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## Registration of LNQ Programs Policy

### 1. Preamble

According to SAQA's Policy document on the recognition of professional bodies and registering professional designations, Section 19 states the following;

*'In meeting the policy and criteria for the recognition of professional bodies a recognised professional body may:*

- i. Not be accredited as an education and training provider by a Quality Council*
- ii. Not be registered as an education and training provider with the Department of Higher Education and Training*
- iii. Register its employees on learnerships*
- iv. Act as a workplace provider for the delivery of learnerships*
- v. Recognise suitable workplaces and be involved in the assessment of workplace experience*
- vi. Recognise suitable education and training providers and be involved in the curriculum on learning programmes offered by the education and training providers*
- vii. Set and administer its own Board examinations*

Thus in terms of sub-clauses "v" and "vi" the Institute for Work at Height Professional Body requested from SAQA the right to register certain 'Non-NQF' (or LNQ) based short learning programmes and was granted permission conditional to certain criteria being met.

### 2. Purpose

The reasoning behind this request is to cater for training requirements that addresses specific safety issues to ensure compliance with various stipulations in the Occupational Health and Safety Act and its Regulations.

In many cases there are no unit standard based skills programmes to address these requirements thus the need for Non-NQF (LNQ) based short learning programmes.

A further advantage that these learning programmes could be registered as CPD programmes and thus skills enrichment for the registered members.

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### 3. General Criteria For The Registration of LNQ Learning Programmes

- i. Only SETA accredited providers (irrespective of which SETA) that are recognised by the Institute for Work at Height Professional Body or are in the process of gaining recognition may make application for the registering of a non-NQF based learning programme.
- ii. Only learning programmes for which there are **no equivalent** NQF registered learning programmes will be considered.
- iii. These LNQ learning programmes will be “short learning programmes” with a maximum duration of 20 notional hours.
- iv. The submission must consist of various parts including the following:
  - a. Purpose
  - b. Admissions criteria (including prior learning if applicable)
  - c. A range statement
  - d. Outcomes and assessment criteria
- v. Learning programme uniqueness: - all submissions will be vetted by the Skills and Ratification committee to prevent discrepancies in the outcomes of learning programmes covering the same subject and to also ensure standardised quality of the programmes.
- vi. The Assessment process of the learning programme needs to be clearly detailed
- vii. Details of necessary equipment and facilities that will be available for use during the training.
- viii. Address of the training venue or motivation for “off-site” training
- ix. The Institute for Work at Height Professional Body will conduct a site inspection before recognising the course.
- x. The cost pertained to a site inspection will be announced by the Finance Committee. Travel and accommodation cost of the auditor (if required) is for the account of the provider.
- xi. Certification / registration cost per learner for LNQ programmes will be determined by the Finance Committee. Registration is valid for 3 years and will accrue CPD points.
- xii. Provider to submit a covering letter motivating the application which should include an estimate of the number of persons that could be trained in the first year of operation.