



Date: 29 January 2018

**Rita Du Chenne**

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 Parktown  
 Johannesburg  
 2000  
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Dear **Rita Du Chenne**

**Services SETA Accreditation No: 0359**

**RE - Accreditation of Provider – Training Force Pty Ltd – 1999/014865/07**

This serves as confirmation that **Training Force Pty Ltd** has been extended until **31<sup>st</sup> March 2020**. **Training Force Pty Ltd** has been awarded **Programme Approval status** 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	5	162	2018-06-30	59201 LP 60269	National Certificate: Generic Management	National Certificate: Generic Management Qualification ID: 59201 LP 60269 NQF Level: 5 Credits: 162 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
National Certificate: New Venture Creation (SMME)	2	138	2018-06-30	49648	National Certificate: New Venture Creation (SMME)	National Certificate: New Venture Creation (SMME) Qualification ID: 49648 NQF Level: 2 Credits: 138 Registration start date: 2015-07-01

NEXT REVIEW DATE

31 Marc 2018



						Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
<b>National Certificate: Management</b>	3	120	2018-06-30	<b>83946 LP 23654</b>	National Certificate: Management	National Certificate: Management Qualification ID: 83946 LP 23654 NQF Level: 3 Credits: 120 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
<b>Further Education and Training Certificate: Business Administration Services</b>	4	140	2018-06-30	<b>61595 LP 35928</b>	Further Education and Training Certificate: Business Administration Services	Further Education and Training Certificate: Business Administration Services Qualification ID: 61595 LP 35928 NQF Level: 4 Credits: 140 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
<b>National Certificate: Contact Centre Support</b>	2	128	2018-06-30	<b>71490 LP 73269</b>	National Certificate: Contact Centre Support	National Certificate: Contact Centre Support Qualification ID: 71490 LP 73269 NQF Level: 2 Credits: 128 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
<b>National Certificate: Business Administration Services</b>	3	120	2018-06-30	<b>67465 LP 23655</b>	National Certificate: Business Administration Services	National Certificate: Business Administration Services Qualification ID: 67465 LP 23655 NQF Level: 3 Credits: 120 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30



<b>General Education and Training Certificate: Business Practice</b>	1	121	2018-06-30	<b>61755</b>	General Education and Training Certificate: Business Practice	<b>General Education and Training Certificate:</b> <b>Business Practice</b> <b>Qualification ID: 61755</b> <b>NQF Level: 1</b> <b>Credits: 121</b> <b>Registration start date: 2015-07-01</b> <b>Registration end date: 2018-06-30</b> <b>Last date of enrolment: 2019-06-30</b> <b>Last date of achievement: 2022-06-30</b>
<b>Practice good health and grooming habits</b>	1	4	2018-06-30	<b>243193</b>	Practice good health and grooming habits	<b>General Education and Training Certificate:</b> <b>Business</b> <b>Qualification ID: 61755</b> <b>NQF Level: 1</b> <b>Credits: 121</b> <b>Registration start date: 2015-07-01</b> <b>Registration end date: 2018-06-30</b> <b>Last date of enrolment: 2019-06-30</b> <b>Last date of achievement: 2022-06-30</b>
<b>Practice and implement instructions</b>	1	8	2018-06-30	<b>256154</b>	Practice and implement instructions	
<b>Identify personal values and ethics in the workplace</b>	1	4	2018-06-30	<b>12537</b>	Identify personal values and ethics in the workplace	
<b>Demonstrate an understanding of the importance of marketing</b>	1	2	2018-06-30	<b>116164</b>	Demonstrate an understanding of the importance of marketing	
<b>Operate a personal computer system</b>	1	3	2018-06-30	<b>116932</b>	Operate a personal computer system	
<b>Demonstrate an</b>	1	4	2018-06-30	<b>13999</b>	Demonstrate an	



understanding of basic accounting practices					understanding of basic accounting practices
Identify and discuss different types of business and their legal implications	1	4	2018-06-30	13994	Identify and discuss different types of business and their legal implications
Identify, analyse and select business opportunities	1	3	2018-06-30	10007	Identify, analyse and select business opportunities
Demonstrate an understanding of a general business plan and adapt it to a selected business idea	1	7	2018-06-30	14444	Demonstrate an understanding of a general business plan and adapt it to a selected business idea
Plan to manage one's time	1	3	2018-06-30	15091	Plan to manage one's time
Manage personal finances	1	8	2018-06-30	243189	



Your accreditation number must be utilised by **Training Force 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 Services SETA within 7 working days of receipt of this accreditation letter.
2. Submit learner enrolments to Services SETA as soon as learners have been enrolled onto the learning intervention within 21 days of the commencement of the approved training intervention.
3. Conduct training, assessment and moderation on the approved learning intervention.
4. Upload learner achievements to Services SETA in order to complete Services SETA's quality assurance learner achievements process for external moderation to be conducted by the Services SETA.

It should be noted that **Training Force Pty Ltd** must ensure that at all times, the requirements for accreditation are adhered to, as a condition for accreditation with Services SETA.

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 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

**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



A handwritten signature in black ink, appearing to read 'Tumelo Ngwako', is positioned over a grid of small, light grey dots.

Manager: Tumelo Ngwako  
Accreditation  
011 276 9732  
[tumelelon@serviceseta.org.za](mailto:tumelelon@serviceseta.org.za)

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NEXT REVIEW DATE

31 Marc 2018