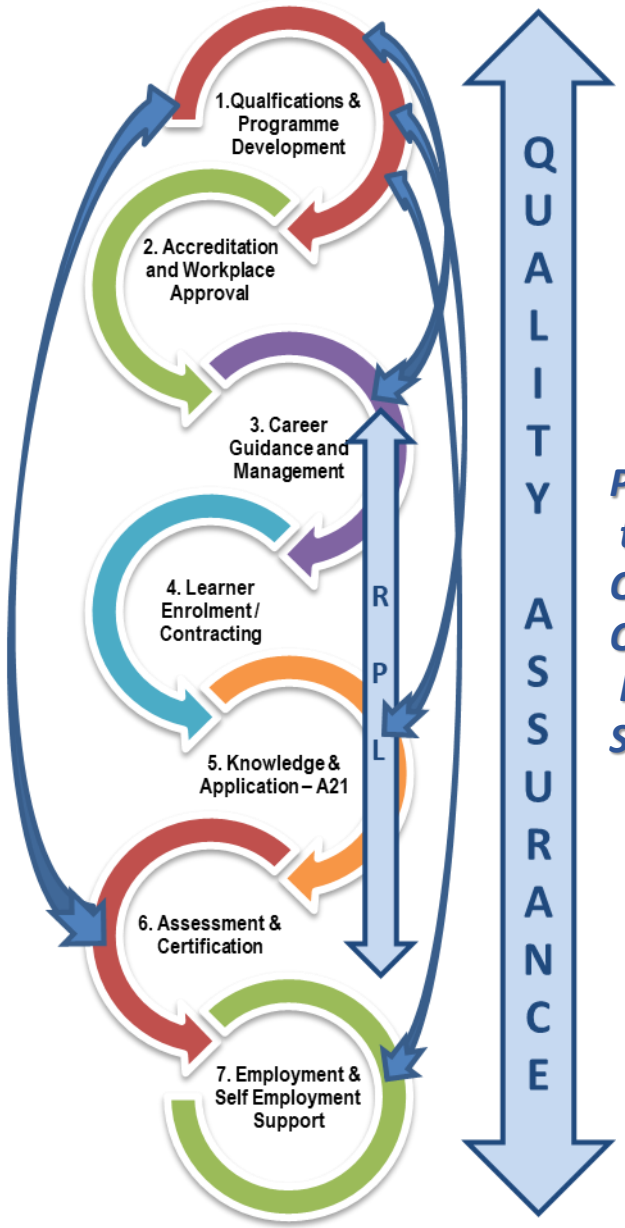
Dual Occupational Training Quality Assurance Checklists Emerging thinking within South African Context…….

Process Checklists



Proposed 7 Steps to Implement a Quality Dual Occupational Learning System

Stakeholders R&R Checklists

Already digitally based.. enhance and expand

1. Employers with **nine** roles and responsibilities; and
2. Learners with **three** roles and responsibilities; and
3. TVET colleges with **ten** roles and responsibilities; and
4. Quality Council for Trades and Occupations (QCTO) with **eight** roles and responsibilities; and
5. SETAs with **three** roles and responsibilities; and
6. DHET with **five** roles and responsibilities; and
7. Trade unions with **two** roles and responsibilities; and
8. Support organizations with **two** roles and responsibilities

Total of 7 Process + 42 R&R stand alone or grouped, interdependent digital checklists that can be utilised in a customised flexible by all stakeholders.

Develop a Digital QA Checklist Toolkit **"Matrix"** for a WBLD Practitioner to utilise with Stakeholders Toolkit allows a WBLD Practitioner to improve the Quality in the "System" by:

- Capacity building stakeholders by information sharing on the national **"process" checklists**; and
- Empowering stakeholders by coaching them on **"roles and responsibility" checklists**.

Each checklist name is a hyperlink that allows the WBLD Practitioner or Stakeholder to click on it to take them to actual checklist to discuss and complete during workshops.

			Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
					<----------Recognition or Prior Learning ---------->				
		Process Checklists > > >	Qualification & Programme Development	Accreditation & Workplace Approval	Career Guidance & Management	Learner Enrolment / Contracting	Knowledge and Application (A21)	Assessment & Certfication	Employment / Self Employment M&E and Support
			< ----------Quality Assurance ---------->						
			VVV South African Apprenticeship Stakeholder Roles & Respsonsibilities Checklists VVV						
Stake-holders	1	**Employers**		Learner cost management		Learner recruitment, screening and technical checks	Work readiness and induction	-	Monitoring and evaluation
				Cost benefit analysis and incentives		Learner Agreements	Transport, accommodation and subsistence		
						Tools of trade and personal protective equipment	Programme roll-out		

Refer Spreadsheet for Complete Matrix for existing and proposed Roles & Responsibilities

Work Based Learning and Development Practitioner, NQF Level 5, Credits 30

Part Qualification Purpose:

A Work Based Learning and Development Practitioner plans for, conducts and administers work based learning interventions.

Part Qualification Applicable Modules (Rules of Combination)

APPLICATION

- Knowledge Modules:
  - 242401001-KM-04, Facilitation of learning in an occupational contexts, NQF Level 5, Credits 8
  - 242401001-KM-07, Work based learning, NQF Level 5, Credits 6
  - Total number of credits for Knowledge Modules: 14
- Practical Skill Modules:
  - 242401001-PM-05, Facilitate experiential work based learning, NQF Level 5, Credits 8
  - Total number of credits for Practical Skill Modules: 8
- Work Experience Modules:
  - 242401001-WM-05, Facilitate a work based learning and development process, NQF Level 5, Credits 8
  - Total number of credits for Work Experience Modules: 8

Part Qualification Exit level outcome

- Plan, implement and evaluate work based learning interventions in an occupational context.

The digital online training programme teaches the WBLD Practitioner how to achieve the Exit Level Outcome by being taught:
1> To Understand both sets of Digital QA Checklists; and
2> To Facilitate workshops with **Employers** to capacitate and and empowers them to implement the Digital QA Checklists within their contexts.

By default the WBLD Practitioner has the capacity to use the Digital QA Checklists to utilise with all other Stakeholder Groups