
GOVERNMENT NOTICES

No. 170

SOUTH AFRICAN QUALIFICATIONS AUTHORITY**2 March 2007****SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)**

In accordance with Regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

Banking and Micro Finance

registered by Organising Field 03, Business, Commerce and Management Studies, publishes the following unit standards for public comment.

This notice contains the titles, fields, sub-fields, NQF levels, credits, and purpose of the unit standards. The unit standards can be accessed via the SAQA web-site at www.saga.org.za. Copies may also be obtained from the Directorate for Standards Setting and Development at the SAQA offices, **Hatfield Forum West, 1067 Arcadia Street, Hatfield, Pretoria.**

Comment on the unit standards should reach SAQA at the address below and no **later than 30 March 2007**. All correspondence should be marked **Standards Setting – SGB for Banking and Micro Finance** and addressed to

The Director: Standards Setting and Development
SAQA

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SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Initiate and manage the recovery of losses suffered by the bank

SAQA US ID	UNIT STANDARD TITLE		
243658	Initiate and manage the recovery of losses suffered by the bank		
SGB	PROVIDER		
SGB Banking and Micro Finance			
FIELD	SUBFIELD		
3 - Business, Commerce and Management Studies	Finance, Economics and Accounting		
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 5	10
REGISTRATION STATUS	REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Draft - Prep for P Comment			

SPECIFIC OUTCOME 1

Institute action to prevent or minimise non operational losses and or damage to the reputation of the bank.

SPECIFIC OUTCOME 2

identify recovery opportunities.

SPECIFIC OUTCOME 3

initiate urgent action to recover on the initial loss.

SPECIFIC OUTCOME 4

Enforce terms of settlement.

SPECIFIC OUTCOME 5

Institute legal action on persons not adhering to a settlement.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:***Prevent fraud through proactive data gathering, integration and assessment***

SAQA US ID	UNIT STANDARD TITLE		
243659	Prevent fraud through proactive data gathering, integration and assessment		
SGB	PROVIDER		
SGB Banking and Micro Finance			
FIELD	SUBFIELD		
3 - Business, Commerce and Management Studies	Finance, Economics and Accounting		
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 4	4
REGISTRATION STATUS	REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Draft - Prep for P Comment			

SPECIFIC OUTCOME 1

Gather and collate data for assessment.

SPECIFIC OUTCOME 2

Assess irregular incidences of data.

SPECIFIC OUTCOME 3

Recommend specific actions in response to data assessment.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Identify and apply relevant civil procedures to institute legal proceedings for the recovery of assets

SAQA US ID	UNIT STANDARD TITLE		
243660	Identify and apply relevant civil procedures to institute legal proceedings for the		
SGB	PROVIDER		
SGB Banking and Micro Finance			
FIELD	SUBFIELD		
3 - Business, Commerce and Management Studies	Finance, Economics and Accounting		
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 6	8
REGISTRATION STATUS	REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Draft - Prep for P Comment			

SPECIFIC OUTCOME 1

Apply the civil procedure in working with a letter of demand.

SPECIFIC OUTCOME 2

Apply the civil procedure to institute legal action for the recovery of damages to the bank.

SPECIFIC OUTCOME 3

Apply the civil procedure to interpret and respond to a summons and attached particulars of claim.

SPECIFIC OUTCOME 4

Instruct an attorney to take default judgment.

SPECIFIC OUTCOME 5

Instruct an attorney to make application to court to secure assets for recovery purposes.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Testify as a witness in an internal disciplinary hearing and within the Labour Law Jurisdiction arenas

SAQA US ID		UNIT STANDARD TITLE	
243661		Testify as a witness in an internal disciplinary hearing and within the Labour Law Jurisdiction arenas	
SGB		PROVIDER	
SGB Banking and Micro Finance			
FIELD		SUBFIELD	
3 - Business, Commerce and Management Studies		Finance, Economics and Accounting	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 5	4
REGISTRATION STATUS	REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Draft - Prep for P			

SPECIFIC OUTCOME 1

Identify relevant and legitimate evidence required for inclusion in the exhibit file.

SPECIFIC OUTCOME 2

Recommend and formalise charges against the person(s) to be charged, in collaboration with line management and human resource and/ or industrial relations (IR) support staff.

SPECIFIC OUTCOME 3

Testify as a witness - ~~Is~~ this an appropriate outcome - not a learner competency and reliant on many external factors - should ~~be~~ removed.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Conduct a Forensic Investigation into reported incidents

SGB		PROVIDER	
SGB Banking and Micro Finance			
FIELD		SUBFIELD	
3 - Business, Commerce and Management Studies		Finance, Economics and Accounting	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 5	11
REGISTRATION STATUS	REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Draft - Prep for P Comment			

SPECIFIC OUTCOME 1

Review and analyse incident facts.

SPECIFIC OUTCOME 2

Scope and plan an investigation approach.

SPECIFIC OUTCOME 3

Identify, collect and protect all relevant evidence in a legitimate manner to support an investigation.

SPECIFIC OUTCOME 4

Make recommendations based on the findings of the investigation.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Prepare an A I statement

SGB		PROVIDER	
SGB Banking and Micro Finance			
FIELD		SUBFIELD	
3 - Business, Commerce and Management Studies		Finance, Economics and Accounting	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 5	2
REGISTRATION STATUS	REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Draft - Prep for P Comment			

SPECIFIC OUTCOME 1

Layout the contents of the A I Statement.

SPECIFIC OUTCOME 2

Explain all relevant elements of the incident.

SPECIFIC OUTCOME 3

Brief the investigating officer and prosecuting authorities on the facts and findings of the case.

SPECIFIC OUTCOME 4

Network with members of the criminal justice system and other stakeholders in accordance with legal and business protocol.