



# FP&M SETA Organisational Presentation

## MG/DG Stakeholder Workshops 2025/26

**FP&M SETA**

Fibre Processing & Manufacturing Sector Education and Training Authority

Funding Training for Employment

FUTURE SKILLS • EMPLOYABILITY • GROWTH



**FP&M SETA**

**MG and DG Workshops 2025/26**

**Quality Assurance**  
**General Manager: Quality Assurance**  
**Mr Zithulele Zondi**

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- ❖ QA Roadmap
- ❖ Qualifications Development
- ❖ QCTO Accreditation Process
- ❖ Education training development (ETD) practitioner Registration Process
- ❖ Learner Enrolments for Occupational Qualifications
- ❖ Learner Certifications

# QA ROAD MAP

FP&MSETA

01

**12 Historical Qualifications**  
*Ministerial Directives Jun 2024/Ministerial Guidelines Dec. 2024*

02

**130 Registered Occupational Qualifications**  
*62 Realignment/Review/Development*

03

**Accreditation Application: QCTO (SDP)/NAMB (Workplace)**  
*QCTO/FP&MSETA Accreditation Implementation (Site Visits)*

05

**Learner Registration, Assessment, Certification**  
*QCTO/FP&MSETA/SDPs/ACs*

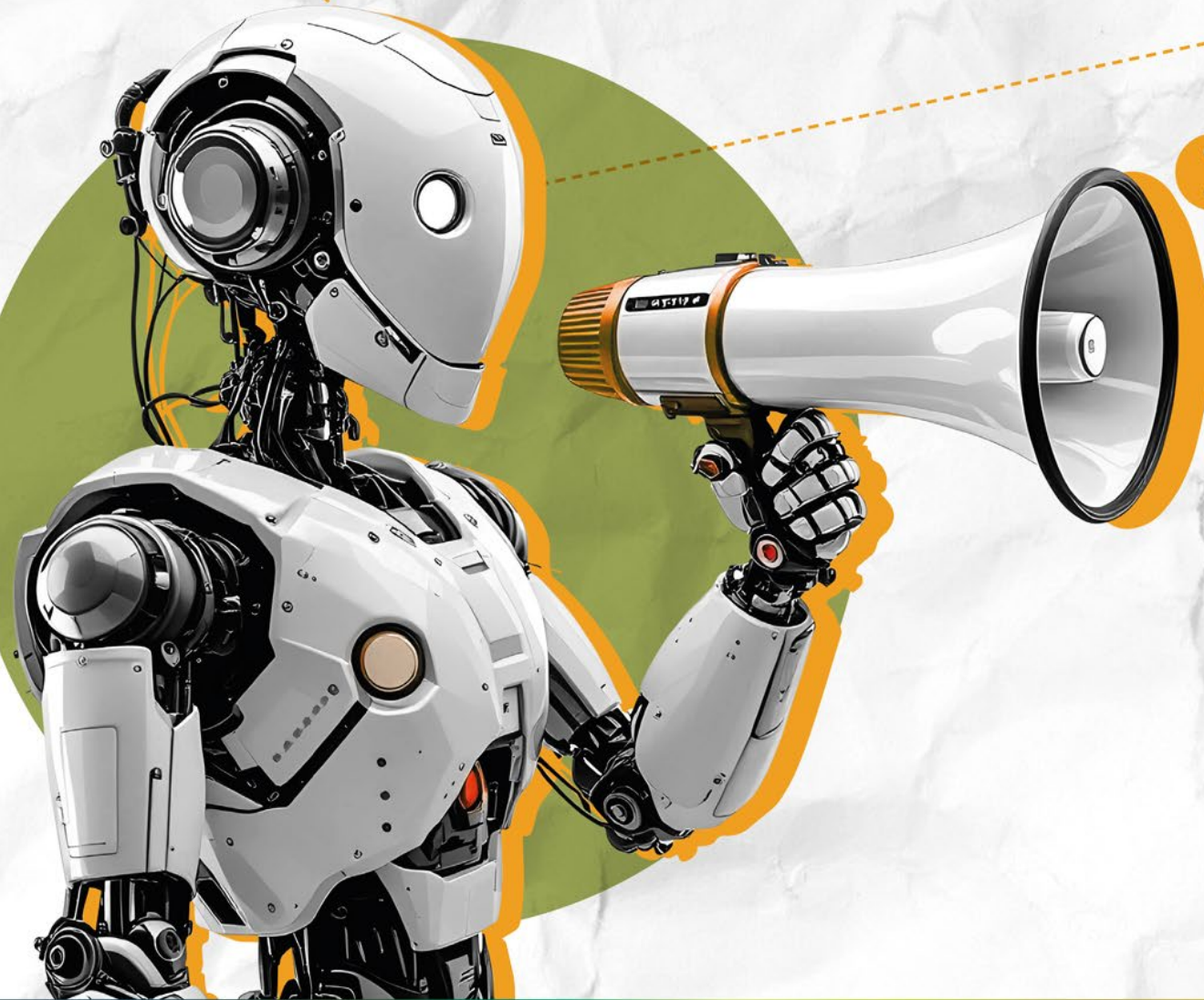
04

**Registration of Assessors & Moderators**  
*NAMB/FP&MSETA Registration*

06

**Stakeholder Advise and Support**  
*Capacity Building, etc.*

**ANNUAL PERFORMANCE**



# QUALIFICATIONS DEVELOPMENT

# QUALIFICATION DEVELOPMENT, REVIEW & REALIGNMENT PROCESS

APPLICATION  
QUALIFICATION  
DEVELOPMENT

01

Scoping &  
Profiling

02

Curriculum  
Development

03

Qualification Assessment  
Specification (QAS) Addendum  
Document Development

04

Qualification  
Document  
Development

05

Final Verification  
& Submission

06

QCTO and  
SAQA process  
of Registration

07

EISA Tools & Exemplars  
Development &  
Validation

# NQF ACT: GUIDELINES: IMPLEMENTATION AND TRANSITIONAL ARRANGEMENTS FOR PRE-2009 QUALIFICATIONS (UNDER SAQA ACT, 1995)

## GAZETTE 1 (03 June 2024): DIRECTIVE

The Directives are an authoritative instruction to execute the implementation and transitional arrangements as outlined.

The FP&MSETA was one of the 18 SETAs listed in the gazette.

The Ministerial Directives gazetted 3 legacy qualifications as they had reached registration end date of 30 June 2015 for realignment instead of 9 originally requested as per submission

- National Certificate: Furniture Making: Wood
- Further Education and Training Certificate: Furniture Making
- National Certificate: Furniture Making: Wood

Follow ups were made with QCTO and approval for the 9 was granted for realignment in line with the Directive and industry need.

The Determination gave blanket extensions on the qualifications of which 3 qualifications fell within this scope.

## GAZETTE 2 (13 December 2024): GUIDELINE

The Guidelines are an advisory instruction in line with the Directives on action on enrolments and achievements.

The Guidelines do not list the SETAs in the gazette.

The Guidelines include the 12 pre 2009 qualifications extended for realignment however not identified nor gazetted.

The FP&MSETA has legacy qualifications beyond the three identified linked to learnerships and skills programmes with learners enrolled and still to be achieved.

The Guidelines grant extensions on all pre 2009 qualifications until 30 June 2026 for enrolments and 30 June 2027 for achievement on a case by basis. Therefore all 12 pre 2009 qualifications fall within the extension granted.

This also includes funding against these pre 2009 qualifications.

## LIST OF HISTORICAL/LEGACY QUALIFICATIONS (*EXTENSIONS*)

<b>QUALIFICATION TITLE</b>	<b>SAQA ID</b>
National Certificate: Clothing, Textiles, Footwear and Leather Manufacturing Processes	58227
General Education and Training Certificate: Clothing Manufacturing Processes	50584
National Certificate: Arboriculture: Tree Preservation	65490
National Certificate: Forestry: Silviculture	50266
National Certificate: Forestry: Timber Harvesting	48988
General Education and Training Certificate: General Forestry	50225
National Certificate: GETC: Wood Products Processing	49082
National Certificate: Saw Doctoring	21485
National Certificate: General Education and Training Certificate: Lumber Milling	66269
National Certificate: Furniture Making: Wood ( <i>Replaced as Occupational Qualification</i> )	49091
Further Education and Training Certificate: Furniture Making ( <i>Replaced as Occupational Qualification</i> )	49092
National Certificate: Furniture Making: Wood ( <i>Replaced as Occupational Qualification</i> )	49105

## LIST OF HISTORICAL/LEGACY QUALIFICATIONS (*REALIGNMENT*)

<b>QUALIFICATION TITLE</b>	<b>SAQA ID</b>
National Certificate: Clothing, Textiles, Footwear and Leather Manufacturing Processes	58227
General Education and Training Certificate: Clothing Manufacturing Processes	50584
National Certificate: Arboriculture: Tree Preservation	65490
National Certificate: Forestry: Silviculture	50266
National Certificate: Forestry: Timber Harvesting	48988
General Education and Training Certificate: General Forestry	50225
National Certificate: GETC: Wood Products Processing	49082
National Certificate: Saw Doctoring	21485
National Certificate: General Education and Training Certificate: Lumber Milling	66269
<i>Further Ed and Training Cert: Further Education and Training Certificate: Wild Land Fire Fighting</i>	<i>79246</i>
<i>Further Ed and Training Cert: Further Education and Training Certificate: General Forestry</i>	<i>66349</i>

# DASHBOARD: QUALIFICATIONS/SKILLS PROGRAMMES

## Development of New Qualifications

In Progress – dependent on QCTO Approvals

## Review of Occupational Qualifications

Dates for reviews scheduled for communication

## Realignment of HRQ

In progress, slowed project take-off due to project legacy dynamics

Emerging subsector needs during scoping and profiling sessions



## Learning Material Development

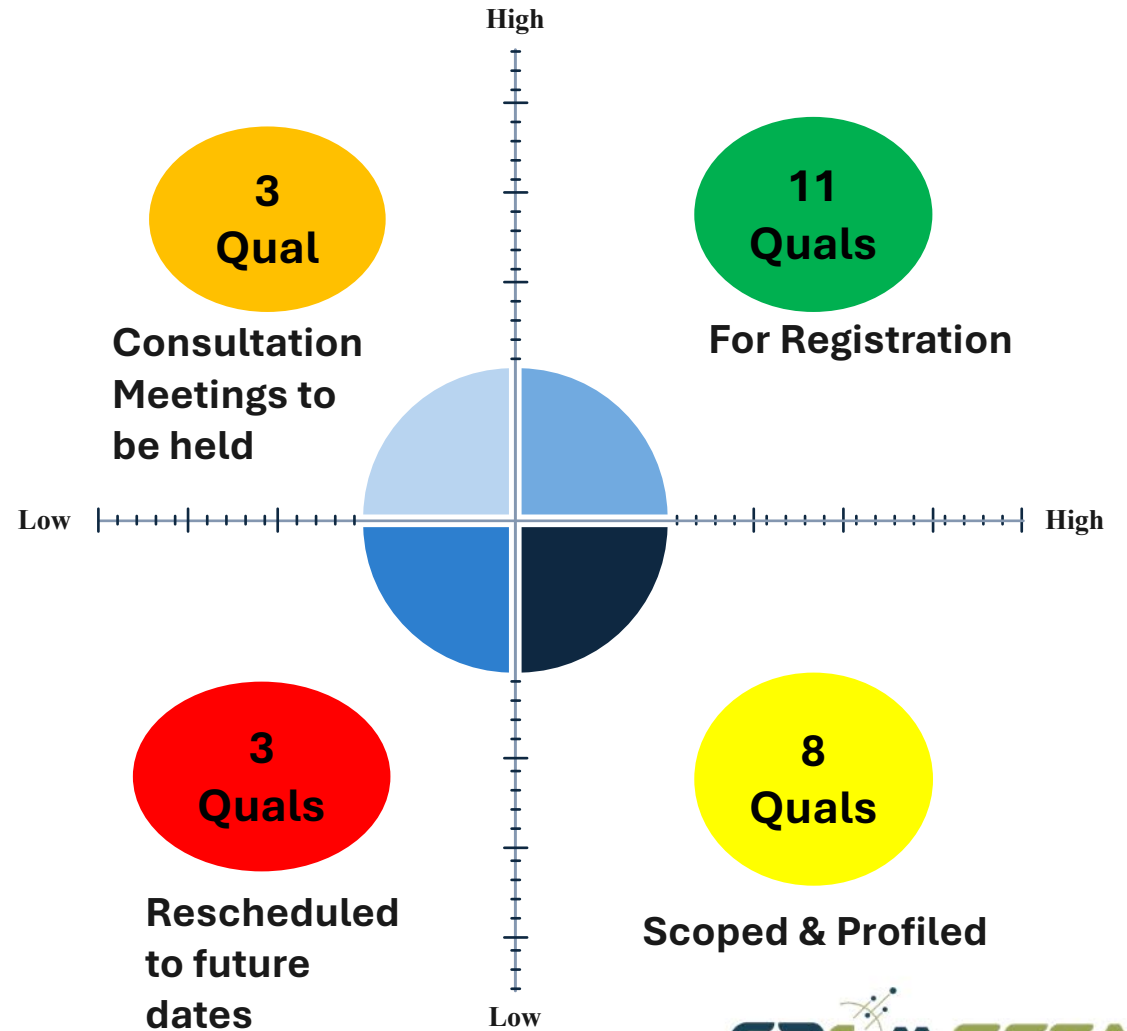
In Progress – 83 linked to qualifications and skills programmes

# SAQA ID 58227: CTFL MANUFACTURING PROCESSES (L2)

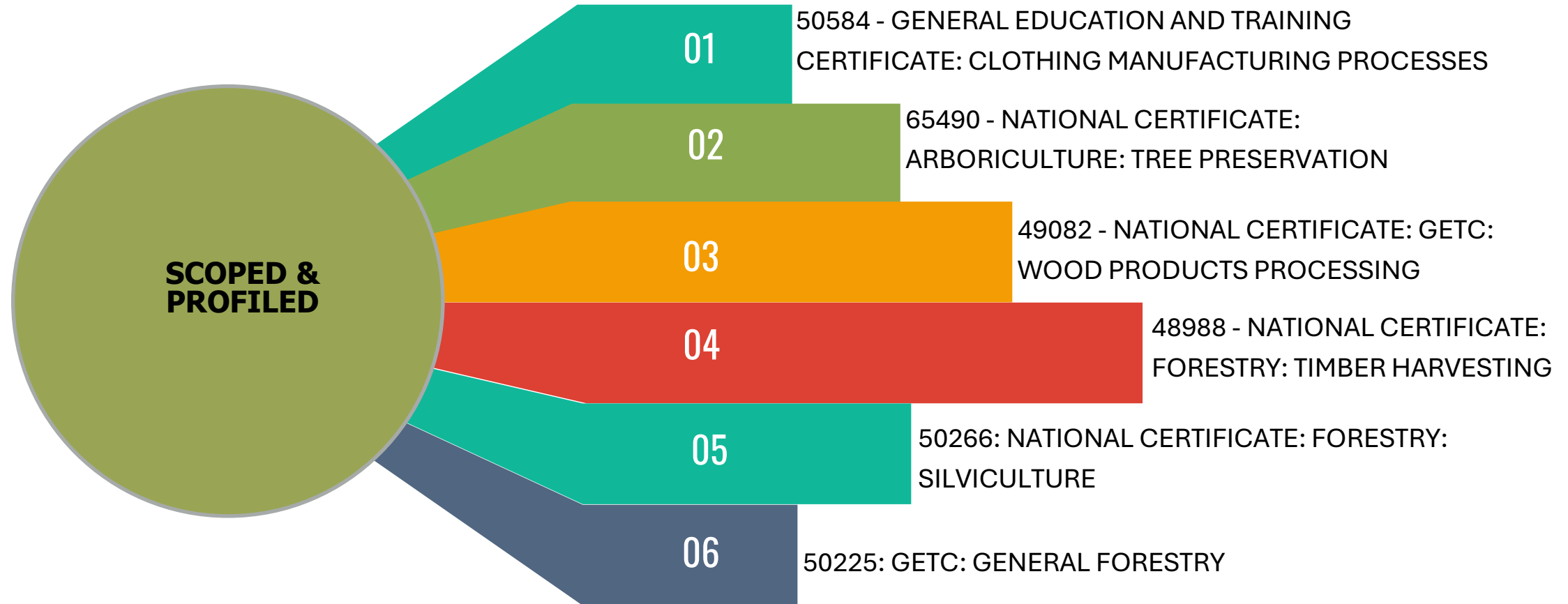


# Realignment of Historical Qualifications

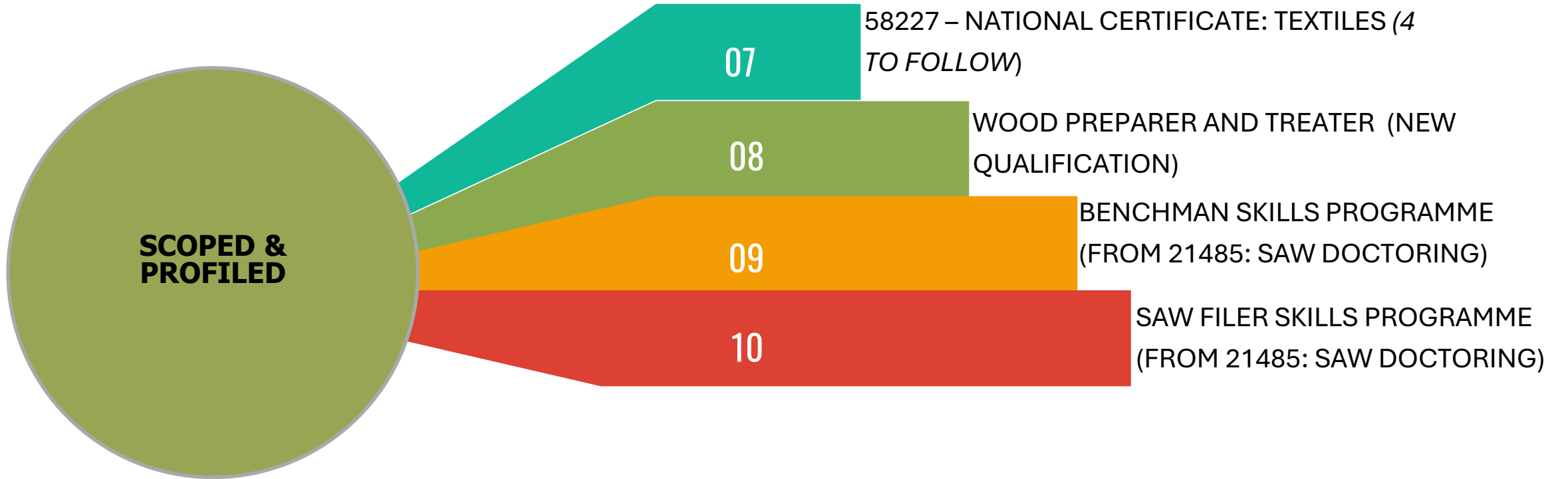
Total No of Qualifications being realigned  
11



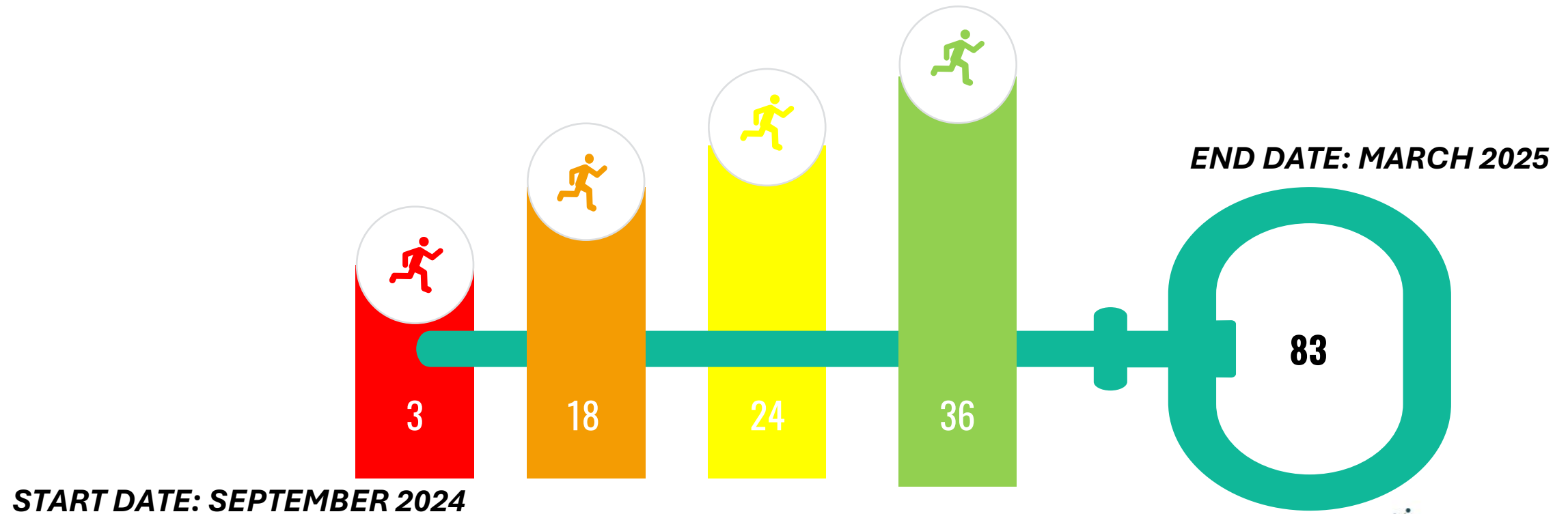
# STATUS ON QUALIFICATIONS/SKILLS PROGRAMMES DEVELOPMENT PROCESS



# STATUS ON QUALIFICATIONS/SKILLS PROGRAMMES DEVELOPMENT PROCESS



# LEARNING MATERIALS DEVELOPMENT (*LEGACY AND OCCUPATIONAL QUALIFICATIONS*)



## STATUS ON ARTISANS

CURRENT STATUS	PROGRESS TO DATE
<ul style="list-style-type: none"><li>• Occupational qualifications for Textiles, <b>Printing, Packaging, Sawmilling, Furniture, Clothing (Sawing Mechanic)</b> identified for registration.</li><li>• New and Current Textile Trades pending OFO codes approval<ul style="list-style-type: none"><li>○ Yarn Production Machine Mechanic</li><li>○ Weaving Preparation Machine Mechanic</li><li>○ Knitting Product Machine Mechanic</li><li>○ Non-Woven Production Machine Mechanic</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Development and registration complete (<b>highlight</b>).</li><li>• Learning Material currently being finalised</li><li>• SDPs encouraged to apply</li><li>• Furniture and Textile in development for registration</li><li>• Submission for OFO codes awaiting DHET approval</li><li>• Pending Committee seating proposed for 30 January 2025</li></ul>

# OCCUPATIONAL QUALIFICATIONS DEVELOPMENT CHALLENGES

## AREAS FOR NOTING

1. Stakeholder Engagement/Participation
2. QCTO to accelerate Approval Process.
3. Stakeholder Capacitation on Accreditation and Occupational Qualification  
*(Daily/Weekly Capacity Building/Roadshows).*
4. QAS Addenda in place to avoid current delays on the learners on the system

## IMPACT

More Qualifications developed, approved, and learners trained.

Positive effect on DG applications and APP Targets.

Meet APP Targets

## TIME FRAMES

1. OQ registered by March 2025
2. 60% SDPs accredited June 2026
3. Implementation of OQ June 2026
4. Collaboration with Stakeholders as of January 2025

# QCTO ACCREDITATION PROCESS



## APPLICATION AND SITE VISIT ACTIVITIES

SDP Completes Online application on the QCTO website  
([www.qcto.org.za](http://www.qcto.org.za) /*online applications.docx*)

QCTO completes Desktop Evaluation within 10 working days (Phase 1)

NB

**QCTO sends spreadsheet allocations to the FP&MSETA**

NB

**FP&MSETA receives documents & allocates Subject Matter Experts (SMEs)**

NB

**FP&MSETA sends approved site visit schedule to QCTO**

NB

**FP&MSETA or QCTO conducts physical site visit within 20 working days**

**QCTO: Quality Division checks the submitted site visit report(s)**

Internal Accreditation Committee sits to consider the application

Accreditation Outcome issued within 90 working days

# ACCREDITATION TYPES AND REQUIREMENTS

1. SKILLS DEVELOPMENT PROVIDER (SDP)	2. TRADE TEST CENTRE (TTC)	3. ASSESSMENT CENTRE (AC)	4. WORKPLACE
<ul style="list-style-type: none"> <li>• <b>Institutional compliance</b> <ul style="list-style-type: none"> <li>○ Legal entity;</li> <li>○ Valid tax clearance certificate;</li> <li>○ Proof of financial sustainability;</li> <li>○ Valid Occupational Health and Safety certificate;</li> <li>○ Qualified human resource(s);</li> <li>○ Learner appeal policy and code of conduct</li> </ul> </li> <li>• <b>Programme delivery readiness</b> <ul style="list-style-type: none"> <li>○ Qualified staff to facilitate learning;</li> <li>○ Administrative resources for data capturing tool, learner information and records and results;</li> <li>○ Physical resources, tools, equipment, machinery, material, protective clothing;</li> <li>○ Learner Management System (LMS);</li> <li>○ Workplace Agreement(s) for work experience delivery;</li> <li>○ Occupational Health and Safety (OHS) compliance;</li> <li>○ Adherence to any QCTO monitoring and evaluation activities.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Applications for Historical Trade Test Centre accreditation submitted to FP&amp;M SETA;</b></li> <li>• <b>Applications for Occupational Trades to be captured online with the QCTO.</b> <ul style="list-style-type: none"> <li>○ <b>Requirements:</b> <ul style="list-style-type: none"> <li>○ Completed application form;</li> <li>○ Organisational structure;</li> <li>○ CIPC registration</li> <li>○ Tax Clearance Certificate</li> <li>○ Registration as assessor and moderator</li> <li>○ Internal trade test procedures and processes.</li> <li>○ Floor plan and lay out of the trade test area/building.</li> <li>○ List of tools, equipment, machinery and consumable in line with trade/s</li> <li>○ Trade test administration processes, record keeping and safe keeping of trade test documentation</li> <li>○ Occupational Health and Safety compliance.</li> </ul> </li> </ul> </li> </ul>	<p><b>FP&amp;MSETA recommends to the QCTO:</b></p> <ul style="list-style-type: none"> <li>○ Legal entity;</li> <li>○ Tax clearance certificate;</li> <li>○ Occupational Health and Safety certificate;</li> <li>○ Qualified human resource(s);</li> <li>○ Physical resources, venue, tools, equipment, machinery, protective clothing</li> <li>○ Safety, security and access to candidates;</li> <li>○ Suitable and compliant Management Information System</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Applications submitted to FP&amp;M SETA:</b> <ul style="list-style-type: none"> <li>○ Legal entity;</li> <li>○ Tax clearance certificate;</li> <li>○ Occupational Health and Safety certificate;</li> <li>○ Qualified human resource(s);</li> <li>○ Physical resources, venue, tools, equipment, machinery, protective clothing;</li> <li>○ Safety, security and access to candidates;</li> <li>○ Suitable and compliant Management Information System.</li> </ul> </li> </ul>

## QCTO ACCREDITATION TARIFF STRUCTURE

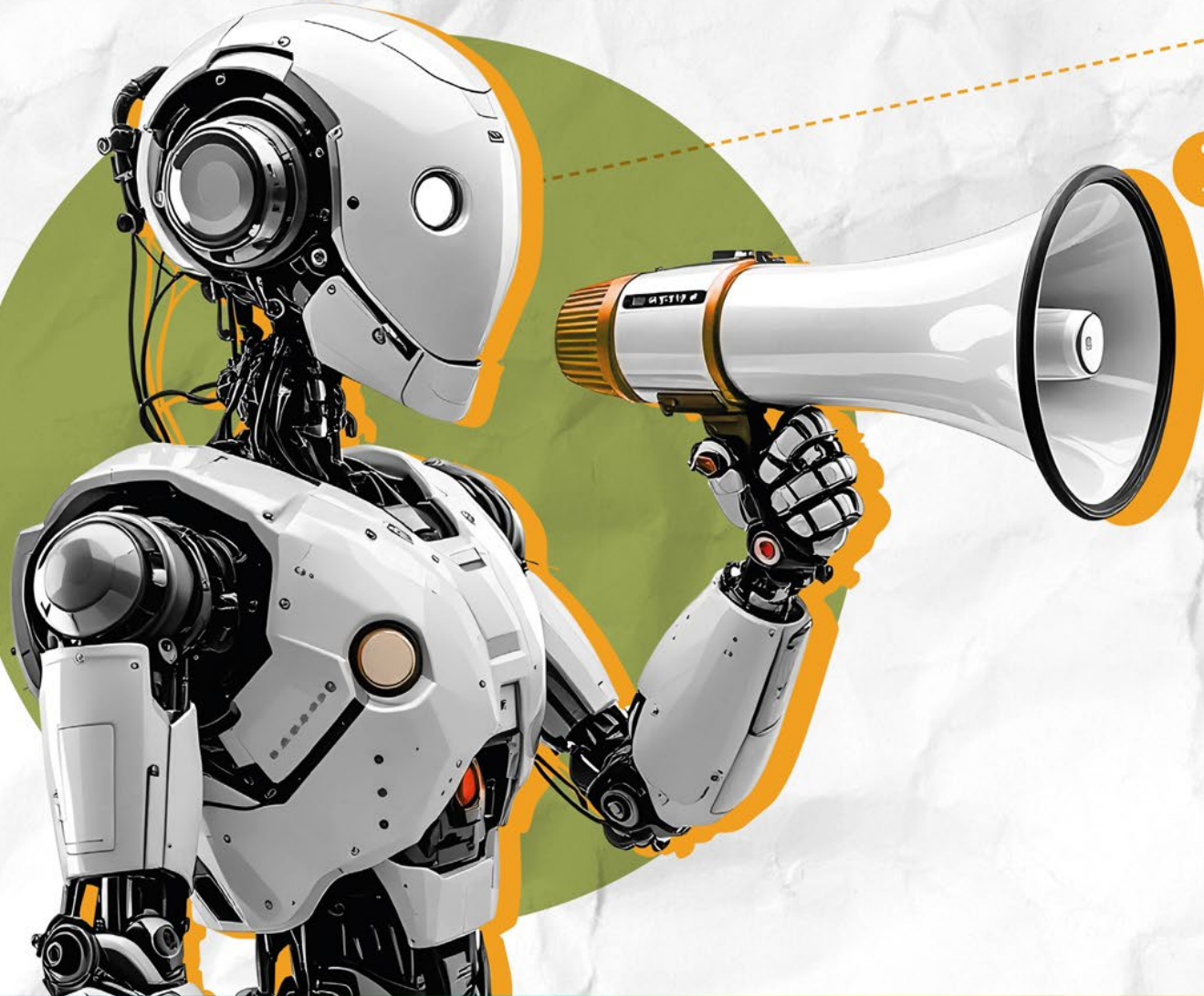
- Fees will be charged for both Skills Development Providers (SDP) and Assessment Centres (AC) per Application, Per Qualification, Per Site.
- The current agreement between NAMB and Assessment Centres/Trade Test Centre (TTC) within the Artisan Community, will remain in place where Centres sign an MoU with NAMB and release SME for site visit at own cost, and in return are not charged for accreditations.

- Tariffs Structure is as follows:

<b>Accreditation Tariffs (Per qualification)</b>	<b>2025/26</b>
Accreditation	6 000
Additional Site or Qualification-Programme (Max 5)	1 300
Additional Extension Site or Qualification-Programme (Max 5)	1 300
Extension of Scope Fee	4 700

- Certification fees will continue to be charged as follows:

<b>Description</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>
Certification fees (Per certificate)	149	160	170
Qualifications Verification Fees	61	110	120



# EDUCATION TRAINING DEVELOPMENT (ETD) PRACTITIONER REGISTRATION PROCESS

## SDP ASSESSOR & MODERATOR REGISTRATION REQUIREMENTS

### HOW?

- Registration against historical and occupational qualifications;
- Registration application must be completed online.

### WHO?

- The assessor must be a Subject Matter Expert (SME);
- The moderator must be qualified in the field or related field;
- The moderator can be an independent/external moderator.

### WHAT?

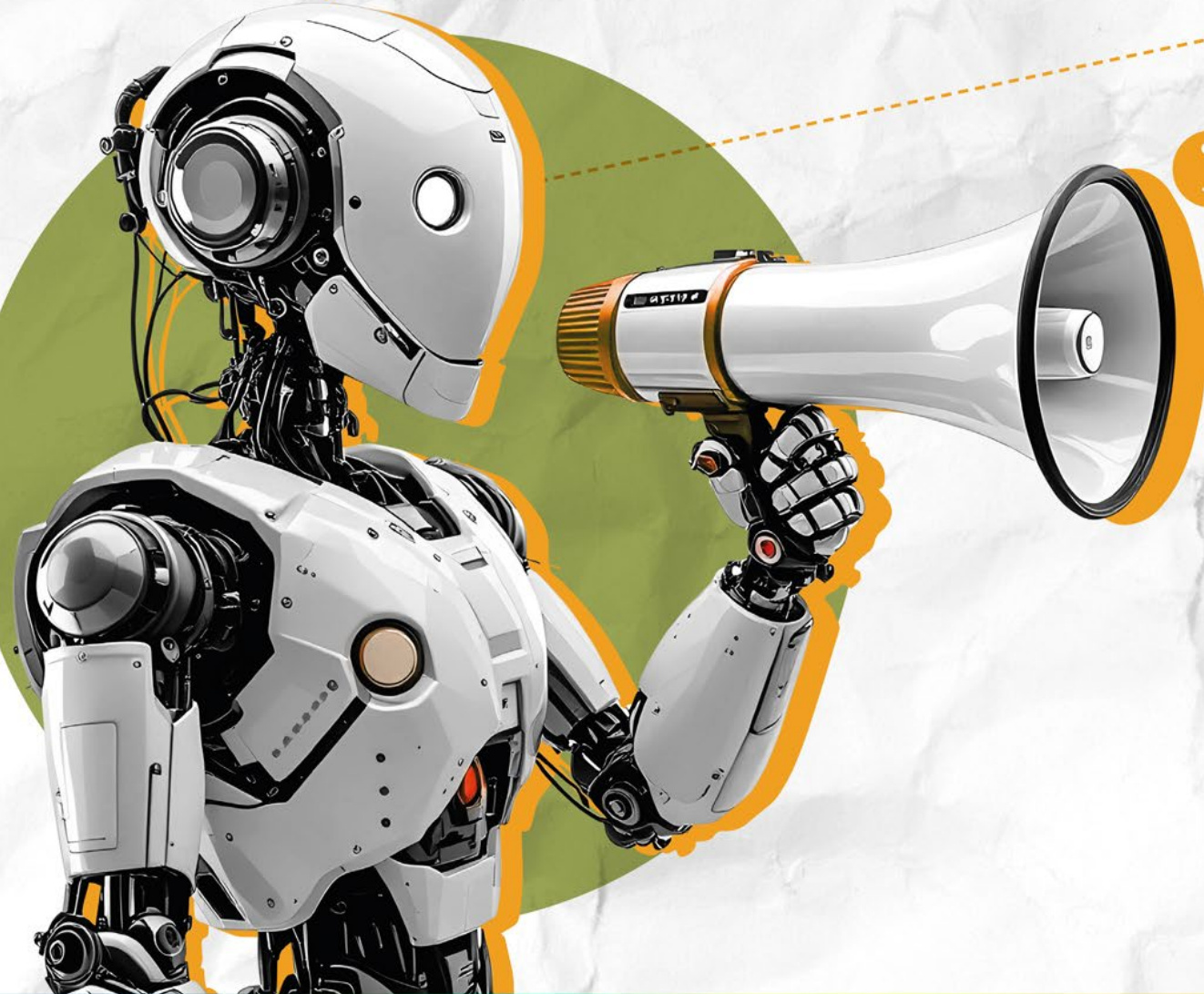
- Certified Identity Document or passport; qualifications and assessor/moderator SoR
- Service Level Agreement
- Certified documents should not be older than 6 months

Link: [www.fpmseta.org.za](http://www.fpmseta.org.za)

## ARTISAN ASSESSOR & MODERATOR REGISTRATION REQUIREMENTS

- Application for trade testing are submitted directly to NAMB.
- The assessor(s) must be a Subject Matter Expert (SME).
- The moderator(s) must be qualified in the field or related field.
  - The moderator can be an independent/external moderator.
- Documents required:
  - Completed application form
  - Certified copy of identity document or passport, qualifications and assessor/moderator SoR
  - Service Level Agreement

[Link: Registration of assessor and moderator with NAMB.docx](#)



# LEARNER ENROLMENTS FOR OCCUPATIONAL QUALIFICATIONS

## LEARNER ENROLMENTS: REGISTRATION REQUIREMENTS

Completed Enrolment template (excel spreadsheet) submitted **in two (2) stages:**

- **FIRST STAGE:**
  - Complete A-AJ and date stamp AQ
  - Submit to CTO at [Learnerenrolments@qcto.org.za](mailto:Learnerenrolments@qcto.org.za) within **21 working days**
- **SECOND STAGE:**
  - Update columns AK-AP and date stamp
  - submit to at [EISAreadiness@qcto.org.za](mailto:EISAreadiness@qcto.org.za) within **3 months** prior to EISA date.

The SDPs will be informed on EISA dates and EISA enrolment closing dates via QCTO link: <https://www.qcto.org.za/learner-enrolment-and-eisa-registration-process.html>

Learners must complete the programme to be enrolled for EISA

Failure to register the learner on time – no learner enrolment and no acceptance to write EISA.

Enrolments must be submitted to QCTO using the LEISA file.

## EISA REGISTRATION REQUIREMENTS

EISA registration commences upon completion of the learning programme and issuance of Statement of Results (SoRs);

Skills Development Provider (SDP) issues Statement of Results (SoRs)

Statement of Result is valid for 2 years (24 months)

The Learner Enrolment and Readiness EISA spreadsheet updated in the Learner Readiness for EISA column.

- email to [EISAREadiness@gcto.org.za](mailto:EISAREadiness@gcto.org.za)

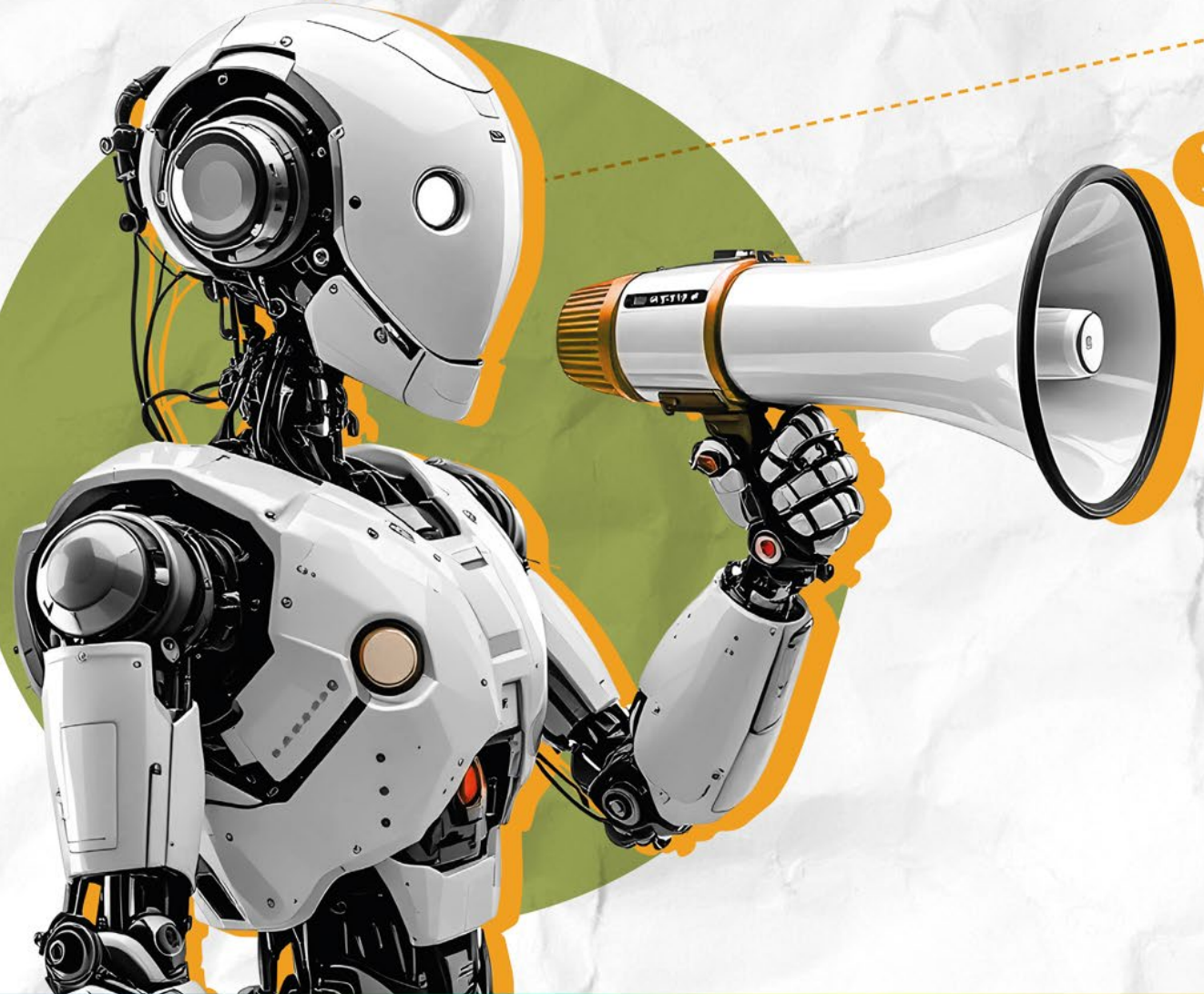
EISA dates are set in advance by the QP for the year.

Closing dates for registration of learners is within 3 months before EISA date.

No late submissions are allowed.

Special needs learners must be catered for when registered for the EISA

[Link - Learner Enrolments Spreadsheet .xlsx](#)



# LEARNER CERTIFICATIONS (ACHIEVEMENTS)

# LEARNER CERTIFICATION

Certificates are issued by the QCTO's secure CVS certification system.

- **SDPs are not allowed to print their own certificates**

The Qualification Assessment Specification (QAS) document specifies the timeline for the EISA assessment and moderation process.

- **Timeframe is approximately 21 days**

Learners must complete the programme to be enrolled for EISA

The QCTO will issue the certificates upon approval within 21 days.

Trade certificates are issued by QCTO

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# THANK YOU

