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CONTENTS*No.**Page
No. Gazette
No.***GOVERNMENT NOTICES****South African Qualifications Authority***Government Notices*

820	National Standards Bodies Regulations: Standards Generating Body (SGB) for Marketing	3	29109
821	do.: Standards Generating Body (SGB) for Insurance and Investment	28	29109
822	do.: Standards Generating Body (SGB) for Vehicle Maintenance.....	116	29109
823	Standards Generating Bodies: Organising Field 09: Health Science and Social Services	130	29109
824	do.: do.: do	135	29109
825	do.: do.: do	140	29109
826	National Standards Body Regulations: Standards Generating Body (SGB) for Rail and Pipeline Operations.....	146	29109

GOVERNMENT NOTICES

SOUTH AFRICAN QUALIFICATIONS AUTHORITY

No. 820

11 August 2006



SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)

In accordance with Regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

Marketing

registered by Organising Field 03, Business, Commerce and Management, publishes the following qualification and unit standards for public comment.

This notice contains the titles, fields, sub-fields, NQF levels, credits, and purpose of the qualification and unit standards. The qualification and unit standards can be accessed via the SAQA web-site at www.saga.org.za. Copies may also be obtained from the Directorate for Standards Setting and Development at the SAQA offices, Hatfield Forum West, 1067 Arcadia Street, Hatfield, Pretoria.

Comment on the qualification and unit standards should reach SAQA at the address ***below and no later than 7 September 2006***. All correspondence should be marked **Standards Setting – SGB for Marketing** and addressed to

The Director: Standards Setting and Development
SAQA

Attention: Mr. D Mphuthing

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S BHIKHA
DIRECTOR: STANDARDS SETTING AND DEVELOPMENT



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

QUALIFICATION:

National Diploma: Copywriting

SAQA QUAL ID		QUALIFICATION TITLE	
49138		National Diploma: Copywriting	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Marketing		3	
QUAL TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD
National Diploma		Business, Commerce and Management Studies	Marketing
ABET BAND	MINIMUM CREDITS	NQF LEVEL	QUALIFICATION CLASS
Undefined	240	Level 5	Regular-Unit Stds Based

PURPOSE AND RATIONALE OF THE QUALIFICATION**Purpose:**

Copywriting is a discipline and profession that serves the needs of many industries. In the context of the advertising and communication industry, this Qualification will enable creative, feasible, innovative and exciting individual and teamwork possibilities.

The purpose of this qualification is to build the necessary knowledge, understanding, abilities and skills required for further learning towards becoming a competent practicing copywriter. This Qualification will be registered at NQF Level 5. This Qualification is also related to other Qualifications such as the National Diploma in Marketing Communications Level 5 and the National Diploma in Marketing Level 5 where all of these Qualifications will ensure portability across all of these National Diplomas and other marketing Qualifications registered with SAQA.

This Qualification supports the objectives of the National Qualifications Framework (NQF) in that it provides learners with clear learning pathways, which provide access to, and mobility and progression within the marketing industry as a whole, and as such improvements increase their employment opportunities. The increased knowledge and skill base therefore has a wider implication, namely the enhancement of the functional and intellectual capability of the nation at large.

Rationale:

This National Diploma Qualification will provide the qualifying learner with the competencies needed to function in the broad copywriting industry. The National Diploma in Copywriting: Level 5 has been designed to meet the needs of those learners who enter the field of Copywriting. Copywriting activities within the entire marketing field are a key business function necessary for compliance with relevant legislative requirements. The Qualification is inextricably linked to the definition of Marketing. "Marketing is the process of planning and executing the conception, pricing, promotion and distribution of ideas, goods and services to create exchanges that satisfy individual and organisational objectives in an accountable and socially responsible manner". In doing that, Copywriting activities are an essential business requirement to guard against unlawful transgressions against and by the company. The Copywriting National Diploma at NQF Level 5 will provide a broad knowledge and skills needed in the industry to promote products and to progress along a career path for learners who:

- > Were previously disadvantaged or who were unable to complete their schooling and were therefore denied access to Further Education and Training.
- > Have worked in the advertising and communication industry for many years, but have no formal Qualification in Copywriting.
- > Wish to extend their range of skills and knowledge of the industry so that they can become knowledgeable workers in Copywriting.

> Have recently taken up a position as a support staff member in a Copywriting section of organisation.

The National Diploma in Copywriting, Level 5 allows the learner to work towards a nationally recognised Qualification that is flexible and will allow both those in formal education and those already employed in copywriting positions access. It aims to develop individuals who are informed and skilled in copywriting.

The Qualification has building blocks that can be developed further and will lead to a more defined Visual Communications Qualification career path at NQF Level 6. It also focuses on the skills, knowledge, values and attitudes required to progress further.

The intention is:

- > To promote the development of knowledge and skills that is required in all sub-sectors of marketing.
- > To reveal the potential of people.
- > To provide opportunities for people to move up the value chain.

Many different roles are linked to and affected by this Qualification. They include but are not limited to:

- > Publishing.
- > Advertising.
- > Public Relations.
- > Corporate Image.
- > Promotions.
- > Competitions.
- > Events.
- > Exhibitions.
- > Slogans.

The National Diploma in Copywriting: Level 5 will produce knowledgeable, skilled creative people who are able to contribute to improved productivity and efficiency within the marketing industry. It will provide the means for current individuals in the advertising, publishing and communication copywriting field to receive recognition of prior learning and to upgrade their skills and knowledge base. The Qualification is structured in a way that it exposes individuals to a set of core competence to give a broad understanding of marketing communication and the electives, which will allow for a specific competence in copywriting. It promotes the notion of life-long learning.

The standard writing process was approached from a "whole" perspective. The process began off by identifying the 2 levels. The SGB then developed the framework and built the standards from there. The Qualifications are "zero based", representing best practice and standards that will lift the profession and support transformation.

RECOGNIZE PREVIOUS LEARNING?

Y

LEARNING ASSUMED TO BE IN PLACE

It is assumed that learners wishing to enter a programme leading to this Qualification will have demonstrated competence against the "learning assumed to be in place" as contained in the unit standards for this Qualification.

Recognition of Prior Learning:

The structure of this Unit Standard based Qualification makes the Recognition of Prior Learning possible, if the learner is able to demonstrate competence in the knowledge, skills, values and attitudes implicit in this Qualification. Recognition of Prior Learning will be done by means of Integrated Assessment as mentioned in the previous paragraph.

This Recognition of Prior Learning may allow:

- > For accelerated access to further learning.
- > Gaining of credits towards a qualification.

All recognition of Prior Learning is subject to quality assurance by the relevant accredited Education and Training, Quality Assurance Body and is conducted by a registered assessor.

Access to the Qualification:

There is no access restrictions placed on this Qualification, however any learner who can provide evidence of the learning assumed to be in place, has open access to this Qualification. Because of the strong stakeholder participation in the development of this Qualification, during which all stakeholders' interests are represented, access is enhanced. Vertical articulation is possible where learners can gain access via the National Certificate in Copywriting Level 5.

QUALIFICATION RULES

The qualification is made up of a combination of learning outcomes from Fundamental, Core and Elective components, totalling 240 credits (minimum).

Motivation for number of credits assigned to Fundamental, Core and Elective:

> Fundamental:

- > There are 40 credits in the Fundamental unit standards.
- > All Fundamental unit standards are compulsory.

> Core:

- > 172 credits have been allocated to the Core unit standards. This is to ensure that the qualification has a strong focus for copywriting.
- > The Core unit standards offer a broad contextual understanding and will enable the learners to gain an all round picture of the industry.
- > All Core unit standards are compulsory.

> Electives:

- > Learners must select a minimum of 28 credits from the Elective Unit Standards to make up the 240 credits required.
- > There are a total of 54 credits for the Elective area. They also allow for progression to the next level of learning.

EXIT LEVEL OUTCOMES

On achieving this qualification, the learner will be able to:

1. Explain and implement workplace policies, procedures and processes.
2. Demonstrate an ability to communicate and work as a member of a creative team.
3. Identify, explain and handle target markets, product positioning and promotions.
4. Explain, apply and present creative and lateral thinking writing skills and techniques.
5. Explain and apply concepts of copy, copywriting and copywriter for print, electronic and out-of-home media.
6. Explain and implement marketing communications principles and processes.
7. Develop and evaluate campaign, media and creative strategies.

ASSOCIATED ASSESSMENT CRITERIA

On achieving this qualification, the learner will be able to:

1:

- > HIV/AIDS policies are implemented in the workplace.
- > Professional values and ethics are described pertaining to the workplace.
- > Social issues are examined pertaining to the workplace.
- > Values and ethics for company are determined.
- > Values and ethics are applied throughout business activities.

2:

- > Communication is clear and barriers to understanding are dealt with.
- > Team progress is reported on to authorised individuals.

- > Contribute to team decisions.
- > Conflict situations are identified and handled using collaborative facilitation methods.
- > Roles and responsibilities of team members are outlined and described.
- > Workplace data is communicated to all stakeholders in required timeframe and format.

3:

- > Target markets are identified and explained for own industry.
- > Product positioning strategies are identified, explained and products are positioned within required market based on target market analysis findings.
- > Brief details are obtained and recorded and a brief is developed and submitted within required timeframes.
- > Brand, product and service promotion is implemented according to the brief.
- > The roles and functions of an advertising agency / design company are explained according to international standards.

4:

- > Philosophies and creative writing processes are identified and various styles described.
- > Fundamentals, elements, techniques, characteristics, constraints and blocks are listed and described.
- > Conceptual and lateral thinking techniques are identified, analysed and applied.
- > Research practices to aid in lateral thinking are applied with examples.
- > The difference between metaphor, concept and message are explained according to international standards.
- > A creative presentation is developed in required timeframe, and in a user friendly format.
- > Portfolio presentation is clear and completed in required timeframe and customer satisfaction evaluated.

5:

- > Concepts, terminology, history and fundamentals of copy and copywriting are identified and explained.
- > Copywriting styles, current trends and terminology are identified and explained and applied.
- > Skills, techniques and benefits of applying a professional approach are explained and implemented.
- > History and nature of copywriting is described.
- > Building blocks, elements and methods used in copywriting are explained and how these are implemented/applied by the copywriter.
- > Characteristics, constraints, strengths and limitations for various media are identified and explained.
- > Creative elements and philosophies are listed and strengths and weaknesses explained.
- > Copy concept is developed and written based on trends and brief using correct terminology, various styles and within required timeframe.
- > Copy is outlined for a variety of media (outdoor, television, radio, newspaper, magazines, editorials - below-the-line and internet).
- > Campaign for a single concept is developed and explained and submitted for approval.
- > Persuasive copy is conceptualised and written for categories using above-the-line-media, alternative media, below-the-line media and the internet.

6:

- > Printing process is described and the requirements of internet and web design are described.
- > Production categories and processes are listed and explained.
- > Media plans and objectives are analysed and objectives listed.
- > Media type is analysed and evaluated against campaign objectives.
- > Marketing communications concepts is developed using: interpretation skills, evaluation of platform, art direction, design and pre testing techniques.
- > Concept is implemented following a plan, production schedule, quality assurance of key elements during production and inspection and approval of final product.

7:

- > Marketing objectives and strategies are researched, developed and final media briefs prepared.
- > Marketing objectives and strategies are implemented according to budget.
- > Marketing communications campaign is monitored against outcomes and variances or out of line areas addressed.
- > Creative data is extracted for electronic and non-electronic mediums.
- > Solutions are developed and evaluated for effectiveness for each medium.
- > Preparation and presentation techniques are explained and applied for each medium.

Integrated assessment:

Learning, teaching and assessment are inextricably linked. Whenever possible, the assessment of knowledge, skills, attitudes and values shown in the Unit Standards should be integrated.

Assessment of the communication, language, literacy and numeracy should be conducted in conjunction

with other aspects and should use authentic Hiring contexts wherever possible.

The term 'Integrated Assessment' implies that theoretical and practical components should be assessed together. During integrated assessments the assessor should make use of formative and summative assessment methods and assess combinations of practical, applied, foundational and reflective competencies.

Assessors and moderators should make use of a range of formative and summative assessment methods. Assessors should assess and give credits for the evidence of learning that has already been acquired through formal, informal and non-formal learning and work experience.

Assessment should ensure that all specific outcomes, embedded knowledge and Critical Cross-Field Outcomes are evaluated. The assessment of the Critical Cross-Field Outcomes should be integrated with the assessment of specific outcomes and embedded knowledge.

INTERNATIONAL COMPARABILITY

The leaders in copywriting and advertising are generally recognised as the United Kingdom and the United States of America. Both of these countries were used as a comparison. Benchmarking was done by comparing this Qualification to unit standards, outcomes of learning, levels, credits and performance criteria found in the:

> New Zealand Qualifications Authority:

There are two Qualifications namely: a National Certificate in Marketing and a National Diploma in Marketing with 8 domains: Advertising, Direct Marketing, Generic Marketing, International Marketing, Marketing - Import and Export Services, Marketing Research, Public Relations, Sales Organisation and Management. The credits awarded here are 52 compulsory and 68 electives.

> Australian Qualification Authority:

No direct comparison could be made due to limited access to their Qualifications.

> International Advertising Association (USA):

Here there is a Diploma in Marketing Communication - IAA Standard Model with a minimum of 300 hours. The subjects included: Basic marketing, Consumer behaviour, Communication theory, Marketing/Advertising Research, Principles of Advertising/Promotion, Advertising/Promotion: Strategy and Management (Cases) Creative Fundamentals - Copy, layout and Production, Media Fundamentals - Planning and Buying, Advertising and Society - Social, Economic and Regulatory, International marketing/Advertising, Integrated Marketing Communications - Campaign, Advanced International marketing Communication Topic.

> RDI Germany - Chartered institute of Marketing:

These are a certificate, advanced certificate and diploma in Chartered Institute of Marketing (CIM) programmes. The Diploma in Marketing consists of four subjects namely: planning and control, Integrated Marketing Communications, International Marketing Strategy, Analysis and Decision.

> American Marketing Association (USA):

Programme in Marketing - The subjects include: Marketing Analysis and Planning/Segmenting, Targeting and Positioning/The 4 P's of Marketing: Product and Pricing/The 4 P's of Marketing: Consumer and Trade Promotion and Advertising/The 4 P's of Marketing: Distribution/Developing and Implementing a Market-Focused Strategy.

> Qualifications and Curriculum Authority (QCA - Ireland):

The following courses were considered:

- > Certificate in Marketing - VRQ Level 3.
- > Certificate in Advertising - VRQ Level 3.
- > City & Guilds Diploma in Communication Systems - VRQ Level 3.
- > ABC Certificate in Advertising and Promotion - VRQ Level 3.
- > ABC Certificate in advertising Design and Art Direction - VRQ Level 3.
- > ABC Award in Multi-media Software Skills - VRQ Level 3.
- > ABC Award in Visual Thinking - VRQ Level 3.

- > ABC Award in Copywriting - VRQ Level 3.
- > ABC Certificate in Typographic Design - VRQ Level 3.
- > EDEXCEL BTEC National Certificate in Multimedia - VRQ Level 3.

> Institute of Practitioners in Advertising: United Kingdom in conjunction with London College of Communication and University of the Arts London:

Courses/Certificates:

- > Access certificate in marketing communication.
- > Access to display design.
- > Advertising.
- > Advertising and promotion.
- > Advertising copywriting.
- > Applied graphic skills.
- > Copywriting.
- > Corporate identification and branding.
- > Design for art direction.
- > Print specification and production for designers.
- > Visual thinking.
- > Visual thinking application.

Diploma's:

- > Diploma in digital pre-press.
- > Diploma in foundation studies (art and design) graphic design pathway.
- > Diploma in foundation studies (art and design) media pathway.
- > Diploma in new media publishing.
- > Diploma in print production (print media).
- > Diploma in print production (digital media).

In general this Qualification and its component unit standards compare well with their international counterparts. Often, this National Diploma's content is made up of a number of courses and or diplomas in the various countries. The only major differences are in formatting, scope of coverage or focus. The differences identified in the level structures between the different countries, did however make direct equivalation difficult in some cases.

ARTICULATION OPTIONS

Horizontal articulation possibilities lies with other NQF Level 5 Qualifications and Unit Standards in the learning areas:

- > 20896: "National Diploma: Marketing Research"
- > 20904: "National Diploma: Marketing Communications"

Vertical progression can be achieved by embarking on the study of related NQF Level 6 or higher Qualifications:

- > 20905: "National First Degree: Marketing Communication"
- > 20897: "National First Degree: Marketing Research"
- > 23375: "Bachelor of Arts" - Generic: Communication Studies
- > 24516: "Bachelors Degree: Creative Brand Communications"

MODERATION OPTIONS

> Anyone assessing a learner or moderating the assessment of a learner against this Qualification must register as an assessor with the relevant Education and Training Quality Assurance (ETQA) Body.

> Any institution offering learning that will enable the achievement of this Qualification must be accredited as a provider with the relevant ETQA.

> Assessment and moderation of assessment will be overseen by the relevant ETQA according to the ETQA's policies and guidelines for assessment and moderation; in terms of agreements reached around assessment and moderation between ETQA's (including professional bodies); and in terms of the moderation guideline detailed immediately below:

> Moderation must include both internal and external moderation of assessments at exit points of the qualification, unless ETQA policies specify otherwise. Moderation should encompass achievement of the

competence described in the Qualification.

CRITERIA FOR THE REGISTRATION OF ASSESSORS

For an applicant to register as an assessor, the applicant should:

- > Be competent in all the outcomes of the National Assessor Unit Standard as stipulated by the South African Qualifications Authority (SAQA).
- > Be registered as an assessor with the relevant ETQA or an ETQA that has a memorandum of understanding with the relevant ETQA.

NOTES

This qualification replaces qualification 35996, "Diploma: Copywriting", Level 5, 334 credits.

Exit point for learners who do not complete the Qualification:

- > Learners will be credited with Unit Standards in which they have proved competence.
- > Learners who complete individual Unit Standards but do not complete this Qualification retain their credits. However, should the substance of the Unit Standard change, the validity of the credits towards the Qualification may be reviewed.
- > Learners who change their provider or learning site before completing the Qualification may transfer their credits to the new learning site.

UNIT STANDARDS

(Note: A blank space after this line means that the qualification is not based on Unit Standards.)

	UNIT STANDARD ID AND TITLE	LEVEL	CREDITS	STATUS
Core	10048 Identify brand mix elements	Level 5	8	Reregistered
Core	10050 Integrate marketing plans with business process	Level 5	6	Reregistered
Core	10055 Present data to stakeholders	Level 5	6	Reregistered
Core	10064 Investigate and explain marketing communications concepts	Level 5	8	Reregistered
Core	10065 Demonstrate an understanding of marketing communications roles	Level 5	12	Reregistered
Core	15237 Build teams to meet set goals and objectives	Level 5	3	Reregistered
Core	117578 Recognise and apply conceptual and lateral thinking in the developmental process	Level 5	12	Draft - Prep for P Comment
Core	117581 Demonstrate an understanding of an advertising agency/design company	Level 5	8	Registered
Core	117585 Demonstrate an understanding of the principles of persuasive copy	Level 5	11	Recommended
Core	117593 Demonstrate an understanding of the creative principles of copywriting in marketing communications	Level 5	10	Recommended
Core	117595 Evaluate media	Level 5	3	Recommended
Core	117597 Demonstrate an understanding of copy, copywriting and the copywriter	Level 5	12	Recommended
Core	117598 Develop and present creative work and compile work portfolio	Level 5	8	Draft - Prep for P Comment
Core	117600 Demonstrate an understanding of the creative writing process	Level 5	5	Recommended
Core	117602 Produce and write copy in marketing communications	Level 5	10	Recommended
Core	117604 Demonstrate an understanding of marketing communications production	Level 5	5	Recommended
Core	230469 Describe and apply conceptual processes in a marketing communication context	Level 5	8	Draft - Prep for P Comment
Core	230470 Develop and write persuasive copy for advertising	Level 5	9	Draft - Prep for P Comment
Core	117586 Manage a communications project	Level 6	10	Recommended
Core	117589 Develop campaign, media and creative strategies	Level 6	9	Draft - Prep for P Comment
Core	230472 Develop and implement the marketing and advertising creative process	Level 6	10	Draft - Prep for P Comment
Elective	10053 Manage customer requirements and needs and implement action plans	Level 5	8	Reregistered
Elective	10054 Identify and manage areas of customer service impact	Level 5	6	Reregistered
Elective	15216 Create opportunities for innovation and lead projects to meet innovative ideas	Level 5	4	Reregistered
Elective	117592 Develop and evaluate creative solutions for a variety of advertising mediums	Level 5	15	Recommended
Elective	117633 Source and apply creative ideas in visual communications	Level 5	8	Registered

Elective	117637 Demonstrate an understanding of the composition and dynamics of a creative team.	Level 5	5	Registered
Elective	230471 Define and explain the nature, role and history of marketing communication	Level 5	8	Draft - Prep for P Comment
Fundamental	8648 Demonstrate an understanding of professional values and ethics	Level 5	4	Reregistered
Fundamental	9224 Implement policies regarding HIV/AIDS in the workplace	Level 5	4	Reregistered
Fundamental	115789 Sustain oral interaction across a wide range of contexts and critically evaluate spoken texts	Level 5	5	Registered
Fundamental	115790 Write and present for a wide range of purposes, audiences and contexts	Level 5	5	Registered
Fundamental	115792 Access, process, adapt and use data from a wide range of texts	Level 5	5	Registered
Fundamental	119173 Develop and maintain effective working relationship with clients	Level 5	8	Registered
Fundamental	120304 Analyse, interpret and communicate information	Level 5	9	Registered



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

1

Recognise and apply conceptual and lateral thinking in the developmental process

SAQA US ID	UNIT STANDARD TITLE		
117578	Recognise and apply conceptual and lateral thinking in the developmental process		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	12	Level 5	Regular

SPECIFIC OUTCOME 1

Apply and practice conceptual and lateral thinking skills.

SPECIFIC OUTCOME 2

Identify and apply research techniques to help lateral thinking.

SPECIFIC OUTCOME 3

Identify and explain the relation between metaphor, concept and message.

SPECIFIC OUTCOME 4

Describe, develop and explain concepts.

SPECIFIC OUTCOME 5

Explain and apply thinking skills in the copy developmental process.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

2

Demonstrate an understanding of the principles of persuasive copy

SAQA US ID	UNIT STANDARD TITLE		
117585	Demonstrate an understanding of the principles of persuasive copy		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	11	Level 5	Regular

SPECIFIC OUTCOME 1

Describe the term persuasive copy.

SPECIFIC OUTCOME 2

Conceptualise copy for various media.

SPECIFIC OUTCOME 3

Conceptualise copy for alternative media, below-the-line and Internet.

SPECIFIC OUTCOME 4

Develop a campaign around a single concept.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

3

Manage a communications project

SAQA US ID	UNIT STANDARD TITLE		
117586	Manage a communications project		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 6	Regular

SPECIFIC OUTCOME 1

Identify, evaluate and select the communications methods and format.

SPECIFIC OUTCOME 2

Implement the communications project.

SPECIFIC OUTCOME 3

Manage the communications project.

SPECIFIC OUTCOME 4

Review the communications project effectiveness.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

4

Develop campaign, media and creative strategies

SAQA US ID	UNIT STANDARD TITLE		
117589	Develop campaign, media and creative strategies		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	9	Level 6	Regular

SPECIFIC OUTCOME 1

Develop marketing communications objectives and strategies.

SPECIFIC OUTCOME 2

Implement marketing communications objectives and strategies.

SPECIFIC OUTCOME 3

Monitor and review marketing communications campaign.

SPECIFIC OUTCOME 4

Evaluate the effectiveness of the campaign.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

5

Develop and evaluate creative solutions for a variety of advertising mediums

SAQA US ID	UNIT STANDARD TITLE		
117592	Develop and evaluate creative solutions for a variety of advertising mediums		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	15	Level 5	Regular

SPECIFIC OUTCOME 1

Extract data from electronic and non-electronic mediums.

SPECIFIC OUTCOME 2

Develop solutions for electronic and non-electronic mediums.

SPECIFIC OUTCOME 3

Evaluate solutions for electronic and non-electronic mediums.

SPECIFIC OUTCOME 4

Describe preparation and presentation techniques.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

6

Demonstrate an understanding of the creative principles of copywriting in marketing communications

SAQA US ID	UNIT STANDARD TITLE		
117593	Demonstrate an understanding of the creative principles of copywriting in marketing communications		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Describe the history and nature of copywriting.

SPECIFIC OUTCOME 2

Identify and explain the practice of copywriting.

SPECIFIC OUTCOME 3

Describe and interpret the characteristics and constraints of the various media.

SPECIFIC OUTCOME 4

Describe the nature and role of the various creative elements available.

SPECIFIC OUTCOME 5

Explain the creative philosophies of leading advertising agencies.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

7

Evaluate media

SAQA US ID		UNIT STANDARD TITLE	
117595		Evaluate media	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Marketing		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Marketing
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Describe the role of media in copywriting.

SPECIFIC OUTCOME 2

Interpret media plans and objectives.

SPECIFIC OUTCOME 3

Analyse and evaluate selected media.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

8

Demonstrate an understanding of copy, copywriting and the copywriter

SAQA US ID	UNIT STANDARD TITLE		
117597	Demonstrate an understanding of copy, copywriting and the copywriter		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Marketing		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Marketing
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	12	Level 5	Regular

SPECIFIC OUTCOME 1

Define and explain the concepts of copy and copywriting.

SPECIFIC OUTCOME 2

Explain the role of the copywriter.

SPECIFIC OUTCOME 3

Identify and define a professional approach in copywriting.

SPECIFIC OUTCOME 4

Persuade others of the benefits of a professional approach in copywriting.

SPECIFIC OUTCOME 5

Apply copywriting styles and write copy.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

9

Develop and present creative work and compile work portfolio

SAQA US ID	UNIT STANDARD TITLE		
117598	Develop and present creative work and compile work portfolio		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Marketing		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Marketing
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 5	Regular

SPECIFIC OUTCOME 1

Develop the creative work presentations.

SPECIFIC OUTCOME 2

Present creative work.

SPECIFIC OUTCOME 3

Evaluate the presentation.

SPECIFIC OUTCOME 4

Identify and gather evidence for the portfolio.

SPECIFIC OUTCOME 5

Compile a portfolio of evidence.

SPECIFIC OUTCOME 6

Present a portfolio of evidence.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

10

Demonstrate an understanding of the creative writing process

SAQA US ID		UNIT STANDARD TITLE	
117600		Demonstrate an understanding of the creative writing process	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Marketing		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Marketing
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Describe and explain creative writing philosophies and approaches.

SPECIFIC OUTCOME 2

Describe creative writing techniques.

SPECIFIC OUTCOME 3

Demonstrate an understanding of the creative writing process.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

11

Produce and write copy in marketing communications

SAQA US ID	UNIT STANDARD TITLE		
117602	Produce and write copy in marketing communications		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Develop copy concept.

SPECIFIC OUTCOME 2

Write copy for marketing communications.

SPECIFIC OUTCOME 3

Present written copy for evaluation.

SPECIFIC OUTCOME 4

Evaluate the impact/effectiveness of the copy.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

12

Demonstrate an understanding of marketing communications production

SAQA US ID	UNIT STANDARD TITLE		
117604	Demonstrate an understanding of marketing communications production		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Describe printing processes to enhance production.

SPECIFIC OUTCOME 2

Describe the requirements of internet and web design.

SPECIFIC OUTCOME 3

Describe the process for the production of films and videos.

SPECIFIC OUTCOME 4

Identify, evaluate and select production options.

SPECIFIC OUTCOME 5

Describe the process of radio production.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

13

Describe and apply conceptual processes in a marketing communication context

SAQA US ID	UNIT STANDARD TITLE		
230469	Describe and apply conceptual processes in a marketing communication context		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 5	Regular

SPECIFIC OUTCOME 1

Identify and explain the relation between metaphor, concept and message.

SPECIFIC OUTCOME 2

Apply and practice conceptual and lateral thinking skills.

SPECIFIC OUTCOME 3

Implement conceptual thinking processes in a marketing communication context.

SPECIFIC OUTCOME 4

Describe and explain concepts in a marketing communication context.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

14

Develop and write persuasive copy for advertising

SAQA US ID	UNIT STANDARD TITLE		
230470	Develop and write persuasive copy for advertising		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	9	Level 5	Regular

SPECIFIC OUTCOME 1

Describe their own industry.

SPECIFIC OUTCOME 2

Conceptualise, develop and write persuasive copy using above-the-line-media.

SPECIFIC OUTCOME 3

Conceptualise, develop and write persuasive copy using alternative media, below-the-line and the internet.

SPECIFIC OUTCOME 4

Evaluate the impact/effectiveness of the persuasive copy.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

15

Define and explain the nature, role and history of marketing communication

SAQA US ID	UNIT STANDARD TITLE		
230471	Define and explain the nature, role and history of marketing communication		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Marketing	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 5	Regular

SPECIFIC OUTCOME 1

Define and explain marketing communication, marketing communication characteristics and objectives.

SPECIFIC OUTCOME 2

Explain how marketing communication works and how it is classified.

SPECIFIC OUTCOME 3

Define and explain persuasive communication.

SPECIFIC OUTCOME 4

Identify and explain the role of marketing communications in the overall marketing process.

SPECIFIC OUTCOME 5

Explain the history, development and functions of the South African marketing communications industry.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

16

Develop and implement the marketing and advertising creative process

SAQA US ID	UNIT STANDARD TITLE		
230472	Develop and implement the marketing and advertising creative process		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Marketing		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Marketing
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 6	Regular

SPECIFIC OUTCOME 1

Describing marketing and advertising creative processes.

SPECIFIC OUTCOME 2

Develop the marketing communications concept.

SPECIFIC OUTCOME 3

Implement creative process.

**SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)**

In accordance with Regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

Insurance and Investment

registered by Organising Field 03, Business, Commerce and Management, publishes the following qualification and unit standards for public comment.

This notice contains the titles, fields, sub-fields, NQF levels, credits, and purpose of the qualification and unit standards. The qualification and unit standards can be accessed via the SAQA web-site at www.saqqa.org.za. Copies may also be obtained from the Directorate for Standards Setting and Development at the SAQA offices, **Hatfield Forum West, 1067 Arcadia Street, Hatfield, Pretoria.**

Comment on the qualification and unit standards should reach SAQA at the address ***below and no later than 7 September 2006.*** All correspondence should be marked **Standards Setting – SGB for Insurance and Investment** and addressed to

The Director: Standards Setting and Development
SAQA

Attention: Mr. D Mphuthing

Postnet Suite 248

Private Bag X06

Waterkloof

0145

or faxed to 012 – 431-5144

e-mail: dmpthuthing@saqa.co.za

S BHIKHA

DIRECTOR: STANDARDS SETTING AND DEVELOPMENT



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

QUALIFICATION:

National Certificate: Wealth Management

SAQA QUAL ID		QUALIFICATION TITLE	
57608		National Certificate: Wealth Management	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
QUAL TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD
National Certificate		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	MINIMUM CREDITS	NQF LEVEL	QUALIFICATION CLASS
Undefined	120	Level 5	Regular-Unit Stds Based

PURPOSE AND RATIONALE OF THE QUALIFICATION**Purpose:**

The purpose of the National Certificate: Wealth Management Level 5 is to build the knowledge and skills required by employees in Wealth Management who have achieved a Qualification equivalent to NQF Level 4, preferably in a Financial Services related field, and are ready to study at Level 5. It is intended to empower learners to acquire knowledge, skills, attitudes and values required to operate ethically and responsibly in the highly regulated Financial Services environment and to respond to the challenges posed by the changing nature of the Financial Services Industry. It should add value to the qualifying learner in terms of enrichment of the person, status, licensing and recognition.

As a Qualification in Wealth Management, it provides a framework for learners to develop competencies related to the Long Term Insurance Sub-Sector, which includes Life Benefits, Retirement Funds and Medical Scheme Administration, as well as the Collective Investment Sub-Sector, Wealth Creation and Wealth Management. It provides a balanced learning experience and an opportunity for learners to apply academic skills in relation to the workplace. The Qualification is structured in such a way that it exposes learners to generic competencies required in the Financial Services Sector at Level 5 and allows for specialisation to meet the needs of different work roles.

The National Certificate: Wealth Management: Level 5 is a building block for learners who wish to follow a career path in Financial Services within Long-Term Insurance and Investment. The skills, knowledge, values and attitudes reflected in the Qualification are building blocks that can be developed further at Level 6.

Rationale:

The National Certificate: Financial Services: Wealth Management: NQF Level 5 was registered in July 2003. The qualification has been reviewed and expanded to meet the needs of learners in a variety of positions in the Financial Services industry. The National Certificate: Wealth Management: Level 5 replaces the National Certificate: Financial Services: Wealth Management: NQF Level 5. It is a holistic qualification which combines Long Term Insurance, Collective Investments, Retirement Funds, Medical Scheme Administration, Short Term Insurance and other aspects of Wealth Creation and Wealth Management.

The Qualification has relevance for learners in Retirement Funds and Medical Schemes, Intermediaries including, but not limited to, Financial Advisors, Personal Financial Planners, Financial Services Call Centre Agents, Client Service Providers, Brokers, Broker Consultants, Retirement Fund Consultants, Retirement Fund Administrators, Trust Fund Officers, Product Developers, Consultants who advise on product structure of Retirement Funds, Principal Officers, Trustees, Medical Scheme Consultants, Senior Administrators, Retail Managers who support Advisors and have a back office function, Collective Investment Scheme Managers, Account Executives and Compliance Officers.

The learning pathway for learners in Insurance and Investment

NQF Level 8

> Postgraduate qualifications offered at Higher Education Institutions.

NQF Level 7

> Degrees, Higher Certificates and Diplomas offered at Higher Education Institutions.

NQF Level 6

> National Diploma: Financial Services/Wealth Management (Under development).

> Unit Standards developed as Fundamentals for L6 Insurance and Investment Qualifications.

> SGB to develop further Qualifications as required based on Industry needs.

NQF Level 5

> National Certificate: Wealth Management.

> National Certificate: Long-Term Risk Assessment.

> National Diploma: Long-Term Risk Assessment.

> National Diploma: Short Term Insurance -(Under development).

> SGB to develop further Qualifications as required based on Industry needs.

NQF Level 4

> FETC: Wealth Management -(under review).

> FETC: Long-Term Insurance.

> FETC: Long-Term Risk Assessment.

> FETC: Short Term Insurance.

> FETC: Risk Management.

> FETC: Retail Insurance.

> FETC: Medical Claims Assessing.

> FETC: Financial Services Management - (under review).

> National Certificate: Wealth Management: Level 4.

> National Certificate: Long-Term Insurance: Level 4.

> National Certificate: Long-Term Risk Assessment: Level 4.

> National Certificate: Healthcare Benefits Administration: Medical Claims Assessing: Level 4.

> National Certificate: Short Term Insurance: Level 4.

> National Certificate: Risk Management: Level 4.

> National Certificate: Collective Investments: Level 4.

NQF Level 3: Generic Industry Qualifications:

> National Certificate: Financial Services: Level 3 (2004) - which has replaced:

> National Certificate: Insurance (2001).

> National Certificate: Collective Investments: Level 4 for administrators in Collective Investment Scheme Managers.

> National Certificate: Financial Services Management: Level 3.

NQF Level 2: Generic Industry Qualifications:

> National Certificate: Financial Services (2004) which has replaced:

> National Certificate: Insurance Administration (2000).

The National Certificate: Wealth Management: NQF Level 5 is intended for:

> Intermediaries who need a level 5 qualification for licensing in Long-Term Category C under the Financial Advisory and Intermediary Services Act (FAIS). These may be intermediaries in Long-Term Insurance, Retirement Funds or Medical Schemes who do not give investment advice.

> Intermediaries who need a level 5 qualification for licensing in Category 1 (non-discretionary) under the Financial Advisory and Intermediary Services Act (FAIS). These advisors advise clients on existing collective investment scheme portfolios or financial products. It does not qualify learners to construct investments. Note that Learners requiring Category II licensing (discretionary financial service providers) require a Level 6 qualification.

> Financial Planners who wish to acquire the basic knowledge and competencies required for international recognition as a Personal Financial Planner and who intend to apply for a voluntary competency assessment

to qualify for the international ISO 22222:2005 and SANS 22222:2006 Personal Financial Planning standards.

- > Have attained a Level 4 Insurance and Investment Qualification and wish to progress to the next level.
- > Have achieved a B. Comm. Degree and require a post graduate qualification with a specialisation in Retirement Funds, Long-Term Insurance, Financial Planning, Collective Investments or Medical Schemes.

RECOGNIZE PREVIOUS LEARNING?

Y

LEARNING ASSUMED TO BE IN PLACE

Learners should be competent in Communication and Mathematical Literacy at NQF Level 4.

Recognition of Prior Learning:

- > Provision has been made for prior learning to be recognised if a learner is able to demonstrate competence in the knowledge, skills, values and attitudes implicit in this Qualification. Application for Recognition of Prior Learning (RPL) should be made to a relevant accredited ETQA.
- > Credit towards a Unit Standard is subject to quality assurance by a relevant accredited ETQA and is conducted by a workplace assessor.
- > This Qualification can be obtained in part or in whole through Recognition of Prior Learning.
- > RPL will be done using a range of assessment tools and techniques that have been jointly decided upon by the learner and the assessor.
- > The same principles that apply to assessment of the Qualification and its associated Unit Standards apply to RPL.

Access to the qualification:

Learners should have at least a Level 4 Qualification. It is preferable that learners should first complete one of the Long-Term Insurance or Wealth Management Qualifications at NQF Level 4 before accessing this Qualification.

QUALIFICATION RULES

Level, credits and learning components assigned to the qualification:

A minimum of 120 credits are required to complete the Qualification which is made up of the following components:

- > Fundamental: 39 credits
- > Core: 40 credits
- > Electives: 41 credits
- Total: 120 credits

Motivation for the number of credits assigned to the Fundamental, Core and Elective Components:

> Fundamental Component

There are thirty nine credits at Level 5 allocated as fundamental. These include communication and research skills, economics and industry knowledge that are generic across all sub-sectors of the financial services sector in general and insurance and investment in particular. All the Unit Standards designated as Fundamental are compulsory.

> Core Component

Forty credits have been allocated to Unit Standards designated as Core for the purpose of this Qualification. These Unit Standards provide the financial services related and insurance and investment knowledge and skills needed in Wealth Management and Wealth Creation including issues of ethics and compliance. They provide an opportunity to develop industry knowledge through research and the application of study skills and ensure that the Qualification has a definite Wealth Management focus. All the Unit Standards indicated as Core are compulsory.

> Elective Component

Electives that add up to at least forty-one credits should be selected from the allocated list of Electives. The Electives provide opportunities for the holistic development of the learner and multi-skilling. There is a wide range of Unit Standards that may be selected as Electives in this qualification. This reflects the variety and nature of the work roles in Wealth Management, provides for maximum flexibility, allows

learners to achieve a qualification that is relevant to the work that they do and enables Intermediaries to meet the requirements of the Financial Services Board (FSB) for licensing and the international requirements of the ISO 22222:2005 standard.

Application of knowledge of legislation has been included in the Unit Standards wherever it is relevant so that knowledge about legislation is integrated rather than taught in isolation. Three Unit Standards on Legislation at Level 4 have been included as electives because of the impact of the Financial Advisory and Intermediary Services Act (FAIS) and money laundering legislation on the Financial Services Sector.

Eight Unit Standards that focus on Short Term Insurance have been included as electives for learners who offer Short Term Insurance as part of holistic wealth management/financial planning service. The National Certificate: Wealth Management: Level 5 should not be the Qualification of choice for learners who specialise on Short Term Insurance.

Selection of Electives:

Electives selected may relate directly to the learner's work role in an organisation or may be life or management skills to enhance employability. The National Certificate: Wealth Management: Level 5 allows for specialisation in:

- > Financial Planning
- > Retirement Funds
- > Medical Schemes
- > Collective Investments
- > Long-Term Insurance

It is recommended that Learners who specialise in Collective Investments should include Unit Standards from the following cluster as electives:

Title: Level: Credits: ID:

- > Apply technical knowledge and insight into the sales and marketing of participatory interest in collective investment schemes portfolios: Level 5: 4 Credits: 242560.
- > Discuss current trends in investment portfolio management: Level 6: 4 Credits: 242606.
- > Demonstrate knowledge and understanding of the establishment and maintenance of a domestic collective investment portfolio: Level 5: 6 Credits: 242609.
- > Apply technical knowledge and insight into the management of collective investment portfolios: Level 5: 3 Credits: 242607.
- > Apply technical knowledge and skill to explain how collective investment scheme portfolios are classified: Level 5: 2 Credits: 242612.
- > Analyse and interpret qualitative and quantitative data from relevant reports in order to make a recommendation or inform a decision for an entity: Level 5: 5 Credits: 242559.
- > Apply knowledge and insight to advise on the composition of a financial portfolio: Level 6: 6 Credits: 242619.
- > Analyse the role of international investment in wealth management: Level 5: 6 Credits: 242563.

It is recommended that Learners who specialise in Retirement Funds should include Unit Standards from the following cluster as electives:

Title: Level: Credits: ID:

- > Analyse the financials of a retirement fund in order to ensure governance: Level 5: 2 Credits: New standard.
- > Apply technical knowledge and skill to advise on retirement planning needs for an individual: Level 5: 3 Credits: New standard.
- > Develop a set of rules that meet the needs of a retirement fund client and are compliant: Level 5: 2 Credits: 242611.
- > Evaluate the effectiveness of the administration function of a retirement fund in order to make an informed decision: Level 5: 5 Credits: 242596.
- > Analyse and interpret qualitative and quantitative data from relevant reports in order to make a recommendation or inform a decision for an entity: Level 5: 5 Credits: 242559.
- > Apply technical knowledge and insight to manage risks inherent in a group scheme: Level 5: 8 Credits: 119998.

It is recommended that Financial Planners and Intermediaries should include Unit Standards from the following cluster as electives:

- > Analyse the dynamics of different interactive styles in client relationships: Level 5: 3 Credits: 242585.
- > Apply technical knowledge and skill to advise an individual on planning for retirement: Level 5: 3 Credits: 242613.
- > Apply knowledge of estate planning to propose a financial solution for a specific client: Level 5: 8 Credits: 242603.
- > Apply knowledge of estate planning to propose a financial solution to a high net worth individual: Level 6: 8 Credits: 242592.
- > Apply knowledge of the unique estate planning needs of farm owners to provide a financial plan for a farm owner: Level 6: 4 Credits: 242591.
- > Analyse and interpret qualitative and quantitative data from relevant reports in order to make a recommendation or inform a decision for an entity: Level 5: 5 Credits: 242559.
- > Manage the relationship between an intermediary/representative and a Long-Term insurer: Level 5: 5 Credits: 242558.
- > Adapt and verbally communicate financial information to a range of audiences: Level 5: 3 Credits: 242614.
- > Demonstrate knowledge and understanding of the Financial Advisory and Intermediary Services Act 2002 (FAIS) (Act 37 of 2002) as it impacts on a specific financial services sub-sector: Level 4: 2 Credits: 242584.
- > Explain South African money laundering legislation and the implications for accountable institutions in transacting with clients: Level 4: 3 Credits: 242593.
- > Apply the regulations for disclosure that are required as part of the financial sales process: Level 4: 2 Credits: 117129.
- > Apply knowledge and skill to explain the application of structured long term insurance portfolios: Level 5: 6 Credits: 242590.
- > Analyse the role of international investment in wealth management: Level 5: 6 Credits: 242563.
- > Apply knowledge and insight to advise on the composition of a financial portfolio: Level 6: 6 Credits: 242619.
- > Develop a potential wealth preservation solution for an entity: Level 6: 8 Credits: 242555.

It is recommended that Medical Scheme Brokers should include Unit Standards from the following cluster as electives:

Title: Level: Credits: ID:

- > Analyse the dynamics of different interactive styles in client relationships: Level: 5: 3 Credits: 242585.
- > Conduct an in depth investigation into the current healthcare sector in South Africa using published data: Level: 5: 8 Credits: 242575.
- > Objectively evaluate the criteria that materially affect the performance of a medical scheme and its administration: Level: 5: 10 Credits: 242616.
- > Investigate industry initiatives to quality control medical providers: Level: 5: 6 Credits: 242570.
- > Apply knowledge of health economics to make an informed decision: Level: 6: 3 Credits: 242557.
- > Analyse the product design of different medical schemes to evaluate the benefits set of each scheme: Level: 5: 5 Credits: 242567.
- > Analyse and interpret qualitative and quantitative data from relevant reports in order to make a recommendation or inform a decision for an entity: Level: 5: 5 Credits: 242559.

It is recommended that Learners who specialise in Medical Schemes Administration should include Unit Standards from the following cluster as electives:

Title: Level: Credits: ID:

- > Manage costs in a specific case with due regard for quality: Level: 5: 2 Credits: 242565.
- > Objectively evaluate the criteria that materially affect the performance of a medical scheme and its administration: Level: 5: 10 Credits: 242616.
- > Conduct an in depth investigation into the current healthcare sector in South Africa using published data: Level: 5: 8 Credits: 242575.
- > Investigate industry initiatives to quality control medical providers: Level: 5: 6 Credits: 242570.
- > Apply knowledge of health economics to make an informed decision: Level: 6: 3 Credits: 242557.
- > Analyse the product design of different medical schemes to evaluate the benefits set of each scheme: Level: 5: 5 Credits: 242567.
- > Analyse and interpret qualitative and quantitative data from relevant reports in order to make a recommendation or inform a decision for an entity: Level: 5: 5 Credits: 242559.

EXIT LEVEL OUTCOMES

Learners who engage in Wealth Management at this Level require knowledge and understanding of the key terms, concepts, facts, principles, rules, theories, and practices of the main areas of Wealth Management and an ability to select and apply standard methods, procedures, and/or techniques in the context of managing and creating wealth. They are required to use their knowledge to evaluate and solve defined, routine and new problems within a familiar context, and to apply solutions based on relevant evidence and procedures in accordance with prescribed organisational and professional ethical codes of conduct, values and practices.

They are required to gather, analyse, interpret, evaluate and synthesise information from a range of sources, to select information appropriate to the task or situation and to communicate information reliably, accurately and coherently, in writing and verbally with due regard for conventions around intellectual property, copyright and plagiarism.

Learners should have the capacity to take responsibility for their own learning and to promote the learning of others. They should be able to assess their own performance and that of others and have the ability to take appropriate action where necessary. They should be able to operate in a range of familiar and new contexts and should demonstrate an understanding of the interrelationships between the different legislative, socio-political, economic and physical environments and demonstrate understanding of how actions or events in one area impact on other areas within the financial services system.

The Exit Level Outcomes and their Associated Assessment Criteria are the following, which means that the learner will be capable of:

1. Gathering, analysing, synthesising and evaluating information, manipulating and interpreting data and identifying trends, communicating information coherently in writing and verbally, and showing insight into current affairs in the Financial Services sector.
2. Apply knowledge of economics, investment practices, tax and other financial information to match the needs of clients to financial products.
3. Applying knowledge of legislation, ethics, and compliance in the context of the financial services sector in South Africa.

Critical Cross-Field Outcomes:

The learner is able to demonstrate ability to:

- > Identify and solve well-defined problems of a routine and non-routine and unfamiliar nature within the context of Wealth Management in which responses show that responsible decisions have been made, adjust common solutions to meet changes in the problem and motivate the changes within own limit of authority.
- > Work effectively with others as a member of a team, group, organisation or community in that many of the Unit Standards in the Qualification require interaction with clients.
- > Organise and manage him/herself and his/her activities responsibly and effectively in that it is expected that the learner will be responsible for his/her own learning and for organising his/her own work allocated tasks responsibly in the work environment. She/he is required to complete research assignments timeously and to demonstrate insight into different aspects of Wealth Management.
- > Collect, organise and critically evaluate information. These competencies are built into the Assessment Criteria in many of the Unit Standards and the learner is required to do research projects and analyse information from the media and industry sources.
- > Communicate effectively using visual, mathematics and language skills in the modes of oral and/or written presentations. These competencies are an integral part of all the Unit Standards and are built into the Assessment Criteria.
- > Use science and technology effectively and critically in that the Financial Services environment is technology driven and very few activities take place without the application of technology.
- > Demonstrate an understanding of the world as a set of related systems by recognising that problem-solving contexts do not exist in isolation in demonstrating insight into current affairs in the sector and the interrelationship between the various indicators and trends in the market and understanding the consequences of non-compliance.

In addition this Qualification contributes to the full personal development of each learner and the social and economic development of the society at large, by making it the underlying intention of any programme of learning to make the individual aware of the importance of:

- > Reflecting on and exploring a variety of strategies to learn more effectively in order to become an informed worker in the industry.
- > Being culturally and aesthetically sensitive across a range of social contexts in dealing with diverse people in the workplace including clients and co-workers.

ASSOCIATED ASSESSMENT CRITERIA

1.

- > Current events and developments that could impact on the Financial Services Sector in general, and on Wealth Management and Wealth Creation in particular, are analysed and discussed and an informed personal opinion is expressed and substantiated in the discussion indicating ability to anticipate or predict future trends and the potential impact on the industry.
- > Knowledge learnt in various Unit Standards and current events as they occur are integrated with an informed understanding of the Wealth Management environment so that knowledge of the industry is applied in authentic situations.
- > Information is gathered, analysed, interpreted, summarised and evaluated from a range of sources and presented coherently, reliably and accurately both verbally and in writing using technological skills.
- > Evidence is evaluated and used to substantiate an argument and to interpret changing trends in the macro and micro environments that impact on wealth management.
- > Financial and other data is manipulated and interpreted to identify trends.
- > The Wealth Management operating environment is explained as a system within the Financial Services Sector and an indication is given of current issues and changes in the sector.

2.

- > The needs, wants and risk profile of a selected client are analysed and specialised technical knowledge is applied to propose a financial solution based on a needs analysis.
- > Knowledge of the different asset classes, and the client's needs are applied to select an appropriate financial product.
- > Essential methods, procedures and techniques of the Financial Services industry are applied within the legislated environment in order to make a financial recommendation.

3.

- > Methods, procedures and techniques for creating and managing wealth are applied with reference to specific company policy, legislative requirements and competitive industry practices.
- > Decisions are substantiated based on available information with due regard for compliance and within own authority limits, license or mandate, relevant service agreements and an organisation's customer service policy.
- > The concept of ethics is explained with reference to an organisation's code of conduct, and an individual's personal and property rights.

Integrated assessment:

Assessment practices must be fair, transparent, valid and reliable and should ensure that no learner is disadvantaged. Learners who wish to be assessed against the competencies in the Qualification and/or associated Unit Standards should direct enquiries to the relevant ETQA.

The focus of assessment must be on the assessment of the learning outcomes rather than learning outputs. The Specific Outcomes guide the learning and training process towards the outcomes on a continuous basis. The purpose is to determine whether the outcomes have been attained. Situations should present a wide range of options. Applications should require significant choices from a wide range of procedures and in a number of contexts.

Learning, teaching and assessment are inextricably linked. Where appropriate, assessment of knowledge, skills, attitudes and values indicated in the various Unit Standards should be integrated.

Assessment has a formative monitoring function. Formative assessment should be used to assess gaps in the learners' skill and knowledge and to indicate where there is a need for expanded opportunities. The goal is to promote learning and to assess the efficacy of the teaching and learning process. Feedback from assessment informs teaching and learning and allows for the critique of outcomes, methodology and materials. Formative assessment is diagnostic and as such it should guide the learner and the trainer. It is continuous and is used to plan appropriate learning experiences to meet the learner's needs. It provides information about problems experienced at different stages in the learning process. As it is criterion referenced, if the learner has met the assessment criteria, he/she has achieved the outcomes.

Assessment should also have a summative component. Summative assessment may be used on completion of a Unit Standard, but should not be the only form of assessment.

Assessment should take place in an authentic context as far as is possible. A variety of methods must be used in assessment and tools and activities must be appropriate to the context in which the learner is working. Where it is not possible to assess competence in the workplace, simulations, case studies and

other similar techniques should be used to provide a context appropriate to the assessment.

Integration implies that theoretical and practical components should, where possible, be assessed together. Integrative techniques should be used to assess applied competence. Learners should be required to demonstrate that they can perform the outcomes with understanding and insight.

Assessment should ensure that all Specific Outcomes, embedded knowledge and Critical Cross-Field Outcomes are evaluated. Assessment of the Critical Cross-Field Outcomes should be integrated with the assessment of the Specific Outcomes. The Critical Cross-Field Outcomes are implicit in some Unit Standards and programmes should be designed to extend and further reflect the integration.

Before The National Certificate: Wealth Management: Level 5 is awarded, learners are required to demonstrate competence in the required Unit Standards and complete a summative assessment based on the exit outcomes of the Qualification.

INTERNATIONAL COMPARABILITY

Sites researched:

United Kingdom

> Financial Services Skills Council - UK: The Financial Services Skills Council is licensed by the UK government to work in partnership with employers to provide strategic and responsible leadership for training, education and development for the financial services industry in the UK. <http://www.fsnto.org.uk>
 > Chartered Insurance Institute - UK: The Chartered Insurance Institute is dedicated to promoting higher standards of competence and integrity through the provision of relevant qualifications for employees working at all levels in the insurance and financial services industry and across all sectors of the industry in the United Kingdom. With 90,000 members, the Chartered Insurance Institute is the world's largest professional body dedicated to the insurance, savings and financial services sector. Its broad portfolio of education and qualification services is continually expanding to meet the changing requirements of companies and individuals across the financial services community. <http://www.cii.co.uk>

Australia

> The National Training Information Service (Australia): The Australian Government's National Training Information Service web site provides information on the Qualifications, Qualification structures and the Unit Standards registered on the AQF. <http://www.ntis.gov.au>

Africa

There are currently no insurance and investment/financial services Qualifications or Unit Standards available in an African Union (AU) or South African development Community (SADC) country to use for comparison. The following websites were investigated:

> Botswana Training Authority (BOTA) <http://www.bota.org.bw>
 > The Namibia Training Authority (NTA) http://www.nta.com.na/index.php?option=com_frontpage&Itemid=1

International Standard - ISO22222:2005

The International Standards Organisation (ISO) is a worldwide federation of national standards bodies (ISO member bodies). International standards are normally carried out by ISO technical committees. The committees develop a set of international standards that can be used in any type of business and are accepted internationally as evidence that a business can provide assured quality. ISO22222:2005 has been drawn up to establish a globally accepted benchmark for personal financial services. It has been ratified by: Australia, Austria, Brazil, Canada, China, Chinese Taipei, France, Germany, Hong Kong, India, Japan, Malaysia, New Zealand, Republic of Korea, Singapore, South Africa, Switzerland and United Kingdom. In addition Belgium is in the process of preparing to administer a Certified Financial Planner certification programme on behalf of the Financial Planning Standards Board. Reference: SANS22222:2006 draft obtained from the South African Bureau of Standards (SABS).

Background and rationale for the choice of countries for comparison:

South Africa has a highly regulated and sophisticated financial services sector. In comparing this Qualification to those of other countries it is necessary to select countries where the financial services sector is comparable to that of South Africa. It is not possible to use an African country for the comparison, but research has shown that learners from the African Continent use the Insurance Institute of South Africa or British Based institutions for accreditation through distance learning. The United Kingdom was therefore

an obvious choice for the comparison. Australia has been used for comparison of previous insurance and investment Qualifications and was therefore a logical choice for consistency. The National Certificate: Wealth Management: Level 5 has also been compared to the ISO22222:2005 standard which has been adopted by 18 member countries and is therefore internationally relevant.

International Standard - ISO22222:2005: The ISO22222:2005 is pegged at Level 8 on the Scottish Credit and Qualifications Framework (SCQF). South Africa is the only African country that is a signatory to ISO22222:2005 for Personal Financial Planning Requirements for Personal Financial planners and the South African version of the international standard SANS22222:2006 is currently under discussion. As part of the review process for the National Certificate: Wealth Management: Level 5 subject matter experts worked through the ISO and draft SANS documentation to ensure that the all the knowledge and competencies indicated in the international standard are included as fundamental, core or in the cluster of Unit Standards recommended as electives for Financial Advisers, Financial Planners and Intermediaries. The international standard covers the six step financial planning process for personal financial planners and all aspects of the process are adequately dealt with in the National Certificate: Wealth Management: Level 5.

Comparison: United Kingdom

Qualifications offered by the Chartered Insurance Institute are recognised throughout the insurance industry in the United Kingdom. They underpin job-specific and at-work training. The National Certificate: Wealth Management: Level 5 was compared to the Diploma in Insurance as the level is equivalent to the NQF Level 5. The Diploma in Insurance appears to be technical and supervisory in nature and is not aimed at learners in a client advisory role. It was therefore considered more appropriate to compare the South African qualification to the Chartered Insurance Institute's Advanced Diploma in Insurance.

Advanced Diploma in Insurance: Chartered Insurance Institute: United Kingdom

The Advanced Diploma provides an enhanced understanding of insurance practice, both in terms of technical subject matter and overall management skills. It is a degree level course that leads to a professional qualification of 290 credits for insurance staff working across all sectors of the insurance industry. The units that make up the diploma each require a recommended minimum of 120 hours' study and require candidates to apply knowledge and skills to practical situations and to synthesise different aspects of the syllabus and apply them to given scenarios. These requirements reflect those of the National Certificate: Wealth Management: Level 5 although the breadth and depth of knowledge required for the Advanced Diploma may be greater than that required for the National Certificate: Wealth Management: Level 5.

The Advanced Diploma in Insurance is a professional qualification for insurance staff working across all sectors of the industry. It provides an enhanced understanding of insurance practice, both in terms of technical subject matter and overall management skills and is a comprehensive assessment of market knowledge and understanding. It includes the full range of insurance topics, ranging from the fundamentals of insurance practice and legislation to specialist aspects such as Lloyd's market supervision, aviation, marine and the North American market. As such it reflects the holistic nature of the South African Qualification.

The Advanced Diploma is modular in structure. Each unit has a credit value and the accumulation of the stipulated number of credits leads to the award of the Advanced Diploma in Insurance. Advanced Diploma candidates select study units from across the entire Chartered Insurance Institute qualifications framework, which means that they currently have access to the 46 units. The Advanced Diploma therefore offers something for everyone, whatever sector of the insurance industry they work in and whatever their particular specialisation or preferred career path. This mirrors to some extent the scope of the National Certificate: Wealth Management: Level 5.

Successful completion of the Advanced Diploma entitle candidates to apply to use the universally recognised designation 'ACII®' - Associate Chartered Insurance Institute' (Chartered Insurance Institute membership and Continuing Professional Development requirements apply).

The current focus on raising standards and the emphasis upon staff being 'fit' for the role they perform is important in the United Kingdom. The Advanced Diploma has been developed to assist staff and employers to comply with regulatory training and competence requirements. The Financial Services Authority (FSA) has stated that it requires employees to demonstrate that they are competent in the work they do, and thereafter to maintain this competence. This approach is designed to ensure that employees have the appropriate knowledge and skills to perform their jobs effectively. In this respect the Advanced Diploma has similarities with the National Certificate: Wealth Management: Level 5 which is intended to meet the qualification requirements of the Financial Advisory and Intermediary Services Act and the Accompanying Fit and Proper requirements of the South African Financial Services Board (FSB) for licensing purposes.

In South Africa Short Term Insurance Intermediaries require a Level 4 Qualification for licensing purposes. The Short Term units in the Advanced Diploma require a greater depth of knowledge at a higher cognitive level across the range of Short Term Insurance classes of insurance than are required at Level 4 in South Africa. Elective Unit Standards in Short Term Insurance aspects are included in the National Certificate: Wealth Management: Level 5 for senior Intermediaries who do complex short term insurance business along with other aspects of wealth management.

The units of study that have similarities to the South African Qualification at Level 5 are:

- > (510) Risk, regulation and capital adequacy - Compulsory unit
- > (530) Business and economics - Compulsory unit
- > (655) Risk management
- > (735) Life assurance
- > (790) Private medical insurance
- > (930) Insurance broking
- > (940) Finance and accounting
- > (945) Marketing
- > (815) Underwriting management
- > (820) Claims management (non-life)

Aspects relating to Long-Term underwriting and claims are included in the Advanced Diploma, but are not part of the National Certificate: Wealth Management: Level 5 as there are specialist South African qualifications at level 4 and 5 for Long-Term Risk Assessment.

Chartered Insurance Institute Compulsory Units

> (510) Risk, regulation and capital adequacy - Compulsory unit: To develop in the candidate:

- > A knowledge and appreciation of the nature of risk and risk management.
- > A knowledge and understanding of the capital adequacy requirements for insurers and reinsurers.
- > A knowledge and understanding of the impact of regulation on the insurance industry.
- > A knowledge and understanding of basic statistical concepts relating to the insurance environment and the estimation of risk.
- > The ability to apply knowledge and skills to practical situations.
- > The ability to synthesise different aspects of the syllabus and apply them to given scenarios.

The generic nature of the risk management strategies overlap with the competencies included in the following unit standards included in The National Certificate: Wealth Management: Level 5:

- > Analyse reports and documents of a retirement fund to ensure governance and manage risk.
- > Evaluate the effectiveness of the administration function of a retirement fund in order to make an informed decision.
- > Apply technical knowledge and insight into how the legislative and regulatory environment impacts on employee benefits.
- > Research information in order to assist in conducting a financial risk assessment.
- > Apply a researched trend to individual financial risk.
- > Apply scenario planning to explain potential risk in a specified financial services context.

> (530) qBusiness and economics - Compulsory unit: To develop in the candidate:

- > An awareness and broad knowledge of the environment in which businesses operate.
- > A detailed knowledge and understanding of the economic, ethical, operational and financial framework applicable to UK companies.
- > The ability to synthesise different aspects of the syllabus and to apply learning specifically to the insurance industry.
- > The application of knowledge and skills to practical situations.

The competencies included in this Chartered Insurance Institute unit have various synergies with the competencies of the fundamental unit standards included in The National Certificate: Wealth Management: Level 5.

Chartered Insurance Institute Electives

> (930) Insurance broking - To develop in the candidate:

- > A thorough knowledge of the issues and processes involved in insurance broking.
- > A knowledge of the relevant and changing regulatory environment in which the insurance broker operates.
- > An understanding of the relationships with insurers and policyholders undertaken by the insurance broker.

- > An ability to evaluate key issues and concepts and assess their implications for brokers and the broking and wider insurance markets.
- > The ability to apply knowledge and skills to practical situations.
- > The ability to synthesise different aspects of the syllabus and apply them to given scenarios.

In the National Certificate: Wealth Management: Level 5 the following Unit Standards deal with Insurance Broking including the competencies of the Chartered Insurance Institute Unit - viz. Intermediary Regulation, the intermediary market, understanding client needs, selecting insurers, client relations and analysis of needs related competencies:

- > Demonstrate knowledge and insight into the changing nature of the financial services industry and its consumers.
- > Present a proposal to optimise the tax aspects of the wealth management of an entity.
- > Apply scenario planning to explain potential risk in a specified financial services context.
- > Research the influence of culture and diversity on attitudes to creating and managing wealth.
- > Describe the financial lifecycle of an individual and how this influences financial decisions.
- > Apply a researched trend to individual financial risk.
- > Apply knowledge of estate planning to propose a financial solution for a specific client.
- > Determine the needs and wants of an entity in order to propose an appropriate financial solution.
- > Research information in order to assist in conducting a financial risk assessment.
- > Manage the relationship between an intermediary/representative and a Long-Term insurer.
- > Analyse the dynamics of different interactive styles in client relationships.
- > Explain South African money laundering legislation and the implications for accountable institutions in transacting with clients.
- > Investigate issues of governance that impact on different role players in a selected sub-sector.

General comparison Chartered Insurance Institute: Advanced Diploma in Insurance

- > It is not clear whether the outcomes of the units that make up the Advanced Diploma deal with individual differences: Analyse the dynamics of different interactive styles in client relationships. (SA). Research the influence of culture and diversity on attitudes to creating and managing wealth.
- > Both qualifications compared from the United Kingdom and South Africa have areas of specialisation in terms of life insurance, short term insurance, retirements, private medical care (healthcare) and reinsurance.
- > (735) Life assurance: To develop in the candidate:
 - > A knowledge and understanding of the scope of life assurance.
 - > An understanding of its appropriate uses and administration.
 - > A knowledge of the legal and regulatory influences on the conduct of this type of business.
 - > The ability to apply knowledge and skills to practical situations.
 - > The ability to synthesise different aspects of the syllabus and apply them to given scenarios.
- > (745) Principles of property insurances: To develop in the candidate:
 - > A knowledge and understanding of the principles and practices of commercial property, business interruption, construction and engineering insurance.
 - > A knowledge of the cover available.
 - > A knowledge of the principles of claim settlement.
 - > The ability to synthesise different aspects of the syllabus and to apply learning specifically to the insurance industry.
 - > The application of knowledge and skills to practical situations.
- > (755) Liability insurance: To develop in the candidate:
 - > A knowledge of the ways in which liability arises and of the duty of care owed.
 - > A knowledge of the effect of a breach of that duty and the resultant damages.
 - > An understanding of the purpose and effect of the relevant legislation.
 - > The ability to apply knowledge and skills to practical situations.
 - > The ability to synthesise different aspects of the syllabus and apply them to given scenarios.
- > (790) Private medical insurance: To develop in the candidate:
 - > A knowledge and understanding of the principles and practices of transacting private medical.
 - > Insurance business.
 - > A knowledge and understanding of the provision and operation of PMI within the wider healthcare sector.

- > The ability to apply knowledge and skills to practical situations.
- > The ability to synthesise different aspects of the syllabus and apply them to given scenarios.
- > The Chartered Insurance Institute's qualification does not show evidence of specialisation in the Collective Investments Area and Wealth Management Area.
- > Standards relating to Compliance, Quality and Ethics - All the Chartered Insurance Institute's units include these competencies in the context of the unit that is being assessed (e.g. 930 Insurance Broking - Legislation outcomes: Candidates should be able to apply the provisions and principles of the Data Protection Act 1998 to insurance broking; apply the provisions and principles of the Consumer Credit Act 1974 to insurance broking; apply the provisions and principles of the current Money Laundering Regulations to insurance broking; outline the role of the FSA in the fight against financial crime) and therefore there is synergy with the South African Qualifications.
- > The focus of the Chartered Insurance Institute's learning outcomes appears to be highly technical. It is not clear from the internet documentation downloaded from the Chartered Insurance Institute's website if and how values and attitudes are assessed. There also do not appear to be outcomes relating to "softer" skills such as diversity, relationships and personal development.
- > There are synergies between the Chartered Insurance Institute and the SA National Certificate: Wealth Management: Level 5 in terms of the various knowledge areas of the following units, but the scope of the Chartered Insurance Institute units is more complex than the SA outcomes due to the degree level of the Chartered Insurance Institute qualification.
- > (655) Risk management
- > (750) Commercial property insurance underwriting

Comparison: Australia

The National Training Packages are integrated sets of nationally endorsed competency standards, assessment guidelines and Qualifications registered on the Australian Qualifications Framework (AQF) for a specific industry, industry sector or enterprise. The following Training packages were selected for the purposes of this comparison: FNB50802 Diploma of Financial Services (Financial Planning) and FNB50903 Diploma of Financial Services (Superannuation).

The diploma level has been selected for comparison.

> Characteristics of Learning Outcomes:

- > Breadth, depth and complexity covering planning and initiation of alternative approaches to skills or knowledge applications across a broad range of technical and/or management requirements, evaluation and coordination.
- > The self directed application of knowledge and skills, with substantial depth in some areas where judgement is required in planning and selecting appropriate equipment, services and techniques for self and others.
- > Applications involve participation in development of strategic initiatives as well as personal responsibility and autonomy in performing complex technical operations or organising others. It may include participation in teams including teams concerned with planning and evaluation functions. Group or team coordination may be involved.
- > The degree of emphasis on breadth as against depth of knowledge and skills may vary between Qualifications granted at this level.

> Distinguishing Features of Learning Outcomes. The competencies or learning outcomes enable an individual with this Qualification to:

- > Demonstrate understanding of a broad knowledge base incorporating theoretical concepts, with substantial depth in some areas.
- > Analyse and plan approaches to technical problems or management requirements.
- > Transfer and apply theoretical concepts and/or technical or creative skills to a range of situations.
- > Evaluate information, using it to forecast for planning or research purposes.
- > Take responsibility for own outputs in relation to broad quantity and quality parameters.
- > Take some responsibility for the achievement of group outcomes.

FNB50802 Diploma of Financial Services (Financial Planning). This is the industry recommended competency pathway for Financial Planners who provide a range of standard Financial Planning services and for individuals providing specialist Paraplanning services. The Qualification pathway is determined by elective choices. Depending on choice of electives, the Qualification meets Australian Securities and

Investment Commission requirements for Authorised Representatives. To gain a Diploma of Financial Services (Financial Planning) 8 units must be achieved:

> 5 core units including:

- > FNSICIND401A: Apply principles of professional practice to work in the financial services industry.
- > FNSICGEN301A: Communicate in the workplace.
- > FNSICGEN302A: Use technology in the workplace.
- > FNSICGEN304A: Apply health and safety practices in the workplace.

> 5 sectoral core units: Units that have to be included in a particular specialist Qualification.

> FNSFPLN501A: Comply with financial planning practice ethical and operational guidelines and regulations.

- > FNSFPLN502A: Conduct financial planning analysis and research.
- > FNSFPLN503A: Develop and prepare financial plan.
- > FNSFPLN504A: Implement financial plan.
- > FNSFPLN505A: Review financial plan and provide ongoing service.

> 3 elective units - Units which may be selected for inclusion in a particular Qualification stream. In certain cases, primarily specialist Qualifications, a selection of elective units may be mandatory or may relate to the content area, such as Insurance Broking, General Insurance, Accounting. Alternatively elective units may be selected according to the guidelines detailed for the Qualification.

FNB50903 - Diploma of Financial Services (Superannuation). Learners at this level are expected to be performing a range of routine and non-routine duties in a supervisory capacity within a superannuation service. These people may work within a fund administration or an outsourced service provider and would have supervisory responsibility for their work area, department of specialisation. If ASIC Tier 1 compliance is required, suggested pathway option 4 must be selected. This Qualification is the entry point for Australian Securities and Investment Commission Tier 1 recognition. To gain a Diploma of Financial Services (Superannuation) 8 units must be achieved.

Diploma Qualifications must include all core units. Elective pathways may be tailored according to the needs of the individual or organisation. The pathway options recommended below target the main industry areas of focus at this level and are intended as a recommendation only. Remaining elective units must be different from those already recommended.

Recommended diploma of financial services (superannuation) pathway options:

Core units (4)

- > FNBSUP13A: Supervise work within the superannuation industry.
- > FNBSUP14A: Implement quality systems within work area.
- > FNBSUP15A: Implement compliance systems within work area.
- > FNBSUP16A: Supervise complaints procedures.

Elective units (4)

Pathway option 1: Team Leading

- > BSZ404A: Train Small Groups.
- > BSBFLM502A: Provide Leadership in the Workplace.
- > BSBFLM403A: Manage Effective Workplace Relationships.

Pathway option 2: Field Representation

- > FNARFS18A: Implement Sales & Marketing Plans.
- > FNBSUP19A: Provide advanced customer service for superannuation clients.
- > BBSLS304A: Secure prospect commitment.

Pathway option 3: Business Development

- > FNBSUP23A: Supervise and monitor operational guidelines in a superannuation organisation.
- > BSBFLM409A: Implement Continuous Improvement.
- > PSPPM502A: Manage Projects.

Pathway option 4: Customer Service (ASIC)

- > FNBSUP19A: Provide advanced customer service for superannuation clients.
- > FNBSUP03UA: Provide advice in superannuation (Australian Securities and Investment Commission Unit).

Pathway option 5: Specialised Services

- > FNBSUP22A: Select and monitor performance of outsourced services.
- > FNBSUP20A: Produce reports for superannuation services.

Remaining units to be selected from Diploma electives listed below or from other packages at Diploma level.

- > FNBSUP17A: Supervise insurer liaison.
- > FNBSUP18A: Develop client relationships with employers and establish superannuation systems.
- > FNBSUP19A: Provide advanced customer service for superannuation clients.
- > FNBSUP20A: Produce reports for superannuation services.
- > FNBSUP21A: Act as formal complaints officer.
- > FNBSUP22: Select and monitor performance of outsourced services.
- > FNBSUP23A: Supervise and monitor operational guidelines in a superannuation organisation.
- > FNBSUP09A: Work within a defined benefit fund.
- > FNBSUP03UA: Provide Advice in Superannuation (ASIC Unit).
- > FNARFS18A: Implement Sales & Marketing Plans.
- > BSZ404A: Train Small Groups.
- > BSBFLM502A: Provide Leadership in the Workplace.
- > BSBFLM403A: Manage Effective Workplace Relationships.
- > BSBFLM409A: Implement Continuous Improvement.
- > BSBMKG407A: Make a presentation.
- > BSBLS304A: Secure prospect commitment.
- > BSBMKG404A: Forecast market and business needs.
- > PSPPM502A: Manage Projects.

Australian Securities and Investment Commission - ASIC Compliance Units. (The Australian Qualifications used for comparison may select elective units from this grouping). Organisations wishing to use the Financial Services Training Package for Australian Securities and Investment Commission (Financial Services Reform Act) are required to select units that cover the knowledge and skills requirements described by Australian Securities and Investment Commission for the appropriate educational level.

- > FNSASIC301A: Establish client relationship and analyse needs.
- > FNSASIC302A: Develop, present and negotiate client solutions.
- > Eight units have been developed specifically to satisfy the requirements for Tier 1, one unit for each ASIC identified specialist knowledge area:

- > FNSASIC503ZA: Provide advice in Financial Planning.
- > FNSASIC503YA: Provide advice in Insurance Broking.
- > FNSASIC503XA: Provide advice in Life Insurance.
- > FNSASIC503WA: Provide advice in Securities.
- > FNSASIC503VA: Provide advice in Derivatives.
- > FNSASIC503UA: Provide advice in Superannuation.
- > FNSASIC503TA: Provide advice in Managed Investments.
- > FNSASIC503SA: Provide advice in Foreign Exchange.

Australian Core Units:

- > Standards relating to Compliance, Quality and Ethics

- > FNSICIND401A: Apply principles of professional practice to work in the financial services industry.
- > FNBSUP14A: Implement quality systems within work area. This unit describes the functions involved in establishing and maintaining quality practices, procedures and systems within area of work responsibility.
- > FNBSUP15A: Implement compliance Systems within work area. This unit describes the functions involved in establishing and maintaining compliance practices, procedures and systems within area of work responsibility.
- > FNSFPLN501A: Comply with financial planning practice ethical and operational guidelines and regulations. The unit identifies the skills and knowledge associated with complying with ethical and operation guidelines in one's own work and where there is no responsibility to provide guidance to others on the application of regulatory ethical and organisational guideline requirements.

The National Certificate: Wealth Management: Level 5 includes a Unit Standard on ethics in the core. Ethics

and professionalism as well as compliance with South African legislation, and the consequences of non-compliance are integrated into Unit Standards in both the core and elective components, where appropriate. These aspects are similar to those described in the following Australian modules:

> Standards relating to Communication and liaison

In the Australian package there are four modules that focus on communication competencies:

- > FNSICGEN301A: Communicate in the workplace.
- > BSZ404A: Train Small Groups (Business Services training package).
- > BSBMKG407A: Make a presentation (Business Services training package).
- > FNBASX03A: Conduct research to support recommendations.

These have synergies with four fundamental and core Unit Standards In the National Certificate: Wealth Management: Level 5 that deal with communication competencies specifically and are compulsory:

- > Present an informed argument on a current issue in a business sector. (SA)
- > Demonstrate knowledge and insight into current affairs in the Financial Services Sector.
- > Adapt and verbally communicate financial information to a range of audiences.
- > Research information in order to assist in conducting a financial risk assessment.

> The Australian unit, FNBSUP17A Supervise insurer liaison, has been specifically designed to satisfy the skills requirements of current ASIC (Australian Securities and Investment Commission) regulation (Financial Services Reform Act) at Tier 1 (Diploma) level in the Insurance Broking specialist and generic knowledge areas. The following South African Unit Standards deal with liaison related aspects, but are electives in the National Certificate: Wealth Management: Level 5:

- > Manage the relationship between an intermediary/representative and a Long-Term insurer.
- > Analyse the dynamics of different interactive styles in client relationships.

Australian Elective units:

> Standards relating to Financial Advice and Customer Service

- > FNBASX01A: Determine client requirements and expectations.
- > FNBASC01A: Establish client relationship and analyse needs this unit has been specifically designed to, when combined with FNBASC02A, satisfy the skills requirements of current ASIC (Australian Securities and Investment Commission) regulation (Financial Services Reform Act) at Tier 2 level. The unit specifically relates to those staff advising on Basic Deposit products, General Insurance products and non-cash payment facilities as identified by Australian Securities and Investment Commission as being at Tier 2 level.
- > FNBSUP19A: Provide advanced customer service for superannuation clients.
- > This unit covers the skills required to liaise with clients and respond to specific enquiries about membership, superannuation procedure options and products offered by the organisation.
- > FNBFPS05A: Conduct Financial Planning Analysis and Research. This unit describes the functions involved in undertaking financial planning analysis and research.

In the National Certificate: Wealth Management: Level 5 the following Unit Standards deal with client requirements and expectations, client relations and analysis of needs related competencies:

- > Demonstrate knowledge and insight into the changing nature of the financial services industry and its consumers.
- > Present a proposal to optimise the tax aspects of the wealth management of an entity.
- > Apply scenario planning to explain potential risk in a specified financial services context.
- > Research the influence of culture and diversity on attitudes to creating and managing wealth.
- > Describe the financial lifecycle of an individual and how this influences financial decisions.
- > Apply a researched trend to individual financial risk.
- > Apply knowledge of estate planning to propose a financial solution for a specific client.
- > Determine the needs and wants of an entity in order to propose an appropriate financial solution.
- > Research information in order to assist in conducting a financial risk assessment.

There are a number of Unit Standards in the South African Qualification that deal with retirement planning and retirement funds. Product knowledge, included in detail in the Australian superannuation standards, is dealt with at Level 4 in the South African Qualifications.

The following Australian units lead to competencies similar to those in South African Qualification:

- > FNBFPS09A: Meet with client to discuss needs and preferences. This unit describes the skill required to meet with clients where financial planning requirements and expectations are of a limited scope or where

the representative operates under supervision. Clients with special needs may include: people from different cultural backgrounds clients who may have a difficulty in understanding the financial planning advice such as people who with a limited understanding of the language of business.

The Following South African Unit Standards deal with individual differences:

- > Analyse the dynamics of different interactive styles in client relationships. (SA). The Australian unit does not have the breadth and depth of the SA Standard but does make allowances for assessment of competency to interact with clients with special needs. Research the influence of culture and diversity on attitudes to creating and managing wealth. (SA) includes knowledge and competencies required to deal with diverse people from different cultural backgrounds and with different attitudes and values. It creates a space to deal with Sharia, Green and Socially Responsible attitudes to wealth creation and management.

- > BSBMKG404A: Forecast market and business needs. The Australian Unit Standard is generic and is therefore not as focused as the SA Unit Standard: Research the incidence, quantity and severity of an occurrence in order to uncover a trend and anticipate a financial risk. (SA). FNBSUP27A: Liaise with and support trustees FNBSUP27A describes the functions involved in providing ongoing communication with trustees and implementing trustee decisions. There are South African Unit Standards that deal with all the responsibilities of Trustees including the communication function and implementing trustee decisions:

- > Analyse reports and documents of a retirement fund to ensure governance and manage risk.
- > Evaluate the effectiveness of the administration function of a retirement fund in order to make an informed decision.
- > Apply technical knowledge and insight into how the legislative and regulatory environment impacts on employee benefits.

General comparison: Australia

The Qualifications used for comparison were the closest match to the National Certificate: Wealth Management: Level 5, but it is not possible to compare the South African Qualifications directly with the Australian Qualifications. The Australian Qualifications are Specialist Diplomas for Financial Planners and learners who specialise in superannuation or retirement funds as they are known in South Africa. The South African Qualification is a certificate, a holistic Qualification which has a generic core and scope for wide specialisation in Long Term Insurance, Collective Investments, Retirement Funds, Medical Scheme Administration, Short Term Insurance/Risk Transfer and other aspects of Wealth Creation and Wealth Management. It allows for specialisation in Retirement Funds or Financial Planning as well as Medical Schemes, Collective Investment Scheme Managers. While the scope of the South African Qualification is broad the type of Qualification implies less depth at a similar level of cognitive complexity to the Australian Qualifications. As the South African Qualification views the client holistically, it does not separate retirement planning from healthcare needs and other aspects of wealth creation and wealth management.

Many of the Australian standards are tasks or steps in a process. These are implicit in the South African Unit Standards which have broader outcomes and include reference to process as assessment criteria rather than as Unit Standard titles. The Australian Securities and Investment Commission (ASIC) Elective Standards Compliance Standards, for example, include standard on analysing a clients needs, establishing client relationships and providing advice in financial planning (retirement planning, life insurance and investments). These competencies are an integral part of the National Certificate: Wealth Management: Level 5. Both the South African Qualification and the Australian modules are part of the financial planning process required by ISO22222:2005 and lead to the same competencies that are required internationally of a Personal Financial Planner.

Diploma of Financial Service - financial planning (Australia) - The focus of the Australian Financial Planning Qualification is on intermediary services including financial planning, and support services. The competencies indicated in the Australian Qualification are embedded across a range of the SA Unit Standards in National Certificate: Wealth Management: Level 5 mainly because they are tasks or steps in a process. The competencies are required by the ISO:22222:2005 standard, include the six step financial planning process and are an integral part of the requirements for certification as a Personal Financial Planner.

The following Unit Standards on the Australian framework do not have a good match in the L5 Wealth Management suite:

- > PSPPM502A Manage Projects (National Training Services Public Package).
- > BSBFLM502A Provide Leadership in the Workplace (Business Services training package).

Diploma of Financial Service - Superannuation (Australia) -The cognitive knowledge areas appear to correlate to the South African Qualification, but the skills differ with regarding to the ability to oversee and

administrate (Australia) and the ability to implement (South Africa). Leadership and Management do not feature strongly in the South African Qualification. The following Australian Unit Standards are tasks or steps in a process and do not have exact South African counterparts at level 5. Competent learners will have the underpinning knowledge in these areas which are combined into broader statements of competence in the South African Unit Standards:

- > FNBSUP23A: Supervise and monitor operational guidelines in a superannuation organisation.
- > FNBSUP21A: Act as formal complaints officer.
- > FNBSUP20A: Produce reports for superannuation services. This unit covers the skills required to prepare written reports for the purpose of administering superannuation services. Based on the unit (BSBADM402A) Produce complex business documents. There are overlapping skills with the South African Unit Standard, "Analyse reports and documents of a retirement fund to ensure governance and manage risk", but the purpose of the two standards is different.
- > FNBSUP22A: Select and monitor performance of outsourced services, FNBSUP13A: Supervise work within the superannuation industry, FNBSUP22A: Select and monitor performance of specialist and outsourced services have overlapping competencies with "Evaluate the effectiveness of the administration function of a retirement fund in order to make an informed decision".
- > FNBSUP16A: Supervise complaints procedures.
- > FNBSUP18A: Develop client relationships with employers and establish superannuation systems has similar competencies to Apply technical knowledge and skill to advise business entities on insurance and group retirement benefits, and Demonstrate knowledge and insight into the valuation of retirement funds. (SA).
- > BSBFLM502A: Provide Leadership in the Workplace.
- > BSBFLM403A: Manage Effective Workplace relationships.
- > BSBFLM409A: Implement Continuous improvement.
- > BSBLS304A: Secure prospect commitment.
- > PSPPM502A: Manage Projects.
- > FNBSUP24A: Establish, manage and monitor key relationships.
- > FNBSUP25A: Establish, supervise & monitor systems within a superannuation organisation to conform with legislative and regulatory requirements.
- > FNBSUP13A: Supervise work within the superannuation industry.
- > FNBSUP16A: Supervise complaints procedures.
- > FNBSUP09A: Work within a defined benefit fund. This unit describes the functions and required knowledge involved in fund administration procedures in a defined benefit fund. An understanding of defined benefit funds is included in the South African Unit Standards at Level 4 and is assumed knowledge at Level 5. The South African Unit Standard, Apply knowledge and insight to structure and implement a retirement fund for an organisation. (SA). has a greater scope than the Australian Standards may of which are covered in the FETC: Long-Term Insurance at NQF Level 4.

In the South African National Certificate: Wealth Management: Level 5, the Unit Standards relating to Medical Schemes, Risk Transfer (Short Term Insurance) and Investments have specialised skills leading to outcomes that are not required in the two Qualifications that were compared from the Australian training packages. There is evidence that in some instances the knowledge is embedded in the Australian packages, but the specialised skills relevant to the SA standards are different.

Conclusion:

The nature and scope of the Advanced Diploma in Insurance: Chartered Insurance Institute: United Kingdom is more appropriate for comparison with the National Certificate: Wealth Management: Level 5 than the Australian specialist qualifications although the depth and breadth of a certificate is different from that of a diploma.

Some Unit Standards that are unique to the South African Qualification arose out of visioning session with senior management in South Africa and address knowledge and competencies that it is anticipated will be required for the insurance and investment industry within the next five years and beyond. This indicates the forward looking nature of the South African Qualification and an attempt to address anticipated skills shortages in the country. No similar standards were found within the Qualifications used for the comparison (that is not to say that they do not exist across the Australian Qualifications Framework, or in the Chartered Insurance Institute qualification, but that they have not been deemed as critical competencies at Diploma (Australia)/Degree (United Kingdom) Level for financial planning or for superannuation supervisions):

- > Demonstrate knowledge and insight into the changing nature of the financial services industry and its consumers. (Australia only).
- > Apply scenario planning to explain potential risk in a specified financial services context. (Australia only).
- > Analyse the implications of current and/or proposed reform for the retirement fund/medical scheme industry in order to formulate a possible response.

- > Apply insight into the implications of changing financial priorities and attitudes on the value proposition in a financial relationship.
- > Investigate issues of governance that impact on different role players in a selected sub-sector. (Australia only).
- > Research theories of behavioural economics and behavioural finance to explain the influence of emotion of financial decisions.
- > Demonstrate knowledge and insight into how the SA Constitution impacts on the financial services industry.
- > Explain South African money laundering legislation and the implications for accountable institutions in transacting with clients. (Australia only).
- > Demonstrate insight into the application of theories of Emotional and Spiritual Intelligence in personal development.
- > Demonstrate insight into democracy as a form of governance and its implications for diverse society.
- > Demonstrate an understanding of stress in order to apply strategies to achieve optimal stress levels in personal and work situations.
- > Analyse the strategic impact of a successful wellness programme.

The South African Qualification, the Chartered Insurance Institute qualifications and the Australian modules all meet knowledge requirements of ISO22222:2005 and lead to the same competencies that are required internationally of a Personal Financial Planner. All three countries regulate the financial services sector and have legislation regarding money laundering and legislated standards for financial advisors. The qualifications in the three countries all meet the requirements of their Financial Services Regulators.

ARTICULATION OPTIONS

This Qualification articulates horizontally with:

- > The National Certificate in Financial Services: Long Term Risk Assessment: Level 5 on the basis of the Fundamentals and Exit Outcome 1.
- > The National Diploma in Financial Services: Long-Term Risk Assessment: Level 5 on the basis of the Fundamentals and Exit Outcome 1.
- > Other Qualifications that include Unit Standards from the Level 5 Financial Services Fundamental set and the Unit Standard, Apply the principles of ethics and professionalism to a business environment.

Vertical articulation is possible with the following Qualifications:

- > As this is a Level 5 Qualification it should provide the learner with access to any Qualification at Level 6, subject to the admission requirements of the provider/Higher Education Institutions.

MODERATION OPTIONS

This Qualification will be internally assessed and externally moderated by a moderator registered by a relevant accredited ETQA or an ETQA that has a Memorandum of Understanding with the relevant accredited ETQA.

- > Moderators, competent at the level of the Qualification, are registered by a relevant accredited ETQA to ensure that the standard across assessors is consistent.
- > Moderators must be registered as assessors with the relevant ETQA.
- > Moderators are required to report to a relevant accredited ETQA.
- > A relevant accredited ETQA will monitor and quality assure moderation and assessment according to guidelines in the Qualification.

CRITERIA FOR THE REGISTRATION OF ASSESSORS

This Qualification will be internally assessed by the provider and moderated by a moderator registered by a relevant accredited ETQA or an ETQA that has a Memorandum of Understanding with the relevant accredited ETQA.

- > Assessors must be registered as assessors with a relevant accredited ETQA.
- > Moderators, competent at the level of the Qualification are registered by a relevant accredited ETQA to ensure that the standard across assessors is consistent.
- > Providers must be accredited as providers with a relevant accredited ETQA.
- > Assessors should be in possession of a relevant insurance Qualification at NQF level 5 or higher.

NOTES

This qualification replaces qualification 23973, which is "National Certificate: Financial Services: Wealth Management", Level 5, 120 credits.

UNIT STANDARDS**(Note: A blank space after this line means that the qualification is not based on Unit Standards.)**

	UNIT STANDARD ID AND TITLE	LEVEL	CREDITS	STATUS
Core	242554 Research information in order to assist in conducting a financial risk assessment	Level 5	7	Draft - Prep for P Comment
Core	242573 Determine the needs and wants of an entity in order to propose an appropriate financial solution	Level 5	4	Draft - Prep for P Comment
Core	242574 Present a proposal to optimise the tax aspects of the wealth management of an entity	Level 5	4	Draft - Prep for P Comment
Core	242580 Apply scenario planning to explain potential risk in a specified financial services context	Level 5	6	Draft - Prep for P Comment
Core	242594 Apply knowledge of the different asset classes in order to give financial advice	Level 5	4	Draft - Prep for P Comment
Core	242601 Apply a researched trend to individual financial risk	Level 5	5	Draft - Prep for P Comment
Core	230078 Apply the principles of ethics to a business environment	Level 6	10	Recommended
Elective	117129 Apply the regulations for disclosure that are required as part of the financial sales process	Level 4	2	Registered
Elective	242584 Demonstrate knowledge and understanding of the Financial Advisory and Intermediary Services Act 2002 (FAIS) (Act 37 of 2002) as it impacts on a specific financial services sub-sector	Level 4	2	Draft - Prep for P Comment
Elective	242593 Explain South African money laundering legislation and the implications for accountable institutions in transacting with clients	Level 4	3	Draft - Prep for P Comment
Elective	114206 Analyse the strategic impact of a successful wellness programme	Level 5	5	Registered
Elective	119998 Apply technical knowledge and insight to manage the risks inherent in a group scheme	Level 5	8	Registered
Elective	242558 Manage the relationship between an intermediary and a Long-Term insurer	Level 5	5	Draft - Prep for P Comment
Elective	242559 Analyse and interpret qualitative and quantitative data from relevant reports in order to make a recommendation or inform a decision for an entity	Level 5	5	Draft - Prep for P Comment
Elective	242560 Apply technical knowledge and insight into the sales and marketing of participatory interest in collective investment scheme portfolios	Level 5	4	Draft - Prep for P Comment
Elective	242562 Demonstrate knowledge and understanding of the fundamental principles of risk finance in order to propose an insurance solution	Level 5	5	Draft - Prep for P Comment
Elective	242563 Analyse the role of international investment in wealth management	Level 5	6	Draft - Prep for P Comment
Elective	242565 Manage costs in a specific case with due regard for quality	Level 5	2	Draft - Prep for P Comment
Elective	242566 Research the influence of culture and diversity on attitudes to creating and managing wealth	Level 5	3	Draft - Prep for P Comment
Elective	242567 Analyse the product design/structure of different medical schemes to evaluate the benefits of each scheme	Level 5	5	Draft - Prep for P Comment
Elective	242569 Apply insight into the implications of changing financial priorities and attitudes on the value proposition in a financial relationship	Level 5	3	Draft - Prep for P Comment
Elective	242570 Investigate industry initiatives to quality control medical providers	Level 5	6	Draft - Prep for P Comment
Elective	242575 Conduct an in depth investigation into the current healthcare sector in South Africa using published data	Level 5	8	Draft - Prep for P Comment
Elective	242576 Apply technical knowledge and insight into property as an investment	Level 5	3	Draft - Prep for P Comment
Elective	242581 Research the incidence, quantity and severity of an occurrence in order to uncover a trend and anticipate a financial risk	Level 5	7	Draft - Prep for P Comment
Elective	242583 Design a funding model to make provision for financial consequences of losses in an entity	Level 5	10	Draft - Prep for P Comment
Elective	242585 Analyse the dynamics of different interactive styles in client relationships	Level 5	3	Draft - Prep for P Comment
Elective	242586 Apply technical knowledge and insight into how the legislative and regulatory environment impacts on retirement fund benefits for employees	Level 5	6	Draft - Prep for P Comment
Elective	242588 Examine the assets and liabilities from an organisation's financial statements in order to identify risk financing opportunities	Level 5	3	Draft - Prep for P Comment
Elective	242590 Apply knowledge and skill to explain the application of structured long term insurance portfolios	Level 5	6	Draft - Prep for P Comment
Elective	242596 Evaluate the effectiveness of the administration function of a retirement fund in order to make an informed decision	Level 5	5	Draft - Prep for P Comment
Elective	242598 Demonstrate knowledge and understanding of the responsibilities of directors in terms of corporate governance	Level 5	10	Draft - Prep for P Comment
Elective	242599 Apply knowledge and understanding of captives as a method of alternative risk transfer	Level 5	5	Draft - Prep for P Comment

Elective	242602 Apply the risk management process to investigate alternatives for risk transfer	Level 5	5	Draft - Prep for P Comment
Elective	242603 Apply knowledge of estate planning to propose a financial solution for a specific client	Level 5	8	Draft - Prep for P Comment
Elective	242605 Apply financial knowledge and skill to manage a Trust Fund	Level 5	3	Draft - Prep for P Comment
Elective	242607 Apply technical knowledge and insight into the management of collective investment portfolios	Level 5	3	Draft - Prep for P Comment
Elective	242608 Apply technical knowledge to explain business risk and possible strategies to finance risk	Level 5	10	Draft - Prep for P Comment
Elective	242609 Demonstrate knowledge and understanding of the establishment and ongoing maintenance of a domestic collective investment portfolio	Level 5	6	Draft - Prep for P Comment
Elective	242611 Develop a set of rules that meets the needs of a retirement fund client and are compliant	Level 5	3	Draft - Prep for P Comment
Elective	242612 Apply technical knowledge and skill to explain how collective investment scheme portfolios are classified	Level 5	2	Draft - Prep for P Comment
Elective	242613 Apply technical knowledge and skill to advise an individual on planning for retirement	Level 5	5	Draft - Prep for P Comment
Elective	242614 Adapt and verbally communicate financial information to a range of audiences	Level 5	2	Draft - Prep for P Comment
Elective	242615 Demonstrate knowledge and understanding of the financial consequences of a large claim to a client	Level 5	3	Draft - Prep for P Comment
Elective	242616 Objectively evaluate the criteria that materially affect the performance of a medical scheme and its administration	Level 5	10	Draft - Prep for P Comment
Elective	242617 Analyse reports and documents of a retirement fund to ensure governance and manage risk	Level 5	2	Draft - Prep for P Comment
Elective	242618 Explain the basic principles of enterprise wide risk management	Level 5	12	Draft - Prep for P Comment
Elective	230073 Explain how the life cycle of a business entity affects investment and insurance decisions	Level 6	6	Recommended
Elective	230074 Demonstrate insight into how the South African Constitution impacts on the financial services industry	Level 6	6	Recommended
Elective	242555 Develop a potential wealth preservation solution for an entity	Level 6	8	Draft - Prep for P Comment
Elective	242556 Demonstrate knowledge and insight into offshore legislation in the South African investment environment	Level 6	3	Draft - Prep for P Comment
Elective	242557 Research theories of behavioural economics and behavioural finance to explain the influence of emotion on financial decisions	Level 6	4	Draft - Prep for P Comment
Elective	242561 Evaluate the current and future financial position of an entity	Level 6	8	Draft - Prep for P Comment
Elective	242564 Apply knowledge and insight to structure and implement a retirement fund for an organisation	Level 6	8	Draft - Prep for P Comment
Elective	242568 Apply knowledge and insight of the medical scheme environment to evaluate risk in a selected medical scheme	Level 6	4	Draft - Prep for P Comment
Elective	242571 Apply knowledge of health economics to make an informed decision	Level 6	3	Draft - Prep for P Comment
Elective	242572 Evaluate the relevant performance of a Fund/Portfolio Manager	Level 6	5	Draft - Prep for P Comment
Elective	242577 Apply knowledge of investment to hedge funds	Level 6	3	Draft - Prep for P Comment
Elective	242578 Advise Retirement Fund Trustees and Corporates on the structure of a Fund's investments	Level 6	6	Draft - Prep for P Comment
Elective	242579 Analyse the implications of current and/or proposed reform for the Retirement Fund/Medical Scheme sub-sector in order to formulate a possible response	Level 6	3	Draft - Prep for P Comment
Elective	242582 Analyse the implications of the South African Government's National Health Policy and the potential impact on medical schemes	Level 6	10	Draft - Prep for P Comment
Elective	242587 Apply knowledge of macro economic trends and indices to evaluate the potential effect on a selected portfolio	Level 6	5	Draft - Prep for P Comment
Elective	242589 Apply knowledge of business insurance to propose a Long-Term financial solution for a business entity	Level 6	10	Draft - Prep for P Comment
Elective	242591 Apply knowledge of the unique estate planning needs of farm owners to provide a financial plan for a farm owner	Level 6	4	Draft - Prep for P Comment
Elective	242592 Apply knowledge of estate planning to propose a financial solution for a high net worth client	Level 6	8	Draft - Prep for P Comment
Elective	242595 Apply knowledge and insight of the role of alternative investments in wealth management	Level 6	8	Draft - Prep for P Comment
Elective	242597 Apply technical knowledge and skill to advise business entities on insurance and group retirement benefits	Level 6	5	Draft - Prep for P Comment
Elective	242600 Demonstrate knowledge and insight into the valuation of retirement funds	Level 6	5	Draft - Prep for P Comment

Elective	242604 Devise a marketing strategy for a selected target market	Level 6	5	Draft - Prep for P Comment
Elective	242606 Discuss current trends in investment portfolio management	Level 6	4	Draft - Prep for P Comment
Elective	242610 Investigate issues of governance that impact on the different role players in a selected sub-sector	Level 6	10	Draft - Prep for P Comment
Elective	242619 Apply knowledge and insight to advise on the composition of a financial portfolio	Level 6	6	Draft - Prep for P Comment
Fundamental	119997 Demonstrate knowledge and understanding of risk in a Financial Services environment	Level 5	5	Registered
Fundamental	120075 Demonstrate insight into current affairs in the Financial Services sector	Level 5	10	Registered
Fundamental	230070 Present an informed argument on a current issue in a business sector	Level 5	5	Recommended
Fundamental	230071 Apply basic economic principles to the financial services sector	Level 5	5	Recommended
Fundamental	230075 Demonstrate knowledge and insight into the changing nature of the financial services industry and its consumers	Level 5	6	Recommended
Fundamental	230077 Describe the financial life cycle of an individual and how this influences financial decisions	Level 5	8	Recommended



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

1

Research information in order to assist in conducting a financial risk assessment

SAQA US ID		UNIT STANDARD TITLE	
242554		Research information in order to assist in conducting a financial risk assessment	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	7	Level 5	Regular

SPECIFIC OUTCOME 1

Analyse the research required to conduct a financial risk assessment.

SPECIFIC OUTCOME 2

Conduct an information search to answer questions raised by a brief.

SPECIFIC OUTCOME 3

Select information in order to produce a research report.

SPECIFIC OUTCOME 4

Organise and present the findings of the research.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

2

Develop a potential wealth preservation solution for an entity

SAQA US ID	UNIT STANDARD TITLE		
242555	Develop a potential wealth preservation solution for an entity		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 6	Regular

SPECIFIC OUTCOME 1

Determine the wealth preservation needs of an entity.

SPECIFIC OUTCOME 2

Develop a wealth preservation solution.

SPECIFIC OUTCOME 3

Apply knowledge of tax implications to a complex retirement planning scenario.

SPECIFIC OUTCOME 4

Propose a wealth preservation solution to a client.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

3

Demonstrate knowledge and insight into offshore legislation in the South African investment environment

SAQA US ID	UNIT STANDARD TITLE		
242556	Demonstrate knowledge and insight into offshore legislation in the South African investment environment		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 6	Regular

SPECIFIC OUTCOME 1

Apply knowledge insight into international regulations relating to knowledge of the client.

SPECIFIC OUTCOME 2

Apply knowledge of South African regulations pertaining to offshore investments.

SPECIFIC OUTCOME 3

Demonstrate insight into the regulation of offshore funds.

SPECIFIC OUTCOME 4

Apply knowledge of international law to offshore investments.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

4

Research theories of behavioural economics and behavioural finance to explain the influence of emotion on financial decisions

SAQA US ID	UNIT STANDARD TITLE		
242557	Research theories of behavioural economics and behavioural finance to explain the influence of emotion on financial decisions		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 6	Regular

SPECIFIC OUTCOME 1

Explain the effect of emotion on financial decisions and long term wealth accumulation.

SPECIFIC OUTCOME 2

Apply knowledge of behavioural finance to explain investor behaviour.

SPECIFIC OUTCOME 3

Discuss how behavioural economics can contribute to understanding market behaviour.

SPECIFIC OUTCOME 4

Analyse how financial services organisations respond to behavioural decisions on the part of the market.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

5

Manage the relationship between an intermediary and a Long-Term insurer

SAQA US ID	UNIT STANDARD TITLE		
242558	Manage the relationship between an intermediary and a Long-Term insurer		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate understanding of the relationships of long term insurance product suppliers to the different roles created by the Financial Advisory and Intermediary Services Act (FAIS).

SPECIFIC OUTCOME 2

Explain how Long-Term product suppliers service relationships with intermediaries.

SPECIFIC OUTCOME 3

Negotiate a service level agreement (SLA) between an product supplier and a brokerage.

SPECIFIC OUTCOME 4

Monitor the relationship between an intermediary and an insurer.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

6

Analyse and interpret qualitative and quantitative data from relevant reports in order to make a recommendation or inform a decision for an entity

SAQA US ID	UNIT STANDARD TITLE		
242559	Analyse and interpret qualitative and quantitative data from relevant reports in order to make a recommendation or inform a decision for an entity		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Explain own role and responsibility in making an informed decision or recommendation for an entity.

SPECIFIC OUTCOME 2

Analyse information required to make an informed decision or recommendation.

SPECIFIC OUTCOME 3

Contextualise data for a specific entity.

SPECIFIC OUTCOME 4

Interpret global and local issues that relate to a selected entity's risk pool.

SPECIFIC OUTCOME 5

Make and substantiate a recommendation or decision for an entity.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

7

Apply technical knowledge and insight into the sales and marketing of participatory interest in collective investment scheme portfolios

SAQA US ID	UNIT STANDARD TITLE		
242560	Apply technical knowledge and insight into the sales and marketing of participatory interest in collective investment scheme portfolios		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 5	Regular

SPECIFIC OUTCOME 1

Apply knowledge of collective investment scheme portfolios to position a specific portfolio to meet an identified need.

SPECIFIC OUTCOME 2

Demonstrate insight into the regulatory parameters that apply to the sales and marketing of participatory interest in collective investment portfolios.

SPECIFIC OUTCOME 3

Explain methods that can be used to market participatory interest in collective investment scheme portfolios.

SPECIFIC OUTCOME 4

Explain the market support required by clients of collective investment scheme portfolios.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

8

Evaluate the current and future financial position of an entity

SAQA US ID	UNIT STANDARD TITLE		
242561	Evaluate the current and future financial position of an entity		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 6	Regular

SPECIFIC OUTCOME 1

Apply knowledge of the time value of money to a selected scenario.

SPECIFIC OUTCOME 2

Determine objectively the needs and provisions of an entity.

SPECIFIC OUTCOME 3

Compare the values of different investment instruments over a selected period.

SPECIFIC OUTCOME 4

Vary the assumptions to interrogate a financial solution.

SPECIFIC OUTCOME 5

Propose and substantiate a financial solution to a client.

SPECIFIC OUTCOME 6

Evaluate a financial proposal.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

9

Demonstrate knowledge and understanding of the fundamental principles of risk finance in order to propose an insurance solution

SAQA US ID		UNIT STANDARD TITLE	
242562		Demonstrate knowledge and understanding of the fundamental principles of risk finance in order to propose an insurance solution	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Explain the concept of risk transfer as opposed to insurance.

SPECIFIC OUTCOME 2

Explain the limits of insurance and risk retention/risk transfer parameters.

SPECIFIC OUTCOME 3

Explain the different facilities involved in alternative risk transfer.

SPECIFIC OUTCOME 4

Propose an insurance solution to transfer risk in a business entity.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

10

Analyse the role of international investment in wealth management

SAQA US ID	UNIT STANDARD TITLE		
242563	Analyse the role of international investment in wealth management		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and insight into vehicles available for offshore investment.

SPECIFIC OUTCOME 2

Distinguish between investing offshore through a managed investment vehicle and direct offshore investment.

SPECIFIC OUTCOME 3

Analyse the effects of financial indicators on international investments.

SPECIFIC OUTCOME 4

Analyse the application of international asset classes to a specific client's portfolio.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

11

Apply knowledge and insight to structure and implement a retirement fund for an organisation

SAQA US ID	UNIT STANDARD TITLE		
242564	Apply knowledge and insight to structure and implement a retirement fund for an organisation		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 6	Regular

SPECIFIC OUTCOME 1

Analyse the needs and motivation of an organisation in establishing a retirement fund.

SPECIFIC OUTCOME 2

Apply knowledge of legislation to determine the possible structure of a fund.

SPECIFIC OUTCOME 3

Develop a proposal to meet the identified needs of a specific organisation.

SPECIFIC OUTCOME 4

Design an implementation plan.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

12

Manage costs in a specific case with due regard for quality

SAQA US ID	UNIT STANDARD TITLE		
242565	Manage costs in a specific case with due regard for quality		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	2	Level 5	Regular

SPECIFIC OUTCOME 1

Apply technical knowledge and skill to determine whether a case is general or exceptional for a medical scheme.

SPECIFIC OUTCOME 2

Analyse the cost and quality of benefits in a general case.

SPECIFIC OUTCOME 3

Analyse the benefits of a medical procedure or treatment to a patient for an exceptional case.

SPECIFIC OUTCOME 4

Analyse the cost of benefits to a medical scheme of a specific procedure or treatment for an exceptional case.

SPECIFIC OUTCOME 5

Make a recommendation for a case under investigation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

13

Research the influence of culture and diversity on attitudes to creating and managing wealth

SAQA US ID	UNIT STANDARD TITLE		
242566	Research the influence of culture and diversity on attitudes to creating and managing wealth		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Research cultural differences and customs and their implications for business in a multicultural context.

SPECIFIC OUTCOME 2

Apply knowledge of culture and diversity to approaches to retirement provision and investment practices.

SPECIFIC OUTCOME 3

Analyse attitudes to risk cover in different cultural groups.

SPECIFIC OUTCOME 4

Discuss the implications of cultural differences for business in the financial services sector.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

14

Analyse the product design/structure of different medical schemes to evaluate the benefits of each scheme

SAQA US ID		UNIT STANDARD TITLE	
242567		Analyse the product design/structure of different medical schemes to evaluate the benefits of each scheme	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Investigate theories of product development used by medical schemes.

SPECIFIC OUTCOME 2

Conduct a needs analysis of a client or target market.

SPECIFIC OUTCOME 3

Apply knowledge of benefit sets to a selected client or target market.

SPECIFIC OUTCOME 4

Analyse current developments in benefit design and the potential impact on schemes and options.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

15

Apply knowledge and insight of the medical scheme environment to evaluate risk in a selected medical scheme

SAQA US ID	UNIT STANDARD TITLE		
242568	Apply knowledge and insight of the medical scheme environment to evaluate risk in a selected medical scheme		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 6	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and insight into risk in a medical scheme.

SPECIFIC OUTCOME 2

Research models used to manage risks in the medical scheme environment.

SPECIFIC OUTCOME 3

Analyse the internal and external environment of a selected medical scheme.

SPECIFIC OUTCOME 4

Apply knowledge of a risk management process to a selected medical scheme.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

16

Apply insight into the implications of changing financial priorities and attitudes on the value proposition in a financial relationship

SAQA US ID	UNIT STANDARD TITLE		
242569	Apply insight into the implications of changing financial priorities and attitudes on the value proposition in a financial relationship		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Research changes in attitudes and values and the impact on lifestyle of financial services clients.

SPECIFIC OUTCOME 2

Examine existing service offerings and their appropriateness for different clients.

SPECIFIC OUTCOME 3

Discuss implications of a market related fee for financial advice.

SPECIFIC OUTCOME 4

Apply knowledge of Return on Investment (ROI) theory to a financial services practice.

SPECIFIC OUTCOME 5

Discuss the implications of a fee in relation to the services offered by the product.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

17

Investigate industry initiatives to quality control medical providers

SAQA US ID	UNIT STANDARD TITLE		
242570	Investigate industry initiatives to quality control medical providers		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 5	Regular

SPECIFIC OUTCOME 1

Research international models for quality assurance of medical providers.

SPECIFIC OUTCOME 2

Analyse current South African quality assurance initiatives.

SPECIFIC OUTCOME 3

Suggest innovative ways of providing the most effective outcome for the patient at the least possible cost.

SPECIFIC OUTCOME 4

Analyse the impact of legislation on the rights of providers and patients.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

18

Apply knowledge of health economics to make an informed decision

SAQA US ID	UNIT STANDARD TITLE		
242571	Apply knowledge of health economics to make an informed decision		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 6	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and understanding of health economics in the provision of healthcare.

SPECIFIC OUTCOME 2

Apply the principles of health economics to enable informed decision making.

SPECIFIC OUTCOME 3

Explain the impact of the regulatory environment on health economics.

SPECIFIC OUTCOME 4

Demonstrate knowledge and understanding of the role of pharmaco-economics in funding decisions.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

19

Evaluate the relevant performance of a Fund/Portfolio Manager

SAQA US ID		UNIT STANDARD TITLE	
242572		Evaluate the relevant performance of a Fund/Portfolio Manager	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 6	Regular

SPECIFIC OUTCOME 1

Conduct an attribution analysis to evaluate a manager against an industry benchmark.

SPECIFIC OUTCOME 2

Compare the risk and return of different Fund/Portfolio Managers.

SPECIFIC OUTCOME 3

Consolidate information to create a profile of a Fund/Portfolio Manager.

SPECIFIC OUTCOME 4

Make a decision to place money with a specific Fund/Portfolio Manager.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

20

Determine the needs and wants of an entity in order to propose an appropriate financial solution

SAQA US ID	UNIT STANDARD TITLE		
242573	Determine the needs and wants of an entity in order to propose an appropriate financial solution		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 5	Regular

SPECIFIC OUTCOME 1

Obtain information in order to determine a risk profile and ascertain the needs of an entity.

SPECIFIC OUTCOME 2

Analyse information to crystallise the needs of an entity.

SPECIFIC OUTCOME 3

Determine potential solutions.

SPECIFIC OUTCOME 4

Compare and evaluate a potential solution against key financial aspects.

SPECIFIC OUTCOME 5

Propose a potential financial solution to an entity.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

21

Present a proposal to optimise the tax aspects of the wealth management of an entity

SAQA US ID		UNIT STANDARD TITLE	
242574		Present a proposal to optimise the tax aspects of the wealth management of an entity	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and insight into how different assets and instruments are taxed.

SPECIFIC OUTCOME 2

Analyse the current tax position of an entity.

SPECIFIC OUTCOME 3

Identify possible tax scenarios.

SPECIFIC OUTCOME 4

Present a possible solution to optimise tax aspects of a wealth management portfolio.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

22

Conduct an in depth investigation into the current healthcare sector in South Africa using published data

SAQA US ID	UNIT STANDARD TITLE		
242575	Conduct an in depth investigation into the current healthcare sector in South Africa using published data		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 5	Regular

SPECIFIC OUTCOME 1

Analyse the regulatory environment relating to the funding and delivery of healthcare systems in South Africa.

SPECIFIC OUTCOME 2

Explain the role and influence of stakeholders in the sector.

SPECIFIC OUTCOME 3

Analyse the impact of disease on the healthcare system in South Africa.

SPECIFIC OUTCOME 4

Analyse the funding models used in the healthcare delivery system in South Africa.

SPECIFIC OUTCOME 5

Identify and analyse threats and challenges to healthcare delivery in South Africa.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

23

Apply technical knowledge and insight into property as an investment

SAQA US ID	UNIT STANDARD TITLE		
242576	Apply technical knowledge and insight into property as an investment		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Explain property as an investment asset class.

SPECIFIC OUTCOME 2

Interpret the risk and return of property as an investment.

SPECIFIC OUTCOME 3

Assess the impact of the various drivers on the return of property investments.

SPECIFIC OUTCOME 4

Demonstrate knowledge and understanding of how property is valued for investment purposes.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

24

Apply knowledge of investment to hedge funds

SAQA US ID		UNIT STANDARD TITLE	
242577		Apply knowledge of investment to hedge funds	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 6	Regular

SPECIFIC OUTCOME 1

Explain the use of hedge funds as an investment instrument.

SPECIFIC OUTCOME 2

Analyse different strategies used in creating a hedge fund.

SPECIFIC OUTCOME 3

Present a case for hedge funds in an investment portfolio.

SPECIFIC OUTCOME 4

Research the role of hedge funds in the financial services industry.

SPECIFIC OUTCOME 5

Research the characteristics of a good hedge funds.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

25

Advise Retirement Fund Trustees and Corporates on the structure of a Fund's investments

SAQA US ID	UNIT STANDARD TITLE		
242578	Advise Retirement Fund Trustees and Corporates on the structure of a Fund's investments		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 6	Regular

SPECIFIC OUTCOME 1

Apply knowledge of legislation and governance to the investments of a retirement fund.

SPECIFIC OUTCOME 2

Analyse the investment objectives of a retirement fund.

SPECIFIC OUTCOME 3

Construct a portfolio for a retirement fund.

SPECIFIC OUTCOME 4

Explain how investment advisors select and evaluate a Fund Manager.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

26

Analyse the implications of current and/or proposed reform for the Retirement Fund/Medical Scheme sub-sector in order to formulate a possible response

SAQA US ID	UNIT STANDARD TITLE		
242579	Analyse the implications of current and/or proposed reform for the Retirement Fund/Medical Scheme sub-sector in order to formulate a possible response		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 6	Regular

SPECIFIC OUTCOME 1

Analyse and interpret current or proposed changes in the retirement fund/medical scheme environment and their potential impact on the financial services industry.

SPECIFIC OUTCOME 2

Formulate a response to pending or current changes to the retirement funds/medical scheme sub-sector.

SPECIFIC OUTCOME 3

Investigate changes needed for a business to implement an agreed decision for retirement fund/medical scheme reform in a specific organisation.

SPECIFIC OUTCOME 4

Communicate proposed changes as a result of retirement fund/medical scheme reform.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

27

Apply scenario planning to explain potential risk in a specified financial services context

SAQA US ID	UNIT STANDARD TITLE		
242580	Apply scenario planning to explain potential risk in a specified financial services context		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and insight into the relationships that operate in the broad financial services environment.

SPECIFIC OUTCOME 2

Use divergent thinking techniques to generate a variety of scenarios in a selected context.

SPECIFIC OUTCOME 3

Prioritise and select appropriate scenarios for a specific purpose or context.

SPECIFIC OUTCOME 4

Analyse the effect of each of the selected scenarios on potential risk.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

28

Research the incidence, quantity and severity of an occurrence in order to uncover a trend and anticipate a financial risk

SAQA US ID	UNIT STANDARD TITLE		
242581	Research the incidence, quantity and severity of an occurrence in order to uncover a trend and anticipate a financial risk		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	7	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and insight into events and trends that present a financial risk or opportunity.

SPECIFIC OUTCOME 2

Create a brief to guide research into financial risk associated with an event or trend.

SPECIFIC OUTCOME 3

Analyse and interpret information from a researched document to identify a trend and the associated financial implications.

SPECIFIC OUTCOME 4

Recommend a course of action based on an interpretation of a trend.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

29

Analyse the implications of the South African Government's National Health Policy and the potential impact on medical schemes

SAQA US ID	UNIT STANDARD TITLE		
242582	Analyse the implications of the South African Government's National Health Policy and the potential impact on medical schemes		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 6	Regular

SPECIFIC OUTCOME 1

Analyse the goals of the National Health Policy (NHP) in relation to access and redress.

SPECIFIC OUTCOME 2

Critically evaluate the effectiveness of the current regulatory environment in support of the Government's goals for healthcare.

SPECIFIC OUTCOME 3

Investigate the potential costs to medical schemes of implementing the National Health Policy (NHP) goals.

SPECIFIC OUTCOME 4

Investigate industry initiatives in response to the National Health Policy.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

30

Design a funding model to make provision for financial consequences of losses in an entity

SAQA US ID	UNIT STANDARD TITLE		
242583	Design a funding model to make provision for financial consequences of losses in an entity		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies .	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and understanding of different insurance models.

SPECIFIC OUTCOME 2

Analyse existing policy documents and claims statistics.

SPECIFIC OUTCOME 3

Apply an insurance model to create a model for a specific entity.

SPECIFIC OUTCOME 4

Draft a wording for a selected model.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

31

Demonstrate knowledge and understanding of the Financial Advisory and Intermediary Services Act 2002 (FAIS) (Act 37 of 2002) as it impacts on a specific financial services sub-sector

SAQA US ID	UNIT STANDARD TITLE		
242584	Demonstrate knowledge and understanding of the Financial Advisory and Intermediary Services Act 2002 (FAIS) (Act 37 of 2002) as it impacts on a specific financial services sub-sector		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	2	Level 4	Regular

SPECIFIC OUTCOME 1

Explain the purpose of the Financial Advisory and Intermediary Services Act (FAIS).

SPECIFIC OUTCOME 2

Explain the requirements for licensing under FAIS.

SPECIFIC OUTCOME 3

Explain the mechanisms for enforcement and the implications for the intermediary and the industry.

SPECIFIC OUTCOME 4

Discuss the effects of requirements for transparency and the right to information on the financial services industry.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

32

Analyse the dynamics of different interactive styles in client relationships

SAQA US ID	UNIT STANDARD TITLE		
242585	Analyse the dynamics of different interactive styles in client relationships		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Analyse interactive styles in managing interactions with people in different situations.

SPECIFIC OUTCOME 2

Explore the basic principles of a client centered relationship.

SPECIFIC OUTCOME 3

Apply a selected behaviour/interactive style model to a specific client relationship.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

33

Apply technical knowledge and insight into how the legislative and regulatory environment impacts on retirement fund benefits for employees

SAQA US ID	UNIT STANDARD TITLE		
242586	Apply technical knowledge and insight into how the legislative and regulatory environment impacts on retirement fund benefits for employees		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 5	Regular

SPECIFIC OUTCOME 1

Identify the legal and regulatory framework for a retirement fund.

SPECIFIC OUTCOME 2

Critically analyse an existing benefit structure in relation to relevant legislation.

SPECIFIC OUTCOME 3

Analyse existing contracts and rules for compliance.

SPECIFIC OUTCOME 4

Investigate the existing control structures in order to address areas of non-compliance.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

34

Apply knowledge of macro economic trends and indices to evaluate the potential effect on a selected portfolio

SAQA US ID	UNIT STANDARD TITLE		
242587	Apply knowledge of macro economic trends and indices to evaluate the potential effect on a selected portfolio		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 6	Regular

SPECIFIC OUTCOME 1

Analyse the impact of the major indices of the Johannesburg Securities Exchange (JSE) and indices of international bourses on a selected investment.

SPECIFIC OUTCOME 2

Apply knowledge of economic trends to evaluate the financial instruments in a specific portfolio.

SPECIFIC OUTCOME 3

Anticipate a change in the markets and propose a financial solution.

SPECIFIC OUTCOME 4

Propose a financial solution to maintain a selected investment in an unanticipated negative environment.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

35

Examine the assets and liabilities from an organisation's financial statements in order to identify risk financing opportunities

SAQA US ID		UNIT STANDARD TITLE	
242588		Examine the assets and liabilities from an organisation's financial statements in order to identify risk financing opportunities	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Analyse the financial statements of an organisation.

SPECIFIC OUTCOME 2

Calculate monies available for risk finance.

SPECIFIC OUTCOME 3

Quantify the exposures to risk in an organisation.

SPECIFIC OUTCOME 4

Research options or strategies to finance risks.

SPECIFIC OUTCOME 5

Propose a risk finance solution.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

36

Apply knowledge of business insurance to propose a Long-Term financial solution for a business entity

SAQA US ID	UNIT STANDARD TITLE		
242589	Apply knowledge of business insurance to propose a Long-Term financial solution for a business entity		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 6	Regular

SPECIFIC OUTCOME 1

Research different types of business entity.

SPECIFIC OUTCOME 2

Analyse the Long-Term business insurance needs of an entity.

SPECIFIC OUTCOME 3

Value a business for Long-Term business insurance purposes.

SPECIFIC OUTCOME 4

Propose a Long-Term business insurance solution.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

37

Apply knowledge and skill to explain the application of structured long term insurance portfolios

SAQA US ID	UNIT STANDARD TITLE		
242590	Apply knowledge and skill to explain the application of structured long term insurance portfolios		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 5	Regular

SPECIFIC OUTCOME 1

Explain the features of structured long term insurance portfolios.

SPECIFIC OUTCOME 2

Explain how insurers construct and manage structured long term insurance portfolios.

SPECIFIC OUTCOME 3

Assess the suitability of a structured long term insurance portfolio investment for a specific client.

SPECIFIC OUTCOME 4

Interpret the performance of a structured long term insurance portfolio investment in relation to other classes.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

38

Apply knowledge of the unique estate planning needs of farm owners to provide a financial plan for a farm owner

SAQA US ID	UNIT STANDARD TITLE		
242591	Apply knowledge of the unique estate planning needs of farm owners to provide a financial plan for a farm owner		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 6	Regular

SPECIFIC OUTCOME 1

Analyse a farm owner's assets.

SPECIFIC OUTCOME 2

Apply knowledge of tax to a farm owner's Estate.

SPECIFIC OUTCOME 3

Explain problems that are unique to a farm owner.

SPECIFIC OUTCOME 4

Advise a farm owner on an estate plan.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

39

Apply knowledge of estate planning to propose a financial solution for a high net worth client

SAQA US ID	UNIT STANDARD TITLE		
242592	Apply knowledge of estate planning to propose a financial solution for a high net worth client		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 6	Regular

SPECIFIC OUTCOME 1

Analyse the current situation of a high net worth individual.

SPECIFIC OUTCOME 2

Evaluate the use of trusts as estate planning tools.

SPECIFIC OUTCOME 3

Investigate different scenarios to optimise the structure of an estate.

SPECIFIC OUTCOME 4

Advise a high net worth client on a tax effective and efficient estate planning solution.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

40

Explain South African money laundering legislation and the implications for accountable institutions in transacting with clients

SAQA US ID	UNIT STANDARD TITLE		
242593	Explain South African money laundering legislation and the implications for accountable institutions in transacting with clients		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 4	Regular

SPECIFIC OUTCOME 1

Explain the purpose of various money laundering legislation applicable in South Africa.

SPECIFIC OUTCOME 2

Explain the requirements for accountable institutions.

SPECIFIC OUTCOME 3

Explain the recording function and how to report suspicious transactions.

SPECIFIC OUTCOME 4

Demonstrate understanding of the consequences of non-compliance.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

41

Apply knowledge of the different asset classes in order to give financial advice

SAQA US ID	UNIT STANDARD TITLE		
242594	Apply knowledge of the different asset classes in order to give financial advice		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 5	Regular

SPECIFIC OUTCOME 1

Analyse the different asset classes and their role in a financial plan.

SPECIFIC OUTCOME 2

Analyse the effect of the investment environment on the asset classes.

SPECIFIC OUTCOME 3

Investigate how market conditions impact on asset classes.

SPECIFIC OUTCOME 4

Analyse the risk profile of a client in order to propose a financial solution.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

42

Apply knowledge and insight of the role of alternative investments in wealth management

SAQA US ID	UNIT STANDARD TITLE		
242595	Apply knowledge and insight of the role of alternative investments in wealth management		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 6	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and insight into alternative investments.

SPECIFIC OUTCOME 2

Describe the most commonly available investment vehicles used as alternative investments.

SPECIFIC OUTCOME 3

Demonstrate knowledge and insight into how financial instruments can be structured to meet special needs.

SPECIFIC OUTCOME 4

Demonstrate knowledge and insight into the influence of world trends and market forces on alternative markets.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

43

Evaluate the effectiveness of the administration function of a retirement fund in order to make an informed decision

SAQA US ID		UNIT STANDARD TITLE	
242596		Evaluate the effectiveness of the administration function of a retirement fund in order to make an informed decision	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Analyse the administrative function of a retirement fund.

SPECIFIC OUTCOME 2

Evaluate the implementation of trustee decisions by the administrator.

SPECIFIC OUTCOME 3

Evaluate compliance with the regulatory environment.

SPECIFIC OUTCOME 4

Propose a solution to address identified administration risks.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

44

Apply technical knowledge and skill to advise business entities on insurance and group retirement benefits

SAQA US ID		UNIT STANDARD TITLE	
242597		Apply technical knowledge and skill to advise business entities on insurance and group retirement benefits	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 6	Regular

SPECIFIC OUTCOME 1

Research an industry sector to determine issues and trends.

SPECIFIC OUTCOME 2

Analyse a business entity to determine needs and existing benefits.

SPECIFIC OUTCOME 3

Synthesise information to propose appropriate benefit structures.

SPECIFIC OUTCOME 4

Recommend a financial solution for a business entity.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

45

Demonstrate knowledge and understanding of the responsibilities of directors in terms of corporate governance

SAQA US ID	UNIT STANDARD TITLE		
242598	Demonstrate knowledge and understanding of the responsibilities of directors in terms of corporate governance		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Research the historical basis for corporate governance and the management of strategic risk.

SPECIFIC OUTCOME 2

Apply knowledge and insight into different types of directorship.

SPECIFIC OUTCOME 3

Analyse the regulatory rights and responsibilities of directors and the related risks.

SPECIFIC OUTCOME 4

Apply knowledge of corporate governance to directorships in a selected business sector.

SPECIFIC OUTCOME 5

Explain the insurance needed by directors and shareholders.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

46

Apply knowledge and understanding of captives as a method of alternative risk transfer

SAQA US ID	UNIT STANDARD TITLE		
242599	Apply knowledge and understanding of captives as a method of alternative risk transfer		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge of captives as a risk management vehicle.

SPECIFIC OUTCOME 2

Explain when a captive becomes viable.

SPECIFIC OUTCOME 3

Propose a solution for a corporate client using a captive to manage risk.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

47

Demonstrate knowledge and insight into the valuation of retirement funds

SAQA US ID	UNIT STANDARD TITLE		
242600	Demonstrate knowledge and insight into the valuation of retirement funds		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 6	Regular

SPECIFIC OUTCOME 1

Explain the purpose and requirements for valuation of a retirement fund.

SPECIFIC OUTCOME 2

Critically analyse the basic principles that underpin the valuation of a retirement fund.

SPECIFIC OUTCOME 3

Evaluate the financial results of the valuation.

SPECIFIC OUTCOME 4

Discuss the main socio-economic factors that affect valuation results of a retirement fund.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

48

Apply a researched trend to individual financial risk

SAQA US ID	UNIT STANDARD TITLE		
242601	Apply a researched trend to individual financial risk		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Explain the different indicators used to identify financial trends.

SPECIFIC OUTCOME 2

Demonstrate knowledge and insight into the relationship between events in the macro environment, financial indicators and trends.

SPECIFIC OUTCOME 3

Apply knowledge and insight to predict the implications of identified trends on financial risk.

SPECIFIC OUTCOME 4

Apply a researched trend to individual scenarios.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

49

Apply the risk management process to investigate alternatives for risk transfer

SAQA US ID	UNIT STANDARD TITLE		
242602	Apply the risk management process to investigate alternatives for risk transfer		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Explain the concept of alternative risk transfer.

SPECIFIC OUTCOME 2

Analyse options for transferring risk to internal control/management mechanisms.

SPECIFIC OUTCOME 3

Analyse insurance alternatives for risk transfer.

SPECIFIC OUTCOME 4

Analyse the financial alternatives for risk transfer.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

50

Apply knowledge of estate planning to propose a financial solution for a specific client

SAQA US ID	UNIT STANDARD TITLE		
242603	Apply knowledge of estate planning to propose a financial solution for a specific client		
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 5	Regular

SPECIFIC OUTCOME 1

Interpret the provisions of a will.

SPECIFIC OUTCOME 2

Apply knowledge of legislation to calculate Estate Duty.

SPECIFIC OUTCOME 3

Analyse the liquidity of an estate.

SPECIFIC OUTCOME 4

Propose a financial solution to ensure the orderly and cost effective winding up of the estate.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

51

Devise a marketing strategy for a selected target market

SAQA US ID	UNIT STANDARD TITLE		
242604	Devise a marketing strategy for a selected target market		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 6	Regular

SPECIFIC OUTCOME 1

Investigate the prospective client.

SPECIFIC OUTCOME 2

Analyse the primary objectives of the stakeholders.

SPECIFIC OUTCOME 3

Interpret the secondary objectives of stakeholders.

SPECIFIC OUTCOME 4

Execute the marketing strategy for a selected target market.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

52

Apply financial knowledge and skill to manage a Trust Fund

SAQA US ID	UNIT STANDARD TITLE		
242605	Apply financial knowledge and skill to manage a Trust Fund		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Explain the different types of Trusts and the roles of the Trust Officer/Administrators.

SPECIFIC OUTCOME 2

Apply knowledge of legislation to the management of Trust.

SPECIFIC OUTCOME 3

Project the financial support a Trust can provide over a certain term.

SPECIFIC OUTCOME 4

Apply knowledge of different types of property ownership in order to recommend an appropriate financial solution.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

53

Discuss current trends in investment portfolio management

SAQA US ID		UNIT STANDARD TITLE	
242606		Discuss current trends in investment portfolio management	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 6	Regular

SPECIFIC OUTCOME 1

Apply knowledge of theories in investment portfolio management.

SPECIFIC OUTCOME 2

Demonstrate insight into the products marketed by providers.

SPECIFIC OUTCOME 3

Demonstrate insight into portfolio management trends.

SPECIFIC OUTCOME 4

Explain the changing focus in marketing strategy in relation to the products and markets.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

54

Apply technical knowledge and insight into the management of collective investment portfolios

SAQA US ID	UNIT STANDARD TITLE		
242607	Apply technical knowledge and insight into the management of collective investment portfolios		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and understanding of the financial markets and instruments used in portfolios of collective investment schemes.

SPECIFIC OUTCOME 2

Explain the techniques and practices used by portfolio/fund managers.

SPECIFIC OUTCOME 3

Evaluate the effectiveness of the management of a portfolio.

SPECIFIC OUTCOME 4

Describe the regulatory and contractual parameters of investment management.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

55

Apply technical knowledge to explain business risk and possible strategies to finance risk

SAQA US ID	UNIT STANDARD TITLE		
242608	Apply technical knowledge to explain business risk and possible strategies to finance risk		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Explain the consequences for an organisation that does not strategise risk appropriately.

SPECIFIC OUTCOME 2

Analyse the capacity of an organisation for risk.

SPECIFIC OUTCOME 3

Apply technical knowledge and skill in order to explain business risks in medium to large organisations.

SPECIFIC OUTCOME 4

Explain how an organisation's risk appetite influences the financing of risk.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

56

Demonstrate knowledge and understanding of the establishment and ongoing maintenance of a domestic collective investment portfolio

SAQA US ID	UNIT STANDARD TITLE		
242609	Demonstrate knowledge and understanding of the establishment and ongoing maintenance of a domestic collective investment portfolio		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 5	Regular

SPECIFIC OUTCOME 1

Explain why a collective investment manager may decide to establish a new portfolio.

SPECIFIC OUTCOME 2

Analyse the feasibility of a proposed collective investment portfolio.

SPECIFIC OUTCOME 3

Explain the process involved in the establishment of a collective investment portfolio.

SPECIFIC OUTCOME 4

Explain the ongoing maintenance of a collective investment portfolio.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

57

Investigate issues of governance that impact on the different role players in a selected sub-sector

SAQA US ID	UNIT STANDARD TITLE		
242610	Investigate issues of governance that impact on the different role players in a selected sub-sector		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 6	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and insight into corporate governance in the 21st Century.

SPECIFIC OUTCOME 2

Demonstrate knowledge and insight into legislation and codes of good practice that impact on a specific sub-sector.

SPECIFIC OUTCOME 3

Apply principals of corporate governance to a specific entity.

SPECIFIC OUTCOME 4

Suggest ways to implement or improve corporate governance in a selected organisation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

58

Develop a set of rules that meets the needs of a retirement fund client and are compliant

SAQA US ID	UNIT STANDARD TITLE		
242611	Develop a set of rules that meets the needs of a retirement fund client and are compliant		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Interpret the structure and benefit design of a selected retirement fund.

SPECIFIC OUTCOME 2

Apply knowledge of the regulatory environment and best practice to a set of retirement fund rules.

SPECIFIC OUTCOME 3

Develop a set of rules for a new retirement fund.

SPECIFIC OUTCOME 4

Edit and review a set of retirement fund rules for submission to the Financial Services Board (FSB) and South African Revenue Service (SARS).



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

59

Apply technical knowledge and skill to explain how collective investment scheme portfolios are classified

SAQA US ID	UNIT STANDARD TITLE		
242612	Apply technical knowledge and skill to explain how collective investment scheme portfolios are classified		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	2	Level 5	Regular

SPECIFIC OUTCOME 1

Explain the rationale for the collective investment scheme portfolio classification system in South Africa.

SPECIFIC OUTCOME 2

Explain how the collective investment scheme portfolio classification system is constructed.

SPECIFIC OUTCOME 3

Explain the implications of the classification system for an investor.

SPECIFIC OUTCOME 4

Apply the classification system to an investment portfolio.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

60

Apply technical knowledge and skill to advise an individual on planning for retirement

SAQA US ID	UNIT STANDARD TITLE		
242613	Apply technical knowledge and skill to advise an individual on planning for retirement		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	5	Level 5	Regular

SPECIFIC OUTCOME 1

Apply knowledge of legislation to retirement planning.

SPECIFIC OUTCOME 2

Assess objectives and provisions to determine a financial strategy.

SPECIFIC OUTCOME 3

Construct a portfolio for a specific client based on a client's risk tolerance and objectives.

SPECIFIC OUTCOME 4Recommend changes to a retirement plan after an ☐unplanned life event.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

61

Adapt and verbally communicate financial information to a range of audiences

SAQA US ID	UNIT STANDARD TITLE		
242614	Adapt and verbally communicate financial information to a range of audiences		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	2	Level 5	Regular

SPECIFIC OUTCOME 1

Determine an appropriate communication strategy.

SPECIFIC OUTCOME 2

Manage the presentation environment.

SPECIFIC OUTCOME 3

Use key delivery techniques.

SPECIFIC OUTCOME 4

Manage the audience dynamic.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

62

Demonstrate knowledge and understanding of the financial consequences of a large claim to a client

SAQA US ID	UNIT STANDARD TITLE		
242615	Demonstrate knowledge and understanding of the financial consequences of a large claim to a client		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 5	Regular

SPECIFIC OUTCOME 1

Analyse the adequacy of cover in the event of a large claim.

SPECIFIC OUTCOME 2

Analyse the financial consequences of an event for a specific client.

SPECIFIC OUTCOME 3

Apply knowledge of an event to assist a client to resume operations.

SPECIFIC OUTCOME 4

Apply knowledge of business management to determine additional uninsurable costs in the event of a large claim.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

63

Objectively evaluate the criteria that materially affect the performance of a medical scheme and its administration

SAQA US ID		UNIT STANDARD TITLE	
242616		Objectively evaluate the criteria that materially affect the performance of a medical scheme and its administration	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Insurance and Investment		3	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Finance, Economics and Accounting
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Analyse Government Health Policy in terms of how it affects the performance of a Medical Scheme.

SPECIFIC OUTCOME 2

Analyse the impact of decisions of the various stakeholders on a selected medical scheme.

SPECIFIC OUTCOME 3

Evaluate the performance of a medical scheme.

SPECIFIC OUTCOME 4

Evaluate the resources of a medical scheme and their effect on performance



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

64

Analyse reports and documents of a retirement fund to ensure governance and manage risk

SAQA US ID	UNIT STANDARD TITLE		
242617	Analyse reports and documents of a retirement fund to ensure governance and manage risk		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	2	Level 5	Regular

SPECIFIC OUTCOME 1

Explain the reporting required of a retirement fund.

SPECIFIC OUTCOME 2

Apply knowledge of a retirement fund's investment strategy to validate implementation and ensure compliance.

SPECIFIC OUTCOME 3

Examine the assets and liabilities of a retirement fund to evaluate risk.

SPECIFIC OUTCOME 4

Analyse a retirement fund's strategy to manage risk.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

65

Explain the basic principles of enterprise wide risk management

SAQA US ID	UNIT STANDARD TITLE		
242618	Explain the basic principles of enterprise wide risk management		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	12	Level 5	Regular

SPECIFIC OUTCOME 1

Investigate a selected business in terms of its strategic risk philosophy.

SPECIFIC OUTCOME 2

Analyse the operational risk in a selected business.

SPECIFIC OUTCOME 3

Analyse the financial risk in a selected business.

SPECIFIC OUTCOME 4

Analyse the competition risk in an organisation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

66

Apply knowledge and insight to advise on the composition of a financial portfolio

SAQA US ID	UNIT STANDARD TITLE		
242619	Apply knowledge and insight to advise on the composition of a financial portfolio		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Insurance and Investment	3		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Finance, Economics and Accounting	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 6	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge and insight into the current investment environment.

SPECIFIC OUTCOME 2

Apply knowledge of asset classes and investment instruments to analyse the risk/return characteristics and performance of an investment portfolio.

SPECIFIC OUTCOME 3

Revalue and rebalance an existing financial portfolio.

**SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)**

In accordance with Regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

Vehicle Maintenance

registered by Organising Field 06, Manufacturing, Engineering and Technology, publishes the following qualification and unit standards for public comment.

This notice contains the titles, fields, sub-fields, NQF levels, credits, and purpose of the qualification and unit standards. The qualification and unit standards can be accessed via the SAQA web-site at www.saga.org.za. Copies may also be obtained from the Directorate for Standards Setting and Development at the SAQA offices, **Hatfield Forum West, 1067 Arcadia Street, Hatfield, Pretoria.**

Comment on the qualification and unit standards should reach SAQA at the address ***below and no later than 7 September 2006.*** All correspondence should be marked **Standards Setting – SGB for Vehicle Maintenance** and addressed to

The Director: Standards Setting and Development
SAQA

Attention: Mr. D Mphuthing

Postnet Suite 248

Private Bag X06

Waterkloof

0145

or faxed to 012 – 431-5144

e-mail: dmphuthing@saga.co.za

S BHIKHA

DIRECTOR: STANDARDS SETTING AND DEVELOPMENT



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

QUALIFICATION:

National Diploma: Automotive Repair and Maintenance

SAQA QUAL ID		QUALIFICATION TITLE	
57450		National Diploma: Automotive Repair and Maintenance	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Vehicle Maintenance		6	
QUAL TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD
National Diploma		Manufacturing, Engineering and Technology	Manufacturing and Assembly
ABET BAND	MINIMUM CREDITS	NQF LEVEL	QUALIFICATION CLASS
Undefined	240	Level 5	Regular-Unit Stds Based

PURPOSE AND RATIONALE OF THE QUALIFICATION**Purpose:**

The purpose of the qualification is to provide learners, education and training providers and employers with the competencies and the range of learning required to work effectively in various industries making use of automotive repair and maintenance skills and to meet the challenges of the automotive industry and related environments.

The primary competencies in this qualification focus on the diagnosis and repair vehicle systems and to take responsibility for work in a workshop. This includes a detailed understanding of how to develop subordinates, understand business operation principles and the cost of non-conformance.

Hand and business skills play an important role in this qualification. Recipients of one of the specialisations of this qualification are able to conduct the essential maintenance and related operations associated with the range of vehicles available today, and efficient and safe operational practices.

With this understanding learners will be able to participate in operational activities. What learners achieve in this qualification will also serve as a basis for further learning where they will engage in more complex management and related engineering activities in the field of automotive technology.

Rationale:

This qualification in automotive repair and maintenance NQF Level 5 has been developed as a progression from qualifications in automotive repair and maintenance at NQF Level 4. The development was necessary due to automotive repair and maintenance technology and serves as the introductory qualification for further automotive industry related management skills.

The field of automotive maintenance and repair is characterised by the overall diagnosis and repair of vehicle systems as well as the reconditioning of components where required. This in turn provides support and job opportunities to a variety of small businesses in the retail motor and related industries. The qualification also equips entrepreneurs with basic business and management skills to manage a business.

People working in the automotive repair and maintenance field require technical knowledge and well developed hand skills.

There is also a critical need in the industry to identify people who are able to conduct the essential maintenance and related operations associated with the range of vehicles available today, and apply efficient and safe operational practices in at least one of the following specialisation areas:

> Passenger and Light Delivery Vehicles.

- > Earthmoving Equipment.
- > Commercial Vehicles.

This is the fourth qualification in a series for learners who want to follow a career in the field of automotive repair and maintenance. This qualification focuses on developing skills and knowledge necessary to perform as a competent person in the automotive industry.

It also provides learners who have gained relevant experience in the workplace with an opportunity to obtain credits through an RPL process. The qualification also forms the basis for further learning in the field of vehicle technology.

RECOGNIZE PREVIOUS LEARNING?

Y

LEARNING ASSUMED TO BE IN PLACE

It is assumed that learners have attained the outcomes described in the FETC in Automotive Repair and Maintenance or learners are already competent in Communication and Mathematical Literacy at NQF Level 4.

Recognition of Prior Learning:

This qualification may be obtained through a process of RPL. The learner should be thoroughly briefed prior to the assessment and support provided to assist in the process of developing a portfolio.

While this is primarily a workplace-based qualification, evidence from other areas of endeavour may be introduced if pertinent to any of the exit-level outcomes.

Access to the qualification:

Access to the qualification is open bearing in mind learning assume to be in place.

QUALIFICATION RULES

- > All the Fundamental unit standards totalling 36 credits are compulsory.
- > All the Core unit standards totalling 70 credits are compulsory.
- > Candidates may select a specialisation area of their choice as indicated below, and all the unit standards in that specialisation area must be completed. Additional unit standards may be selected from any of the other specialisation areas, or from the generic Elective category to supplement credits to achieve a minimum total of 240 credits.
- > Specialisation area 1: Passenger and Light Delivery Vehicles:
 - > 12230: "Diagnose, test and repair electronic automobile fuel injection systems", Level 4, 16 Credits.
 - > 12231: "Diagnose and repair engine management systems", Level 5, 20 Credits.
 - > 12232: "Diagnose and repair vehicle stability, traction and drive control (VSTDC) systems", Level 5, 20 Credits.
 - > 12227: "Trace and repair faults on advanced auto electrical circuits", Level 4, 16 Credits.
 - > 230465: "Diagnose and repair hydraulic systems", Level 5, 10 Credits.
 - > 230463: "Diagnose and repair drive train systems", Level 5, 8 Credits.
 - > 230466: "Recondition automatic transmissions", Level 5, 10 Credits.
 - > 230462: "Analyse failure of vehicle parts", Level 5, 12 Credits.
 - > Total: 112 Credits.
- > Specialisation area 2: Earthmoving Equipment:
 - > 12230: "Diagnose, test and repair electronic automobile fuel injection systems", Level 4, 16 Credits.
 - > 12231: "Diagnose and repair engine management systems", Level 5, 20 Credits.
 - > 230467: "Diagnose and repair hydrostatic systems", Level 5, 10 Credits.
 - > 230464: "Diagnose and repair engine and exhaust braking systems", Level 5, 6 Credits.
 - > 230465: "Diagnose and repair hydraulic systems", Level 5, 10 Credits.
 - > 230463: "Diagnose and repair drive train systems", Level 5, 8 Credits.
 - > 230466: "Recondition automatic transmissions", Level 5, 10 Credits.
 - > 230468: "Assess and report on earthmoving equipment undercarriage condition", Level 5, 8 Credits.
 - > 230462: "Analyse failure of vehicle parts", Level 5, 12 Credits.

> Total: 100 Credits.

> Specialisation area 3: Commercial Vehicles:

> 12230: "Diagnose, test and repair electronic automobile fuel injection systems", Level 4, 16 Credits.

> 12231: "Diagnose and repair engine management systems", Level 5, 20 Credits.

> 12232: "Diagnose and repair vehicle stability, traction and drive control (VSTDC) systems", Level 5, 20 Credits.

> 230464: "Diagnose and repair engine and exhaust braking systems", Level 5, 6 Credits.

> 230465: "Diagnose and repair hydraulic systems", Level 5, 10 Credits.

> 230463: "Diagnose and repair drive train systems", Level 5, 8 Credits.

> 230466: "Recondition automatic transmissions", Level 5, 10 Credits.

> 230462: "Analyse failure of vehicle parts", Level 5, 12 Credits.

> Total: 102 Credits.

EXIT LEVEL OUTCOMES

1. Communicate and solve problems in a variety of ways.

2. Manage work in an automotive context.

3. Diagnose and repair vehicles in a specialised area.

> One of: Passenger and Light Delivery Vehicles; Earthmoving Equipment or Commercial Vehicles.

Critical Cross-Field Outcomes:

This qualification addresses the following generic outcomes in an integrated manner through the application of various unit standards:

> Work effectively with others as a member of a team/group.

> Organise and manage oneself and one's activities.

> Communicate using visual, mathematical and/or language skills in modes of oral and/or written presentation.

> Identify and solve problems in which responses display that responsible decisions using critical and creative thinking have been made.

> Collect, analyse, organise and critically evaluate information.

> Use science and technology effectively and critically, showing responsibility towards the environment and health of others.

> Understand the world as a set of related systems.

ASSOCIATED ASSESSMENT CRITERIA

1:

> Oral communication is maintained and adapted as required to promote effective interaction in a work context.

> Information is accessed from instructions, visual information and a range of other workplace texts and responses where required are appropriate to the context.

> Written communication is clear and unambiguous and at an appropriate level for designated target audiences.

> Mathematical functions are used correctly to solve routine workplace problems and tasks.

> The financial aspects of personal, business and national issues are investigated.

2:

> Work is conducted in accordance with agreed time schedules.

> Work is conducted efficiently with a minimum of wastage.

> Quality is managed in accordance with customer requirements.

3:

> Work area and vehicle is prepared for diagnosis and repair.

> Appropriate test equipment is connected in accordance with set procedures.

> System faults are identified and appropriate data collected in accordance with set procedures.

> System faults identified and repaired in accordance with set specifications.

> System repair is confirmed in accordance with organisational requirements.

> Safety procedures are adhered to during the diagnosing and repairing task.

Integrated assessment:

Integrated assessment at the level of the qualification provides an opportunity for learners to show they are able to integrate concepts, actions and ideas achieved across a range of unit standards and contexts.

Integrated assessment must evaluate the quality of observable performance as well as the thinking behind the performance. Some assessment aspects will demand practical demonstration while others may not. In some case inference will be necessary to determine competence depending on the nature and context within which performance takes place.

In order to ensure that the candidate is able to work within various contexts of the automotive industry, it is necessary to conduct assessments that will provide evidence that learners are able to apply their knowledge and skills in a range of other contexts and for further learning. The assessment should also ensure that all the critical cross-field outcomes have been achieved.

INTERNATIONAL COMPARABILITY

As a starting point, this qualification which is part of a series of qualifications in the field of vehicle technology including, servicing, maintenance, repairs and diagnostics, was compared to other, similar outcomes-based qualifications, certifications or skills standards in English speaking countries of the world.

It was found to be difficult to compare the New Zealand and Australian narrow focus qualifications with this broad-based qualification that also include fundamentals, however the generic core and specialisation areas' unit standards did compare favourably to both the Australian (AUR99) Automotive Industry, Service and Repair unit standards and the NVQ qualification in the United Kingdom.

An example of the exact multi specialisation area approach used in this qualification was found in Australia under Automotive Retail Service Repair Training (www.automotivetraining.org.au). The range of unit standards used in Australia that relate similarly to core unit standards in this qualification may be found at (www.ntis.gov.au).

It was further difficult to undertake specific comparisons given that the New Zealand and Australian qualifications, although they are in the same field of vehicle technology and cover the same areas of specialisation (thus containing a large degree of similar content) are conceptualised as three year qualifications without exit level outcomes at the intermediate levels.

This notwithstanding, the technical content of this qualification for automotive repair and maintenance (with the various specialisations) corresponds with the equivalent level of qualification in vehicle servicing (with the various specialisations) in Australia, New Zealand and the United Kingdom.

Elements of the Institute of Motor Industry (IMI) in the UK have been used in benchmarking best practice procedures in some of the unit standards used in this qualification. The NVQ qualifications offered in the UK cover all the same objectives of this series of qualifications at various levels of complexity. The qualifications are offered as an internship wherein the learner enrolls with a college or training centre for the theoretical component, and achieves the practical component in-house. The qualifications are all based on specific levels of performance, and lead to progressive levels of complexity, but are identified as separate qualifications. The learning towards these qualifications is offered through long-term learner-employer relationships, with short-term stints at a training centre. Qualification titles in the UK include:

- > Vehicle Mechanical & Electronic Systems, Maintenance and Repair - Level 3 (Q1015915).
- > Vehicle Mechanical & Electronic Systems, Maintenance and Repair - Level 3 (Q1015916).
- > Motorcycle Mechanical & Electronic Systems, Maintenance and Repair - Level 3 (Q1015918).
- > Vehicle Refinishing - Level 3 (Q1017590).
- > Vehicle Body Repair - Level 3 (Q1015917).
- > Vehicle Body Fitting - Level 2 (Q1015913).
- > Vehicle Mechanical & Electronic Systems, unit Replacement - Level 2 (Q1015914).

The qualifications offered in other European countries, such as Germany, are also predominantly vocational qualifications with theoretical components being achieved through a specified period at a training centre. The qualifications are aimed at achieving complete competence in all aspects of vehicle maintenance through the progressive series of qualifications and includes mechanical, electrical and coach works. The training programmes are progressive qualifications of one-year duration each and include ongoing training through workbooks in which the trainee is required to complete evidence of understanding for each month of the registered year of learning. Germany has a requirement that competent people be licensed to operate under the *meister* (master craftsman) programme, and this licence is valid for a period of two years. The qualification titles offered in Germany include:

- > *Auto Fachman* - Level 1.

- > Auto Fachman - Level 2.
- > Auto Fachman - Level 3.
- > Auto Fachman - Meister.

America uses a system of specialisation areas, with a master technician being identified as a person who is competent in all areas and will be able to perform on almost any part of a vehicle. The learning is conducted through apprenticeships and has specialisation areas for engine technicians, transmission technicians, steering and suspension technicians, brake technicians, electrical system technicians, heating and air conditioning technicians, driveability and performance technicians and lubrication technicians.

None of the SADC countries have their own qualifications relating to vehicle maintenance, but use the British City and Guilds Standards for training learners in the automotive field. Namibia has indicated interest in the South African qualifications and may implement this qualification once it has been registered.

ARTICULATION OPTIONS

This qualification allows for both horizontal and vertical articulation.

Horizontal articulation can occur with:

- > 22861: "National Certificate: Autotronics", NQF Level 5.

Vertical articulation can occur with:

- > 48694: "Bachelor of Science: Engineering", NQF Level 7.

MODERATION OPTIONS

> Anyone assessing a learner or moderating the assessment of a learner against this unit standard must be registered as an assessor with the relevant Education, Training, Quality, Assurance (ETQA) Body, or with an ETQA that has a Memorandum of Understanding with the relevant ETQA.

> Any institution offering learning that will enable the achievement of this unit standard must be accredited as a provider with the relevant Education, Training, Quality, Assurance (ETQA) Body, or with an ETQA that has a Memorandum of Understanding with the relevant ETQA.

> Assessment and moderation of assessment will be overseen by the relevant Education, Training, Quality, Assurance (ETQA) Body, or by an ETQA that has a Memorandum of Understanding with the relevant ETQA, according to the ETQA's policies and guidelines for assessment and moderation.

> Moderation must include both internal and external moderation of assessments, unless ETQA policies specify otherwise. Moderation should also encompass achievement of the competence described in the Unit Standard.

CRITERIA FOR THE REGISTRATION OF ASSESSORS

The following criteria should be applied by the relevant ETQA:

- > Appropriate qualification and a minimum of 3 years experience in the field of vehicle servicing or a similar environment.
- > Registration as an assessor with the relevant ETQA.

NOTES

N/A

UNIT STANDARDS

(Note: A blank space after this line means that the qualification is not based on Unit Standards.)

	UNIT STANDARD ID AND TITLE	LEVEL	CREDITS	STATUS
Core	7876 Conduct on-the-job-training	Level 5	8	Reregistered
Core	10053 Manage customer requirements and needs and implement action plans	Level 5	8	Reregistered
Core	10066 Establish customer needs and relationships	Level 5	16	Reregistered
Core	15219 Develop and implement a strategy and action plans for a team, department or division	Level 5	4	Reregistered
Core	15230 Monitor team members and measure effectiveness of performance	Level 5	4	Reregistered

Core	15234 Apply efficient time management to the work of a department/division/section	Level 5	4	Reregistered
Core	114226 Interpret and manage conflicts within the workplace	Level 5	8	Registered
Core	114879 Promote a productivity improvement strategy	Level 5	10	Registered
Core	117701 Address safety, health and environmental requirements and hazards in a technical context	Level 5	8	Registered
Elective	12225 Construct and test advanced electronic circuits	Level 4	16	Registered
Elective	12227 Trace and repair faults on advanced auto electrical circuits	Level 4	16	Reregistered
Elective	12230 Diagnose, test and repair electronic automobile fuel injection systems	Level 4	16	Reregistered
Elective	12231 Diagnose and repair engine management systems	Level 5	20	Reregistered
Elective	12232 Diagnose and repair vehicle stability, traction and drive control (VSTDC) systems	Level 5	20	Reregistered
Elective	15217 Develop an organisational training and development plan	Level 5	6	Registered
Elective	15235 Prepare and conduct staff selection interviews	Level 5	3	Reregistered
Elective	115753 Conduct outcomes-based assessment	Level 5	15	Registered
Elective	230462 Analyse failure of vehicle parts	Level 5	12	Draft - Prep for P Comment
Elective	230463 Diagnose and repair drive train systems	Level 5	8	Draft - Prep for P Comment
Elective	230464 Diagnose and repair engine and exhaust braking systems	Level 5	6	Draft - Prep for P Comment
Elective	230465 Diagnose and repair hydraulic systems	Level 5	10	Draft - Prep for P Comment
Elective	230466 Recondition automatic transmissions	Level 5	10	Draft - Prep for P Comment
Elective	230467 Diagnose and repair hydrostatic systems	Level 5	10	Draft - Prep for P Comment
Elective	230468 Assess and report on earthmoving equipment undercarriage condition	Level 5	8	Draft - Prep for P Comment
Fundamental	12432 Use mathematical and statistical techniques effectively	Level 5	20	Registered
Fundamental	12433 Use communication techniques effectively	Level 5	8	Registered
Fundamental	15236 Apply financial analysis	Level 5	4	Reregistered
Fundamental	115821 Apply business financial practices	Level 5	4	Registered



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

1

Analyse failure of vehicle parts

SAQA US ID		UNIT STANDARD TITLE	
230462		Analyse failure of vehicle parts	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Vehicle Maintenance		6	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Manufacturing, Engineering and Technology	Manufacturing and Assembly
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	12	Level 5	Regular

SPECIFIC OUTCOME 1

Read and interpret the job instructions.

SPECIFIC OUTCOME 2

Prepare to analyse failure.

SPECIFIC OUTCOME 3

Determine the reason for part failure.

SPECIFIC OUTCOME 4

Apply safety concepts during work functions.

SPECIFIC OUTCOME 5

Restore work area, complete and process documentation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

2

Diagnose and repair drive train systems

SAQA US ID		UNIT STANDARD TITLE	
230463		Diagnose and repair drive train systems	
SGB NAME		ORGANISING FIELD ID	PROVIDER NAME
SGB Vehicle Maintenance		6	
UNIT STANDARD TYPE		ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Manufacturing, Engineering and Technology	Manufacturing and Assembly
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 5	Regular

SPECIFIC OUTCOME 1

Read and interpret the job instructions.

SPECIFIC OUTCOME 2

Prepare to conduct tests.

SPECIFIC OUTCOME 3

Test and diagnose the system faults.

SPECIFIC OUTCOME 4

Repair the system.

SPECIFIC OUTCOME 5

Apply safety concepts during work functions.

SPECIFIC OUTCOME 6

Restore work area, complete and process documentation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

3

Diagnose and repair engine and exhaust braking systems

SAQA US ID	UNIT STANDARD TITLE		
230464	Diagnose and repair engine and exhaust braking systems		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Vehicle Maintenance	6		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Manufacturing, Engineering and Technology	Manufacturing and Assembly	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	6	Level 5	Regular

SPECIFIC OUTCOME 1

Read and interpret the job instructions.

SPECIFIC OUTCOME 2

Prepare and position the vehicle.

SPECIFIC OUTCOME 3

Diagnose and repair system faults.

SPECIFIC OUTCOME 4

Test and commission the system.

SPECIFIC OUTCOME 5

Apply safety procedures during the diagnosing and repair of the brake system.

SPECIFIC OUTCOME 6

Restore work area, complete and process documentation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

4

Diagnose and repair hydraulic systems

SAQA US ID	UNIT STANDARD TITLE		
230465	Diagnose and repair hydraulic systems		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Vehicle Maintenance	6		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Manufacturing, Engineering and Technology	Manufacturing and Assembly	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Read and interpret the job instructions.

SPECIFIC OUTCOME 2

Prepare to conduct tests.

SPECIFIC OUTCOME 3

Test and diagnose the system faults.

SPECIFIC OUTCOME 4

Repair the system.

SPECIFIC OUTCOME 5

Apply safety concepts during work functions.

SPECIFIC OUTCOME 6

Restore work area, complete and process documentation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

5

Recondition automatic transmissions

SAQA US ID	UNIT STANDARD TITLE		
230466	Recondition automatic transmissions		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Vehicle Maintenance	6		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Manufacturing, Engineering and Technology	Manufacturing and Assembly	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Read and interpret the job instructions.

SPECIFIC OUTCOME 2

Assess the condition of the parts.

SPECIFIC OUTCOME 3

Repair and assemble the transmission.

SPECIFIC OUTCOME 4

Check the operational condition after assembly.

SPECIFIC OUTCOME 5

Apply safety procedures during the repair and assembly task.

SPECIFIC OUTCOME 6

Restore work area, complete and process documentation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

6

Diagnose and repair hydrostatic systems

SAQA US ID	UNIT STANDARD TITLE		
230467	Diagnose and repair hydrostatic systems		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Vehicle Maintenance	6		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Manufacturing, Engineering and Technology	Manufacturing and Assembly	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Read and interpret the job instructions.

SPECIFIC OUTCOME 2

Prepare to conduct tests.

SPECIFIC OUTCOME 3

Test and diagnose the system faults.

SPECIFIC OUTCOME 4

Repair the system.

SPECIFIC OUTCOME 5

Apply safety concepts during work functions.

SPECIFIC OUTCOME 6

Restore work area, complete and process documentation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

7

Assess and report on earthmoving equipment undercarriage condition

SAQA US ID	UNIT STANDARD TITLE		
230468	Assess and report on earthmoving equipment undercarriage condition		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Vehicle Maintenance	6		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Manufacturing, Engineering and Technology	Manufacturing and Assembly	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 5	Regular

SPECIFIC OUTCOME 1

Identify and select the type of undercarriage and source the appropriate data.

SPECIFIC OUTCOME 2

Discuss and explain the function and operation of undercarriage components.

SPECIFIC OUTCOME 3

Inspect and prepare the undercarriage for assessment.

SPECIFIC OUTCOME 4

Measure and assess the undercarriage component for wear and record the findings.

SPECIFIC OUTCOME 5

Apply safety procedures during the assessment process.

SPECIFIC OUTCOME 6

Restore and report incidents and problems related to the assessment of the undercarriage condition and compile fault-finding reports and record results.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)

In order to proceed with the recognition of Standards Generating Bodies in terms of Government Regulations 19(1)(c) and 22(2) of 28 March 1998, Organising Field 09, Health Science and Social Services, invites public comment with respect to *the acceptability of the nominees and the representativeness of the key education and training stakeholder interest groups* listed as SGB applicants below.

In addition, the coordinator invites submissions from interested parties wishing to serve on such an SGB. Interested parties should take note of the section on SGB information below.

All nominations/ applications should be accompanied by curricula vitae.

More information regarding this application may be obtained on the SAQA website or from the SAQA offices.

Comment should reach the Directorate at the address below by not later than **7 September 2006**. All correspondence should be marked **SGB for Medical Laboratory Assistants** and be addressed to:

The Director: Standards Setting and
Development
SAQA
Attention: Mr. D Mphuthing
Postnet Suite 248
Private Bag X06
Waterkloof
0145
or faxed to 012 – 431-5144
e-mail: dmphuthing@saqa.org.za

SGB INFORMATION

As a necessary step in the development and implementation of the National Qualifications Framework, The Directorate for Standards Setting and Development is briefed [regulation 19(1)(c) of 28 March 1998] to recognise or establish Standards Generating Bodies (SGBs).

SGBs shall:

- generate standards and qualifications in accordance with the Authority requirements in identified sub-fields and levels;
- update and review standards;
- recommend standards and qualifications to Directorate;
- recommend criteria for the registration of assessors and moderators or moderating bodies; and

- e. perform such other functions as may from time-to-time be delegated by the Directorate of Standards Setting and Development.

Any bodies wishing to nominate representatives, make application to serve on, or make any other submission with regard to the above SGB should note the following information.

SGBs should be composed of organisations, which shall be key education and training stakeholder interest groups and experts in the sub-field. The Directorate, when making its final decisions will have due regard for, among other things, *'the need for representativeness and equity, redress and relevant expertise in terms of the work of the SGBs.'*

Organisations proposing to nominate persons to SGBs should be sensitive to the need for **equity** and **redress**, and shall nominate persons who-

- (a) will be able to consider issues of productivity, fairness, public interest and international comparability as related to education and training in the sub-field;
 - (b) enjoy credibility in the sub-field in question, who enjoy respect; have the necessary expertise and experience in the sub-field and have the support or backing of the nominating body;
 - (c) are able to advocate and mediate the needs and interests of all levels within the sub-field covered by the Standards Generating Body;
 - (d) are able to exercise critical judgement at a high level; and
 - (e) are committed to a communication process between the Standards Generating Body, the Directorate for Standards Setting and Development and the Constituency.
-

PUBLIC NOTICE BY ORGANISING FIELD 09, HEALTH SCIENCES AND SOCIAL SERVICES, OF A DECISION TO RE-REGISTER THE SGB FOR MEDICAL LABORATORY ASSISTANTS

Organising Field (OF) 09 hereby gives notice of a decision to re-register the SGB for Medical Laboratory Assistants for NQF levels 3 – 4.

Brief of the SGB

1. Identify transformation, development, access and equity issues relevant to medical laboratory assistance and develop mechanisms to include these issues within the qualifications and standards as envisaged in (3) below *[Regulation 24 (1)(e)]*
2. Develop learning pathways for potential qualifications and unit standards in the area of medical laboratory assistance from NQF level 3 through to NQF level 4 *[Regulation 24 (1)(a)]*.
3. Generate qualifications and unit standards in accordance with SAQA requirements in the area of medical laboratory assistance in terms of requirements of relevant legislation and the establishment of best practices and ethics across the working environment *[Regulation 24 (1)(a)]*.
4. Ensure that practising medical laboratory assistants are able to fulfil the requirements for registration with the relevant Professional Councils *[Regulation 24 (1)(e)]*.
5. Recommend qualifications and standards generated under paragraph 3 above to SAQA *[Regulation 24 (1)(c)]*.
6. Recommend criteria for the registration of assessors and moderators or moderating bodies *[Regulation 24 (1)(d)]*.
7. Review these qualifications and unit standards and effect the necessary changes *[Regulation 24 (1)(b)]*.
8. Perform such other functions as may from time to time be delegated by SAQA *[Regulation 24 (1)(e)]*.

COMPOSITION OF THE SGB

Member Name	Workplace	Nominating Body	Qualifications / Experience
Breuninger, M	Western Province Blood Transfusion Service (WPBTS)	WPBTS	<ul style="list-style-type: none"> • National Diploma in Medical Technology • B Tech Post School Education • 19 years' experience as a clinical medical technologist • 10 years' experience in clinical training
Daka, E	Pathcare: Bloemfontein	Pathcare	<ul style="list-style-type: none"> • Diploma in Medical Technical Work • 30 Years' experience as laboratory assistant
Hlongwane, N F	National Health Laboratory Services (NHLS), Johannesburg	NHLS	<ul style="list-style-type: none"> • Diploma in Medical Technology – Cytotechnology • BA • 26 years' clinical experience • 21 years' experience in student mentoring and supervision • 7 years' experience in laboratory management
Naicker, PS	Ampath Trust	Ampath Trust	<ul style="list-style-type: none"> • National Diploma in Biomedical Technology • B Tech • Diploma in Personnel and Training Management • Certificate in Education Training and Development • 8 years' clinical experience • 4 years' management experience
Nthunya, HN	NHLS, Monapo	NHLS	<ul style="list-style-type: none"> • Diploma in Medical Technology • 15 years' experience as a medical technician
Ntsele, D E P	National Education, Health and Allied Workers Union (NEHAWU)	NEHAWU	<ul style="list-style-type: none"> • National Diploma in Medical Laboratory Technology • 10 years' experience as medical laboratory technologist • 5 years' experience as a supervisor • 2 years' as a manager

Prins G a	National Health Laboratory Services (NHLS): Greenpoint	NHLS	<ul style="list-style-type: none">• 24 years experience as a general assistant and administration clerk• 5 years experience as a laboratory assistant
Steytler, WA	Pathcare Laboratories, Cape Town	Pathcare	<ul style="list-style-type: none">• National Diploma in Medical Technology – Clinical Pathology• National Diploma in Medical Technology – Chemical Pathology• National Higher Diploma in Medical Technology• Certificate in Business Management• 25 years' clinical experience• 8 years' administrative experience



SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)

In order to proceed with the recognition of Standards Generating Bodies in terms of Government Regulations 19(1)(c) and 22(2) of 28 March 1998, Organising Field 09, Health Science and Social Services, invites public comment with respect to *the acceptability of the nominees and the representativeness of the key education and training stakeholder interest groups* listed as SGB applicants below.

In addition, the coordinator invites submissions from interested parties wishing to serve on such an SGB. Interested parties should take note of the section on SGB information below.

All nominations/ applications should be accompanied by curricula vitae.

More information regarding this application may be obtained on the SAQA website or from the SAQA offices.

Comment should reach the Directorate at the address below by not later than **7 September 2006**. All correspondence should be marked **SGB for Medical Technicians** and be addressed to:

The Director: Standards Setting and
Development
SAQA
Attention: Mr. D Mphuthing
Postnet Suite 248
Private Bag X06
Waterkloof
0145
or faxed to 012 – 431-5144
e-mail: dmphuthing@saqa.org.za

SGB INFORMATION

As a necessary step in the development and implementation of the National Qualifications Framework, The Directorate for Standards Setting and Development is briefed [regulation 19(1)(c) of 28 March 1998] to recognise or establish Standards Generating Bodies (SGBs).

SGBs shall:

- a. generate standards and qualifications in accordance with the Authority requirements in identified sub-fields and levels;
- b. update and review standards;
- c. recommend standards and qualifications to Directorate;
- d. recommend criteria for the registration of assessors and moderators or moderating bodies; and

- e. perform such other functions as may from time-to-time be delegated by the Directorate of Standards Setting and Development.

Any bodies wishing to nominate representatives, make application to serve on, or make any other submission with regard to the above SGB should note the following information.

SGBs should be composed of organisations, which shall be key education and training stakeholder interest groups and experts in the sub-field. The Directorate, when making its final decisions will have due regard for, among other things, *'the need for representativeness and equity, redress and relevant expertise in terms of the work of the SGBs.'*

Organisations proposing to nominate persons to SGBs should be sensitive to the need for **equity** and **redress**, and shall nominate persons who-

- (a) will be able to consider issues of productivity, fairness, public interest and international comparability as related to education and training in the sub-field;
 - (b) enjoy credibility in the sub-field in question, who enjoy respect; have the necessary expertise and experience in the sub-field and have the support or backing of the nominating body;
 - (c) are able to advocate and mediate the needs and interests of all levels within the sub-field covered by the Standards Generating Body;
 - (d) are able to exercise critical judgement at a high level; and
 - (e) are committed to a communication process between the Standards Generating Body, the Directorate for Standards Setting and Development and the Constituency.
-

PUBLIC NOTICE BY ORGANISING FIELD 09, HEALTH SCIENCES AND SOCIAL SERVICES, OF A DECISION TO RE-REGISTER THE SGB FOR MEDICAL TECHNICIANS

Organising Field (OF) 09 hereby gives notice of a decision to re-register the SGB for Medical Laboratory Technicians for NQF levels 3 – 4.

Brief of the SGB

1. 1. Identify transformation, development, access and equity issues relevant to medical laboratory assistance and develop mechanisms to include these issues within the qualifications and standards as envisaged in (3) below *[Regulation 24 (1)(e)]*
2. Develop learning pathways for potential qualifications and unit standards in the area of medical laboratory technicians at NQF level 4 *[Regulation 24 (1)(a)]*.
3. Generate qualifications and standards in accordance with SAQA requirements in the area of medical laboratory technical work in terms of requirements of relevant legislation and the establishment of best practices and ethics across the working environment. *[Regulation 24 (1)(a)]*.
4. Ensure that practising medical laboratory technicians are able to fulfil the requirements for registration with the relevant Professional Councils *[Regulation 24 (1)(e)]*.
5. Recommend qualifications and standards generated under 1 and 2 above to SAQA for registration on the NQF *[Regulation 24 (1)(c)]*.
6. Recommend criteria for the registration of assessors and moderators or moderating bodies *[Regulation 24 (1)(d)]*.
7. Review these qualifications and unit standards and effect necessary changes *[Regulation 24 (1)(b)]*.
8. Perform such other functions as may from time to time be delegated by SAQA *[Regulation 24 (1)(e)]*.

COMPOSITION OF SGB

NOMINEE	WORKPLACE	NOMINATING BODY	QUALIFICATIONS / EXPERIENCE
Bushney, G	Ampath Trust	Ampath Trust	<ul style="list-style-type: none"> • National Diploma in Clinical Pathology • National Diploma in Haematology • 45 years' clinical experience • 8 years' management experience
Cronje, E	National Health Laboratory Service (NHLS)	NHLS	<ul style="list-style-type: none"> • National Diploma in Medical Technology • 26 years' clinical experience • 2 years' laboratory controller experience
Davison, G	NHLS	NHLS	<ul style="list-style-type: none"> • M Sc in Haematology • 22 years' experience as medical technologist • 1 year' experience as a laboratory controller
Dollie, E	NHLS	NHLS	<ul style="list-style-type: none"> • B Tech in Biomedical Technology • 12 years' clinical experience
Hamied, Z B	NHLS	NHLS	<ul style="list-style-type: none"> • B Tech in Biomedical Technology • 16 years' clinical experience • 2 years' lecturing and management experience
Hartell, S	Lancet Laboratories	Lancet Laboratories	<ul style="list-style-type: none"> • National Diploma in Clinical Pathology • National Diploma in Haematology • 15 years' laboratory experience • 3 years' experience as a training officer
Herrington, A	Pathcare	Pathcare	<ul style="list-style-type: none"> • National Diploma in Medical Technology • 16 years' clinical experience • 10 years in quality assurance
Jackson, C	NHLS	NHLS	<ul style="list-style-type: none"> • National Higher Diploma in Medical Technology • 32 years' clinical experience
Le Roux, I	NHLS	NHLS	<ul style="list-style-type: none"> • National Diploma in Medical Technology – Cytology • 37 years' laboratory experience
Muller, C J F	Stellenbosch University	Higher Education South Africa (HESA)	<ul style="list-style-type: none"> • PhD in Med Technology • 25 years' experience as medical technologist
Müller, P A	NHLS	NHLS	<ul style="list-style-type: none"> • National Higher Diploma in Medical Technology – Haematology • 25 years' laboratory experience • 2 years' management
Scholtz, J	KwaZulu-Natal (KZN) Laboratory Services	Society of Medical Laboratory Technologists of South Africa (SMLTSA)	<ul style="list-style-type: none"> • Master's Diploma in Biomedical Technology • 12 years' experience as a medical technologist • 10 years' experience as a laboratory controller in microbiology

Shrives, LD	KZN Laboratory Services, Durban	SMLTSA	<ul style="list-style-type: none"> • National Higher Diploma in Medical Technology • 29 years' laboratory experience
Smith, C	Pathcare Laboratories – Cape Town	Pathcare Laboratories	<ul style="list-style-type: none"> • National Higher Diploma in Medical Technology • 25 years' clinical laboratory experience • 5 years' management experience
Van Zyl, Y	NHLS	NHLS	<ul style="list-style-type: none"> • National Higher Diploma in Cytotechnology • B Tech in Post School Education • 19 years' experience in clinical laboratory work, including 2 years' lecturing and 13 years' as examiner and moderator



SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)

In order to proceed with the recognition of Standards Generating Bodies in terms of Government Regulations 19(1)(c) and 22(2) of 28 March 1998; Organising Field 09, Health Science and Social Services, invites public comment with respect to *the acceptability of the nominees and the representativeness of the key education and training stakeholder interest groups* listed as SGB applicants below.

In addition, the coordinator invites submissions from interested parties wishing to serve on such an SGB. Interested parties should take note of the section on SGB information below.

All nominations/ applications should be accompanied by curricula vitae.

More information regarding this application may be obtained on the SAQA website or from the SAQA offices.

Comment should reach the Directorate at the address below by not later than **7 September 2006**. All correspondence should be marked **SGB for Phlebotomy Technicians** and be addressed to:

The Director: Standards Setting and
Development
SAQA
Attention: Mr. D Mphuthing
Postnet Suite 248
Private Bag X06
Waterkloof
0145
or faxed to 012 – 431-5144
e-mail: dmphuthing@saqa.org.za

SGB INFORMATION

As a necessary step in the development and implementation of the National Qualifications Framework, The Directorate for Standards Setting and Development is briefed [regulation 19(1)(c) of 28 March 1998] to recognise or establish Standards Generating Bodies (SGBs).

SGBs shall:

- generate standards and qualifications in accordance with the Authority requirements in identified sub-fields and levels;
- update and review standards;
- recommend standards and qualifications to Directorate;
- recommend criteria for the registration of assessors and moderators or moderating bodies; and

- e. perform such other functions as may from time-to-time be delegated by the Directorate of Standards Setting and Development.

Any bodies wishing to nominate representatives, make application to serve on, or make any other submission with regard to the above SGB should note the following information.

SGBs should be composed of organisations, which shall be key education and training stakeholder interest groups and experts in the sub-field. The Directorate, when making its final decisions will have due regard for, among other things, *'the need for representativeness and equity, redress and relevant expertise in terms of the work of the SGBs.'*

Organisations proposing to nominate persons to SGBs should be sensitive to the need for **equity** and **redress**, and shall nominate persons who-

- (a) will be able to consider issues of productivity, fairness, public interest and international comparability as related to education and training in the sub-field;
 - (b) enjoy credibility in the sub-field in question, who enjoy respect; have the necessary expertise and experience in the sub-field and have the support or backing of the nominating body;
 - (c) are able to advocate and mediate the needs and interests of all levels within the sub-field covered by the Standards Generating Body;
 - (d) are able to exercise critical judgement at a high level; and
 - (e) are committed to a communication process between the Standards Generating Body, the Directorate for Standards Setting and Development and the Constituency.
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PUBLIC NOTICE BY ORGANISING FIELD 09, HEALTH SCIENCES AND SOCIAL SERVICES, OF A DECISION TO RE-REGISTER THE SGB FOR PHLEBOTOMY TECHNICIANS

Organising Field (OF) 09 hereby gives notice of a decision to re-register the SGB for Phlebotomy Technicians for NQF levels 4 – 5.

Brief of the SGB

1. Identify transformation, development, access and equity issues relevant to phlebotomy technique and develop mechanisms to include these issues within the qualifications and standards as envisaged in (3) below [*Regulation 24 (1)(e)*]
2. Develop learning pathways for potential qualifications and unit standards in the area of phlebotomy technique from NQF level 4 through to NQF level 5 [*Regulation 24 (1)(a)*].
3. Generate qualifications and unit standards in accordance with SAQA requirements in the area of phlebotomy technique in terms of requirements of relevant legislation and the establishment of best practices and ethics across the working environment [*Regulation 24 (1)(a)*].
4. Ensure that practising phlebotomy technicians are able to fulfil the requirements for registration with the relevant Professional Councils [*Regulation 24 (1)(e)*].
5. Recommend qualifications and standards generated under paragraph 3 above to SAQA [*Regulation 24 (1)(c)*].
6. Recommend criteria for the registration of assessors and moderators or moderating bodies [*Regulation 24 (1)(d)*].
7. Review these qualifications and unit standards and effect the necessary changes [*Regulation 24 (1)(b)*].
8. Perform such other functions as may from time to time be delegated by SAQA [*Regulation 24 (1)(e)*].

COMPOSITION OF THE SGB

NOMINEE	WORKPLACE	NOMINATING BODY	QUALIFICATION / EXPERIENCE
Clarke, M	Cape Peninsula University of Technology (CPUT)	Higher Education South Africa (HESA)	<ul style="list-style-type: none"> • Ph D in International Public Health • 21 years' clinical experience • 8 years' teaching experience
Coveney, J	Lancet Laboratories, Gauteng	Lancet Laboratories	<ul style="list-style-type: none"> • Diploma in General Nursing and Midwifery • 16 years clinical nursing experience • 13 years phlebotomy clinical and training experience
Henrys, V	Lancet Laboratories	Lancet Laboratories	<ul style="list-style-type: none"> • Diploma in General Nursing • 16 years' clinical experience including 6 years as training officer
Lennards, M	Western Province Blood Transfusion Service (WPBTS)	WPBTS	<ul style="list-style-type: none"> • National Diploma in Medical Technology • National Higher Diploma in Post School Education • 21 years' clinical experience including 10 years as manager
Lötter, J.L.	Pathcare - Drs Dietrich, Street, Penman, Senekal Partners, Cape Town	Pathcare	<ul style="list-style-type: none"> • Diploma in General Nursing • 4 years clinical nursing experience • 15 years' phlebotomy experience • 13 years training experience • 6 years management experience
Mackay, N	South African National Blood Service (SANBS) - East Coast Region	SANBS	<ul style="list-style-type: none"> • Diploma in General Nursing • 15 years' clinical experience • 12 years' blood bank phlebotomy experience • 4 years' training experience

Maree, C	SANBS	SANBS	<ul style="list-style-type: none"> • B Cur • Postgraduate Diploma in Nursing Education • Postgraduate Diploma in Nursing Management • 2 years' clinical nursing experience • 6 years' clinical phlebotomy experience • 3 years' training experience • 2 years' training management experience
Maseko, S	National Health Laboratory Service (NHLS)	NHLS	<ul style="list-style-type: none"> • B A Cur • Postgraduate Diploma in Business Administration • 4 years' clinical experience • 18 years' experience as a nursing tutor • 1 year of experience as a phlebotomy supervisor
Mohapi, M.J.	Durban University of Technology (DUT)	HESA	<ul style="list-style-type: none"> • Diploma in General Nursing • B Tech in Clinical Technology • 1 year of clinical nursing experience • 7 years' clinical technology experience • 7 years' lecturing experience
Motshidi, M J	Tshiamiso Development and Consultancy	Tshiamiso Development and Consultancy	<ul style="list-style-type: none"> • B A Cur Honours in Community Health and Nursing Education • 9 years' clinical nursing experience • 2 years' training and development experience • 10 years' experience as a nursing tutor
Nkalitshana, V	National Education, Health and Allied Workers Union (NEHAWU)	NEHAWU	<ul style="list-style-type: none"> • Diploma in General Nursing and Midwifery • 11 years' clinical nursing experience • 16 years' experience as a union negotiator.

Van Niekerk, I	Ampath Laboratories	Ampath Laboratories	<ul style="list-style-type: none">• Diploma in Nursing (Medical and Surgical), Psychiatric Nursing, Community Nursing and Midwifery• 14 years' nursing experience• 5 years' phlebotomy experience• 4 years' training experience
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No. 826

11 August 2006

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 Private Bag x 06
 Waterkloof, 0145
 SAQA House
 1067 Arcadia Street
 Hatfield, 0028
 Tel (+ 27 12) 431-5000
 Fax (+27 12) 431 5039
 E-mail: sagainfo@sqa.org.za
 Website: www.sqa.org.za
 Helpdesk: 086 010 3188



26 July 2006

The South African Qualifications Authority in terms of the National Standards Body Regulations (Government Gazette No. 18787) published on 28 March 1998, hereby gives notice of an additional name for the following Standards Generating Body:

**SGB for Rail and Pipeline Operations
 Organising Field 11: Services**

NOMINEE	WORKPLACE	NOMINATING BODY	EXPERIENCE / QUALIFICATIONS
Dumisani Kala	Spoornet	Spoornet	<ul style="list-style-type: none"> • National Diploma: Industrial Engineering • National Diploma: Project Management • National Assessment Certification • ETDP Certificate • Member of the Technical Committee (TETA) • Technical Training Manager at Spoornet

S BHIKHA
DIRECTOR: STANDARDS SETTING AND DEVELOPMENT

SAQA'S MISSION

"To ensure the development and implementation of a National Qualifications Framework which contributes to the full development of each learner and to the social and economic development of the nation at large"