-06-30	9008 (Fund)	Identify, describe, compare, classify, explore shape and motion in 2-and 3-dimensional shapes in different contexts	
		Level 2	5	2006-02-09	8962 (Fund)	Maintain and adapt oral communication	
		Level 2	5	2010-02-09	8967 (Fund)	Use language and communication in occupational learning programmes	
		Level 2	2	2023-06-30	7469 (Fund)	Use mathematics to investigate and monitor the financial aspects of personal and community life	
		Level 2	5	2023-06-30	9007 (Fund)	Work with a range of patterns and functions and solve problems	
		Level 2	5	2006-02-09	8964 (Fund)	Write for a defined context	
		Level 3	4	2023-06-30	119713 (Elective)	Apply basic HR principles in a new venture	
		Level 3	5	2023-06-30	13912 (Elective)	Apply knowledge of self and team in order to develop a plan to enhance team performance	

		NQF Level 03	10	2023-06-30	119671 (Elective)	Administer contracts for a selected new venture	
		NQF Level 02	8	2023-06-30	14343 (Elective)	Investigate the structure of an organization as a workplace	
		NQF Level 03	5	2023-06-30	117837 (Elective)	Assemble, install and dismantle exhibition stands	

Name of Learning programme/Skills programme	Awarded Accreditation status	NQF level	Number of Credits	Expiry Date	Unit Standards / Qualification aligned to Learning programme		Qualification to which the learning program and unit standards are linked / contextualized
					US	US Title	
Further Education and Training Certificate: New Venture Creation	Programme Approved	NQF Level 04	149	2023-06-30			<b>Qualification Title: Further Education and Training Certificate: New Venture Creation</b> <b>SAQA I.D. 66249</b> <b>NQF Level: Level 4</b> <b>Credits: 149</b> <b>Registration start date: 2018-07-01</b> <b>Registration end date: 2023-06-30</b> <b>Last date for enrolment: 2024-06-30</b> <b>Last date for achievement: 2027-06-30</b>
		NQF Level 04	4	2023-06-30	114600 (Core)	Apply innovative thinking to the development of a small business	
		NQF Level 04	6	2023-06-30	263455 (Core)	Apply the principles of costing and pricing to a business venture	
		NQF Level 04	5	2023-06-30	263356 (Core)	Demonstrate an understanding of an entrepreneurial profile	

		NQF Level 04	5	2023-06-30	263514 (Core)	Demonstrate an understanding of the function of the market mechanisms in a new venture	
		NQF Level 04	6	2023-06-30	120389 (Core)	Explain and apply the concept, principles and theories of motivation in a leadership context	
		NQF Level 04	5	2023-06-30	114584 (Core)	Finance a new venture	
		NQF Level 04	4	2023-06-30	263534 (Core)	Implement an action plan for a new venture	
		NQF Level 04	6	2023-06-30	263474 (Core)	Manage finances of a new venture	
		NQF Level 04	4	2023-06-30	114805 (Core)	Manage general administration	
		NQF Level 04	5	2023-06-30	13948 (Core)	Negotiate an agreement or deal in an authentic work situation	
		NQF Level 04	6	2023-06-30	263434 (Core)	Plan and manage production/operations in a new venture	

		NQF Level 04	4	2023-06-30	263456 (Core)	Plan strategically to improve new venture performance	
		NQF Level 04	8	2023-06-30	114592 (Core)	Produce business plans for a new venture	
		NQF Level 04	5	2023-06-30	114596 (Core)	Research the viability of new venture ideas/opportunities	
		Level TBA: Pre-2009 was L5	9	2023-06-30	116394 (Core)	Implement and manage human resource and labour relations policies and acts	
		NQF Level 03	5	2023-06-30	119472 (Fund)	Accommodate audience and context needs in oral/signed communication	
		NQF Level 03	5	2023-06-30	119457 (Fund)	Interpret and use information from texts	
		NQF Level 03	5	2023-06-30	119467 (Fund)	Use language and communication in occupational learning programmes	
		NQF Level 03	5	2023-06-30	119465 (Fund)	Write/present/sign texts for a range of communicative contexts	

		NQF Level 04	6	2023-06-30	9015 (Fund)	Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems	
		NQF Level 04	5	2023-06-30	119462 (Fund)	Engage in sustained oral/signed communication and evaluate spoken/signed texts	
		NQF Level 04	5	2023-06-30	119469 (Fund)	Read/view, analyse and respond to a variety of texts	
		NQF Level 04	4	2023-06-30	9016 (Fund)	Represent analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts	
		NQF Level 04	5	2023-06-30	119471 (Fund)	Use language and communication in occupational learning programmes	
		NQF Level 04	6	2023-06-30	7468 (Fund)	Use mathematics to investigate and monitor the financial aspects of personal, business, national	

						and international issues	
		NQF Level 04	5	2023-06-30	119459 (Fund)	Write/present/sign for a wide range of contexts	
		NQF Level 03	11	2023-06-30	113836 Elective	Apply basic computer technology	

**Staff Details:**

<b>List of Facilitators</b>	<b>Learning Programmes Delivered by Facilitator</b>	<b>Qualifications and Experience</b>
<b>Lance Alexander Christian Ledingham</b>	<b>SAQA ID 49648</b>	-A certified copy of an identity document has been provided with the identity number of 6307215149082. -A professional profile has been provided -Certified copies of qualifications must be provided. -Proof of an employment relationship between the facilitator and the Skills development provider must be provided.
<b>Elector Nyandoro</b>	<b>SAQA ID 66249</b>	<ul style="list-style-type: none"> <li>- Proof of a copy of a certified identity document or passport must be provided. A copy of a passport has been provided however it is not legible and therefore should be resubmitted.</li> <li>- A CV has been provided</li> <li>- Proof of certified copies of qualifications have been provided.</li> <li>- Proof of an employment relationship between the facilitator and the Skills development provider must be provided.</li> </ul>
<b>Libertas Road</b>	<b>SAQA ID 80646</b>	-Certified copies of certificates must be provided. -A CV must be provided - A certified copy of the identity document must be provided. - Proof of an employment relationship between the outsourced individual and the Skills development Provider must be provided.
<b>List Constituent Assessors</b>	<b>Unit Standards/ Qualifications the Assessor is assessing</b>	<b>Qualifications and Experience</b>
<b>Lance Alexander Christian Ledingham</b>	<b>SAQA ID 49648</b>	-Proof of registration as an assessor has been provided and is valid until 31 March 2020. -Proof of an employment relationship between the assessor and the Skills development provider must be provided.
<b>Alida Regina De Waal</b>	<b>SAQA 66249</b>	-Proof of registration as an assessor must be provided and should be valid until 31 March 2020.

		-Proof of an employment relationship between the assessor and the Skills development provider must be provided.
<b>Somashini Pillay</b>	<b>SAQA ID 80646</b>	-Proof of registration as an assessor must be provided and should be valid until 31 March 2020. -Proof of an employment relationship between the assessor and the Skills development provider must be provided.
<b>List Constituent Moderators</b>	<b>Unit Standards/ Qualifications the Moderator is moderating</b>	<b>Qualifications and Experience</b>
<b>Alida Regina De Waal</b>	<b>SAQA 66249</b>	-Proof of registration as a moderator must be provided and should be valid until 31 March 2020. -Proof of an employment relationship between the moderator and the Skills development provider must be provided. <b>-The same individual cannot assess and moderate the same learning programme.</b>
<b>Lance Alexander Christian Ledingham</b>	<b>SAQA ID 49648</b>	-Proof of registration as a moderator must be provided and should be valid until 31 March 2020. -Proof of an employment relationship between the moderator and the Skills development provider has been provided.
<b>Ella Wouda</b>	<b>SAQA ID 80646</b>	-Proof of registration as a moderator must be provided and should be valid until 31 March 2020. -Proof of an employment relationship between the moderator and the Skills development provider must be provided.

## 8 Core criteria

Criteria	Comments
<p>1. Policy statement: The organization's aims, objectives and purposes are spelt out</p>	<p>Primary SETA: Primary focus provider of MICT - Media, Information and Communication Technologies Sector Education and Training Authority</p> <ul style="list-style-type: none"> <li>-Proof of an accreditation status with the MICT has been provided and is valid until 31 March 2010, with the accreditation number of ACC/2018/07/0036.</li> <li>-The SDP must note that a primary SETA should be based on where majority of their learning programmes fall.</li> <li>-A response to the letter of intent submitted to the QCTO has been provided from the QCTO.</li> </ul> <p>MOU Provider</p>

<p>2. QMS: Outline procedures that implement quality management</p>	<p><b>The following must be noted with regard to the Quality Management System</b></p> <ul style="list-style-type: none"><li>• <b>Offsite Delivery</b>-Must be provided and should clearly indicate where training will be delivered from. A training venue checklist must be provided, to make provision for when training will be delivered at an outsourced training venue. Amongst other items on the training venue checklist, a check for an occupational health and safety certificate and public liability insurance must be included on the training venue checklist. -A letter called "Training venue" has been provided however the letter only includes an address.</li><li>• <b>Assessment</b></li><li>• <b>Recognition of Prior Learning</b></li><li>• <b>Moderation</b>- The policy should include a statement to include that Services SETA requires moderation to be conducted on a 25% sample basis.</li><li>• <b>Certification</b>-It should be noted that certificates for full qualifications are printed by Services SETA after external moderation is completed and a report is issued. Certificates where learners have achieved partial credits, can be printed by the skills development provider after the certificate template is approved by Services SETA and external moderation has been completed and a report is issued. The statement of results will however be printed by Services SETA.</li><li>• <b>Second language Policy</b>- A second language policy must be provided and should indicate, the Skills Development Provider's position with regard to the second language requirement of an FETC qualification.</li><li>• <b>If a decision is to implement credit accumulation and transfer</b>, the question to be answered with regard to the second language policy is, how learners who do not have a senior certificate, and therefore do not qualify for CAT will be accommodated.</li><li>• It should also be noted that second language unit standards should not be integrated with core and elective unit standards as the fundamental unit standards will be trained in a second language and since they will be delivered in a second language these second language unit standards should be clustered together.</li></ul>
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	<ul style="list-style-type: none"><li>- If <b>credit accumulation and transfer</b> is to be implemented a CAT policy, CAT procedure and CAT application form must be provided.</li></ul>
3. Review mechanisms: Outline the ways in which the implementation of policies would be monitored	MOU provider

4. Programme delivery: Outline how learning programmes would be developed, delivered and evaluated

**Qualification Title: Further Education and Training Certificate: Beauty and Nail Technology**  
**SAQA I.D: 80646 –Area of specialisation (elective component) must be clearly indicated**

**Curriculum document-Must be provided.** The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.

- **Alignment Matrix**-Must be provided as a separate document which covers the rules of the qualification. The alignment matrix must state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.
- **Rules of the Qualification**-The rules of the qualification will be validated through the alignment matrix, once it has been provided and it is compliant.
- Special attention must be given to clearly state which area of specialisation in respect of the elective component of the qualification, has been selected. The rules of the qualification in this area, must be adhered to.
- **Exit Level Outcome Matrix**-Has been provided, however there is inconsistency with the fundamental communication level 3 unit standard 119467, which has been clustered with communication level 4 unit standards in the "Student Induction Guide" and then it appears in a different cluster within the exit level outcome matrix within the same document.
- -It should be noted that the communication level 3 unit standards should be clustered separately from the communication level 4, as they will be delivered in two different languages.
- A second language policy must be provided should indicate how the second language requirement of the qualification will be met. Reference to credit accumulation and transfer (CAT) has been made within the document "Student Induction Guide". If CAT is to be used to address the second language requirement of the qualification, the second language policy should also clearly state how learners who do not qualify for CAT will be accommodated.
- The training of fundamental unit standards should not be outsourced to another Skills development Provider.
- With regard to the CAT model included in the "Student Induction Guide" it should be noted that that

	<p>CAT in the context of Services SETA, should only be applied against a Grade 12/ Senior certificate and an exemption can only be applied for the fundamental unit standards within the qualification which the learner is enrolled on.</p> <ul style="list-style-type: none"><li>• <b>Credit accumulation and transfer (CAT) policy- As stated above</b> CAT in the context of Services SETA, should only be applied against a Grade 12/ Senior certificate and an exemption can only be applied for the fundamental unit standards within the qualification which the learner is enrolled on. <b>-A CAT procedure and application form must be provided</b></li><li>• <b>Learner Guide</b> – Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Facilitator Guide-</b> Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Notional hour matrix-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Formative Assessment-</b> Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Summative Assessment-</b> Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Final Integrated Summative Assessment (FISA) (Dependent on the design methodology of the learning programme)</b> - Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• A FISA alignment matrix which shows which FISA questions are linked to the different exit level outcomes, must be provided.</li><li>• -A FISA must include model answers.</li><li>• <b>Learner POE guide-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Moderator Guide-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Internal Moderation Report-</b> Must be provided for the entire learning materials package and not just for the assessment aspect of the programme.</li><li>• It must be stated in a signed written letter whether learning material was internally developed or whether it was purchased. If purchased provider to submit proof of purchase.</li></ul>
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4. Programme delivery: Outline how learning programmes would be developed, delivered and evaluated

**Qualification Title: National Certificate: New Venture Creation (SMME) - SAQA I.D. 49648**

**Curriculum document-Must be provided.** The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.

- **Alignment Matrix-** Must be provided as a separate document which covers the rules of the qualification. The alignment matrix must state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.
- **Rules of the Qualification-** The rules of the qualification will be validated through the alignment matrix, once it has been provided and it is compliant.
- **Exit Level Outcomes-**Must be provided based on the design methodology of the learning programme.
- **Learner Guide** –Must be provided
- **Facilitator Guide**–Must be provided
- **Notional hour matrix**–Must be provided
- **Formative Assessment**–Must be provided
- **Summative Assessment-** –Must be provided
- **Final Integrated Summative Assessment** (If Applicable) – –Must be provided, depending on the design methodology of the learning programme.
- **Learner POE guide-** Must be provided
- **Moderator Guide-** Must be provided
- **Internal Moderation Report-** Must be provided for the entire learning materials package and not just for the assessment aspect of the programme.
- A document was provided which only states “The learning material will be provided by Services SETA.” The challenge with this document is that it is not the official Services SETA declaration form for utilizing Services SETA’s generated learning material. There is also no indication of which learning material provided by Services SETA will be used for purposes of this application.
  - A second document was provided which states that Delcom Training Institute is its own developer for learning material. These contradictory statements are contradictory and should be clarified.

4. Programme delivery: Outline how learning programmes would be developed, delivered and evaluated

**Qualification Title: Further Education and Training  
Certificate: New Venture Creation**

**SAQA I.D. 66249**

- **Curriculum document-Must be provided.** The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.
- **Alignment Matrix-** Must be provided as a separate document which covers the rules of the qualification. The alignment matrix must state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.
- **Rules of the Qualification-** The rules of the qualification will be validated through the alignment matrix, once it has been provided and it is compliant.
- **Exit Level Outcomes-**Must be provided based on the design methodology of the learning programme.
- **Learner Guide** –Must be provided
- **Facilitator Guide**–Must be provided
- **Notional hour matrix**--Must be provided
- **Formative Assessment**--Must be provided
- **Summative Assessment-** –Must be provided
- **Final Integrated Summative Assessment** (If Applicable) – –Must be provided, depending on the design methodology of the learning programme.
- **Learner POE guide-** Must be provided
- **Moderator Guide-** Must be provided
- **Internal Moderation Report-** Must be provided for the entire learning materials package and not just for the assessment aspect of the programme.
- A document was provided which only states “The learning material will be provided by Services SETA.” The challenge with this document is that it is not the official Services SETA declaration form for utilizing Services SETA’s generated learning material. There is also no indication of which learning material provided by Services SETA will be used for purposes of this application.
  - A second document was provided which states that Delcom Training Institute is its own developer for learning material. These contradictory statements are contradictory and should be clarified.

<p>5. Staff policies: Outline policies and procedures for staff selection, appraisal and development</p>	<p>MOU provider</p>
<p>6. Learner policies: Policies and procedures for the selection of learners are outlined, and learners are given guidance and support</p>	<p>MOU provider</p>
<p>7. Assessment policies: Outline policies and procedures for forms of assessments that are used and how they are managed</p>	<p>MOU Provider <b>Moderation-</b> The policy should include a statement to include that Services SETA requires moderation to be conducted on a 25% sample basis.</p>
<p>8. Management system and policies: Indicate the financial, administrative and physical structures and resources of the organization, as well as procedures of accountability within the organization</p>	<p>-A company registration document has been provided for Delcom Training Institute NPC with the registration number of 2008/004061/08.  -A current tax clearance certificate has been provided with the expiry date of 2019.05.17.  MOU Provider</p>
<p><b>Comment</b></p>	<p>-The Skills Development Provider must note that a primary SETA should be based on where majority of their learning programmes fall.</p>

**Areas for Remediation:**

<p><b>First time evaluation Report:</b></p>	
<p><b>Remedial Evaluation Report:</b></p>	<p><b>x</b></p>

<b>Extension of Scope Evaluation Report:</b>	
<b>MOU: Programme Approval Report</b>	<b>x</b>
<b>Monitoring Site Visit Remedial Evaluation Report</b>	

**Short-term requirement:**

<b>Description of Remediation</b>	<b>Comment (Evaluator)</b>
<b>Staff Details</b>	<p><b>Lance Alexander Christian Ledingham-Facilitator/ Assessor / Moderator</b></p> <ul style="list-style-type: none"> <li>-Certified copies of qualifications must be provided.</li> <li>-Proof of an employment relationship between the facilitator and the Skills development provider must be provided.</li> <li>-Proof of an employment relationship between the assessor and the Skills development provider must be provided.</li> <li>-Proof of registration as a moderator must be provided and should be valid until 31 March 2020.</li> </ul> <p><b>Elector Nyandoro-Facilitator</b></p> <ul style="list-style-type: none"> <li>-Proof of a copy of a certified identity document or passport must be provided. A copy of a passport has been provided however it is not legible and therefore should be resubmitted.</li> <li>-Proof of an employment relationship between the facilitator and the Skills development provider must be provided.</li> </ul> <p><b>Libertas Road-Facilitator</b></p> <ul style="list-style-type: none"> <li>-Certified copies of certificates must be provided.</li> <li>-A CV must be provided</li> <li>- A certified copy of the identity document must be provided.</li> <li>- Proof of an employment relationship between the outsourced individual and</li> </ul>

	<p>the Skills development Provider must be provided.</p> <p><b>Alida Regina De Waal-Assessor and Moderator</b>          -Proof of registration as an assessor must be provided and should be valid until 31 March 2020.          -Proof of an employment relationship between the assessor and the Skills development provider must be provided.          -Proof of registration as a moderator must be provided and should be valid until 31 March 2020.          -Proof of an employment relationship between the moderator and the Skills development provider must be provided.</p> <p><b>Somashini Pillay-Assessor</b>          -Proof of registration as an assessor must be provided and should be valid until 31 March 2020.          -Proof of an employment relationship between the assessor and the Skills development provider must be provided.</p> <p><b>Ella Wouda-Moderator</b>          -Proof of registration as a moderator must be provided and should be valid until 31 March 2020.          -Proof of an employment relationship between the moderator and the Skills development provider must be provided.</p> <p><b>Remedial Comment: 2019.08.01</b>          Areas of Remediation have been addressed.</p>
<p><b>2. QMS: Outline procedures that implement quality management</b></p>	<p><b>The following must be noted with regard to the Quality Management System</b></p>

	<ul style="list-style-type: none"><li>• <b>Offsite Delivery</b>-Must be provided and should clearly indicate where training will be delivered from. A training venue checklist must be provided, to make provision for when training will be delivered at an outsourced training venue. Amongst other items on the training venue checklist, a check for an occupational health and safety certificate and public liability insurance must be included on the training venue checklist.</li></ul> <p>-A letter called "Training venue" has been provided however the letter only includes an address.</p> <ul style="list-style-type: none"><li>• Assessment</li><li>• Recognition of Prior Learning</li><li>• Moderation- The policy should include a statement to include that Services SETA requires moderation to be conducted on a 25% sample basis.</li><li>• Certification-It should be noted that certificates for full qualifications are printed by Services SETA after external moderation is completed and a report is issued. Certificates where learners have achieved partial credits, can be printed by the skills development provider after the certificate template is approved by Services SETA and external moderation has been completed and a report is issued. The statement of results will however be printed by Services SETA.</li><li>• Second language Policy- A second language policy must be provided and should indicate, the Skills Development Provider's position with regard to the second language requirement of an FETC qualification.</li><li>• If a decision is to implement credit accumulation and transfer, the question to be answered with regard to the second language policy is, how learners who do not have a senior <b>certificate</b>, and therefore do not qualify for CAT will be accommodated.</li></ul>
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	<ul style="list-style-type: none"> <li>• It should also be noted that second language unit standards should not be integrated with core and elective unit standards as the fundamental unit standards will be trained in a second language and since they will be delivered in a second language these second language unit standards should be clustered together.</li> <li>- If credit accumulation and transfer is to be implemented a CAT policy, CAT procedure and CAT application form must be provided.</li> </ul> <p><b>Remedial Comment: 2019.08.01</b> Areas of Remediation have been addressed.</p>
<p><b>4. Programme delivery: Outline how learning programmes would be developed, delivered and evaluated</b></p>	<p><b>Qualification Title: Further Education and Training Certificate: Beauty and Nail Technology</b> <b>SAQA I.D: 80646 –Area of specialisation (elective component) must be clearly indicated</b></p> <p><b>Curriculum document-</b>Must be provided. The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.</p> <ul style="list-style-type: none"> <li>• <b>Alignment Matrix-</b>Must be provided as a separate document which covers the rules of the qualification. The alignment matrix must state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.</li> <li>• <b>Rules of the Qualification-</b>The rules of the qualification will be validated</li> </ul>

	<p>through the alignment matrix, once it has been provided and it is compliant.</p> <p><b>-Special attention must be given to clearly state which area of specialisation in respect of the elective component of the qualification, has been selected. The rules of the qualification in this area, must be adhered to.</b></p> <ul style="list-style-type: none"><li>• <b>Exit Level Outcome Matrix</b>-Has been provided, however there is inconsistency with the fundamental communication level 3 unit standard 119467, which has been clustered with communication level 4 unit standards in the “Student Induction Guide” and then it appears in a different cluster within the exit level outcome matrix within the same document.</li><li>• -It should be noted that the communication level 3 unit standards should be clustered separately from the communication level 4, as they will be delivered in two different languages.</li><li>• <b>A second language policy</b> must be provided should indicate how the second language requirement of the qualification will be met. Reference to credit accumulation and transfer (CAT) has been made within the document “Student Induction Guide”. If CAT is to be used to address the second language requirement of the qualification, the second language policy should also clearly state how learners who do not qualify for CAT will be accommodated.</li><li>• The training of fundamental unit standards should not be outsourced to another Skills development Provider.</li><li>• With regard to the CAT model included in the “Student Induction Guide” it should be noted that that CAT in the context of Services SETA, should only be applied against a Grade 12/ Senior certificate and an exemption can only be applied for the fundamental unit standards within the qualification which the learner is enrolled on.</li><li>• <b>Credit accumulation and transfer (CAT) policy</b>- As stated above CAT in the context of Services SETA, should</li></ul>
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	<p>only be applied against a Grade 12/ Senior certificate and an exemption can only be applied for the fundamental unit standards within the qualification which the learner is enrolled on.</p> <p>-A CAT procedure and application form must be provided</p> <ul style="list-style-type: none"><li>• <b>Learner Guide</b> – Must be provided and can only be validated once a compliant <b>curriculum document and an alignment matrix has been provided.</b></li><li>• <b>Facilitator Guide-</b> Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Notional hour matrix-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Formative Assessment-</b> Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Summative Assessment-</b> Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Final Integrated Summative Assessment (FISA)</b> (Dependent on the design methodology of the learning programme) - Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>A FISA alignment matrix which shows which FISA questions are linked to the different exit level outcomes, must be provided.</b></li><li>• <b>-A FISA must include model answers.</b></li><li>• <b>Learner POE guide-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Moderator Guide-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li></ul>
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	<ul style="list-style-type: none"><li>• <b>Internal Moderation Report-</b> Must be provided for the entire learning materials package and not just for the assessment aspect of the programme.</li><li>• It must be stated in a signed written letter whether learning material was internally developed or whether it was purchased. If purchased provider to submit proof of purchase.</li></ul> <p><b>Remedial Comment: 2019.08.01</b> Areas of Remediation have not been addressed.</p> <p>The learning material can only be validated once a compliant curriculum document and an alignment matrix has been submitted.</p> <p>The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.</p> <p>The alignment matrix must state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.</p> <p>The complete package of learning material must be submitted.</p> <p>The previously submitted learning material must not be combined on the LMIS with the remediated package of learning material.</p> <p>-The final integrated summative assessment questions must indicate</p>
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	<p>which exit level outcome of the qualification they are addressing.</p> <p>Please ensure that the proof of learning material development and an internal moderation report for the learning material is included in the full package of learning material.</p> <p>Documentation should be provided for the full qualification, in terms of all the required unit standards.</p>
<p><b>4. Programme delivery: Outline how learning programmes would be developed, delivered and evaluated</b></p>	<p><b>Qualification Title: National Certificate: New Venture Creation (SMME) - SAQA I.D. 49648</b></p> <p><b>Curriculum document</b>-Must be provided. The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.</p> <ul style="list-style-type: none"> <li>• <b>Alignment Matrix</b>- Must be provided as a separate document which covers the rules of the qualification. The alignment matrix <b>must</b> state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.</li> <li>• <b>Rules of the Qualification</b>- The rules of the qualification will be validated through the alignment matrix, once it has been provided and it is compliant.</li> <li>• <b>Exit Level Outcomes</b>-Must be provided based on the design methodology of the learning programme.</li> <li>• <b>Learner Guide</b> –Must be provided</li> <li>• <b>Facilitator Guide</b>–Must be provided</li> </ul>

	<ul style="list-style-type: none"><li>• <b>Notional hour matrix</b>—Must be provided</li><li>• <b>Formative Assessment</b>—Must be provided</li><li>• <b>Summative Assessment</b>- –Must be provided</li><li>• <b>Final Integrated Summative Assessment (If Applicable)</b> – –Must be provided, depending on the design methodology of the learning programme.</li><li>• <b>Learner POE guide</b>- Must be provided</li><li>• <b>Moderator Guide</b>- Must be provided</li><li>• <b>Internal Moderation Report</b>- Must be provided for the entire learning materials package and not just for the assessment aspect of the programme.</li><li>• <b>A document was provided which only states “The learning material will be provided by Services SETA.”</b> The challenge with this document is that it is not the official Services SETA declaration form for utilizing Services SETA’s generated learning material. There is also no indication of which learning material provided by Services SETA will be used for purposes of this application.<ul style="list-style-type: none"><li>- A second document was provided which states that Delcom Training Institute is its own developer for learning material. These contradictory statements are contradictory and should be clarified.</li></ul></li></ul> <p><b>Remedial Comment: 2019.08.01</b></p> <p>Areas of Remediation have been addressed, as Services SETA’s learning material will be used.</p> <p>It should be noted that the learning material must be internally moderated by a registered moderator prior to any learners being enrolled on the learning programme.</p> <p>In addition the learning programme should only be implemented using the electives which Services SETA, specifically has learning material for.</p>
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<p><b>4. Programme delivery: Outline how learning programmes would be developed, delivered and evaluated</b></p>	<p><b>Qualification Title: Further Education and Training Certificate: New Venture Creation</b>  <b>SAQA I.D. 66249</b></p> <ul style="list-style-type: none"> <li>• <b>Curriculum document</b>-Must be provided. The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.</li> <li>• <b>Alignment Matrix</b>- Must be provided as a separate document which covers the rules of the qualification. The alignment matrix must state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.</li> <li>• <b>Rules of the Qualification</b>- The rules of the qualification will be validated through the alignment matrix, once it has been provided and it is compliant.</li> <li>• <b>Exit Level Outcomes</b>-Must be provided based on the design methodology of the learning programme.</li> <li>• <b>Learner Guide</b> –Must be provided</li> <li>• <b>Facilitator Guide</b>–Must be provided</li> <li>• <b>Notional hour matrix</b>–Must be provided</li> <li>• <b>Formative Assessment</b>–Must be provided</li> <li>• <b>Summative Assessment</b>- –Must be provided</li> <li>• <b>Final Integrated Summative Assessment (If Applicable)</b> – –Must be provided, depending on the design methodology of the learning programme.</li> <li>• <b>Learner POE guide</b>- Must be provided</li> <li>• <b>Moderator Guide</b>- Must be provided</li> </ul>
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	<ul style="list-style-type: none"> <li>• <b>Internal Moderation Report-</b> Must be provided for the entire learning materials package and not just for the assessment aspect of the programme.</li> <li>• A document was provided which only states “The learning material will be provided by Services SETA.” The challenge with this document is that it is not the official Services SETA declaration form for utilizing Services SETA’s generated learning material. There is also no indication of which learning material provided by Services SETA will be used for purposes of this application.             <ul style="list-style-type: none"> <li>- A second document was provided which states that Delcom Training Institute is its own developer for learning material. These contradictory statements are contradictory and should be clarified.</li> </ul> </li> </ul> <p><b>Remedial Comment: 2019.08.01</b>            Areas of Remediation have been addressed, as Services SETA’s learning material will be used.</p> <p>It should be noted that the learning material must be internally moderated by a registered moderator prior to any learners being enrolled on the learning programme.</p> <p>In addition the learning programme should only be implemented using the electives which Services SETA, specifically has learning material for.</p>
<b>Comment</b>	<p>-The Skills Development Provider must note that a primary SETA should be based on where majority of their learning programmes fall.</p>

**Long term requirement/recommendation: N/A**

<b>Description of Remediation</b>	<b>Comment (Evaluator)</b>

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#### Areas still to be remediated: 2019.08.01

##### Short-term requirement:

Description of Remediation	Comment (Evaluator)
<p><b>4. Programme delivery: Outline how learning programmes would be developed, delivered and evaluated</b></p>	<p><b>Qualification Title: Further Education and Training Certificate: Beauty and Nail Technology</b>  <b>SAQA I.D: 80646 –Area of specialisation (elective component) must be clearly indicated</b></p> <p><b>Curriculum document</b>-Must be provided. The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.</p> <ul style="list-style-type: none"> <li>• <b>Alignment Matrix</b>-Must be provided as a separate document which covers the rules of the qualification. The alignment matrix must state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.</li> <li>• <b>Rules of the Qualification</b>-The rules of the qualification will be validated through the alignment matrix, once it has been provided and it is compliant. -Special attention must be given to clearly state which area of specialisation in respect of the elective component of the qualification, has been selected. The rules of the qualification in this area, must be adhered to.</li> <li>• <b>Exit Level Outcome Matrix</b>-Has been provided, however there is inconsistency with the fundamental communication level 3 unit standard 119467, which has been clustered with</li> </ul>

	<p>communication level 4 unit standards in the “Student Induction Guide” and then it appears in a different cluster within the exit level outcome matrix within the same document.</p> <ul style="list-style-type: none"><li>• -It should be noted that the communication level 3 unit standards should be clustered separately from the communication level 4, as they will be delivered in two different languages.</li><li>• <b>A second language policy</b> must be provided should indicates how the second language requirement of the qualification will be met. Reference to credit accumulation and transfer (CAT) has been made within the document “Student Induction Guide”. If CAT is to be used to address the second language requirement of the qualification, the second language policy should also clearly state how learners who do not qualify for CAT will be accommodated.</li><li>• The training of fundamental unit standards should not be outsourced to another Skills development Provider.</li><li>• With regard to the CAT model included in the “Student Induction Guide” it should be noted that that CAT in the context of Services SETA, should only be applied against a Grade 12/ Senior certificate and an exemption can only be applied for the fundamental unit standards within the qualification which the learner is enrolled on.</li><li>• <b>Credit accumulation and transfer (CAT) policy-</b> As stated above CAT in the context of Services SETA, should only be applied against a Grade 12/ Senior certificate and an exemption can only be applied for the fundamental unit standards within the qualification which the learner is enrolled on.</li></ul> <p>-A CAT procedure and application form must be provided</p> <ul style="list-style-type: none"><li>• <b>Learner Guide</b> – Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Facilitator Guide-</b> Must be provided and can only be validated once a</li></ul>
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	<p>compliant curriculum document and an alignment matrix has been provided.</p> <ul style="list-style-type: none"><li>• <b>Notional hour matrix-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Formative Assessment-</b> Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Summative Assessment-</b> Must be provided and can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Final Integrated Summative Assessment (FISA) (Dependent on the design methodology of the learning programme) -</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• A FISA alignment matrix which shows which FISA questions are linked to the different exit level outcomes, must be provided.</li><li>• -A FISA must include model answers.</li><li>• <b>Learner POE guide-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Moderator Guide-</b> Can only be validated once a compliant curriculum document and an alignment matrix has been provided.</li><li>• <b>Internal Moderation Report-</b> Must be provided for the entire learning materials package and not just for the assessment aspect of the programme.</li><li>• It must be stated in a signed written letter whether learning material was internally developed or whether it was purchased. If purchased provider to submit proof of purchase.</li></ul> <p><b>Remedial Comment: 2019.08.01</b> <b>Areas of Remediation have not been addressed.</b></p> <p>The learning material can only be validated once a compliant curriculum document</p>
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	<p>and an alignment matrix has been submitted.</p> <p>The curriculum document should include the purpose of the learning programme, learning assumed to be in place, the target audience, the design methodology used and the delivery methodology. The learning material can only be validated once this information is provided.</p> <p>The alignment matrix must state specifically, in which document and on which page number each specific outcome, assessment criteria, formative and summative assessment is covered on. The learning material can only be validated once this information is provided.</p> <p>The complete package of learning material must be submitted.</p> <p>The previously submitted learning material must not be combined on the LMIS with the remediated package of learning material.</p> <p>-The final integrated summative assessment questions must indicate which exit level outcome of the qualification they are addressing.</p> <p>Please ensure that the proof of learning material development and an internal moderation report for the learning material is included in the full package of learning material.</p> <p>Documentation should be provided for the full qualification, in terms of all the required unit standards.</p>
<p><b>Comment</b></p>	<p>It should be noted that the Services SETA learning material must be internally</p>

	<p>moderated by a registered moderator prior to any learners being enrolled on the learning programmes.</p> <p>In addition the learning programme should only be implemented using the electives which Services SETA, specifically has learning material for.</p>
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**Long term requirement/recommendation: N/A**

Description / or Quality Indicator	Comment (Evaluator)
N/A	

**History of Provider Accreditation: N/A**

Learning Programme against accreditation	Accreditation Status	US	NQF	Credit	US Expiry Date
N/A					

**Name of Evaluator: Fatima Bhayat**  
**Date: 06 August 2019**

**Manager: Tumelo Ngwako**  
**Date: 07 August 2019**




## 5. Conclusion

- a. **Delcom Training Institute ta Delcom Training** has been awarded a **Provisional Accreditation status**.
- b. All gaps identified in the report above will need to be addressed by the **08 November 2019**
- c. All conditions met in the report above will need to be maintained and improved in order to meet the requirements for accreditation.
- d. You would be required to comply with the reporting procedures of **SSETA- Services Sector Education Training Authority**.
- e. A Monitoring Site Visit will be conducted at least once during your period of accreditation, and you will be contacted prior to the visit
- f. Finally, Services SETA- Services Sector Education Training Authority wishes to congratulate **Delcom Training Institute ta Delcom Training** on their achievement.

Kind Regards



Andiswa Yokwe

QMD: Accreditation

andisway@serviceseta.org.za

The Services SETA (Sector Education & Training Authority)  
 15 Sherborne Road, Parktown, Gauteng, 2193,  
 P O Box 3322, Houghton, 2041  
 Email: customercare@serviceseta.org.za,  
 Website: www.serviceseta.org.za  
 Tel: 011 276 9600, Fax: 011 276 9623



Date: 08 August 2019

Name of Contact Person: Mathieu Ngounou  
 Training Provider's Address : No: 22 Jourbert & Commissioner Street, Johannesburg,  
 2000  
 Tel: 011 075 2241 / 082 678 2430  
 E-mail: delcomtraining@gmail.com

Dear Mathieu Ngounou

Services SETA Accreditation No: 13548

**RE - Accreditation of Provider – Delcom Training Institute ta Delcom Training - 2008/004061/08**

This serves as confirmation that **Delcom Training Institute ta Delcom Training** accreditation no. **13548** has been awarded **Provisional Accreditation status** as a Provider of Education and Training for the delivery of the following learning programme/s:

Name of Learning / Skills Programme	NQF Level	Number of Credits	Expiry Date	Unit Standards / Qualification aligned to Learning programme		Qualification to which the learning program and unit standards are linked / contextualized
				Qual. / US ID	Title	
Qualification Title: Further Education and Training Certificate: New Venture Creation	NQF Level: NQF Level 04	Credits: 149	Registration end date: 2023-06-30	SAQA I.D. 66249		Qualification Title: Further Education and Training Certificate: New Venture Creation SAQA I.D. 66249 NQF Level: NQF Level 04 Credits: 149 Registration start date: 2018-07-01 Registration end date: 2023-06-30 Last date for enrolment: 2024-06-30 Last date for achievement: 2027-06-30
National Certificate: New Venture Creation (SMME)	NQF Level 02	138	2023-06-30	SAQA I.D. 49648		Qualification Title: National Certificate: New Venture Creation (SMME) SAQA I.D. 49648

						<b>NQF Level: NQF Level 02</b> <b>Credits: 138</b> <b>Registration start date: 2018-07-01</b> <b>Registration end date: 2023-06-30</b> <b>Last date for enrolment: 2024-06-30</b> <b>Last date for achievement: 2027-06-30</b>
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A comprehensive report in terms of the evaluation of your application for accreditation will be sent to you. Where there are any recommendations and requirements stipulated please ensure that you provide the **SSETA- Services Sector Education Training Authority** with the required information as per the stipulations.

Your accreditation number must be utilised by **Delcom Training Institute ta Delcom Training** only and may not be used by any other Skills Development Provider.

As an accredited Skills Development Provider you are required to:

1. Complete and submit the attached code of conduct to SSETA within 7 working days of receipt of this letter.
2. Submit learner enrolments to SSETA within 21 days of the commencement of the approved training intervention.
3. Conduct training, assessment and moderation.
4. Upload learner achievements in order for external moderation to be conducted by the SSETA.

Skills Development Provider monitoring site visits will continue to be scheduled in accordance with quality assurance standards and practice.

Finally the Services SETA wishes to congratulate **Delcom Training Institute ta Delcom Training** on this achievement and is looking forward to a long association.

Should you require any further information do not hesitate to contact the Services SETA.

Yours sincerely



Tumelo Ngwako  
 Manager: Accreditation  
 Contact No: 011 276 9732  
 TumeloM@serviceseta.org.za

