

19 May 2022

Ref: LG141P

Mr. Dirk Cornelis Kelder  
Director  
**Institute of Emergency First Aiders**  
26 Tulip Road  
Primrose, Germiston  
Gauteng  
1401, South Africa

Tel: 011 822 3428  
Fax: 011 822 7283  
Email: Kathy@iefa.co.za

Dear Mr. Kelder,

### PROGRAMME APPROVAL

This serves to confirm that **Institute of Emergency First Aiders** is granted approval status for the following NQF registered Qualifications as a secondary Skills Development Provider with the Health and Welfare Sector Education and Training Authority (HWSETA):

<b>Qualification that the Skills Programme is drawn from:</b>		<b>74290: NC: Occupational Health, Safety and Environment, NQF Level 02</b>	
<b>Skills Programme Approval Start Date</b>	<b>Skills Programme Approval End Date</b>	<b>Last date of Enrolment for Qualification</b>	<b>Last date of Achievement for qualification</b>
2022-05-19	2027-03-31	2024-06-30	2027-06-30
<b>Registered Skills Programme Title</b>	<b>Fundamentals Skills for Safety at Work and in the community</b>	<b>HWSETA Skills Programme ID No.</b>	<b>HW/SP/150793</b>
<b>Unit Standards making up the Skills Programme:</b>			
<b>Unit Standard Titles</b>		<b>Unit Standard ID</b>	<b>NQF Level</b>
Prevent musculoskeletal injuries during lifting and carrying activities		254221	03
Conduct an investigation into workplace safety, health and environmental incidents		259617	02
Provide first aid as an advanced first responder		376480	03
Perform basic life support and first aid procedures		119567	01
			05

<b>Qualification that the Skills Programme is drawn from:</b>		<b>74290: NC: Occupational Health, Safety and Environment, NQF Level 02</b>	
<b>Skills Programme Approval Start Date</b>	<b>Skills Programme Approval End Date</b>	<b>Last date of Enrolment for Qualification</b>	<b>Last date of Achievement for qualification</b>
2022-05-19	2027-03-31	2024-06-30	2027-06-30
<b>Registered Skills Programme Title</b>	<b>Basic Safety Skills</b>	<b>HWSETA Skills Programme ID No.</b>	<b>HW/SP/1601048</b>

<b>Unit Standards making up the Skills Programme:</b>			
<b>Unit Standard Titles</b>	<b>Unit Standard ID</b>	<b>NQF Level</b>	<b>Credits</b>
Provide risk-based primary emergency care/first aid in the workplace	120496	02	05
Apply fire fighting techniques	252250	01	03

<b>Qualification that the Skills Programme is drawn from:</b>		<b>74290: NC: Occupational Health, Safety and Environment, NQF Level 02</b>	
<b>Skills Programme Approval Start Date</b>	<b>Skills Programme Approval End Date</b>	<b>Last date of Enrolment for Qualification</b>	<b>Last date of Achievement for qualification</b>
2022-05-19	2027-03-31	2024-06-30	2027-06-30
<b>Registered Skills Programme Title</b>	<b>Basic Safety in the workplace</b>	<b>HWSETA Skills Programme ID No.</b>	<b>HW/SP/1601049</b>

<b>Unit Standards making up the Skills Programme:</b>			
<b>Unit Standard Titles</b>	<b>Unit Standard ID</b>	<b>NQF Level</b>	<b>Credits</b>
Provide risk-based primary emergency care/first aid in the workplace	120496	02	05
Apply fire fighting techniques	252250	01	03
Conduct an investigation into workplace safety, health and environmental incidents	259617	02	03

<b>Qualification that the Skills Programme is drawn from:</b>		<b>74290: NC: Occupational Health, Safety and Environment, NQF Level 02</b>	
<b>Skills Programme Approval Start Date</b>	<b>Skills Programme Approval End Date</b>	<b>Last date of Enrolment for Qualification</b>	<b>Last date of Achievement for qualification</b>
2022-05-19	2027-03-31	2024-06-30	2027-06-30
<b>Registered Skills Programme Title</b>	<b>Save Lives</b>	<b>HWSETA Skills Programme ID No.</b>	<b>HW/SP/1601174</b>

<b>Unit Standards making up the Skills Programme:</b>			
<b>Unit Standard Titles</b>	<b>Unit Standard ID</b>	<b>NQF Level</b>	<b>Credits</b>
Provide risk-based primary emergency care/first aid in the workplace	120496	02	05
Provide first aid as an advanced first responder	376480	03	08
Perform basic life support and first aid procedures	119567	01	05

<b>Qualification that the Skills Programme is drawn from:</b>		<b>74290: NC: Occupational Health, Safety and Environment, NQF Level 02</b>	
<b>Skills Programme Approval Start Date</b>	<b>Skills Programme Approval End Date</b>	<b>Last date of Enrolment for Qualification</b>	<b>Last date of Achievement for qualification</b>
2022-05-19	2027-03-31	2024-06-30	2027-06-30
<b>Registered Skills Programme Title</b>	<b>Extended Safety Measures for Workplace Emergencies</b>	<b>HWSETA Skills Programme ID No.</b>	<b>HW/SP/22080002</b>

<b>Unit Standards making up the Skills Programme:</b>			
<b>Unit Standard Titles</b>	<b>Unit Standard ID</b>	<b>NQF Level</b>	<b>Credits</b>

Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation and a specific workplace.	13915	03	04
Explain emergency preparedness and response procedures.	259597	02	03
Describe the functions of the workplace health and safety representative.	259622	02	03

**You should be mindful of the last date of enrolment for the above skills programme unit standards. You are cautioned not to enroll any learner after the stipulated last date of enrolment. Your accreditation duration is dependent on the SAQA registration period of the above listed skills programme unit standards.**

The awarding of this learning programme approval status by the HWSETA implies that **Institute of Emergency First Aiders** has complied with the requirements to offer the learning programmes aligned to the above mentioned HWSETA quality assured qualifications.

Your programme approval is valid until **31 March 2027**, in line with the **LG Seta** primary accreditation approval. This programme approval is only applicable to the approved site/s reflecting on your approval letter/s and is subject to the HWSETA/ETQA approved policies.

As an accredited Skills Development Providers, you are required to:

Conditions for the approval

The Skills Programme is approved on condition that only employed learners will be trained.

As an approved Skills Development Provider is required to:

1. Attend the compulsory HWSETA Recognition of Prior Learning Capacity Building training/workshops;
2. Attend the compulsory HWSETA information sharing workshops;
3. Complete and submit the "Training Implementation Intent Form" to the HWSETA provincial office before commencement of every training;
4. Keep learner records for a minimum of 5 (five) years;
5. Appoint only HWSETA registered Assessors to facilitate learning and assessment;
6. Appoint only HWSETA registered Moderators for moderation of learning;
7. Load learners you intent to train on the HWSETA Management System before commencement of training;
8. Conduct training aligning to a Learner/Assessor ratio of 1:30 per class, 100% assessments and 50% moderations;
9. Invite the HWSETA for verification immediately after every training has been completed.
- 10: Not train learners on single unit standards and or non-approved skills programmes.

Should you need clarity regarding the contents of this letter, please do not hesitate to contact Mr. Peter Nkosi directly on 011 607 6900 or by e-mail [petern@hwseta.org.za](mailto:petern@hwseta.org.za).

I congratulate you on this achievement.

Yours sincerely,



**Ms. Baakedi Jane Motubatse**  
**Executive Manager: ETQA**