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Haley
Business Optimization Training Institute
97 Greenlands Crescent
Sunningdale
Gauteng
2192

Tel: 072 630 4789
Email address: Haley@gillman.co.za

Dear Haley

CONFIRMATION OF SKILL DEVELOPMENT PROVIDER ACCREDITATION

In accordance with the delegation from the Quality Council for Trades and Occupations (QCTO) as prescribed by the Skills Development Amendment Act (Act No 37 of 2008) and the National Qualifications Framework Act (Act No 67 of 2008), the ETDP SETA hereby confers an accreditation status to **Business Optimization Training Institute**

Accreditation status will be valid for a period of five years or until the South African Qualifications Authority (SAQA) qualification/s or unit standard/s last achievement date, or whichever expires first.

Accreditation credentials detailed hereunder as follows:

Quality Assurance Body	Media, Information and Communication Technologies Sector Education and Training Authority
Accreditation Number	ETDPS011639
Accreditation Start Date	26 September 2024
Accreditation End Date	30 June 2025

The accreditation scope of **Business Optimization Training Institute** is listed in the next page of this accreditation confirmation letter.

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QUALIFICATIONS ACCREDITATION SCOPE

Qualifications		Mode of Learning Programme Delivery			Qualification Registration Details		
Qualification ID No	Qualification Title, NQF Level and Credits	Face-to-Face	Online	Blended	Registration End Date	Enrolment End Date	Last Achievement Date
50334	National Certificate: Occupationally Directed Education Training and Development Practices; Level 05; 120 Credits	X	-	-	2023-06-30	2024-06-29	2027-06-29
ELECTIVE UNIT STANDARDS							
Unit Standard ID No.	Unit Standard Title	NQF Level	Credits				
252041	Promote a learning culture in an organisation	Level 05	5				
15232	Coordinate planned skills development interventions in an organisation	Level 05	6				
15227	Conduct skills development administration in an organisation	Level 04	4				
15222	Promote a learning culture in an organisation	Level 05	3				
15218	Conduct an analysis to determine outcomes of learning for skills development and other purposes	Level 06	4				
15217	Develop an organisational training and development plan	Level 05	6				
123401	Design outcomes-based learning programmes	Level 06	15				
123400	Evaluate and promote education training and development ETD providers, services and products for organisational use	Level 06	5				
123398	Facilitate the transfer and application of learning in the workplace	Level 05	5				
123394	Develop outcomes-based learning programmes	Level 05	10				
119665	Demonstrate understanding of the concept of human rights and democracy and its application in society	Level 05	12				
115759	Conduct moderation of outcomes-based assessments	Level 06	10				
115755	Design and develop outcomes-based assessments	Level 06	10				

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110506	Demonstrate and apply knowledge and understanding of the basic components and fundamental skills of effective communication	Level 04	4
10305	Devise interventions for learners who have special needs	Level 06	16
10294	Identify and respond to learners with special needs and barriers to learning	Level 05	10

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ACCREDITATION CONDITIONS

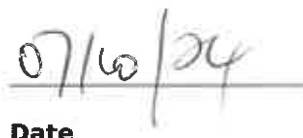
The accreditation conditions hereunder shall apply to **Business Optimization Training Institute** for the duration of the accreditation term.

1. The ETDP SETA should not be brought into any disrepute by the activities and/ or actions of your Institution during the accreditation term. Therefore, your Institution must abide with the ETDP SETA Quality Assurance Policies and Procedures.
2. Any training intervention conducted outside your institution's scope of accreditation will be regarded as a breach of accreditation condition. As a Skills Development Provider, it is imperative that quality training interventions are conducted against your Institution's accreditation scope and the national standards and quality assurance requirements.
3. During the accreditation term, your Institution must enroll learners before the commencement of a training intervention, conduct assessments, participate in external moderation visits by the ETDP SETA, implement and review its Quality Management System.
4. The learning programme delivery period will take on the lifespan of the unit standard, qualification or the accreditation duration of your Institution or whichever date comes first. Therefore, it is your Institution's responsibility to ensure that the learning materials are updated and meet the necessary quality assurance requirements.
5. Your Institution is responsible for the submission of a re-accreditation application, which must be made to the ETDP SETA at least one (01) year before the expiry date of the accreditation term.
6. Furthermore, your institution is disallowed to use the ETDP SETA name and logo without a written permission from the ETDP SETA.
7. In the event of non-compliance against any of the accreditation conditions, the ETDP SETA Quality Assurance Policy and Procedure shall lead de-accreditation action on your Institution.

Yours sincerely



Ms Nombulelo Nxesi
Chief Executive Officer



Date

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