



## SSETA- SERVICES SECTOR EDUCATION TRAINING AUTHORITY

### ACCREDITATION EVALUATION REPORT

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#### PROVIDER CONTACT DETAILS:

**Registered Name of Provider** : Leading Edge Business (Pty) Ltd

**Trading Name of Provider** : Leading Edge Business (Pty) Ltd

**Satellite campuses if any** : N/A

**Contact Person** : Mrs Kerrin Badham  
**Tel** : 01165642233  
**Fax** : N/A  
**Cell** : 0834128428  
**E-mail** : [kerrin@ledge.co.za](mailto:kerrin@ledge.co.za)

**Physical Address** :145 Western Services Road  
Western Woods Office Park  
Ground Floor, Maple Place North, Blg 8  
Woodmead  
2191

**Postal Address** : P.O Box 10608  
Fourways east

**Company registration number** : 1999/28024/07

**Date of Report:** 13 August 2018

**Provider Accreditation Number:** 12743

## Introduction

This is a report of an institutional and learning programme evaluation of **Leading Edge Business (Pty) Ltd** undertaken by the **SSETA- Services Sector Education Training Authority**.

The principal purpose of this evaluation report is to provide feedback on the extent to which **Leading Edge Business (Pty) Ltd** is effectively providing quality education and training to learners within the context of the National Qualifications Framework and against the **SSETA- Services Sector Education Training Authority** accreditation criteria.

### 1. Method & Evaluation process followed:

The accreditation process has 3 phases:

#### Step 1: Application form by Provider

The provider completed the Online Application for Accreditation form as part of the accreditation process. The application form served as a guide for **SSETA- Services Sector Education Training Authority** appointed evaluators as to what exists at the provider's site at the time of its application for accreditation.

#### Step 2: Desktop Evaluation

Evaluators appointed by **SSETA- Services Sector Education Training Authority** conducted the evaluation through desktop, which took place at **SSETA – Services Sector Education Training Authority**, as per **SSETA- Services Sector Education Training Authority** criteria.

#### Step 3: Outcome of the evaluation

The outcome of evaluation of the application for accreditation is communicated to the provider only once the evaluator's recommendations have been verified and ratified by **SSETA- Services Sector Education Training Authority** Accreditations division.

#### Glossary of abbreviations used in this report:

SAQA- South African Qualifications Authority  
QCTO- Quality Council for Trades and Occupations  
SSETA- Services Sector Education Training Authority  
SETA- Sector Education Training Authority  
PA- Programme approval  
NYR- Not yet recommended  
MoU- Memorandum of Understanding  
US- Unit Standard  
SO- Specific outcome  
AC – Assessment criteria  
CCFO's- Critical cross-field outcomes  
EEK's- Essential embedded knowledge  
RPL- Recognition of Prior Learning

**2. Type of Submission:**

<b>First time evaluation:</b>	X
<b>Remedial Evaluation:</b>	
<b>Extension of Scope Evaluation:</b>	
<b>MOU: Programme Approval</b>	X
<b>Monitoring Site Visit Remedial Evaluation</b>	

**3. Outcome of Evaluation:****4. Accreditation status awarded**

<b>Learning Programme Title</b>	<b>Provisional Accreditation</b>	<b>Full Accreditation</b>	<b>Not Yet Recommended</b>	<b>Programme Approval Awarded (MOU Providers)</b>
Qual 59201 LP 60269 National Certificate: Generic Management: General Management				X
US ID: 120372 Explain fundamentals of project management				X
US ID: 120385 Apply a range of project management tools and techniques				X

This serves as a confirmation that **Leading Edge Business (Pty) Ltd** has been evaluated and based on the recommendations of the **SSETA- Services Sector Education Training Authority** evaluator, **Leading Edge Business (Pty) Ltd** has been awarded **Programme Approval** status as a provider for the delivery of the following learning programmes:

Name of Learning programme/Skills programme	Awarded Accreditation status	NQF level	Number of Credits	Expiry Date	Unit Standards / Qualification aligned to Learning programme		Qualification to which the learning program and unit standards are linked / contextualized
					US	US Title	
National Certificate: Generic Management: General Management	Programme Approval	NQF Level 05	162	2023-06-30			<b>Qualification Title:</b> National Certificate: Generic Management: General Management <b>SAQA I.D.</b> 59201 LP 60269 <b>NQF Level:</b> Level 05 <b>Credits:</b> 162 <b>Registration start date:</b> 2018-07-01 <b>Registration end date:</b> 2023-06-30 <b>Last date for enrolment:</b> 2024-06-30 <b>Last date for achievement:</b> 2027-06-30
		Level 05	6	2023-06-30	252044 (Core)	Apply the principles of knowledge management	SAQA I.D. 59201 LP 60269
		Level 05	6	2023-06-30	252037 (Core)	Build teams to achieve goals and objectives	SAQA I.D. 59201 LP 60269
		Level 05	6	2023-06-30	252020 (Core)	Create and manage an environment that promotes innovation	SAQA I.D. 59201 LP 60269

		Level 05	8	2023-06-30	252032 (Core)	Develop, implement and evaluate an operational plan	SAQA I.D. 59201 LP 60269
		Level 05	6	2023-06-30	252027 (Core)	Devise and apply strategies to establish and maintain workplace relationships	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	252021 (Core)	Formulate recommendations for a change process	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	252029 (Core)	Lead people development and talent management	SAQA I.D. 59201 LP 60269
		Level 05	6	2023-06-30	252043 (Core)	Manage a diverse work force to add value	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	252034 (Core)	Monitor and evaluate team members against performance standards	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	252025 (Core)	Monitor, assess and manage risk	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	252035 (Core)	Select and coach first line managers	SAQA I.D. 59201 LP 60269

		Level 05	8	2023-06-30	120300 (Fund)	Analyse leadership and related theories in a work context	SAQA I.D. 59201 LP 60269
		Level 05	6	2023-06-30	252026 (Fund)	Apply a systems approach to decision making	SAQA I.D. 59201 LP 60269
		Level 05	6	2023-06-30	252036 (Fund)	Apply mathematical analysis to economic and financial information.	SAQA I.D. 59201 LP 60269
		Level 05	5	2023-06-30	252042 (Fund)	Apply the principles of ethics to improve organisational culture	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	252022 (Fund)	Develop, implement and evaluate a project plan	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	252040 (Fund)	Manage the finances of a unit	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	12433 (Fund)	Use communication techniques effectively	SAQA I.D. 59201 LP 60269
		Level 05	4	2023-06-30	252031 (Elect)	Apply the principles and concepts of emotional intelligence to the management of self and others	SAQA I.D. 59201 LP 60269

		Level 05	4	2023-06-30	15224 (Elect)	Empower team members through recognising strengths, encouraging participation in decision making and delegating tasks	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	114226 (Elect)	Interpret and manage conflicts within the workplace	SAQA I.D. 59201 LP 60269
		Level 05	8	2023-06-30	117853 (Elect)	Conduct negotiations to deal with conflict situations	SAQA I.D. 59201 LP 60269
		Level 05	3	2023-06-30	15214 (Elect)	Recognise areas in need of change, make recommendations and implement change in the team, department or division	SAQA I.D. 59201 LP 60269
		Level 05	9	2023-06-30	12140 (Elect)	Recruit and select candidates to fill defined positions	SAQA I.D. 59201 LP 60269
		Level 05	5	2023-06-30	252041 (Elect)	Promote a learning culture in an organisation	SAQA I.D. 59201 LP 60269

Explain fundamentals of project management	Programme Approval	NQF Level 04	5	2023-06-30	120372 (Core)	Explain fundamentals of project management	<b>Qualification Title:</b> Further Education and Training Certificate: Project Management <b>SAQA I.D.</b> 50080 <b>NQF Level:</b> NQF Level 04 <b>Credits:</b> 136 <b>Registration start date:</b> 2018-07-01 <b>Registration end date:</b> 2023-06-30 <b>Last date for enrolment:</b> 2024-06-30 <b>Last date for achievement:</b> 2027-06-30
Apply a range of project management tools and techniques	Programme Approval	NQF Level 04	7	2023-06-30	120385 (Elect)	Apply a range of project management tools and techniques	<b>Qualification Title:</b> Further Education and Training Certificate: Project Management <b>SAQA I.D.</b> 50080 <b>NQF Level:</b> NQF Level 04 <b>Credits:</b> 136 <b>Registration start date:</b> 2018-07-01 <b>Registration end date:</b> 2023-06-30 <b>Last date for enrolment:</b> 2024-06-30 <b>Last date for achievement:</b> 2027-06-30



**Staff Details:**

<b>List of Facilitators</b>	<b>Learning Programmes Delivered by Facilitator</b>	<b>Qualifications and Experience</b>
Trevor Dladla	Qual ID: 59201 LP 60269	<b>ID:</b> As detailed in the constituency report <b>Qualifications:</b> As detailed in the constituency report <b>CV:</b> As detailed in the constituency report <b>Work Experience:</b> As detailed in the constituency report <b>SLA:</b> Provided and signed by both parties
Gift Thokozani Mbatha	US ID: 120372 US ID: 120385	<b>ID:</b> As detailed in the constituency report <b>Qualifications:</b> As detailed in the constituency report <b>CV:</b> As detailed in the constituency report <b>Work Experience:</b> As detailed in the constituency report <b>SLA:</b> Provided and signed by both parties <b>Constituency Report:</b> Provided, registration valid until 31 March 2020.
<b>List Constituent Assessors</b>	<b>Unit Standards/ Qualifications the Assessor is assessing</b>	<b>Qualifications and Experience</b>
Rodney Victor Nwamba	Qual ID: 59201 LP 60269	<b>ID:</b> As detailed in the constituency report <b>Qualifications:</b> As detailed in the constituency report <b>CV:</b> As detailed in the constituency report <b>Work Experience:</b> As detailed in the constituency report <b>SLA:</b> Provided and signed by both parties <b>Constituency Report:</b> Provided, registration valid until 31 March 2020.
Gift Thokozani Mbatha	US ID: 120372 US ID: 120385	<b>ID:</b> As detailed in the constituency report <b>Qualifications:</b> As detailed in the constituency report <b>CV:</b> As detailed in the constituency report <b>Work Experience:</b> As detailed in the constituency report <b>SLA:</b> Provided and signed by both parties <b>Constituency Report:</b> Provided, registration valid until 31 March 2020.
<b>List Constituent Moderators</b>	<b>Unit Standards/ Qualifications the Moderator is moderating</b>	<b>Qualifications and Experience</b>
Trevor Dladla	Qual ID: 59201 LP 60269	<b>ID:</b> As detailed in the constituency report <b>Qualifications:</b> As detailed in the constituency report

		<p><b>CV:</b> As detailed in the constituency report  <b>Work Experience:</b> As detailed in the constituency report  <b>SLA:</b> Provided and signed by both parties  <b>Constituency Report:</b> Provided, registration valid until 31 March 2020.</p>
<p>Graeme Lategan</p>	<p>US ID: 120372                  US ID: 120385</p>	<p><b>ID:</b> As detailed in the constituency report  <b>Qualifications:</b> As detailed in the constituency report  <b>CV:</b> As detailed in the constituency report  <b>Work Experience:</b> As detailed in the constituency report  <b>SLA:</b> Provided and signed by both parties  <b>Constituency Report:</b> Provided, registration valid until 31 March 2020.</p>

## 8 Core criteria

Criteria	Comments
1. Policy statement: The organization's aims, objectives and purposes are spelt out	<p><b>Primary SETA:</b> MICT SETA</p> <p><b>Accreditation Number:</b> ACC/2014/07/112</p> <p><b>Accreditation Expiry Date:</b> 27 April 2021</p> <p><b>Vision:</b> To be the premier short-course instructor-led training and consulting company in in Africa, in IT, business, soft skills and leadership development.</p> <p><b>Mission:</b> To provide Fast, Focused, Effective training through experienced professional facilitators with excellent communication skills to the African Continent.</p> <p><b>Organogram:</b> Provided with roles of Facilitator, assessor and moderator indicated</p>

<p>2. QMS: Outline procedures that implement quality management</p>	<p>The Provider operates according to a QMS policy and procedure manual. The following Policies and Procedures are in place:</p> <ul style="list-style-type: none"> <li>• Quality policy and procedure</li> <li>• Strategic management policy and procedure</li> <li>• Registration and accreditation policy and procedure</li> <li>• Marketing policy and procedure</li> <li>• Financial management policy and procedure</li> <li>• Administration and communication policy and procedure</li> <li>• Resource management policy and procedure</li> <li>• Staff selection, appraisal and development policy and procedure</li> <li>• Learner entry, guidance and support policy and procedure</li> <li>• Work site management policy</li> <li>• Learning programme development, delivery and evaluation policy and procedure</li> <li>• Assessment policy and procedure</li> <li>• Moderation policy and procedure</li> <li>• Appeals policy and procedure</li> <li>• Certification policy and procedure</li> <li>• Quality assurance of learner achievements (QALA)</li> <li>• Complaints policy and procedure</li> <li>• Reporting policy and procedure for learners</li> <li>• Document and record management policy and procedure</li> <li>• Health and safety policy and procedure</li> <li>• Recognition of prior learning policy and procedure</li> <li>• CAT Policy</li> <li>• Confidentiality policy</li> <li>• Language of teaching, learning and assessment policy</li> <li>• Second language policy and procedure</li> <li>• Special needs policy and procedure</li> <li>• Management system review policy and procedure</li> <li>• HIV/AIDS policy and procedure for learners</li> <li>• Grievance policy and procedure for staff</li> <li>• Grievance policy and procedure for learners</li> <li>• Disciplinary procedure for staff</li> <li>• Disciplinary procedure for learners</li> <li>• Pre-assessment policy and procedure</li> <li>• Re-assessment policy and procedure</li> </ul> <ol style="list-style-type: none"> <li>1. The QMS was signed into being by Kerrin Badham on 31 May 2018.</li> <li>2. The next review date will be on 01 July 2018.</li> </ol>
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<p>3. Review mechanisms: Outline the ways in which the implementation of policies would be monitored</p>	<p>The Provider has a Review Management Policy and Procedure in place as the following indicate:</p> <ul style="list-style-type: none"> <li>• Management review meetings</li> <li>• The frequency of meetings is indicated</li> <li>• There is a review committee in place</li> <li>• The process of reviewing is in place</li> <li>• Reviews are captured on the Trello Meeting Boards</li> <li>• There are review reports</li> <li>• Implemented actions are reviewed</li> </ul>
	<p><b>Qualification:</b> SAQA I.D. 59201 LP 60269, National Certificate: Generic Management: General Management</p> <ol style="list-style-type: none"> <li>1. <b>Curriculum learning program overview-</b> Provided and covers all aspects under Curriculum learning program</li> <li>2. <b>Alignment Matrix –</b> Provided and covers all aspects under Alignment Matrix</li> <li>3. <b>Rules of qualification-</b> The rules of qualification have been met. Provider applied for 166 credits and a minimum of 162 qualification credits is required. All cores and fundamentals are noted, in addition, the electives meet the requirements. Provider provided electives worth 39 credits and a minimum of 35 elective credits are required</li> <li>4. <b>Exit level outcomes-</b> Provided and covers all aspects under Exit level outcomes</li> <li>5. <b>Learner Guides-</b> Provided and covers all aspects under Learner Guide</li> <li>6. <b>Facilitator Guide-</b> Provided and covers all aspects under Facilitator Guide</li> <li>7. <b>Notional hour matrix-</b> Provided and covers all aspects under Notional Hour Matrix</li> <li>8. <b>Formative Assessment-</b> Provided and covers all aspects under Formative Assessment</li> <li>9. <b>Summative Assessment-</b> Provided and covers all aspects under Summative Assessment</li> <li>10. <b>Assessment Guide-</b> Provided and covers all aspects under Assessment Guide</li> <li>11. <b>Final Integrated Summative Assessment-</b> Provided and covers all aspects under Final Integrated Summative Assessment</li> <li>12. <b>Learner POE guide-</b> Provided and covers all aspects under Learner POE guide</li> <li>13. <b>Moderator Guide-</b> Provided and covers all aspects under moderator guide</li> <li>14. <b>Internal Moderation Report-</b> Internal moderation report is provided, completed and signed by the internal moderator</li> <li>15. <b>Source of Learning material:</b> Source of learning material provided. SLA contract is provided with Striving Mind Training Support Services</li> </ol>

<p>4. Programme delivery: Outline how learning programmes would be developed, delivered and evaluated</p>	<p><b>Skills Programme US ID:</b> 120372 Explain fundamentals of project management</p> <ol style="list-style-type: none"> <li>1. <b>Curriculum learning program overview-</b> Provided and covers all aspects under curriculum learning program</li> <li>2. <b>Alignment Matrix –</b> Provided and covers all aspects under Alignment Matrix</li> <li>3. <b>Learner Guides-</b> Provided and covers all aspects under Learner Guide</li> <li>4. <b>Facilitator Guide-</b> Provided and covers all aspects under Facilitator Guide</li> <li>5. <b>Notional hour matrix-</b> Provided and covers all aspects under Notional Hour Matrix</li> <li>6. <b>Formative Assessment-</b> Provided and covers all aspects under Formative Assessment</li> <li>7. <b>Summative Assessment-</b> Provided and covers all aspects under Summative Assessment</li> <li>8. <b>Assessment Guide-</b> Provided and covers all aspects under Assessment Guide</li> <li>9. <b>Learner POE guide-</b> Provided and covers all aspects under Learner POE guide</li> <li>10. <b>Moderator Guide-</b> Provided and covers all aspects under moderator guide</li> <li>11. <b>Internal Moderation Report-</b> Internal moderation report is provided, completed and signed by internal moderator</li> <li>12. <b>Source of Learning material:</b> Source of learning material provided. SLA contract is provided with Striving Mind Training Support Services</li> </ol>
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	<p><b>Unit Standard:</b> 120385 Apply a range of project management tools and techniques (SAQA I.D. 50080)</p> <ol style="list-style-type: none"> <li>1. <b>Curriculum learning program overview-</b> Provided and covers all aspects under Curriculum Learning Overview</li> <li>2. <b>Alignment Matrix –</b> Provided and covers all aspects under Alignment Matrix</li> <li>3. <b>Learner Guides-</b> Provided and covers all aspects under Learner Guide</li> <li>4. <b>Facilitator Guide-</b> Provided and covers all aspects under Facilitator Guide</li> <li>5. <b>Notional hour matrix-</b> Provided and covers all aspects under Notional Hour Matrix</li> <li>6. <b>Formative Assessment-</b> Provided and covers all aspects under Formative Assessment</li> <li>7. <b>Summative Assessment-</b> Provided and covers all aspects under Summative Assessment</li> <li>8. <b>Assessment Guide-</b> Provided and covers all aspects under Assessment Guide</li> <li>9. <b>Learner POE guide-</b> Provided and covers all aspects under Learner POE Guide</li> <li>10. <b>Moderator Guide-</b> Provided and covers all aspects under moderator guide</li> <li>11. <b>Internal Moderation Report-</b> Internal moderation report is provided completed and signed by internal moderator</li> <li>12. <b>Source of Learning material:</b> Source of learning material provided. SLA contract is provided with Striving Mind Training Support Services</li> </ol>
<p>5. Staff policies: Outline policies and procedures for staff selection, appraisal and development</p>	<p>The Provider has a suitable Human Resource policies and procedures in place and indicates the following:</p> <ul style="list-style-type: none"> <li>• Recruitment and Selection</li> <li>• Promotions and Terminations</li> <li>• Staff development opportunities</li> </ul>
<p>6. Learner policies: Policies and procedures for the selection of learners are outlined, and learners are given guidance and support</p>	<p>The Provider has in place a design, development, delivery and evaluation policy and procedure:</p> <ul style="list-style-type: none"> <li>• Learner entry,</li> <li>• Guidance and</li> <li>• Support</li> </ul>
<p>7. Assessment policies: Outline policies and procedures for forms of assessments that are used and how they are managed</p>	<p>The Provider has an Assessment policy in place and includes:</p> <ul style="list-style-type: none"> <li>• Assessment</li> <li>• Appeals and dispute</li> <li>• Moderation (the moderation sample has been noted as 25%)</li> </ul>

<p>8. Management system and policies: Indicate the financial, administrative and physical structures and resources of the organization, as well as procedures of accountability within the organization</p>	<p><b>The following documents are provided:</b></p> <ol style="list-style-type: none"> <li>1. <b>CIPC Document:</b> Provided. Registration number is 1999/028024/07</li> <li>2. <b>Tax Clearance Certificate:</b> Provided (Valid until 2019-04-11)</li> <li>3. <b>Business Plan:</b> Not provided</li> <li>4. <b>Confirmation of Bank:</b> Provided. Bank provider is First National Bank (FNB)</li> <li>5. <b>Audited Financial statements:</b> Provided</li> <li>6. <b>Auditor Details:</b> Provided (Audited by Pure Accountants)</li> <li>7. <b>Training Venue:</b> Leased premises with Eris Property</li> <li>8. <b>Public Liability Insurance:</b> Provided. Insurance provider is Santam Insurance</li> <li>9. <b>Occupational Health And Safety Audit Report:</b> Provided. Shows legal compliance of the training centre and office environment</li> </ol>
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<b>General Comments:</b>	

**Areas Addressed in Remediation:**

<b>First time evaluation Report:</b>	X
<b>Remedial Evaluation Report:</b>	
<b>Extension of Scope Evaluation Report:</b>	
<b>MOU: Programme Approval Report</b>	X
<b>Monitoring Site Visit Remedial Evaluation Report</b>	

**Short-term requirement:**

<b>Description of Remediation</b>	<b>Comment (Evaluator)</b>

**Long term requirement/recommendation**

<b>Description of Remediation</b>	<b>Comment (Evaluator)</b>



**Areas still to be remediated:****Short-term requirement**

Description / or Quality Indicator	

**Long term requirement/recommendation**

Description / or Quality Indicator	Comment (Evaluator)
1. Management system and policies	Business plan

**History of Provider Accreditation:**

Learning Programme against accreditation	Accreditation Status	US	NQF	Credit	US Expiry Date
N/A					

**Conclusion**

- a. **Leading Edge Business (Pty) Ltd** has been awarded Programme Approval status, valid until **31 March 2020**.
- b. All conditions met in the report above will need to be maintained and improved in order to meet the requirements for accreditation.
- c. Areas of remediation stipulated above must be addressed and submitted to **SSETA- Services Sector Education Training Authority** by the 13 October 2018.
- d. You would be required to comply with the reporting procedures of **SSETA- Services Sector Education Training Authority**.
- e. A Monitoring Site Visit will be conducted at least once during your period of accreditation, and you will be contacted prior to the visit.

Finally, **SSETA- Services Sector Education Training Authority** congratulates **Leading Edge Business (Pty) Ltd** on their achievement.

**Name of Evaluator:** Keitumetse Mogodi

**Manager:** Tumelo Ngwako



**Date:** 23 July 2018



**Date:** 13 August 2018

**The Services SETA (Sector Education & Training Authority)**  
 15 Sherborne Road, Parktown, Gauteng, 2193,  
 P O Box 3322, Houghton, 2041  
 Email: [customercare@serviceseta.org.za](mailto:customercare@serviceseta.org.za),  
 Website: [www.serviceseta.org.za](http://www.serviceseta.org.za)  
 Tel: 011 276 9600, Fax: 011 276 9623



Date: 13 August 2018

Mrs Kerrin Badham  
 145 Western Services Road  
 Western Woods Office Park  
 Ground Floor, Maple Place North, Blg 8  
 Woodmead  
 2191

Tel: 01165642233  
 E-mail: [kerrin@ledge.co.za](mailto:kerrin@ledge.co.za)

Dear Mrs Kerrin Badham

**Services SETA Accreditation No: 12743**

**RE - Accreditation of Provider – Leading Edge Business (Pty) Ltd – 1999/28024/07**

This serves as confirmation that **Leading Edge Business (Pty) Ltd** accreditation no. 12743 has been **awarded Programme Approval** valid until **31 March 2020** as a Provider of Education and Training for the delivery of the following learning programme/s:

Name of Learning / Skills Programme	NQF Level	Number of Credits	Expiry Date	Unit Standards / Qualification aligned to Learning programme		Qualification to which the learning program and unit standards are linked / contextualized
				Qual. / US ID	Title	
National Certificate: Generic Management: General Management	Level 05	162	2023-06-30			<b>Qualification Title:</b> National Certificate: Generic Management: General Management <b>SAQA I.D.</b> 59201 LP 60269 <b>NQF Level:</b> NQF Level 05 <b>Credits:</b> 162 <b>Registration start date:</b> 2018-07-01  <b>Registration end date:</b> 2023-06-30 <b>Last date for enrolment:</b> 2024-06-30 <b>Last date for achievement:</b> 2027-06-30

Explain fundamentals of project management	NQF Level 04	5	2023-06-30	120372	Explain fundamentals of project management	<b>Qualification Title:</b> Further Education and Training Certificate: Project Management <b>SAQA I.D.</b> 50080 <b>NQF Level:</b> NQF Level 04 <b>Credits:</b> 136 <b>Registration start date:</b> 2018-07-01  <b>Registration end date:</b> 2023-06-30 <b>Last date for enrolment:</b> 2024-06-30 <b>Last date for achievement:</b> 2027-06-30
Apply a range of project management tools and techniques	NQF Level 04	7	2023-06-30	120385	Apply a range of project management tools and techniques	<b>Qualification Title:</b> Further Education and Training Certificate: Project Management <b>SAQA I.D.</b> 50080 <b>NQF Level:</b> NQF Level 04 <b>Credits:</b> 136 <b>Registration start date:</b> 2018-07-01  <b>Registration end date:</b> 2023-06-30 <b>Last date for enrolment:</b> 2024-06-30 <b>Last date for achievement:</b> 2027-06-30

A comprehensive report in terms of the evaluation of your application for accreditation will be sent to you. Where there are any recommendations and requirements stipulated please ensure that you provide the **SSETA- Services Sector Education Training Authority** with the required information as per the stipulations.

Your accreditation number must be utilised by **Leading Edge Business (Pty) Ltd** only and may not be used by any other Skills Development Provider.

As an accredited Skills Development Provider you are required to:

1. Complete and submit the attached code of conduct to SSETA within 7 working days of receipt of this letter.
2. Submit learner enrolments to SSETA within 21 days of the commencement of the approved training intervention.
3. Conduct training, assessment and moderation.
4. Upload learner achievements in order for external moderation to be conducted by the SSETA.

**Leading Edge Business (Pty) Ltd's** programme approval status is subject to the continued accreditation of the SDP by their Primary ETQA. Learners may not be enrolled if the Accreditation by their Primary ETQA has expired, however the Provider will be allowed to exit learners that are already in the system.

Skills Development Provider monitoring site visits will continue to be scheduled in accordance with quality assurance standards and practice.

Finally the Services SETA wishes to congratulate **Leading Edge Business (Pty) Ltd** on this achievement and is looking forward to a long association.

Should you require any further information do not hesitate to contact the Services SETA.

Yours sincerely,



**Accreditation Manager: Tumelo Ngwako**

**011 276 9732**

**[tumelon@serviceseta.org.za](mailto:tumelon@serviceseta.org.za)**