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SCAFFOLDING QUALIFICATION SCOPING MEETING

Date: 14 September 2017

MINUTES OF DISCUSSION

Minutes of the Scoping Meeting for the development of the scaffolding qualification, held on **Thursday the 14th of September at 181 Barbara Road, Elandsfontein, Form-Scaff, Inform Centre, WACO.**

WELCOME AND APOLOGIES

- ✓ Mr Vaughan Burgess from Form-Scaff does a short safety induction of the facility.
- ✓ Mr Brian Randall welcomes the attendees and explains the purpose of the meeting.

This is a QCTO Scoping meeting for the development of the Scaffolding Qualification of which the IWH has been appointed as the Development Quality Partner. Mr Randall explains the issues we have come across in the past that lead to the very urgent development of a scaffolding qualification.

MR GOODMAN NDOU FROM THE QCTO INTRODUCES HIMSELF.

- ✓ Mr Ndou explains that he is from the Occupational Qualifications Design Unit at the QCTO and he has been assigned to facilitate the development of the scaffolding qualification. He explains that some of the attendees might be in this meeting for the first time and did not attend the Pre-Scoping meeting held in April and therefore he will be using the same presentation as he did in the Pre-Scoping Meeting and much of the information will be the same.
- ✓ He furthermore explains that there were certain factors that derailed the process and it had to be sorted out before we could continue with the Scoping (referring to the Rigger Qualification).. These matters have been dealt with and we can now continue. There are many industries who holds an interested in the development of this scaffolding qualification. Goodman welcomes the attendees and goes through the Agenda of the meeting.

- Welcome
- Attendance and introductions
- Expectations
- QCTO Mandate
- Purpose of Occupational Qualifications
- Organising Framework of Occupations
- Distinction between Part Qualifications and Specialisations
- QCTO Qualifications Development Methodology
- Development Quality Partner (DQP)
- Assessment Quality Partner (AQP)
- Qualifications to be Developed and Confirm DQP
- Stakeholders
- Qualifications to be replaced

The meeting attendees introduce themselves and shares their expectations of the development process.

- ✓ Dr Kriel requests that the attendees please give us any names of Stakeholders or CEP's they can suggest to become involved in this process in order for us to invite them to all meetings and send the correspondence and communication to all relevant parties.

✓ **QCTO MANDATE**

The QCTO gets their mandate from the Skills Development Act. The QCTO were established as a result of the Skills Development Act. The role of the QCTO is to develop qualifications and ensure that the qualifications are registered on the Occupational Qualifications Sub-framework and the quality assurance of these Qualifications. They are also responsible for the accreditation of the Skills Development Providers who will be presenting these qualifications. Finally they are responsible for the certification at the end of the training.

✓ **THE DIFFERENCE BETWEEN SAQA QUALIFICATIONS AND QCTO QUALIFICATIONS;**

SAQA Qualifications is broken up;

- Fundamentals
- Electives
- Unit Standards
- Individual Levels at NQF Levels 1 – 4
- 120 Credits and more per qualification
- Curriculum across all applicable Levels
- Integrated Summative Assessment Specifications
- Credits range from 25 and more per qualification
- Rules of combination (combining all of the above)

✓ **QCTO Qualifications;**

- Rules of combination also applies but QCTO only focusses on cores
- It is then split up into, Knowledge, Practical and Work Experience Modules
- A minimum of 25 credits will be needed to obtain a certificate
- Integrated Summative Assessment Specifications

✓ **Definition of Occupational Qualification;**

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

✓ **Goodman specifically explains Part Qualifications versus Specialisations**

- A Part Qualification is an Assessed unit of learning that is registered as a Part Qualification. The part qualification will have a knowledge module, a practical module and a workplace module and it must be able to lead to an employable skill. Therefore a learner must be able to exit the Part Qualification without having done the Parent Qualification, It is therefore an extract of the Parent Qualification that can stand on its own. It must be learning that can be uploaded onto the NLRD. And it must be internationally comparable. A Part Qualification will be registered on the NQF Sub Framework.

- **Example of the Armature Winder;**

Module within Armature Winder = Manufacturing of Coils

Specialisation within Manufacturing of Coils = Heavy Coil Winder which is a separate Trade.

✓ **A question is asked regarding the validity period of the Qualification;**

- Will it be renewable? A person cannot do the qualification and not stay active over a period of 10- years and after 10 years expects to be employed based on that skill. Dr Kriel explains that licensing and CPD will play a role in this; in ensuring that individuals stay in touch to be able to stay professional. Licensing, regulation and legislation must in a sense be removed from the Qualification. The qualification cannot change all the time, but the QCTO

can upon a valid request look at the revision of the Qualifications. It is mentioned that Learners must be educated in terms of licensing procedures, legislation, regulations and CPD.

✓ **Development Methodology**

- A Part Qualification must be at least 25 credits
- A Part Qualification must consist of Knowledge Modules, Practical Modules and a Workplace Modules
- A Part Qualification must have an Integrated Final Summative Assessment

✓ **Two approaches in developing:**

- Develop the Parent Qualification first and then extract to form Part Qualifications.
- Develop the Part Qualifications first and then add them together to form the Parent Qualification.

Action to be taken:

1. Compile a list of Stakeholders
2. Compile a list of Stakeholders who were invited and did not attend
3. Request names for potential Stakeholders
4. Compile an email with the requirements of an CEP
5. Request a written confirmation of commitment from each nominated CEP (Must be Practicing, Training or Supervising within the industry)
6. Arrange a meeting with all 6 nominees, and let Diane Kemp present to them the functions of the AQP. When we do have the Profiling meeting we can put the nominees forward that is left after the presentation by Diane. It is not advisable to continue with the development of the Qualification past the Profiling stage without having an AQP.
7. Communication should be sent out to notify Stakeholders of the Profiling meeting.
8. We must notify the Stakeholders of the possible AQP nominees, and that the AQP must have been decided on finally before the Profiling Meeting.
9. We are waiting for a date from the QDF (Abeeda Holstock) when she will be available for the Profiling Meeting. Potential dates at this stage; 3 to 4 October 2017.

Jeanette from the MQA proposes that we notify people at least one month in advance of the profiling meeting.

11:50 AM - 12:20 PM Lunch Break

Nomination of possible AQP's

1. IWH - Institute for Work at Height (3 nominations)
2. Matimba Rigging and Training (1 nomination)
3. SAATCA - South African Auditors and Training Course Association (1 nomination)
4. SABS Training Academy (1 nomination)
5. Construction SETA (1 nomination)
6. SAFCEC (1 nomination)

MEETING CLOSED

13:08