

Step Ahead Academy (Pty) Ltd
23 Loretha Street
Van Riebeeck Park
Kempton Park
1619

For Attention: Thato Fortune Nkosi

Notification of Registration with the LGSETA

Enclosed herewith please find your company's status with the LGSETA

The Accreditation Status with the LGSETA include:

A. Your company's accreditation number with the LGSETA	LGRS-Accredit-2739-230812713
B. Your Company's unique identifier with the LGSETA	P21/1014/GP543
C. Your ETQA ID with LGSETA	607
D. Accreditation Start Date	09 March 2018
E. Accreditation End Date	30 June 2027
F. Your record was last updated	16 August 2023

LGSETA's responsibility during the accreditation period:

- A. The LGSETA will conduct monitoring and evaluation visit on an annual basis to ensure that the organization continuously complies with the legislative requirements for accreditation And consistently promotes good quality teaching, learning and assessment within its period of accreditation.
- B. The seta will send a self-evaluation tool to providers on an annual basis to identify provider's needs and this will help the seta to conduct relevant capacity building to providers.
- C. A yearly customer survey will be conducted and providers will be given feedback of the survey.

The Provider's responsibility during the accreditation period:

- A. A. The training provider's must ensure that the learning programme/s is/are updated and meets the necessary requirements..
- B. Training providers must re-apply for learning programme approval timeously and ensure that it is in line with the replacement Qualification(s)/Unit Standard(s). If any.
- C. The Provider must apply for reaccreditation 6 months prior to expiry date of accreditation.
- D. In addition, it is the training provider's responsibility to request for a verification audit once assessments and moderation of learner achievements have been conducted. Please contact the LGSETA ETQA on 011 456 8579 to arrange for the verification visit.
- E. The Provider must apply for the use of the LGseta logo, applications to be addressed to DonaldM@lgseta.org.za.
- F. Providers are not allowed to use the Seta logos without the permission of the seta.

The LGSETA would like to congratulate you on this achievement and your commitment to ensuring quality education is delivered to learners.

Yours Truly



Frans Sechele
ETQA Manager



Gillooly's View Office Park, 1 Osborne Lane, Bedfordview, 2007, PO Box 1964, Bedfordview 2008
Telephone: 011-456-8579; Fax: 011-450-4948; Email info@lgseta.org.za; Website: <http://www.lgseta.org.za>

Your organization's accreditation status are specifically associated with the following:

Registered Assessor/s linked to you organisation

Assessor Identifier	Surname	First Name	Registration Start Date	Registration End Date
LGRS-A1104-1618	Maigurira	Henry	2023-Oct-23	2026-Oct-23
LGRS-A1301-795	Masiyambiri	Vengai	2022-Jul-26	2025-Jul-26
LGRS-A1604-712	Mdletye	Zukiswa	2022-May-31	2025-May-31

Registered Moderator/s linked to you organisation

Moderator Identifier	Surname	First Name	Registration Start Date	Registration End Date
No Registered Moderator/s against the provider				

Qualification/s linked to your organisation

Qualification ID	Title	NQF Level	Accreditation Start Date	Accreditation End Date
48965	Certificate: Municipal Financial Management	NQF Level 6	2018-Mar-09	2027-Jun-30
57823	National Certificate: Ward Committee Governance	NQF Level 2	2018-Mar-09	2027-Jun-30
49554	National Diploma: Public Finance Management and Administration	NQF Level 5	2018-Mar-09	2027-Jun-30

Unit Standard/s linked to your organisation

Unit Standard ID	Title	NQF Level	Accreditation Start Date	Accreditation End Date
119463	Access and use information from texts	NQF Level 2	09 March 2018	30 June 2027
119517	Advocate and lobby community issues	NQF Level 3	09 March 2018	30 June 2027
119347	Analyse and evaluate the impact of macroeconomic data on the operating environment of the public sector	NQF Level 5	09 March 2018	30 June 2027
119350	Apply accounting principles and procedures in the preparation of reports and decision making	NQF Level 5	09 March 2018	30 June 2027
116342	Apply approaches to managing municipal income and expenditure within a multi-year framework	NQF Level 6	09 March 2018	30 June 2027
9009	Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems	NQF Level 2	09 March 2018	30 June 2027
242891	Apply communication, interpersonal and conflict management principles in Ward Committee functions, processes	NQF Level 2	09 March 2018	30 June 2027
119341	Apply cost management information systems in the preparation of management reports	NQF Level 5	09 March 2018	30 June 2027
116340	Apply costing principles to municipal operational and service-based costing	NQF Level 6	09 March 2018	30 June 2027
119340	Apply economic principles to finance and management decisions	NQF Level 5	09 March 2018	30 June 2027
119342	Apply knowledge of ethical principles, standards and professional conduct in public sector management and administration	NQF Level 5	09 March 2018	30 June 2027
337059	Apply monitoring and evaluation approaches and tools to assess an organisation's or programme's performance in a specific context	NQF Level 6	09 March 2018	30 June 2027
119343	Apply operations research principles and tools in the management of project activities and resources	NQF Level 5	09 March 2018	30 June 2027
119351	Apply principles of computerised systems to manage data and reports relevant to the public sector administration	NQF Level 5	09 March 2018	30 June 2027
119352	Apply principles of information systems to public finance and administration	NQF Level 5	09 March 2018	30 June 2027
119349	Apply principles of risk management to manage and report risk situations	NQF Level 5	09 March 2018	30 June 2027
119345	Apply principles, regulations and legislation underlying supply chain management in the public sector	NQF Level 5	09 March 2018	30 June 2027

116339	Apply risk management in South African municipalities	NQF Level 6	09 March 2018	30 June 2027
119348	Apply selected GRAP (Generally Recognised Accounting Practices) to periodic accounting reporting process	NQF Level 5	09 March 2018	30 June 2027
119346	Apply sound communication principles in the coordination of selected public sector communications programmes	NQF Level 5	09 March 2018	30 June 2027
116346	Apply techniques and South African statutes to cash and investment management in a municipal environment	NQF Level 6	09 March 2018	30 June 2027
113955	Apply the Batho Pele principles to own work role and context	NQF Level 3	09 March 2018	30 June 2027
116344	Apply the Inter-governmental Fiscal Relations Act to municipal financial management	NQF Level 6	09 March 2018	30 June 2027
119344	Apply the legislation governing the establishment and management of public entities	NQF Level 5	09 March 2018	30 June 2027
116345	Apply the principles of budgeting within a municipality	NQF Level 5	09 March 2018	30 June 2027
116343	Apply the principles of ethics in a municipal environment	NQF Level 6	09 March 2018	30 June 2027
119333	Conduct and apply mathematical analyses relating to economics and finance	NQF Level 5	09 March 2018	30 June 2027
119335	Conduct and apply statistical analyses required to make informed public sector finance decisions	NQF Level 5	09 March 2018	30 June 2027
116351	Conduct auditing planning and implementation in a South African municipality	NQF Level 5	09 March 2018	30 June 2027
116341	Conduct performance management to a South African municipal environment	NQF Level 6	09 March 2018	30 June 2027
116348	Conduct stakeholder consultation around municipal finance programmes	NQF Level 6	09 March 2018	30 June 2027
119331	Conduct working capital management activities in accordance with sound financial management policy	NQF Level 5	09 March 2018	30 June 2027
116347	Contribute to capital planning and financing	NQF Level 6	09 March 2018	30 June 2027
116358	Contribute to the strategic planning process in a South African municipality	NQF Level 6	09 March 2018	30 June 2027
242896	Demonstrate an understanding and apply the broad principles of Ward Committee functioning to participate in municipal processes	NQF Level 2	09 March 2018	30 June 2027

337061	Demonstrate knowledge and insight into a bid committee system applicable to an Organ of State in South Africa	NQF Level 5	09 March 2018	30 June 2027
337063	Demonstrate knowledge and insight into the principles of monitoring and evaluation in assessing organisation and/or programme performance in a specific context	NQF Level 5	09 March 2018	30 June 2027
123462	Demonstrate knowledge and understanding of the project and the project support services environment	NQF Level 3	09 March 2018	30 June 2027
242894	Demonstrate knowledge of gender, equity and diversity issues in development projects	NQF Level 3	09 March 2018	30 June 2027
7480	Demonstrate understanding of rational and irrational numbers and number systems	NQF Level 2	09 March 2018	30 June 2027
116357	Design internal control and internal control evaluation framework	NQF Level 6	09 March 2018	30 June 2027
119334	Discuss the selected legislative regulatory framework governing the public sector management and administration environment	NQF Level 5	09 March 2018	30 June 2027
242890	Display an understanding of core municipal processes and Ward Committee participation in these processes	NQF Level 3	09 March 2018	30 June 2027
242892	Display an understanding of the Constitution, structure of Ward Committees and the roles and responsibilities of committee members	NQF Level 2	09 March 2018	30 June 2027
242893	Display an understanding of the policy and legal framework guiding the Ward Committee system and its functioning	NQF Level 2	09 March 2018	30 June 2027
123436	Facilitate community participation in democratic processes and structures	NQF Level 3	09 March 2018	30 June 2027
123464	Gather information and provide assistance for project planning and scheduling functions	NQF Level 3	09 March 2018	30 June 2027
116361	Interpret South African legislation and policy affecting municipal financial management	NQF Level 6	09 March 2018	30 June 2027
119454	Maintain and adapt oral/signed communication	NQF Level 2	09 March 2018	30 June 2027
116362	Manage a municipality's assets and liabilities	NQF Level 6	09 March 2018	30 June 2027
119332	Manage and develop oneself in the public sector work environment	NQF Level 5	09 March 2018	30 June 2027
116360	Manage information technology resources in a municipal finance environment	NQF Level 6	09 March 2018	30 June 2027

119336	Manage the development and performance of human capital in the public sector	NQF Level 5	09 March 2018	30 June 2027
123465	Measure and plan own performance and behaviour in line with roles and responsibilities in a project team	NQF Level 3	09 March 2018	30 June 2027
12444	Measure, estimate and calculate physical quantities and explore, describe and represent geometrical relationships in 2-dimensions in different life or workplace contexts	NQF Level 2	09 March 2018	30 June 2027
119337	Operate an internal audit function as a component of a risk management system to ensure reliability of accounting system	NQF Level 5	09 March 2018	30 June 2027
116353	Participate in the design and implementation of municipal supply chain management	NQF Level 6	09 March 2018	30 June 2027
119338	Participate in the planning and implementation of disaster management systems	NQF Level 5	09 March 2018	30 June 2027
116364	Plan a municipal budgeting and reporting cycle	NQF Level 6	09 March 2018	30 June 2027
119353	Plan and implement public-private partnerships for municipal service delivery	NQF Level 6	09 March 2018	30 June 2027
13934	Plan and prepare meeting communications	NQF Level 3	09 March 2018	30 June 2027
116363	Prepare and analyse municipal financial reports	NQF Level 6	09 March 2018	30 June 2027
119339	Prepare and interpret tax reports and returns required by South Africa's legislation	NQF Level 5	09 March 2018	30 June 2027
120383	Provide assistance in implementing and assuring project work meets quality requirements	NQF Level 3	09 March 2018	30 June 2027
242895	Support the facilitation of development project service delivery in a Ward Committee context	NQF Level 2	09 March 2018	30 June 2027
119460	Use language and communication in occupational learning programmes	NQF Level 2	09 March 2018	30 June 2027
7469	Use mathematics to investigate and monitor the financial aspects of personal and community life	NQF Level 2	09 March 2018	30 June 2027
9007	Work with a range of patterns and functions and solve problems	NQF Level 2	09 March 2018	30 June 2027
119456	Write/present for a defined context	NQF Level 2	09 March 2018	30 June 2027