



**REQUIREMENTS FOR THE ACCREDITATION OF
INDIVIDUAL LEARNING PROVIDERS**

PRIMARY FOCUS

GENERATION, TRANSMISSION
DISTRIBUTION AND INSTALLATION

OF

ENERGY

1. Introduction

The ESETA ETQA is to ensure that individuals, who provide learning for the Energy Sector, meet a standard acceptable to the Industries involved. The criteria described in this document must not be seen as the only requirements applicable for all Industries. Industries can apply further criteria to the Provider.

2. Scope

The described requirements have to be conceptualised in the whole system of learning Provisioning and not seen in isolation, as provisioning for theoretical learning, workplace learning, learning equipment, facilities, and the outcomes based assessment process are all linked together.

3. References

4. Actions

4.1 Provider qualifications

- a) The potential Provider has to be qualified at or above the qualification or program to be presented.
- b) The potential Provider who provides **theoretical learning** has to be competent in presentation skills and group facilitation.
- c) The potential Provider who provides **workplace learning** has to be competent in coaching skills.

4.2 Facilities

- a) The potential Provider has to prove that the qualification or program to be presented is applicable in the relevant Sector or part of that Sector and that such a programme or qualification is in support of that Industry/ies needs.
- b) The learning material to be used must be approved by the organisation that requires the training.
- c) A quality assurance system has to be implemented, to ensure valid and updated learning material is available, either electronically or manually.
- d) An evaluation system to evaluate the learning process for theoretical learning and workplace learning has to be established and the criteria approved by the organisation.

4.3 Assessment Process

- a) The Provider has to have an assessment process in place, or an agreement/contract with a person or organisation who can conduct assessments.
- b) The assessment criteria for formative assessment, for theoretical and/or workplace learning has to be specified.

- c) The assessment criteria for summative assessment must be specified and the assessment tools have to comply with requirements specified by SAQA.
- d) All assessments must be conducted by a registered assessor
- e) A process of evaluation of the assessment system must be established and the criteria approved by the organisation.

4.4 Documentation

- a) A formal reporting system to communicate progress and results of learners has to be established with the Organisation.

Annex 1.

1. NAME OF PROVIDER

2. ACCOUNTABLE PERSON

3. STANDARD / PROGRAM TO BE PROVIDED

1.
2.
3.
4.

Criteria	Documents			
Qualifications	1.			
	2.			
	3.			
	4.			
Practitioner Training	1.			
	2.			
	3.			
	4.			
Facilities	1.			
	2.			
	3.			
	4.			
Assessment Process	1.			
	2.			
	3.			
	4.			

Attachment:

1. Qualifications of Individual Provider
2. Training certificates in terms of Practitioner requirements.
3. Evaluation documents.
4. Assessment process.