

**SAFETY AND SECURITY SECTOR EDUCATION
AND TRAINING AUTHORITY
(SASSETA)**

**PROVIDER ACCREDITATION REPORT
OF
TDP ENTERPRISE AND PROJECTS (PTY) LTD T/A
TDP SECURITY SERVICES**

PAA003055



25 MARCH 2019

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1. INTRODUCTION

TDP ENTERPRISE AND PROJECTS (PTY) LTD T/A TDP SECURITY SERVICES submitted an application for accreditation as an Education and training provider on **07.02.2019**.

The Education Training Quality Assurance (ETQA) Division evaluated the application against the SASSETA Provider Accreditation Criteria, following a site visit which was conducted by **Rivalani Nukeri** on the **05.03.2019**.

2. RECOMMENDATIONS

The outcome of the evaluation and site visit puts forward a recommendation to grant **TDP ENTERPRISE AND PROJECTS (PTY) LTD T/A TDP SECURITY SERVICES** Full Accreditation until 31 March 2020. Accreditation is awarded for the following qualification – **National Certificate: General Security Practices NQF Level 3: ID (58577) and related skills program/s in the private security scope.**

ID	UNIT STANDARD TITLE
<u>244176</u>	Use security equipment
<u>114941</u>	Apply knowledge of HIV/AIDS to a specific business sector and a workplace
<u>244184</u>	Apply legal aspects in a security environment
<u>244177</u>	Conduct a security patrol in an area of responsibility
<u>117705</u>	Demonstrate knowledge of the Firearms Control Act 2000 (Act No 60 of 2000) applicable to possessing a firearm
<u>246694</u>	Explain the requirements for becoming a security service provider
<u>244182</u>	Give evidence in court
<u>244179</u>	Handle complaints and problems
<u>244181</u>	Perform hand over and take over responsibilities
<u>244189</u>	Conduct access and egress control
<u>242825</u>	Conduct evacuations and emergency drills
<u>11505</u>	Identify, handle and defuse security related conflict
<u>119472</u>	Accommodate audience and context needs in oral/signed communication
<u>9010</u>	Demonstrate an understanding of the use of different number bases and measurement units and an awareness of error in the context of relevant calculations
<u>9013</u>	Describe, apply, analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts
<u>119457</u>	Interpret and use information from texts
<u>9012</u>	Investigate life and work related problems using data and probabilities
<u>119467</u>	Use language and communication in occupational learning programmes
<u>7456</u>	Use mathematics to investigate and monitor the financial aspects of personal, business and national issues

<u>119465</u>	Write/present/sign texts for a range of communicative contexts
<u>12484</u>	Perform basic fire fighting
<u>13912</u>	Apply knowledge of self and team in order to develop a plan to enhance team performance
<u>113852</u>	Apply occupational health, safety and environmental principles
<u>116534</u>	Carry out basic first aid treatment in the workplace
<u>113909</u>	Coach a team member in order to enhance individual performance in work environment
<u>114979</u>	Operate a computer workstation in a business environment
<u>244335</u>	Conduct security at an event
<u>113924</u>	Apply basic business ethics in a business environment
<u>244578</u>	Describe how to manage reactions arising from a traumatic event
<u>13936</u>	Outline the legal environment of a selected industry
<u>11508</u>	Write security reports and take statements

The training provider shall only train and assess against the unit standards for which they have been accredited for.

THE SITE VISIT

The following criteria were used to conduct the site visit:

1. Physical facilities and resources are available within the organisation
2. Adequate, relevant and good quality learning resources within the organisation
3. Adequate and qualified human resources to perform the functions of the organisation
4. The organisation is financially sustainable to carry out its functions
5. The quality management systems are contextually designed and developed to meet the operational needs of an Education and Training organisation
6. Learning programmes are aligned to the NQF registered qualification/s or unit standard/s and are outcomes-based
7. The organisation has adequate and qualified ETD Practitioners to facilitate learning for unit standards and/or qualifications accredited for
8. The organisation has assessment strategies for each learning programme offered in the organisation
9. The organization has adequate and qualified and SASSETA registered assessors to assess each learning programme offered as well as SASSETA registered moderators to moderate assessments.

ANNEXURES

A. UNDERTAKING

TDP ENTERPRISE AND PROJECTS (PTY) LTD T/A TDP SECURITY SERVICES must agree in writing to the following:

A full audit and review of accreditation to be conducted by SASSETA during the period of accreditation.

Perform any function assigned to it by the SASSETA which falls within its mandate as an education and training provider and which is in the interest of the Security fraternity and that of the learners.

B. ACCREDITATION AGREEMENT

1. All training should result in the learners gaining meaningful skills, which can be used to their advantage and to the benefit of the sector and the country as a whole. the credits of these achievements will be credits on the NQF.
2. Records of training must be kept. These results must be filed for three years where after they must be archived for another three years.
3. A daily register of attendance of all learners must be kept.
4. Personal records of each instructor must be kept, including a cv, development progress and accreditation certificates. This must be updated regularly.
5. A grievance procedure for grievances from instructors, learners and unsatisfied clients must be in place and a copy must be available at the training centre.
6. A SASSETA official or nominated External verifier will conduct monitoring and Evaluation visits from time to time.
7. All people involved in training have a responsibility to deliver quality training. The training provider therefore undertakes to ensure that through its own conduct, and that of management and staff, the interests of the SASSETA, the delivery of high quality training and the interests of its learners will be its priorities.
8. The training provider takes full responsibility for the instructors and assessors in its employ and must ensure that they adhere to the conditions of accreditation with the SASSETA.
9. The SASSETA will record learner achievements on the SASSETA database and will forward that information to the national learner database (NLRD) as required by the policies and procedures of SAQA.
10. The SASSETA reserves the right to conduct an inspection of the training centre at any time without prior notice.
11. The training provider will be required to complete the quarterly report. and submit to the ETQA Department.

12. All learner achievements must be kept at the administrative office of the training provider and will be at the disposal of any authorised SASSETA representative on request.
13. Training Providers to submit SP01/QA01/Learnership Agreement forms prior to commencement of training in order to capture learners on the system. It is the responsibility of the training provider to request for verification visit from the ETQA department once internal Assessment and Moderation has been conducted. Upon verification, providers will be required to submit learner achievement results (SP02) together with confirmation of QALA conducted from the ETQA department.
14. It is critical to make sure that registered Assessor/Moderators are linked to the provider and assess according to the accreditation start date. The training provider or any instructor or assessor in its employment whom do not comply with any rule, legislation, or condition of accreditation as laid down by the SASSETA, the registration/accreditation of such party/parties may be suspended immediately and will be communicated to the training provider/assessor and to SAQA.
15. Training Providers must be accredited with the CFR (SAPS) prior to the commencement of training in firearms for the purpose of section 9(2)q , (r) and (s) of the Firearms Control Act , 2000(Act No 60 of 2000). Skills development training Providers accredited for the firearms training must make use of firearms registered in the company's name.
16. The Council for Higher Education requires that education and training providers who offer full qualifications at NQF level 6 and above are to be registered with them in accordance with current legislation.
17. The Department of higher education and training requires that skills development training providers who offer full qualifications at NQF level 5 and above are to be registered with them in accordance with current legislation.

C. POSSIBLE IRREGULARITIES

The SASSETA is forced to take action against training providers who do not adhere to the accreditation agreement and conditions and whom conduct criminal transgressions in accordance to any irregularities which could include but are not limited to the following;

1. Learners assessed against unit standards which the accredited training provider, assessor or moderator have not been accredited or registered for.
2. The forwarding of summative assessments to learners to be completed at home in an uncontrolled environment.
3. Training at non-accredited facilities.
4. Using non-registered assessors to assess etc.
5. Using non-registered moderators to moderate etc.

6. Using non- SASSETA contracted verifiers to verify etc.
7. Marketing wrong information to the Public /Learners in a manner that constitutes misrepresentation in terms of what unit standards / qualification the provider has been accredited for.
8. Not complying to the accreditation criteria and conditions.
9. Registered assessors and moderators not adhering to code of conduct and not fulfilling their functions adequately.
10. Discrepancies with regard to learner achievement submissions to SASSETA.
11. Using training materials that have not been accredited or approved by the relevant ETQA.
12. Learners being found competent in Qualifications and Unit standards that they weren't assessed against or trained in by the provider, assessor.
13. Registered assessors and moderators conducting assessments and moderations after status has expired and provisionally and fully accredited providers offering training after status has expired.
14. Non completion of applicable documentation within (21) days by the training provider and submission to the SASSETA so that the learner achievements can be captured on the database and uploaded to the NLRD (National Learner Record Database) in terms of the unit standards and qualifications that the learner has been declared competent against.
15. Improper use of SASSETA developed training materials.

NB! Any accredited training provider who is involved in the above activities shall be subjected to de-accreditation process after due diligence has been followed and concluded. Learners who are misled by training providers will be advised to open criminal cases against training providers where appropriate. We further encourage training providers to report any training provider or person involved in the above.

D. PROVIDER INFORMATION

Confirm the following information is correct and immediately advise of any changes

Physical Address	27 Goldman Street Florida 1724
Postal Address	Same as the above
Cell No.	086 111 2223/083 457 6107
Fax No.	N/a
e-mail address	info@tdpsecurity .co.za
Programme Used	SASSETA's approved learning material for Skills 58577
CHE Registration	N/A
PSIRA Registration	2495143
Contact Person	Mr T Phuti
Facilitators Name &Qualification	G R Viljoen Facilitate Learning Assessor Course Moderator Course
Assessors	19A75161101
Moderators	19M77911104
Learning Programme Review/ Gaps identified	Provider will use facilitator feedback form to review the learning material

E. CONCLUSION

The SASSETA ETQA takes this opportunity to congratulate **TDP ENTERPRISE AND PROJECTS (PTY) LTD T/A TDP SECURITY SERVICES** on their status as a training provider. The SASSETA ETQA will be as part of its continuous improvement and development process, provide assistance and support to ensure that you as a training provider will successfully fulfil the achievement of the National Qualifications Framework objectives within the SASSETA Sector.



Rachel Ndlebe
Acting Head of Department: ETQA