



4/6 Skeen Boulevard, Bedfordview 2007 + P O Box 1964, Bedfordview 2008  
 Telephone (011) 456 8579, Facsimile (011) 450 4948  
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Bull's Business and Skills Training Institute  
 296 Pretorius Street  
 206 Premium Towers  
 Pretoria Central  
 0002

For attention: Yusuf Nsamba

**Notification of Program Approval with the LGSeta**

Enclosed herewith please find your company's status with the LGSeta

**The accreditation status with the LGSeta include:**

A. Your company's accreditation number with LGSETA	<b>LGRS-1104-130926</b>
B. Your company's unique identifier with the LGSeta <i>(The above identifier must be referenced during provider data loads)</i>	<b>ETDP-1844</b>
C. Your ETQA ID with the LGSeta	<b>581</b>
D. LGSeta ETQA decision number	<b>LGRS-ETDP--510130926</b>
E. Accreditation period from	<b>26-Sep-13</b>
To	<b>30-Dec-16</b>
F. Your record was last updated on	<b>26-Sep-13</b>

**LGSETA's responsibility during the accreditation period:**

- A. The LGSETA will conduct monitoring and evaluation visit on an annual basis to ensure that the organization continuously complies with the legislative requirements for accreditation and consistently promotes good quality teaching, learning and assessment within its period of accreditation.



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- B. The seta will send a self-evaluation tool to providers on an annual basis to identify provider's needs and this will help the seta to conduct relevant capacity building to providers.
- C. A yearly customer survey will be conducted and providers will be given feedback of the survey.

**The Provider's responsibility during the accreditation period:**

- A. The training provider's must ensure that the learning programme/s is/are updated and meets the necessary requirements.
- B. Training providers must re-apply for learning programme approval timeously and ensure that it is in line with the replacement Qualification(s)/Unit Standard(s). If any
- C. The Provider must apply for reaccreditation 6 months prior to expiry date of accreditation.
- D. In addition, it is the training provider's responsibility to request for a verification audit once assessments and moderation of learner achievements have been conducted. Please contact the LGSETA ETQA on 011 456 8579 to arrange for the verification visit.
- E. The Provider must apply for the use of the LGseta and SAQA logo, applications to be addressed to [bryanyd@lgseta.co.za](mailto:bryanyd@lgseta.co.za).
- F. Providers are not allowed to use the Seta and SAQA logos without the permission of the seta.

The LGSETA would like to congratulate you on this achievement and your commitment to ensuring quality education is delivered to learners.

Yours sincerely

**Mmakoena Valentia Mashigo**

**ETQA Manager**

**[mmakoenavm@lgseta.co.za](mailto:mmakoenavm@lgseta.co.za)**



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**Your organization’s accreditation status are specifically associated with the following:**

**Registered assessor/s linked to your organisation**

Identifier	Surname	Name	Registration	
			From	To
1	LGRS-A1106-1642	Manyadza Michael	2011/06/27	2014/06/26
2	LGRS-A1009-1335	Tsanwani Avhashoni	2013/08/06	2016/08/05

**Registered moderator/s linked to your organisation**

Identifier	Last Name	Name	Registration	
			From	To
1	M-LGRS1209	MAFUNISA JOHN	2011/12/01	2014/11/30

**Qualification/s linked to your organisation**

Qualification ID	Title		Provision date	
			From	To
1	49605	National Certificate: Environmental Practice	2013/09/27	2016/12/30
	<b>Qualification linked status</b>	Fully accredited training provider		
	<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
2	36436	National Certificate: Local Economic Development	2013/09/27	2016/12/30
	<b>Qualification linked status</b>	Fully accredited training provider		
	<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
3	57823	National Certificate: Ward Committee Governance	2013/09/27	2016/12/30
	<b>Qualification linked status</b>	Fully accredited training provider		
	<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
4	58578	National Certificate: Local Government Councillor Practices	2013/09/27	2016/12/30
	<b>Qualification linked status</b>	Fully accredited training provider		
	<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		

**Unit Standard/s linked to your organisation**

Unit Standard ID	Title	Provision date		
		From	To	
1	7456	Use mathematics to investigate and monitor the financial	2013/09/27	2016/12/30

aspects of personal, business and national issues

		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
2	7468	Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
3	8330	Combat problem plants		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
4	8332	Perform conservation guardianship		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
5	8346	Manage cultural heritage resources in the field		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
6	8348	Understand Nature Conservation issues		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
7	8555	Contribute to information distribution regarding HIV/AIDS in the workplace		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
8	8648	Demonstrate an understanding of professional values and ethics		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
9	8664	Examine social features as pertaining to the workplace		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
10	8962	Maintain and adapt oral communication		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
11	8963	Access and use information from texts		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
12	8964	Write for a defined context		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
13	8967	Use language and communication in occupational learning programmes		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
14	8968	Accommodate audience and context needs in oral communication		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
15	8969	Interpret and use information from texts		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
16	8970	Write texts for a range of communicative contexts		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		
17	8971	Analyse and respond to a variety of literary texts		2013/09/27	2016/12/30
		<b>ETQA approval number:</b>	LGRS-01-ETDP--130926		

18	8976	Write for a wide range of contexts	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
19	9008	Identify, describe, compare, classify, explore shape and motion in 2-and 3-dimensional shapes in different contexts	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
20	9010	Demonstrate an understanding of the use of different number bases and measurement units and an awareness of error in the context of relevant calculations	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
21	9012	Investigate life and work related problems using data and probabilities	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
22	9013	Describe, apply, analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
23	9015	Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
24	10170	Demonstrate understanding of employment relations in an organisation	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
25	10388	Interpret basic financial statements	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
26	10718	Use a personal budget to manage own money	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
27	10983	Participate in the implementation and utilisation of equity related processes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
28	11818	Investigate work opportunities in order to make a personal career/employment decision	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
29	12033	Demonstrate knowledge of water cycle, water and wastewater systems and processes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
30	12036	Orientate self in the workplace	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
31	12153	Use the writing process to compose texts required in the business environment	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		

32	12154	Apply comprehension skills to engage oral texts in a business environment	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
33	12155	Apply comprehension skills to engage written texts in a business environment	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
34	12334	Conduct water process laboratory tests	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
35	12351	Demonstrate An Ability To Work With Local Communities	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
36	12352	Demonstrate knowledge of the roles and responsibilities of a community committee	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
37	12417	Measure, estimate & calculate physical quantities & explore, critique & prove geometrical relationships in 2 and 3 dimensional space in the life and workplace of adult with increasing responsibilities	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
38	12444	Measure, estimate and calculate physical quantities and explore, describe and represent geometrical relationships in 2-dimensions in different life or workplace contexts	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
39	12461	Communicate at work	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
40	12463	Understand and deal with HIV/AIDS	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
41	12465	Develop a learning plan and a portfolio for assessment	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
42	12483	Perform basic first aid	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
43	12484	Perform basic fire fighting	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
44	13202	Apply study and learning techniques	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
45	13217	Collect and use information	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
46	13220	Keep the work area safe and productive	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
47	13221	Perform routine maintenance	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		

48	13258	Participate in work group activities	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
49	13679	Control and extinguish a fire in a conservation area	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
50	13915	Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation and a specific workplace	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
51	13934	Plan and prepare meeting communications	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
52	13941	Apply the budget function in a business unit	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
53	13948	Negotiate an agreement or deal in an authentic work situation	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
54	14051	Collect and record data	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
55	14784	Apply sampling theory and practice in the chemical industry	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
56	110009	Manage administration records	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
57	110472	Outline the environment of local government	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
58	110473	Demonstrate a knowledge and understanding of a range of records kept in a local economic development environment and what constitutes evidence in own work context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
59	110475	Demonstrate and apply a knowledge and understanding of the basic economic concepts central to local economic development	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
60	110478	Demonstrate a knowledge and understanding of a range of research methodologies to undertake local economic development research	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
61	110479	Outline the environment of local economic development in South Africa	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
62	110481	Demonstrate a knowledge and understanding of the aspects of the project cycle	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		

63	110484	Participate in local economic development related meetings and facilitate the necessary flow of local economic development information	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
64	110490	Demonstrate a knowledge and understanding of the basic principles of public administration and management	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
65	110493	Demonstrate a knowledge and understanding of the basic principles of budgeting and financial management applicable to a local economic development project	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
66	110497	Identify and explain the purpose of integrated development planning (IDP)	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
67	110501	Identify and explain the application of a range of concepts and tools for local economic development	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
68	110502	Demonstrate and apply knowledge and understanding of the roles, function and responsibilities of the main stakeholders and role players in local economic development	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
69	110503	Describe and explain socio-economic development theories in the South African context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
70	110504	Identify and explain the roles and functions as well as the inter-linkages between different departments in a municipality	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
71	110506	Demonstrate and apply knowledge and understanding of the basic components and fundamental skills of effective communication	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
72	113818	Clean and maintain area of responsibility	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
73	113955	Apply the Batho Pele principles to own work role and context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
74	116064	Recognise and identify the basic functions of the ecological environment	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
75	116077	Monitor water quality	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
76	116080	Monitor, collect and collate agricultural data	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		



77	116121	Apply sustainable farming practices to conserve the ecological environment	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
78	119454	Maintain and adapt oral/signed communication	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
79	119456	Write/present for a defined context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
80	119457	Interpret and use information from texts	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
81	119460	Use language and communication in occupational learning programmes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
82	119463	Access and use information from texts	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
83	119465	Write/present/sign texts for a range of communicative contexts	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
84	119467	Use language and communication in occupational learning programmes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
85	119472	Accommodate audience and context needs in oral/signed communication	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
86	119517	Advocate and lobby community issues	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
87	119553	Take action to address impacts on the environment	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
88	119554	Apply environmental management tools to assess impacts	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
89	119555	Separate, handle, store, treat and transport waste	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
90	119556	Use tools and operate equipment in an environmentally responsible manner	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
91	119557	Operate waste disposal facilities	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
92	119558	Work with, use and care for materials and resources which can impact on health and the environment	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		

93	120385	Apply a range of project management tools and techniques	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
94	120391	Apply leadership skills to relationship management	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
95	120394	Apply communication principles, strategies and processes in a leadership role	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
96	123464	Gather information and provide assistance for project planning and scheduling functions	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
97	123465	Measure and plan own performance and behaviour in line with roles and responsibilities in a project team	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
98	242819	Motivate and Build a Team	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
99	242858	Demonstrate knowledge of and apply the Public Sector Code of Conduct in own work roles and context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
100	242860	Apply the Batho Pele principles to own work role and context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
101	242890	Display an understanding of core municipal processes and Ward Committee participation in these processes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
102	242891	Apply communication, interpersonal and conflict management principles in Ward Committee functions, processes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
103	242892	Display an understanding of the Constitution, structure of Ward Committees and the roles and responsibilities of committee members	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
104	242893	Display an understanding of the policy and legal framework guiding the Ward Committee system and its functioning	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
105	242895	Support the facilitation of development project service delivery in a Ward Committee context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
106	242896	Demonstrate an understanding and apply the broad principles of Ward Committee functioning to participate in municipal processes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		



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107	242900	Apply administrative principles in the implementation of public sector procedures and work schedule	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
108	242902	Demonstrate an ability to apply the principles of problem identification, analysis and decision-making within immediate work context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
109	244174	Facilitate co-operative governance and inter-governmental relations	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
110	244175	Demonstrate an understanding of the policy and legal framework guiding Local Government	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
111	244180	Exercise leadership in a councillor context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
112	244183	Fulfil the roles and the responsibilities of a councillor	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
113	244185	Apply key municipal processes in a council function	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
114	244186	Facilitate Council and related meetings to achieve Local Government objectives	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
115	244188	Facilitate public participation and citizen involvement in Local Government processes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
116	244190	Utilise advocacy and lobbying skills to represent municipal interests in inter-governmental structures and processes	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		
117	337063	Demonstrate knowledge and insight into the principles of monitoring and evaluation in assessing organisation and/or programme performance in a specific context	2013/09/27	2016/12/30
		<b>ETQA approval number:</b> LGRS-01-ETDP--130926		