



APPLICATION FOR THE REGISTRATION OF ADDITIONAL PROFESSIONAL DESIGNATION(S) FOR PROFESSIONAL BODIES ALREADY RECOGNISED BY SAQA

Institute of Directors in South Africa (IoDSA)

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| Name of Professional Body | Institute of Directors in South Africa (IoDSA) |
| Statutory or Non-Statutory Body | Non-Statutory |
| Sector | Business, Commerce and Management |
| Physical Address | PO Box 521372, Saxonwold, 2132 |
| Application Approved by Board/Council | Yes |
| Application Signed by CEO / Registrar/ Board Chairperson | Yes |
| Registered Designations | Chartered Director – CD (SA) |
| Designations Applied for | Certified Director – Cert.Dir |
| Date of Recognition | 26 October 2017 |
| Date of Gazette Notice | 13 November 2020 |

BACKGROUND

The IoDSA came into existence in 1960 as an association that looked after the interests of directors in Southern Africa. The IoDSA was awarded status as a professional body for directors by the South African Qualifications Authority (SAQA) in 2012, and the following year it launched the Chartered Director (South Africa) designation. In its current format, it is a non-profit company (NPC) that exists to promote corporate governance and to maintain and enhance the credibility of directorship as a profession.

The IoDSA has a strong member base of approximately 9000 members that comes from various sectors in South Africa. The IoDSA is a leader in corporate governance and provides director development programmes which are facilitated by experienced and active directors.

The IoDSA also serves corporate clients in the form of Board Appraisal Services, Customised Board Development, and Advisory Services. The Organisation furthermore has a strong forum and research capacity to which members contribute.

The IoDSA is the owner of the King IV Code of Corporate Governance in South Africa.

MOTIVATION FOR THE REGISTRATION OF THE ADDITIONAL DESIGNATION

The IoDSA wishes to register the Certified Director designation as a pathway designation in addition to the already registered Chartered Director (SA) designation. Where the Chartered Director (SA) designation recognises mastery of directorship, the Certified Director designation serves as an entry-level designation that recognises knowledge of governance practices and being a Director.

CRITERIA FOR REGISTRATION OF A PROFESSIONAL DESIGNATION

The criteria for the awarding of the additional Professional Designation below comply with the SAQA *Policy & Criteria for Recognising a Professional Body and Registering a Professional Designation for the Purposes of the National Qualifications Framework Act, Act 67 of 2008 (as amended, March 2018)* and the designation complements those already registered, creating a designation pathway.

Designation Title: Certified Director – Cert.Dir

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| Underlying Qualification(s) | Senior Certificate Or, National Senior Certificate Or, National Certificate (Vocational) (NC(V) at Level 4 |
| Experiential Learning and Practical Experience | The applicant must be a member of the IoDSA and comply with the associated minimum job/employment level of Senior Management. The requirement is a minimum of 3 years' senior management or higher experience to apply for Certified Director®. Part of the training requirements include an experiential learning component in the form of a simulated Board meeting included in Being a Director part 5. |
| Board/ Admission Examination/ Assessment | In addition to completing a set of Multiple Choice Questions associated with six of the seven IoDSA learning programmes, the candidate needs to pass a summative assessment. This assessment is conducted in the form of a closed book examination, and the pass mark is 50%. |
| Continuing Professional Development (CPD) Requirements | The Certified Director® must earn 30 CPD hours per annum, earned over a variety of various types of learning activities and categories. The IoDSA CPD policy is applicable. |
| Application of Recognition of Prior Learning (RPL) | Three of the prescribed learning programmes required for this designation has an exemption linked to it which serves as recognition of prior learning. Exemptions are not automatically awarded, and candidates must apply for it at no additional cost to them. These exemptions are: 1) Finance for non-financial directors The candidate that holds an NQF 6 qualification where one of the modules are finance-related, could qualify for an exemption. 2) Governance of Ethics The candidate that holds the Certified Ethics Officer as awarded by The Ethics Institute of South Africa will qualify for an exemption. |

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| | 3) Being a director part 5 If a candidate has at least 1-year directorship experience on a Board of an organisation of governance substance, the candidate could qualify for an exemption. |
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Designation competences (As detailed in the IoDSA Director Competency Framework)

A Certified Director must be able to:

- Contribute and function as a Board member within the appropriate governance structures and cognisant of position of trust.
- Lead the company effectively and ethically in the long term interest of all its stakeholders.
- Act as a Director within the confines of the law.
- Contribute meaningfully and effectively to strategy-setting and implementation thereof.
- Oversee the management of ethics within the company
- Oversee remuneration policy and its implementation.
- Serve as an effective audit committee member
- Understand the responsibilities of various assurance providers and their contribution to the work of the Board and its accountability role.
- Interrogate financial statements and to conclude on the financial performance of the company.
- Oversee risk management policy formulation and the implementation thereof.
- Oversee IT policy formulation and oversight implementation thereof.
- Oversee compliance management policy formulation and oversight implementation thereof.
- Oversee stakeholder policy formation and oversight implementation thereof.
- Oversee integrated reporting
- Respond to business challenges creatively and constructively.
- Gather and analyse information in decision-making by applying logical thinking.
- Act in a manner that demonstrates self-knowledge and self-awareness.
- Manage oneself in a manner that contributes to the activities of the Board.
- Adapt to environmental needs.
- Interact with fellow Board members and management in a manner that is beneficial to the company.

Designation Pathway

- Certified Director – Cert.Dir
- Chartered Director - CD (SA)

CRITERIA FOR RETAINING THE ADDITIONAL DESIGNATION

To ensure the currency of professional knowledge and to retain the Professional Designation, the professional must comply with the following minimum requirements:

Code of Conduct

Certified Directors are required to adhere to the Professional Code of Conduct.

Continuing Professional Development (CPD)

Certified Directors are required to participate in a minimum of 30 CPD hours per annum.

Fees

Certified Directors are required to pay the annual membership fee.