
GOVERNMENT NOTICES • GOEWERMENTSKENNISGEWINGS

SOUTH AFRICAN QUALIFICATIONS AUTHORITY**NO. 359****24 MARCH 2016**

In accordance with the National Qualifications Framework Act, Act No 67 of 2008, comment is invited from interested parties on the application received from the following professional body for recognition and the registration of its designation/s on the NQF for the purposes of the said Act.

SAQA evaluated the application of the professional body against the *Policy & Criteria for Recognising a Professional Body and Registering a Professional Designation for the Purposes of the National Qualifications Framework Act, Act 67 of 2008* as approved by the SAQA Board. The evaluation focused on the following key areas as set out in the criteria:

- Governance, Management and Sustainability
- Disciplinary Matters and Accountability
- Data Management
- Continuing Professional Development
- Awarding of Professional Designations

ASSOCIATION OF B-BBEE PROFESSIONALS (ABP)

Designation Title
Economic Empowerment Professional (EEP)

The complete application is available for viewing at SAQA.

Comment regarding the application should reach SAQA at the address below ***no later than 30 days following the publication of this notice in the Government Gazette***. All correspondence should be marked and addressed to:

The Director: Registration and Recognition
SAQA
Postnet Suite 248
Private Bag X06
Waterkloof
0145
or faxed to (012) 431 5144
e-mail: professionalbody@saqa.org.za



**PROFESSIONAL BODY RECOGNITION AND PROFESSIONAL DESIGNATION
REGISTRATION**

EVALUATION REPORT

1. NAME OF BODY: ASSOCIATION OF B-BBEE PROFESSIONALS (ABP)

- 1.1 The Association of B-BBEE Professionals (ABP) applied to SAQA for recognition as a professional body and for the registration of one professional designation on the NQF in terms of the NQF Act, Act 67 of 2008.
- 1.2 SAQA evaluated the application against the *Policy and Criteria for Recognising a Professional Body and Registering a Professional Designation for the Purposes of the NQF Act*.

2. BACKGROUND INFORMATION ON THE PROFESSIONAL BODY

- 2.1 ABP is an organisation established to lead the Black Economic Empowerment (BEE) industry and is registered as a non-profit company with the Companies and Intellectual Property Commission (CIPC) with registration number 2005/027643/08. ABP aims to create space and a platform for stakeholders and members to contribute responsibly and professionally to the transformation of the South African economy. The Association aims to facilitate the verification, consulting and practicing participants' involvement in the upliftment and maintenance of the industry delivery standards. ABP strives to create a platform for stakeholders to escalate complaints and appeals through a disciplinary process that strives to resolve these professionally and impartially.

Objectives of ABP among others are to:

- promote the objectives of the Broad-Based Black Economic Empowerment (B-BBEE) Act 53 of 2003, and the subsequently revised B-BBEE Act 46 of 2013 and the Codes of Good Practice on B-BBEE, Government Gazette No 29617 and the revised Codes of Good Practice, Government Gazette No 36928;
- promote high levels of professionalism and competence within the sector;
- regulate the proper conduct and practice of members in order to protect the public; and
- represent the B-EE verification sector in its dealings with the Department of Trade and Industry (DTI), the South African National Accreditation System (SANAS), the public and other relevant stakeholders.

2.2 ABP Membership

- ABP currently has a database which is used to monitor CPD.
- Currently individual membership is at 100 EE Professionals.

2.3 ABP Affiliations

ABP has the following working relationships:

- South African Institute of Professional Accountants (SAIPA)
- National Association for BEE Consultants (NABC)
- Association of Chartered Certified Accountants (ACCA)
- Department of Trade and Industry (DTI)
- University of South Africa (UNISA)
- University of Witwatersrand

2.4 Education and Training

- ABP does not accredit any service providers; however it works with DTI-approved service providers. These include the University of South Africa (UNISA) and the Wits Business School.
- ABP provides workplace training with organisations which are accredited under the Services SETA.

3. EVALUATION AGAINST SAQA CRITERIA

3.1 Governance, Management and Sustainability

- The Chairperson of the Board is elected at the AGM and holds office for 2 years.
- A Board of Directors consisting of a minimum of 7 members is elected at an Annual General Meeting (AGM) and holds office for 2 years.
- An Executive Committee (EXCO), consisting of a minimum of 5 members, is appointed by the Board.
- A secretary is appointed and employed by the Board to manage the administration and finances of ABP. Remuneration and other benefits are determined by the Board.
- The members at an AGM vote for the election of the Board members and the Chairperson on the basis of a simple majority.
- The general governance of ABP vests in the Board.
- The general management of ABP vests in the EXCO.
- The financial year of ABP runs from 1 March to 28 February.
- The accounts are examined at least once every year and the correctness of the statement of income and expenditure and balance sheet will be confirmed by ABP's auditors.
- The auditors and their remuneration are determined at the Annual General meeting.
- The Board appoints a Finance Committee from within its ranks to oversee the management of ABP's financial affairs.
- ABP had an unqualified audit opinion in its last financial year.

3.2 Disciplinary Matters and Accountability

The Disciplinary Committee has the following duties, functions and powers:

- to consider and investigate any complaint made against any member at the instance of whomsoever, including any complaint made at the Board of Directors' accord;
- to authorise the Chairperson of the Disciplinary Committee to render to any complainant such assistance in connection with the lodgment of his/her complaint as may be reasonably necessary or desirable;

- to require a complainant to lodge his/her complaint at any stage of the investigation in writing within 7 working days, and to verify the complaint by way of affidavit;
- dismiss a complaint within 7 working days after receipt of the affidavit and supporting documentation where the professional body is of the opinion that the complaint does not constitute a prima facie case;
- call on the member to furnish the professional body with an explanation regarding the complaint within 7 working days of receipt of the documentation, where it is of the opinion that the complainant does disclose a prima facie case;
- within 7 working days after receipt of the member's explanation regarding the complaint against him, request any additional information which it may require or which the member may wish to submit with regard to the complaint forming the subject matter of its investigation;
- to make a decision on the basis of the complaint and the member's explanation, if furnished, and any other evidence available to it;
- to make a recommendation to the Chairman of the Board of Directors to either:
 - determine the complaint summarily, without a hearing, in which event, recommendation to the Board of Directors is made to impose such punishment considered appropriate in respect of its Disciplinary Code, which may involve: the suspension or termination of the said member's ABP membership, publication of the suspension on ABP's website and/or reporting the matter to the DTI and/or SANAS; or
 - resolve that a formal enquiry be held into a complaint and refer the complaint to the Disciplinary Enquiry Committee, with an instruction to the aforesaid committee to hold a formal enquiry into the complaint, provided that the Disciplinary Committee makes a recommendation to the Board of Directors.
- a member found guilty by a Disciplinary Enquiry Committee has the right to appeal to the Chairperson of the Board of Directors.
- an appeal must be lodged within 5 working days after receipt of the outcome of the Board of Directors' final decision.

3.3 Data Management

- ABP currently has an online database which is used to monitor CPD hours, CPD activities and members' qualifications.

3.4 Continuing Professional Development (CPD)

- CPD is compulsory and is applicable to all members.
- Designees are required to record their CPD activities annually. It is the designated members' ethical and professional responsibility to accurately record their points.
- Designees will have four weeks from initial notification to submit and send verification of their CPD activities if selected for the audit. It is therefore imperative that members keep record of their attendance of CPD events such as a certificate, signed registration form, receipt of course payment, etc, in the event they are chosen for audit purposes.
- Designees are required to undertake a minimum of 30 CPD points of appropriate professional development activities annually.
- ABP is committed to ensuring that members commit to and strive through personal initiative to maintain professional competence through CPD, and keep abreast with emerging issues, world trends, etc in the B-BBEE space.

- Members who do not comply with CPD hours requirements will be given 60 days to report additional hours.
- Members who fail to comply within the 60 days will have their membership suspended and disciplinary action may follow. The same sanction will apply to any member who is found to have fraudulently reported their CPD hours.

4 PROFESSIONAL DESIGNATIONS

4.1 Designation Awarding Process

- Applicants may apply for the ABP designations by completing and submitting an application form to the secretary.
- The Board will consider the applications at its quarterly meetings and decide whether to admit new applicants with reference to the criteria for membership.
- The Board may resolve to meet more frequently if necessary to perform its duties effectively and to avoid delays.
- The secretary will advise the applicant of the Board's decision as soon as possible.
- If the applicant is admitted, the secretary must enroll the applicant as a designated member.
- If the applicant's application is declined, the secretary must advise the applicant and give written reasons.
- If the applicant is not satisfied with the reasons provided for declining the application, the applicant may follow the ABP complaints and appeals policy and procedure.

4.2 Designation to be registered

Designation Title: Economic Empowerment Professional (EEP)

Underlying Qualification(s)	<ul style="list-style-type: none"> • NQF level 7 Bachelors Degree with the relevant subjects of Accounting, Auditing & Law
Experiential Learning and Practical Experience	<ul style="list-style-type: none"> • At least 12 months in Approved / Assessment Centre. • Report reviewed by SANAS / IRBA Technical Signatory.
Board / Admission Examination / Assessment	<ul style="list-style-type: none"> • Competency Assessments including the portfolio of evidence ("POE") as per MDP requirements. • Management Development Programme ("MDP") offered by both UNISA School of Business Leadership and WITS Business School
Continuing Professional Development (CPD) Requirements	30 CPD points per annum.
Application of Recognition of Prior Learning (RPL)	A candidate may apply for the professional designation based on recognition of prior learning (RPL) if qualification requirements are not met.