

Mining Qualifications Authority

4th Floor Union Corporation Building, 74-78 Marshall Street,
Marshalltown, Johannesburg
Private Bag X118, Marshalltown, 2107
Tel: 011 630 3500 Fax: 011 630 3596



MINING QUALIFICATIONS AUTHORITY

Mr. Heinrich van Wyngaarden
Metals Mining Training Intervention (MMTI)
Private Bag X1866
Middelburg
1050

23 October 2012

Dear Mr. Wyngaarden

SCOPE & SITE EXTENSIONS

The Mining Qualifications Authority (MQA) is a tripartite statutory body established by the Mine Health and Safety Act of 1996. In April 2000, the MQA was registered by the Minister of Labour as a Sector Education and Training Authority (SETA), in terms of the Skills Development Act of 1998.

The MQA has also been delegated quality assurance functions in terms of section 26I (2) of the Skill Development Amendment Act (SDA) 37 of 2008 and the Quality Council for Trades and Occupation (QCTO) delegation policy of 11 June 2011

The MQA through its delegated Quality Assurance functions must ensure, *inter alia*, that the Mining and Minerals Sector has accredited providers that will maintain the quality of standards, qualifications and learning provision.

An accredited provider which desires the extension of its accreditation to include standards or qualifications not considered by the Education and Training Quality Assurance (ETQA) Body by which it is accredited with, shall submit an application to that effect demonstrating its ability to meet the criteria for such extension of accreditation.

The ETQA hereby confirms that **Metals Mining Training Intervention (MMTI)** [SLA in place (**Hernic Ferrochrome, Brits**)] has been granted scope extension for the provision of the Qualifications and a Programme indicated below:

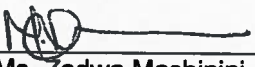
- **National Certificate: Mining Operations for Underground Hard Rock L2** [58739]
- **National Certificate: Rock Breaking Underground Hard Rock L3** [58760]
- **National Certificate: Surface Excavation L3** [62869]
- **Occupational Health and Safety Reps Skills Programme** [MQA/SP/0120/10]

The accreditation number of **Metals Mining Training Intervention (MMTI)** is: **16/MQA/0322/AC4/080512**

The ETQA will at the next audit cycle conduct a verification of compliance audit to re-confirm that the Training Provider manages and administers the programme in terms of the Training Providers Code of Conduct and MQA ETQA criteria.

The MQA congratulates the organisation for having achieved scope and site extension for the above mentioned Skills Programme.

Regards,


Ms. Zodwa Mashinini
Acting ETQA Manager

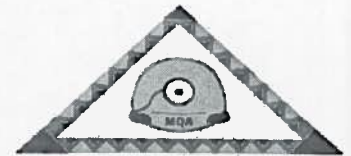
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MINING QUALIFICATIONS AUTHORITY

**QALA & SCOPE
EXTENSION AUDIT
REPORT**

FOR

**METALS MINING TRAINING
INTERVENTION (MMTI)
MIDDELBURG & BRITS
(MP & NW)**

**AUDIT DATE:
18 – 19 September 2012**

SUMMARY OF ACCREDITATION REPORT

Company Name:	Metals Mining Training Intervention (MMTI)				
Site:	Middelburg – MP & Brits - NW				
Dates:	18 & 19 September 2012				
Quality Assurance Sub Committee :	<p>MQA Official</p> <ul style="list-style-type: none"> • Robert Mukhari - MQA Office (QA Specialist) • Azaria Tshangase - Labour Rep <p>Technical specialist</p> <ul style="list-style-type: none"> • Selby Gabela - Mining • Andrew Loggenberg - Engineering • Arnold Muller - Engineering • Sam Mthimkulu - Metallurgy 				
Current Scopes:	<p>Qualifications and associated skills programmes</p> <ul style="list-style-type: none"> - NC: Fitting & Turning [23626] - NC: Electrical [23625] - NC: Fitting including machining [23627] - NC: Plater/Boilermaker [23630] - NC: Mineral Processing L2 [59305] - NC: Mineral Processing L3 [62769] - FETC: Mineral Processing L4 [64889] - NC: Metals Production L2 [65190] - NC: Metals Production L3 [65192] - FETC: Metals Production L4 [65194] - GETC: Mining and Minerals Processes [58267] <p>Rock Breaker Qualifications and associated skills programmes</p> <ul style="list-style-type: none"> - NC: Mining Ops UHR L2 [58739] - NC: Rock Breaking UHR L3 [58760] - NC: R/B: Surface Excavation L3 [62869] <p>- OHS Reps skills programme [MQA/SP/0120/10]</p>				
ISO 9001:2008 QMS	Expiry Date	Comments			
	13 May 2013	Surveillance audit conducted on the 15 June 2012, copy of report and certificate submitted			
HUMAN RESOURCE CAPACITY					
Ishare registered	Current Learners	Assessors		Moderators	
		Registered	Trained	Registered	Trained
All scopes	36	22	2	8	3
Comments	<ul style="list-style-type: none"> - The provider has currently registered at least 36 learners for all scopes (ABET – 15, Engineering – 7 and Metallurgy 14) as per their clients needs. - There is valid SLA for the provider to conduct On-The-Job training whilst Off The Job is provided at their main approved training venues at Middelburg and Brits. - All previously completed learners in both Metallurgy (12) and engineering (8) have been absorbed in the system. 				

Q A Sub Committee Recommendation:	Scope Extension Approval recommended to be granted within current accreditation status valid till May 2015.
ETQA Committee Approval:	Request Scope Extension Approval by ETQA Committee on the 23 October 2013 with current Full accreditation status.

. Accreditation Compliance Audit Focus

1.1	Evaluation Objectives	To quality assure learner achievement and records on conducted training which include: <ul style="list-style-type: none"> • Learning and training delivery methodology • Assessment processes • Evidence of assessments documents, including RPL • Moderation processes • Registration of Assessors and internal Moderators
1.2	Evaluation Procedures	The following procedures were adhered to by the subject matter experts: <ul style="list-style-type: none"> • Physical Check • Documentation Evaluated • Discussion/ Dialogue
1.3	Previously Recorded Findings	<ul style="list-style-type: none"> • None

2. Introduction

The audit was conducted on the 18 - 19 September 2012 at Metal Mining Training Intervention at both approved sites which are situated at Middelburg and Brits. The requested mining scope with associated skills programmes and OHS skills programme has been done for Brits Hemic Ferrochrome mine.

Auditors conducted both QALA and scope extension audits focussed on effective maintenance of ETQA four pillars, resources, record keeping, conducted assessments and moderation management process. The training facilities (including workplace underground, workshops and plant) were also visited and evaluated for conduciveness to quality learning delivery for theory, practical and workplace experiential learning.

3. Samples Verified

SCOPE	SAMPLED – Learner Information (PoE)
All scopes	<ul style="list-style-type: none"> • The provider's facilitator competencies meet the required standard and there are sufficient registered assessors and moderators for the scopes. • Learning materials have been integrated with site specifications as per employer needs in accordance to MQA guidelines. • Learning material and assessment documents developed per unit standard, meet the required standard as per MQA Assessment guidelines and mine specifications. • The conducted moderation and assessment processes adhere to stipulated QMS procedures and policies. • The moderations on assessments records were evaluated; there was evidence of moderation reports on all learning programmes.

<p>Administration system</p>	<ul style="list-style-type: none"> • There is good administration and capturing of all learners' relevant information in both Ishare and internal IMS (VI). • There is effective internal management information system and storage for record keeping. • There is an excellent record keeping system in place and well-controlled fire proofed storage. • QMS process is adhered to and well understood by all administrators interviewed.
<p>Workplace Learning Environment</p>	<ul style="list-style-type: none"> • The training unit has access for training including workplace which is fully accessible and conducive for learning in accordance to the specific training needs. • The training officials have good relationship with the production management and supervisors across the workplace and as a result line managers fully participates on all training related meetings. • The workplace training process is coordinated by designated training officials to ensure adherence on required worksite/logbook tasks in accordance with mine standards. • During workshops/plant/underground visit to evaluate workplace conduciveness and in-progress learners; positive feedback was given by both the production supervisor and plant manager about applied training process and responses of learners to workplace environment.

4. Audit Opinion

4.1 The auditors were of the opinion that the provider has systems in place to deliver quality ON/OFF the job learning and training and assessment for requested scopes.

4.2 Through process of document evaluation, review of assessment records and site visit for the training environment it was evident that the following are in place:

- There is sufficient evidence for the provider to conduct quality learning delivery for the scopes hence QMS certificate has been retained during the surveillance audit.
- Learning materials and assessment guides used are of acceptable standard and integrate mine specifications to all scopes including for requested scopes.
- There is good support at strategic level and commitment to training, the designated Operational Training Manager (provider/employer) with officials actively participate in training meetings to determine the needs of mine operation requirements, and good facilities are in-place.
- There are relevant and suitably qualified practitioners to deliver and manage training from both the mine and the provider.

4.3 Learner achievements on qualification requirements evaluated and the following was noted;

- Learning material has been integrated with the site specifications and development is of good quality for learning.
- Assessment and moderations process as stipulated on their policy and procedures is properly implemented.
- Learners training plan and logbooks are in place.
- Monthly meetings with learners are in place whereby performance is continuously evaluated by a production supervisor.

5. Observation:

- The provider has recently been granted for Full Accreditation status based on successfully SETA transfer on the 30 May 2012.
- The organisation has a good record keeping system thus it has also retained its QMS ISO: 9001:2008 certifications.
- The provider is currently been programme approved by quality assurance bodies from Merseta, Chieta, Teta, Eseta and Umalusi.
- There is high level of training commitment from both the production (employer) and provider with a focus on the legal imperative on conducting training.
- There is sufficient evidence on conducted training in terms of registers, compiling learners records (PoE) and capturing of learners on I-Share.
- The provider has implemented and maintained all four pillars within the duration of ten months during its accreditation status.
- The organisation has a valid Service Level Agreement with Heric Ferrochrome as an approved site for provider to conduct training for the mining and metals production scope.

6. Findings

6.1 Major:

- None

6.2 Minor:

- None

7. Recommendations

The ETQA office will conduct monitoring on integrated final assessment (mining) and for observation on maintenance of quality learning delivery.

The provider can conduct training for the requested scope only from this approved site.

8. Conclusion

The Quality Assurance Sub – Committee acknowledged the effort by Metals Mining Training Intervention for good implementation and maintenance of all four pillars and retaining the QMS ISO 9001:2008 as a commitment to quality learning and training delivery.

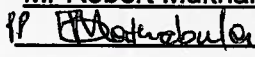
The sub-committee concluded that the organisation be granted scope extension for requested scope within current accreditation status and duration.

9. Management Comment

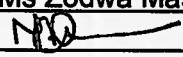
- The audit process was viewed to be conducted in a positive manner and appreciated input and professionalism displayed by the team.

Responsible person: Mr Christo Kruger - COO
Employer Reps: Mr Michael Moichwanetsi – Ops Manager (training & HR)

Chairperson of the Quality Assurance Sub – Committee:

Name: Mr Robert Mukhari
Signature: 
Date: 23 October 2012

The MQA ETQA Manager (Act):

Name: Ms Zodwa Mashinini
Signature: 
Date: 23 October 2012