



**NATIONAL SKILLS  
& TECHNICAL COLLEGE**  
YOUR FUTURE, IS OUR CONCERN

DEPARTMENT OF HIGHER EDUCATION AND TRAINING DHET Reg No: 2019/FE07/016

Accreditation Number: 08-QCTO/SDP250823055945



higher education  
& training  
Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA



**QCTO**  
Quality Council for Trades & Occupations



SAQA  
South African Qualifications Authority

**Occupational Certificate: Safety, Health and Quality Practitioner  
(Occupational Health and Safety Practitioner) OHS/SAFETY OFFICER**



SAQA QUAL ID	QUALIFICATION TITLE
99714	Occupational Certificate: Safety, Health and Quality Practitioner (Occupational Health and Safety Practitioner) NQF Level 05

### Purpose:

The purpose of this qualification is to prepare a learner to operate as an Occupational Health and Safety Practitioner.

An Occupational Health and Safety Practitioner serves as a facilitator and advisor to employees and management regarding safety and health aspects in the workplace including the monitoring and inspecting of the workplace and the recording and investigation of incidents and accidents.

They also implement and maintain Occupational Health and Safety systems in order to ensure a safe and healthy work environment.

### A qualified learner will be able to:

- 1) Inspect work places and environments to identify the occupational health and safety hazards and determine the risks associated with the work.
- 2) Facilitate and support actions to eliminate or control hazards in order to minimise risks in a designated work area.
- 3) Represent the needs of employees with regard to Occupational Health and Safety matters.
- 4) Participate in the planning and implementation of operational Occupational Health and Safety Management Systems.
- 5) Monitor and continually improve the effectiveness of operational Occupational Health and Safety systems.

## Entry Requirements

**A National Senior Certificate (Matric) with Mathematical Literacy or an Equivalent NQF level 4 Qualification. OR GRADE 10,11, YOU NEED TO WRITE FLC ASSESSMENT, ABET L4**

<b>MODULE</b>	<b>NQF LEVEL</b>	<b>CREDITS</b>
<b>Knowledge Modules:6 MONTHS</b>		
Fundamentals of Occupational Health and Safety,.	Level 2	9 Credits
Fundamentals of Communication	Level 3	6 Credits
Occupational Health and Safety applications,.	Level 4	17 Credits
Occupational Health and Safety Management,	Level 5	38 Credits.
Operations Management and Supervision,	Level 5.	6 Credits
Total number of credits for Knowledge Modules: 76.		
<b>MODULE</b>	<b>NQF LEVEL</b>	<b>CREDITS</b>
<b>Practical Skill Modules:6 MONTHS</b>		
Represent the needs of employees with regard to Occupational Health and Safety matters,	Level 3.	8 Credits
Inspect work places, identify hazards and risks and take immediate action to ensure health and safety in the workplace,.	Level 3	4 Credits
Consult with employees and raise their needs and issues at,	Level 2	4 Credits.
Inspect work places and environments to identify the occupational health and safety hazards and determine the risks associated with the work,.	Level 4	16 Credits
Coordinate the work activities of Occupational Health and Safety representatives,	Level 4	6 Credits.
Develop a risk profile and legal register for a designated work area,	Level 5	6 Credits.
Establish, maintain and improve the health and safety documentation and reporting systems, controls and processes,.	Level 5	4 Credits
Advise on the establishment maintenance and improvement of emergency response and preparedness.	Level 5	8 Credits
Manage the effectiveness of operational Occupational Health and Safety systems,	Level 5	Credits 6
Total number of credits for Practical Skill Modules: 62.		
<b>MODULE</b>	<b>NQF LEVEL</b>	<b>CREDITS</b>
<b>Work Experience Modules:12 MONTHS</b>		
Exposure to the workplace examination processes,	Level 2	12 Credits.
Exposure to the processes of representing the Occupational Health and Safety needs of employees,.	Level 3	4 Credits
Exposure to Occupational Risk Management processes,	Level 4	12 Credits.
Exposure to the processes of selecting, appointing and managing Occupational Health and Safety representatives,.	Level 4	8 Credits
Exposure to the processes of developing and implementing Occupational Health and Safety systems,	Level 5	48 Credits.

Exposure to the processes of monitoring and improving Occupational Health and Safety systems,	Level 5	34 Credits.
<b>Total number of credits for Work Experience Modules: 118.</b>		

### **CAREER/JOB OPPORTUNITIES**

Safety, Health and Quality Practitioner| Safety Coordinator| Safety and Health Advisor| Occupational Safety and Health assistant., SAFETY OFFICER ,SHE REP ,SELF EMPLOYED

Course Title	Level	Duration [Months]	Deposit [Once off]	Fees [Monthly]
<b>Safety, Health and Quality Practitioner (Occupational Health and Safety Practitioner)</b>	05	24	R 4 500	R2500

The course fee includes your study material, welcome pack, delivery and learner support for up to 24 months. You may pay the full amount upfront, or make a first payment of R 4 500 and select an installment option.

### **Eligibility requirements for the external summative assessment:**

In order to qualify for the external summative assessment, learners must have a copy of a completed and signed Statement of **Work Experience** as well as proof of successful completion of the **Knowledge Modules** and **Practical Skills Modules**.

Upon completion of this course, students will be awarded an **Occupational Certificate**: from the **QCTO**.

**BE ALERT**: According to new policy any college offering short courses for few days, weeks, month is NOT COMPILING ACCORDING TO THE NATIONAL HOURS AND CREDITS WITH DEPARTMENT,SAQA,QCTO

### **STUDENT SUPPORT:**

WE OFFER FREE COMPUTER CLASSES AND ASSIST WITH JOB HUNTING AFTER GRADUATION WE MARKET CV OF OUR STUDENTS

### **OUR VALUED STAKEHOLDERS/CLIENTS** we offered training

#### **Our valued partners:**

Steve Tshwete local municipality  
 NKANGALA district municipality  
 Victor Khanye local municipality (Delmas)  
 Thembisile Hani municipality (kwamhlanga)  
 ESKOM  
 TRANSNET  
 THUNGELA (Angloamerican)  
 MAFUBE  
 SERITI

EXXARRO  
SETAS  
COLUMBUS  
SAMANCOR  
Mwelase mining  
Blue mining,NPA  
Two rivers platinum ,SBV

## SUCCESS STORY

“

I was promoted  
from receptionist to  
Admin Manageress.  
**I truly believe  
education paves  
the way to success.**

”

Roxanne Naidoo







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**SUCCESS  
STORIES**

**CONGRATULATIONS**

to  
**Pillay Dilisha**

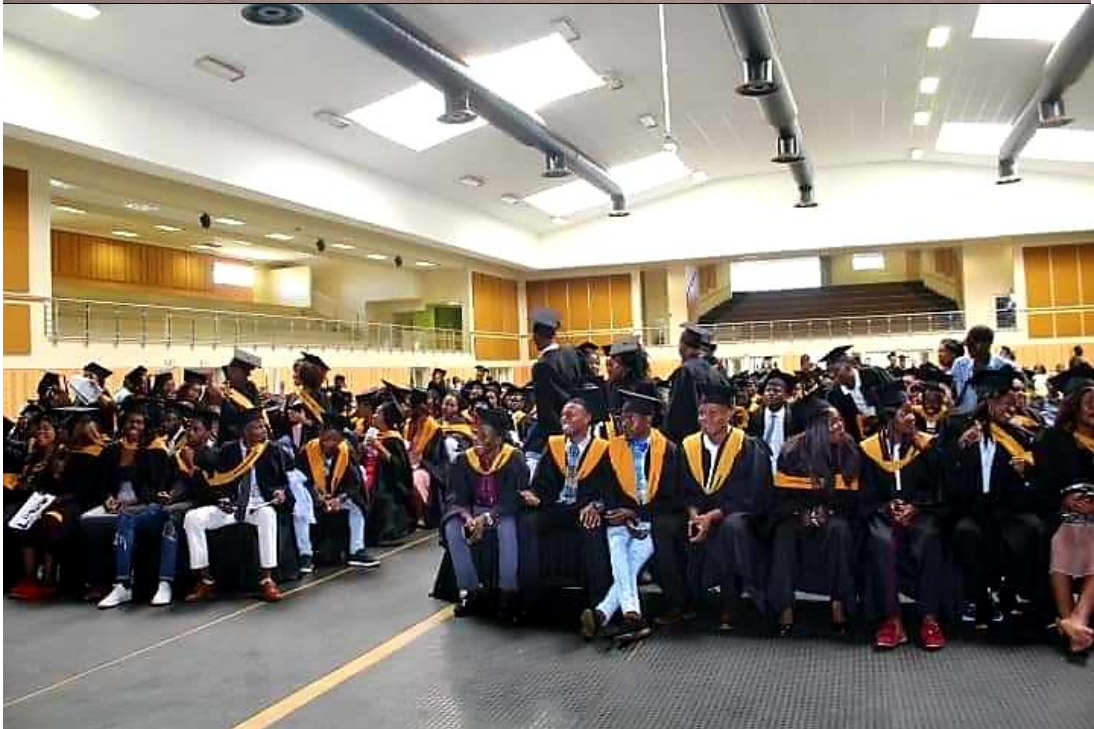


**Thanks to**  
NATIONAL SKILLS AND TECHNICAL COLLEGE  
and  
DEPARTMENT OF HIGHER EDUCATION

I Obtained my  
DIPLOMA IN PUBLIC MANAGEMENT,  
it was not an easy journey, repeated  
some modules twice public finance.  
I WAS PROMOTED at the Municipality  
to a good position & good salary

*I Truly believe education paves the way to SUCCESS*

**GRADUATION CEREMONY**





**Ngiyabonga. ... Dankie. ... Ndiyabulela or Enkosi.  
...Ndi a livhuwa or ro a livhuma. .. – Wazviita. ...–  
Ke a leboga or re a lebo**