IBHUKU LOKUHLINZEKA NGOLWAZI

2011 - 2012

Ishicilelwe ngokoMthetho wesi-2 Ophasisa Ukutholakala Kolwazi wonyaka wezi-2000

SAQA: IBHUKU LOKUHLINZEKA NGOLWAZI

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A. Imisebenzi kanye nesakhiwo se-South African Qualifications

Authority (SAQA) [Isigaba 14(1)(a)]

I. Imisebenzi ye-SAQA, ngokoMthetho we-NQF 67 ka-2008

I-SAQA kufanele, ukuze iqhube izinhloso ze- NQF:

(a) (i) yenze imisebenzi yayo ngokuncika kulo Mthetho; futhi

(ii) yengamele ukuqalisa ukusebenza kwe-NQF futhi iqinisekise impumelelo yezinhloso zayo;

(b) yeluleke uNgqongqoshe Wezemfundo Ephakeme Nokuqeqesha ngezindaba ze-NQF ngokwalo Mthetho;

(c) ihambisane nenqubomgomo eshiwo nguNgqongqoshe ngokwesigaba 8(2)(b);

(d) icabange ngeziqondiso zikaNgqongqoshe ezishiwo esigabeni 8(2)(c);

(e) yengamele ukuqala ukusebenza kwe-NQF ngokuvumelana nohlaka lokuqala ukusebenza olulungiswe yi-SAQA kokubonisana nama-QC;

(f) (i) yenze uhlelo lokuhlanganyela ukuqondisa ubudlelwano obunhlangothi zombili be-SAQA nama-QC, emva kokubonisana nama-QC nokucabanga ngezinhloso ze-SAQA ezishiwo esigabeni 11 kanye nezimiso zomthetho ezishiwo esigabeni 33; futhi

(ii) ixazulule izimpikiswano maqondana nama-QC;

(g) maqondana namazinga—

(i) yenze okuqukethwe kubachazi bamazinga bezinga ngalinye ku-NQF futhi bafinyelele esivumelwaneni ngokuqukethwe nama-QC;

(ii) ishicilele abachazi bezinga okuvunyelwene ngabo kuGazethi; futhi

(iii) iqinisekise ukuthi ihlala kungeyamanje futhi ifanelekile;

(h) maqondana namazinga okuphasiwe —

(i) yenze futhi iqalise ukusebenzisa inqubomgomo kanye nezindlela zokukhetha, emva kokubonisana nama-QC, ukuthuthukisa, ukubhalisa nokushicilelwa kwamazinga aphasiwe kanye namazinga aphasiwe ayingxenye, okufanele kubandakanye izidingo ezilandelayo:

(aa) Kufanele uhlaka oluncane olufanele lukhonjwe kunanoma yimuphi umbhalo ophathelene nokubhalisa kanye nokushicilelwa kokuphasiwe noma ingxenye yokuphasiwe; futhi

(bb) kufanele uhlaka oluncane ngalunye lube nokuhlelwa ngezigaba okwehlukile kwezinhlobo zakho zokuphasiwe okufanele ohlakeni oluncane olufanele futhi

kuhambisane nokwenza kwamazwe omhlaba;
(ii) ibhalise okuphasiwe noma ingxenye yokuphasiwe okunconywe yi-QC uma kuhlangabezana nezindlela zokunquma ezifanele;
(iii) yenze inqubomgomo nezindlela zokunquma, emva kokubonisana nama-QC,ukuhlola, ukuhlonipha ukufunda kwangaphambilini kanye nokuqoqela ndawonye amakhredithi nokudlulisa;
(i) maqondana nemigwamanda yephrofeshini—
(i) yenze futhi iqalise ukusebenzisa inqubomgomo kanye nezindlela zokunquma ukuhlonipha umgwamanda wephrofeshini nokubhalisa isikhundla sephrofeshini ngezinhloso zalo Mthetho, emva kokubonisana nemigwamanda esemthethweni nengekho emthethweni yabasebenzi abangongcweti emikhakheni yemisebenzi kanye nama-QC ; futhi
(ii) ihloniphe ugwamanda wephrofeshini bese ibhalisa isikhundla sephrofeshini yawo uma izindlela zokunquma ezishiwo endinyaneni (i) kuhlangatshezwene nazo;
(j) maqondana nobudlelwano namazwe omhlaba—
(i) ihlanganyele nesebenzisana nabo bamazwe omhlaba kuzo zonke izindaba abazithanda ngokufana maqondana nezinhlaka zokuphasiwe; futhi
(ii) yazise ama-QC kanye nabanye abantu abathandayo ngokwenza kwamazwe omhlaba ekwenziweni nasekuphathweni kwezinhlaka zokuphasiwe;
(k) maqondana nocwaningo—
(i) iqhuba noma inikezela ngomsebenzi wokuphenya ngezindaba ezibalulekile ukuthuthukisa nokuqala ukusebenzisa i-NQF, kubandakanya izifundo zesikhathi zomthelela we-NQF emfundweni yaseNingizimu Afrika, ukuqeqesha kanye nomsebenzi; futhi
(ii) ishicilele okutholakele ophenyweni okushiwo endinyaneni (i);
(l) maqondana namarekhodi ezemfundo nokuqeqesha, ukugcinwa kohlelo lwamagama amarekhodi abafundi kuzwelonke olunamarejista okuphasiwe kuzwelonke, ingxenye yokuphasiwe, impumelelo yomfundi, ukuhlonipha imigwamanda yephrofeshini, izikhundla zephrofeshini kanye nolwazi oluhambelana nayo;
(m) maqondana nokuphaswe emazweni angaphandle, inikeza ukuhlola kanye nomsebenzi wokweluleka ohambisana nalo Mthetho ; futhi
(n) maqondana nezinye izindaba—
(i) yazisa umphakathi nge- NQF;

(ii) yenza nanoma yimuphi umsebenzi odingwa yilo Mthetho; futhi
(iii) yenza nanoma yimuphi umsebenzi ohambisana nalo Mthetho ongashiwo nguNgqongqoshe.
(2) I-SAQA kufanele ilethe, ngomhla ka- noma ngaphambi komhla ka-30 Juni ngonyaka ngamunye, kuNqongqoshe umbiko wonyaka obandakanya izitatimende zezezimali kanye nemibiko yokucwaningo kwamabhuku.

II. Isakhiwo se-SAQA

Yini i-South African Qualifications Authority?

I-South African Qualifications Authority (SAQA) umuntu osemthethweni - umgwamanda onikwe ubuntu bomthetho ngumthetho. I-South African Qualifications Authority Board umgwamanda wamalungu angama-22 aqokwe uNgqongqoshe Wezemfundo Ephakeme Nokuqeqesha. Amalungu akhethwe ababambiqhaza bakazwelonke abakhonjiwe kwezemfundo nokuqeqesha.

Iqhaza le-SAQA:

- ukuqhuba izinhloso ze-NQF;
- ukwengamela enye intuthuko ye-NQF; kanye
- nokuxhumanisa izinhlaka ezincane.

I-SAQA inalezi zinto okufanele izenze: ukubhalisa okuphasiwe kanye nengxenye yokuphasiwe; ukuhlonipha imigwamanda yephrofeshini; ukuhlanganyela nesebenzisana nabo bamazwe omhlaba ngezindaba zabakuthandayo okufanayo maqondana ne-NQF; ukuqhuba nokwenza uphenyo ngezindaba ezibalulekile entuthukweni nasekuqaleni ukusebenza kwe-NQF; ukugcina uhlu lwamarekhodi abafundi kuzwelonke olunamarejista okuphasiwe kuzwelonke ingxenye yokuphasiwe, ukuphumelela kwabafundi, imigwamanda yephrofeshini ehlonishwayo, izikhundla zephrofeshini kanye nolwazi oluhambisana nalo; nokunikezela ukuhlolwa nomsebenzi wokweluleka kokuphasiwe kwamazwe angaphandle; iphinde inikezele ngokululekwa ngokomsebenzi emphakathini.

B. Imininingwane yokuxhumana [Isigaba 14(1)(b)]

Umsebenzi Wezokwazisa e-SAQA Isikhulu Esiphethe kanye neSekela Lomsebenzi Wezokwazisa yilaba:

Umphathi: Imisebenzi Ebalulekile

Umqondisi: Uhlu Lwamagama Amarekhodi Abafundi Kuzwelonke

Ikheli Lendawo: SAQA House ekuqaleni beyaziwa ngokuthi i-Hatfield Forum West

1067 Arcardia Street

Hatfield

0083

Ikheli lePosi: Postnet Suite 248

Private Bag X06

WATERKLOOF

0145

Ucingo: (012) 431-5000

Ifeksi: (012) 431-5147

Ikheli le-e-meyili: saqainfo@saqa.co.za

Webhusayithi: http://www.saqa.org.za

C. Ibhukwana lesigaba 10 [Isigaba 14(1)(c)]

Ibhukwana lizotholakala ku-South African Human Rights Commission (SAHRC) engakedluli u- Agasti 2003. Sicela uqondise nanoma yimiphi imibuzo ku-:

The South African Human Rights Commission:

PAIA Unit

The Research and Documentation Department

Ikheli LePosi: Private Bag 2700

Houghton

2041

Ucingo: (011) 877 3750

Ifeksi: (011) 403 0668

IWebhusayithi: www.sahrc.org.za

I-imeyli: PAIA@sahrc.org.za

D. Ukufinyelela kumarekhodi aphethwe yi-SAQA [Isigaba 14(1)(d)]

I. Ukudalula okuzenzekelayo [Isigaba 14(1)(e)]

Amalungu omphakathi angafinyelela kumarekhodi abalwe ngezansi ngaphandle kokugcwalisa ifomu lokucela ulwazi eliphrintwe kuGazethi kaHulumeni [Govt. Notice R187- 15 February 2002] (Ifomu A).

Yazi ukuthi ezinye izinto ezishicilelwe ku-SAQA ziyathengisa ukuze kubuyiswe izindleko zokukhiqiza kanti abafake izicelo bazotshelwa ngezindleko, uma zikhona, uma bebuza. Akukho emthethweni ukuthi umuntu ofake isicelo athengise impahla ye-SAQA ukuze athole inzalo. Uma impahla ikhiqiziwe futhi noma icashuniwe, i-SAQA kufanele ishiwo njengomsuka.

Isihloko: Ukushicilela okujwayelekile

Izigaba:

- Umthetho
- Imibiko yonyaka
- Ulwazi olusha lwe-SAQA
- Amabhulethini
- Izincwajana
- Amaphepha afundwe emihlanganweni yokufundisana/ezingqungqutheleni, njll.

Isihloko: Okubhalisiwe Nokwamukeliwe

Izigaba:

- Imithethonqubo
- Imibhalo yemigomo nemihlahlandlela
- Imibhalo yenqubomgomo
- Izaziso zeGazethi kaHulumeni
- Ulwazi lwemfundo oluzibhalisiwe namayunithi amazinga.
- Izaziso zeGazethi kaHulumeni

Isihloko: Uhlelo Lokugcina Amarekhodi Amagama Abafundi Kukhompiyutha (National Learners' Records Database (NLRD))

Izigaba:

- Amagama amalungu eBhodi le-SAQA

• Ama-ETQA anezitifiketi zokufakazisa kanye namagama abaphathi bawo
• Abanikezeli Bezemfundo Nokuqeqesha abanezitifiketi zokufakazisa
• Okuphasiwe okubhalisiwe kanye namazinga ama Unit Standards

II. Amarekhodi angacelwa [Izigaba 14(1)(d)]

Izincazelo zezihloko kanye nezigaba zamarekhodi aphethwe yi-SAQA angacelwa kuncike kusahluko 4, isigaba 34 (1) so*Mthetho Wokukhuthaza Ukutholakala Kolwazi 2000* .

Isihloko: Okubhalisiwe Nokwamukeliwe

Izigaba:
• Imibiko eshicilelwe
• Imibhalo yemigomo nemihlahlandlela
• Imibhalo yenqubomgomo

Isihloko: Ukuqinisekiswa Kwamazinga kanye neNtuthuko

Izigaba:
•Imibiko eshicilelwe

Isihloko: Izidingongqangi ezingabantu

Izigaba:
• Izinqubomgomo zezidingongqangi ezingabantu kanye nezinqubo
• Amarekhodi omsebenzi

Isihloko: Ezezimali Nokuphatha

Izigaba:
• Izinqubomgomo kanye nezinqubo
• Amarekhodi nemibiko yezimali

Isihloko: Uhlelo Lokugcina Amarekhodi Amagama Abafundi Kukhompiyutha (National Learners' Records Database (NLRD))

Izigaba:
• Amarekhodi abafundi

• Izincazelo zomthwalo weqoqo le-NLRD
• I-NLRD Datamodel

Isihloko: UHlaka Lweziqu Zemfundo Kuzwelonke (NQF) / Nomsebenzi Wokululekwa Ngezemisebenzi (CAS)
Izigaba:
• Imibiko eshicilelwe
• Imibiko nezincwadi ezikhishiwe ngeziqondiso zemisebenzi

Isihloko: IBhodi le-SAQA
Izigaba:
• Izinqumo
• Imibiko eshicilelwe
• Imithetho yezinqubo

III. Izinqubo zokwenza isicelo

Umuntu ofake isicelo uzonikezwa imvume yokufinyelela kumarekhodi e-SAQA uma:
• Umfaki sicelo ehambisana nazoz onke izidingo zenqubo eziseMthethweni eziphathelene nokucela ukufinyelela kulelo rekhodi;
• Ukufinyelela kulelo rekhodi kungaliwanga ngenxa yananoma yisiphi isizathu esishiwo ku*Mthetho Wokukhuthaza Ukutholakala Kolwazi 2 ka-2000*

Isimo sesicelo:
• Umuntu ofake isicelo kufanele asebenzise ifomu eliphrintwe kuGazethi kaHulumeni [Govt. Notice R187- 15 February 2002] (Ifomu A).
• Umuntu ofaka isicelo kufanele futhi akhombise ukuthi ingabe isicelo esekhophi yerekhodi yini noma ufuna ukuza ezobheka irekhodi/amarekhodi emahhovisi e-SAQA. Okukanye uma irekhodi kungesiwo umbhalo, lingabhekwa ngesimo esiceliwe, lapho okunokwenzeka khona [s 29(2)].
• Uma umuntu ecela ukufinyelela ngesakhiwo esithize, kufanele alithole ngesimo alicele ngaso, ngaphandle uma ukwenza njalo kuzogxambukela ngokungenasidingo nokusebenza kwe-SAQA, noma kulimaze irekhodi, noma kuphule ilungelo lokushicilela okungesilo ele-SAQA. Ngenxa yezizathu ezizwakalayo kungeke kukwazeke ukuthi

kunikezwe ukufinyelela ngesakhiwo esidingekayo kodwa ngenye indlela, ngakho-ke imali kufanele ibalwe ngokwendlela umfaki sicelo aqale wacela ngayo [*s 29(3) no- (4)*].

• Uma, ngaphezu kwempendulo ebhaliwe yesicelo sabo serekhodi, umuntu ofaka isicelo efuna ukuthi aziswe ngesinqumo nganonoma iyiphi enye indlela, isb. ngocingo, lokhu kufanele kukhonjiswe [*s 18(2)(e)*].

• Uma ngabe umuntu ofake isicelo ecela ulwazi egameni lomunye umuntu, amandla isicelo esenziwa ngawo kufanele akhonjiswe [*s 18(2)(f)*].

• Uma ngabe umuntu ofake isicelo engakwazi ukufunda noma ukubhala, noma ekhubazekile, angalicela irekhodi ngomlomo. Umsebenzi wezokwazisa kufanele agcwalise ifomu egameni lalowo mfaki sicelo bese emnika ikhophi [*s 18(3)*].

Izinhlobo ezimbili zemali ziyadingeka ngoko*Mthetho Wokukhuthaza Ukutholakala Kolwazi*, okuyimali yesicelo neyokuluthola s22:

Umfaki sicelo ofuna ukufinyelela erekhodini elinolwazi lomuntu uqobo akudingeki ukuthi akhokhe imali yokucela. Bonke abanye abafaki sicelo, abangesibo abaceli uqobo, kufanele bakhokhe imali yesicelo edingekayo:

• Umsebenzi wezokwazisa kufanele azise umuntu ofake isicelo (ngale komceli uqobo) ngesaziso, kudingeka ukuthi umfaki sicelo akhokhe imali eshiwo (uma ikhona) ngaphambi kokusebenza isicelo.

• Imali yesicelo ekhokhwa emigwamandeni yomphakathi ama-R35. Umfaki sicelo angedlulisa isicelo sakhe ngaphakathi, lapho kufanele khona noma isicelo senkantolo sokuphikisana ithenda noma inkokhelo yemali eceliwe.

• Emva kokuba umsebenzi wezokwazisa esenze isinqumo ngesicelo, umuntu owenze isicelo kufanele aziswe ngaleso sinqumo ngendlela acele ukuthi aziswe ngayo.

• Uma isicelo sivunyiwe, kufanele kukhokhwe enye imali yokufinyelela ikhokhelwe ukusesha, ukulungisa, ukukhiqiza futhi kanye nanoma yisiphi isikhathi eseqe amahora ashiwo okufuna nokulungisa irekhodi ukuze lidalulwe.

E. Izinsizakalo ezikhona nokuthi zitholakala kanjani

I-SAQA inikezela lezi zinsizakalo ezilandelayo emphakathini:

• Ukuhlolwa kwamazinga okuphasa ezemfundo amazwe angaphandle ukuze kutholakale ukulingana kwawo nawaseNingizimu Afrika bese kunconywa amazinga anokwenzeka okuhlonishwa.

• Isikhungo Sezidingongqangi kanye noLwazi sinezincwadi, izinhlelo zokugcina ulwazi oluku-inthanethi kanye neqoqo lokubona okuzwakalayo (audiovisual), futhi isebenza njengendawo yokulondoloza amagugu akho konke okushicilelwe okuphathelene ne-SAQA ne-NQF. Iwebhusayithi ye-SAQA nayo iphethwe yiSikhungo. Inolwazi nge-SAQA ne-NQF kubandakanya nokushicilelwe, imibhalo yenqubomgomo kanye namazinga aphasiwe abhalisiwe kanye namazinga.

• I unit standardyezokuxhumana ihlinzeka ngolwazi nge-SAQA nemisebenzi yayo kubandakanya ukwenza nokuphatha umkhankaso wokwazisa we-SAQA.

• I-NQF neNamba Yosizo Lokululeka Ngezemisebenzi inikeza ulwazi nezeluleko ngeziqu zemfundo, imisebenzi nongakulandela uma ufunda

• I-NLRD inolwazi:

Ngamazinga okuphasiwe kanye nama-standard unitsi amazinga abhalisiwe ku-NQF

Ama-ETQA anezitifiketi zokufakazisa

Abanikezeli Bezemfundo Nokuqeqesha abanezitifiketi zokufakazisa

Abafundi ngabanye kanye nokuphumelela kwabo

Amagama amalungu eBhodi le-SAQA,abaphathi bama-ETQA anezitifiketi zokufakazisa kanye nabanikezeli Bezemfundo Nokuqeqesha

Olunye ulwazi ngalezi zinsizakalo lungatholakala kuwebhusayithi ye-SAQA (www.saqa.org.za). Imibuzo ingathunyelwa nge-e-meyili ku-saqainfo@saqa.org.za noma ushayele ideski losizo ku-086 010 3188.

F. Ukulungiselela okuvumela ukubandakanyeka komphakathi ekwakhiweni kwenqubomgomo nokusetshenziswa kwamandla [Isigaba 14(1)(g)]

I-SAQA izinikele ohlelweni lokubonisana nomphakathi kuzo zonke izinhlelo zayo ngezindlela ezilandelayo:

• Amalungu eBhodi aqokwa ngokwesigatshana 4, ngaphansi kwephuzu le- 14 lesahluko sesi-4 so*Mthetho we-NQF*

• Imibhalo yenqubomgomo, okuphasiwe namazinga kushicilelwa kuGazethi kaHulumeni ukuze umphakathi uzophawula ngaphambi kokuba kuvunywe noma kubhaliswe

• Imihlangano yokubonisana kanye nezingqungquthela kubanjwa njalo

G. Amakhambi akhona uma ukuhlinzekwa ko*Mthetho Wokukhuthaza Ukutholakala Kolwazi* [Isigaba 14(1)(h)]

I-SAQA, njengomgwamanda womphakathi owenza umsebenzi womphakathi

ngokomthetho (bheka incazelo “umgwamanda womphakathi” esigabeni 1 indima (b)(i) so*Mthetho Wokukhuthaza Ukutholakala Kolwazi*), awunazo izinqubo zokudlulisa izicelo zangaphakathi. Kungayiwa ezinkantolo ngezikhathi lapho kungenakuhambisana nokuhlinzeka kwalo Mthetho.