



16 August 2022

MEMORANDUM

To: MR MENZI FAKUDE
CHIEF EXECUTIVE OFFICER

From: MS MAMABELE MOTLA
EXECUTIVE MANAGER: STRATEGY AND PLANNING

cc: MR TSHEOLA MATSEBE
CHIEF FINANCIAL OFFICER

REQUEST FOR DEVIATION FROM NORMAL PROCUREMENT PROCESSES TO APPOINT ABEEDA AND ASSOCIATES TO REMEDIATE THE OCCUPATIONAL QUALIFICATION: BEAUTY THERAPIST NQF LEVEL 4.

1. PURPOSE

The purpose of the motivation is to request the CEO to approve deviation from normal procurement process to appoint Abeeda & Associates to remediate the developed **Occupational Qualification: Beauty Therapist** to comply with the requirements for the registration of occupational qualifications as stipulated in government gazette 44031, published in December 2020, at the cost of **R45000.00** (forty-five thousand rand only).

2. BACKGROUND

The Services SETA appointed the entity, **Abeeda & Associates**, through a tender process as contained in the Terms of Reference for **Proc T516** during the financial year **2018/19** to among others, develop the **Occupational Qualification: Beauty Therapist NQF Level 4**. The service provider delivered according to the scope and requirements for the above-mentioned tender, and the



Occupational Qualification: Beauty Therapist NQF Level 4 was submitted to the QCTO and acknowledged as such. Moreover, the said development was also reported against the **2018/19** APP as achieved, based on the successful submission of the occupational qualification to the QCTO as stated.

For its part, the QCTO processed and submitted the above-mentioned occupational qualification to SAQA for possible registration on the Occupational Qualifications Sub-Framework of the National Qualifications Framework, as required by the NQF Act. Towards the end of the 2019/20 financial year, SAQA returned the qualification to the QCTO for remediation. In turn, the QCTO apparently referred the qualification to the QDF for remediation in line with the referral from SAQA. The QDF duly made the changes and resubmitted to the QCTO during the course of 2020/21. However, due to the onset of the Covid-19 pandemic, the above-mentioned resubmission was not attended to by the QCTO.

In the ensuing period and following a protracted process of enquiry by the Services SETA and Industry stakeholders, the QCTO finally retrieved the records and found that the changes made in lieu of the remediation requested by SAQA were inadequate. Moreover, the resubmission of the affected qualification will be treated as a new submission by SAQA, owing to the lapse of time between when remediation was requested the revised submission date, i.e., **2022/23 FY**. Similarly, the requirements that Occupational Qualifications being submitted for registration should conform to were changed in line with the new regulations published by DHET in government gazette no 44031. The said government gazette made wholesale changes to the criteria for the registration of occupational qualifications, which include, inter alia:

- The nomenclature of occupational qualifications.
- That a qualification must carry a minimum of 120 credits and a part-qualification must carry a minimum of 60 credits.
- The requirement that 60% of Credits must be at the NQF level of the qualification.
- That 5-10% of credits must be constituted by soft skills.
- That the Qualification Assessment Addendum (QAS) can be developed as part of the qualification development process.

The above changes imply that all new submissions of occupational qualifications to SAQA need to conform to these stated requirements or criteria. As such, the Occupational Qualification: Beauty Therapist NQF Level 4, will have to, over and above the requested remediation by SAQA, comply with the new nomenclature, new minimum number of credits, 60% of credits must be at NQF 4, and 5%-10% of the credits must be constituted by soft skills.



3. SCM LEGISLATION

Accounting Authority or delegate may deviate from normal procurement processes established by Services SETA SCM policy and to procure any required goods or services through any convenient process, which may include **par 16A.6.4 of Treasury Regulations and par 4.1 of SCM Instruction Note No. 3 of 2021/22** which states that:

If in specific case where it is impractical to invite competitive bids, the accounting officer or accounting Authority may procure the required goods and services by other means, provided that the reasons for deviating from inviting competitive bids must be recorded and approved by the accounting officer or accounting authority.

4. MOTIVATION

The service provider, **Abeeda & Associates**, developed the **Occupational Qualification: Beauty Therapist NQF Level 4** through the normal procurement process in line with **Proc T 516**. The required remediation by SAQA can only be effected by the service provider who designed the occupational qualification, working in consultation with relevant industry experts. As such, it is impossible to follow a normal procurement process for the purpose of remediating the said occupational qualification.

5. FINANCIAL IMPLICATIONS

Abeeda & Associates have submitted the quotation for the proposed remediation for the amount of **R45000-00 (forty-five thousand rand only)** see attached copy of the quotation from the service provider.

6. LEGAL IMPLICATIONS

The requested deviation from normal procurement process is in line with the following acts and or regulations:

- PFMA
- Treasury regulations
- SCM instruction notes

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7. RECOMMENDATION

It is recommended that the Chief Executive Officer (CEO) approve:

The deviation from normal procurement process to appoint **Abeeda & Associates** to remediate the developed **Occupational Qualification: Beauty Therapist NQF Level 4** to comply with the requested remediation from SAQA and the requirements for the registration of occupational qualifications as stipulated in government gazette 44031, published in December 2020, at the cost of **R45000.00 (forty-five thousand rand only)**.

REQUESTED BY:

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MR TEBELLO MOKOENA
MANAGER: QUALIFICATIONS DEVELOPMENT- STRATEGY AND PLANNING

SUPPORTED BY:

.....
MS MAMABELE MOTLA
EXECUTIVE MANAGER: STRATEGY & PLANNING

SUPPORTED BY:

.....
MR TSHEOLA MATSEBE
CHIEF FINANCIAL OFFICER

APPROVED/~~NOT APPROVED~~

.....
MR MENZI FAKUDE
CHIEF EXECUTIVE OFFICER
DATE: