

### COVID-19 MEMORANDUM 3

TO: ALL QCTO STAKEHOLDERS, QUALITY ASSURANCE PARTNERS, ACCREDITED SKILLS DEVELOPMENT PROVIDERS AND ASSESSMENT CENTRES / TRADE TEST CENTRES AND LEGACY TRADE AND SDPs

Dear Colleagues,

**RE: EXTENSION OF ACCREDITATION FOR ASSESSMENT CENTRES / TRADE TEST CENTRES AND SKILLS DEVELOPMENT PROVIDERS**

1. The COVID-19 crisis has continued to cause enormous disruption to the lives of all South Africans, and the Skills Development sector. The sectoral challenge continues as per “Covid 19 Memorandum 2” of 30 April 2020, where efficiency challenges continue concerning (a) new accreditation applications; and (b) renewal of accreditation for Skills Development Providers, Assessment Centre and Trade Test Centres. This is primarily due to COVID-19 related restrictions and the modern approach of blended working i.e. Face to Face and Virtual Working.
2. These challenges also apply to applicants who have already submitted their accreditation renewal applications.
3. It is with this background that the Quality Council for Trades and Occupations (QCTO) after consultation with its stakeholders has decided to extend the decisions taken in “Covid 19 Memorandum 2 of 30 April 2020” by an additional 6 months. The following decisions are hereby extended to be applicable until 1 May 2022 to ensure continuation of Assessment Centres, Trade Test Centres and Skills Development Providers (SDPs):
  - 3.1. All Assessment Centres, Trade Test Centres and SDPs whose accreditation expired or will expire during 2020 and 2021 are hereby granted further extension by six months to be valid until 1 May 2022.
  - 3.2. This Memorandum can be used as an official accreditation confirmation of the Assessment Centre, Trade Test Centre and/or SDP together with the lapsed accreditation letter that has expired in 2020 or 2021.

4. Stakeholders are urged to continue to apply for accreditation and accreditation renewal as usual there might not be further extension. As a reminder applications must be directed as follows:
  - 4.1. All applications for Skills Development Providers (SDPs) that seek to offer occupational qualifications and part qualifications must be done online at <https://www.qcto.org.za/for-skills-development-providers.html#occupational-qualifications> with an exception of legacy Trade SDP which can be applied for at NAMB.
  - 4.2. For Historically Registered Qualifications (Letter of Intent) applications must be done online at <https://www.qcto.org.za/for-skills-development-providers.html#historically-registered-full-qualifications>, where after the Letter of Intent can be submitted to a specific Quality Partner specified in the Lol.
  - 4.3. All applications for Assessment Centres (AC) must be done online at <https://www.qcto.org.za/for-assessment-centres.html>.
  - 4.4. All applications for Trade Test Centres (TTC) must be sent direct to NAMB as usual.
5. Note that all Historically Registered Qualifications (HRQ) will either be re-aligned or replaced by 2023 or the registration end date. You are advised to find alternative qualifications at <https://www.saqa.org.za/> or <https://www.qcto.org.za/full---part-registered-qualifications.html>.
  - 5.1. Contact the applicable SETA, should you want a qualification to be re- registered, re aligned or developed. Preference will be given to qualifications in high demand along with green skills.
  - 5.2. Stake holders are reminded to ensure that all learners are enrolled with the QCTO and the learners achievements are recorded in the National Learners' Records Database (NLRD)
6. In this time of crisis, the QCTO, NAMB and the SETAs stand by all assessment centres, trade test centres, skills development providers and learners in the trade and occupational space.
7. The Quality Council is committed to finding flexible solutions to ensure that education and training continues within all applicable lockdown regulations.

**Regards**



**Mr V D Naidoo**

**Chief Executive Officer (CEO): QCTO**

**Date:** 07/12/2021

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