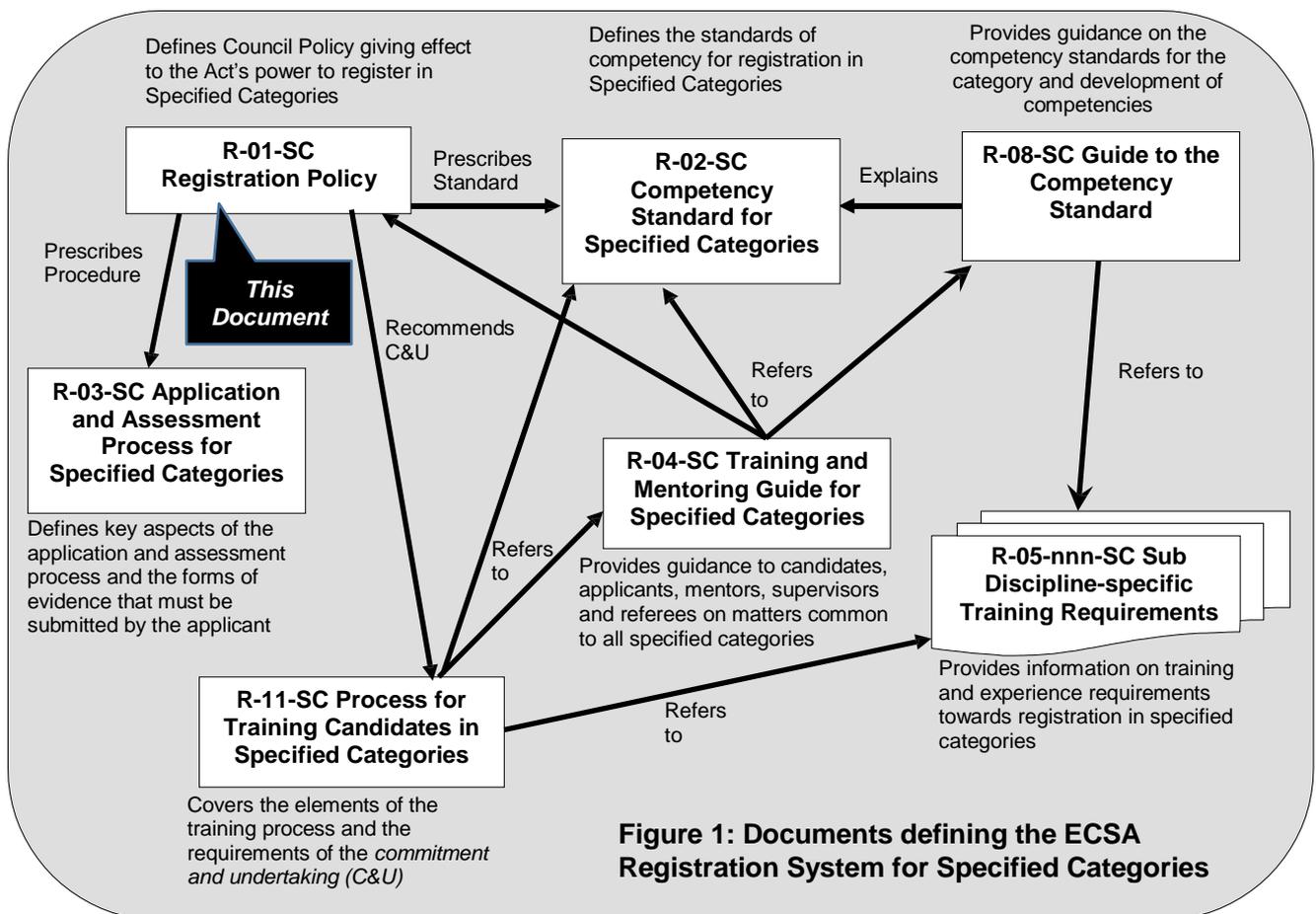


ENGINEERING COUNCIL OF SOUTH AFRICA <i>Standards and Procedures System</i>			 ECSA
Policy on Registration of Practitioners in Specified Categories			
Status: Approved by Council			
Document : R-01-SC	Rev 1	24 March 2016	

Background: The ECSA Registration System Documents

The documents that define the Engineering Council of South Africa (ECSA) system for registration in specified categories are shown in Figure 1 which also locates the current document.



1. Purpose of this document

1.1 This document defines policies set by the Engineering Council of South Africa (ECSA) (Council) governing registration of practitioners in the specified category (SC) and the corresponding candidate category. The policy gives effect to provisions of the Engineering Profession Act (Act 46 of 2000) with regard to specified category practitioner and specified category candidate registration. This policy encompasses the following:

- ▶ Section 1 sets out the purpose of this policy.
- ▶ Section 2 determines the standard to be demonstrated by applicants for registration as specified category practitioners.

- ▶ Section 3 defines the educational requirement for registration as specified category candidate and means of satisfying this requirement.
- ▶ Section 4 defines the educational requirement for registration as a specified category practitioner and means of satisfying this requirement.
- ▶ Sections 3 and 4 combined identify classes of applicants that the policy covers, making provision for future classes to be added.
- ▶ Section 5 states Council's policy on applications for registration for the various types of applicants.
- ▶ Section 6 states Council's policy on assessment of the competence of applicants in a specified category.
- ▶ Section 7 states Council's policy on the development process, that is training and experience toward specified category registration.
- ▶ Section 8 defines the transitional arrangements for introduction of this policy.

1.2 These policies are supported by operating procedures, competency standards, policies and processes for assessment of applicants, sub-discipline specific training guidelines, application guidelines, standard forms and information specific to particular work contexts. Relevant documents are referred to at various places in this policy.

2. Determination of Standards of Competence for Registration in the Specified Category

2.1 Section 18(1) of the Engineering Profession Act (Act 46 of 2000) defines categories of registration in which ECSA may register persons:

- Professional Engineer;
- Professional Engineering Technologist;
- Professional Engineering Technician;
- Professional Certificated Engineer; and
- Specified categories prescribed by the council.

2.2 The essential requirements to become registered in a category are stated in Section 19(2)(a) and (b) of the Act:

19(2) The council must register the applicant in the relevant category, and issue a registration certificate to the successful applicant in the prescribed form if, after consideration of the application, the council is satisfied that the applicant –

*(a) In the case of a person applying for registration as a professional **or a specified category practitioner**¹-*

- i) has demonstrated his or her competence as measured against standards determined by the council for the relevant category of registration; and*
- ii) has passed any additional examinations that may be determined by the council;*

2.3 This policy gives effect to the requirements of Section 19(2)(a)(i) of the Act by:

2.3.1 Determining the expected outcomes and level of performance for demonstrating competence for each specified category practitioner in the form of competency standards together with sub discipline-specific requirements listed in Schedule 1. Outcomes-based competency standards are stated in the form of generic baseline competencies that all practitioners in the category must demonstrate irrespective of discipline or special area of practice.

¹ Bold part inserted, implied in Clause 19(2)(b) of the EPA Act

Schedule 1: Competency Standard applicable to specified categories

Specified Category Sub discipline	Competency Standard
Registered Lift Inspector	Policy Document R-01-SC (this document), amplified by outcomes defined in Document R-02-SC. Sub Discipline-specific Training Requirements defined in document R-05-LI-SC
Registered Lifting Machinery Inspector	Policy Document R-01-SC (this document), amplified by outcomes defined in Document R-02-SC. Sub Discipline-specific Training Requirements defined in document R-05-LMI-SC
Registered Medical Equipment Maintainer	Policy Document R-01-SC (this document), amplified by outcomes defined in Document R-02-SC. Sub Discipline-specific Training Requirements defined in document R-05-MEM-SC
Registered Fire Protection Systems Inspector	Policy Document R-01-SC (this document), amplified by outcomes defined in Document R-02-SC. Sub Discipline-specific Training Requirements defined in document R-05-FPSI-SC
Future Registered Specified Category Practitioners	Policy Document R-01-SC (this document), amplified by outcomes defined in Document R-02-SC. Sub Discipline-specific Training Requirements defined in document R-05-unn-SC.

- 2.3.2 Assessing the competence of an applicant for registration in a specified category and particular sub-discipline on the basis of evidence presented by the applicant according to defined procedures.
- 2.3.3 Determining the educational outcomes that must be complied with by applicants for registration.
- 2.3.4 Delegating powers to register or refuse registration as a specified category candidate or a specified category practitioner in the Operating Procedures, Terms of Reference or Charters for Council and Committees of Council.
- 2.4 Any applicant who through his or her performance demonstrates competence against the standards, including educational outcomes, will be registered provided that none of the applicable conditions listed in section 19(3) of the Act apply in the particular case.
- 2.5 Provision for future Specified Category Practitioners may be established if the following criteria are conformed with:
- 2.5.1 A specified category may be established when there is an identified need to:
- Protect the public safety, health and interests; or
 - Protect the natural environment; or
 - Promote competent performance in specifically-defined areas of engineering work.
- 2.5.2 The justification for a category may arise from:
- An existing legislative requirement; or
 - A need to ensure accountability among all practitioners in a specifically-defined area of practice; or
 - A need identified for regulation of the work and behaviour of Specified Category Practitioners in an industry in the absence of specific legislation.

- 2.5.3 The nature of functions performed by the Specified Category Practitioners must have a significant engineering content assessable at least at level 5 of the 10-level National Qualifications Framework (NQF).
- 2.5.4 The principles of inclusivity, as pronounced in the Policy Document on the Professions in the Built Environment, is an important consideration. To this end, the functions of the practitioner in each Specified Category must be defined in terms of assessable competencies, including sub discipline specific requirements, and underpinning knowledge at the specifically-defined level on the NQF. Education and training providers can then design programmes to provide learning progression.
- 2.5.5 The need for **licensing (authorisation to practice)** of Specified Category Practitioners, through registration prescribed in terms of either external legislation or through the Engineering Profession Act, must not only be accepted by stakeholders of the particular industry, but also be desirable, feasible and sustainable.
- 2.5.6 ECSA's pursuit of these principles will be guided by the needs expressed by the majority of stakeholders in a particular industry/sector, tempered by the principles expounded in this document.

3. Determination of Education Requirements for Registration as a Specified Category Candidate

- 3.1 The Engineering Profession Act (Clause 18(1)) makes provision for registration in the Specified Category prescribed by the council (i.e. council may prescribe categories for Specified Category Candidates as well), namely:
 - Candidate Nnnnnnn.
- 3.2 A person intending to apply for registration in a Specified Category may first apply for registration as a Candidate in the category but is not obliged to do so. Persons who have met the educational requirements by the methods defined in Section 3.4(i) to (iv) and who are undergoing training are strongly encouraged to register as candidates.
- 3.3 The requirement for registration as a Specified Category Candidate is stated in section 19(2)(b) of the Act:

19(2) The council must register the applicant in the relevant category, and issue a registration certificate to the successful applicant in the prescribed form if, after consideration of the application, the council is satisfied that the applicant –

 - (a) [Text omitted, see 2.2 above]*
 - (b) in the case of a person applying for registration as a candidate or a candidate in a specified category, has satisfied the relevant educational outcomes determined by the council for this purpose, by-*
 - i) having passed accredited or recognised examinations at any educational institution offering educational programs in engineering; and*
 - ii) having passed any other examination that may be determined by the council; or*
 - iii) presenting evidence of prior learning in engineering.*

- 3.4 An applicant for registration as a Specified Category Candidate may satisfy the relevant educational requirements by one of the following means (as described in document E-17-SC). The applicant:
- i) holds an accredited qualification or acceptable combination of accredited qualifications prescribed for the category and sub discipline; or
 - ii) holds a qualification or combination of qualifications recognised under an international academic agreement relevant to the category and sub discipline; or
 - iii) holds a qualification or combination of qualifications that have been determined by case-by-case evaluation to satisfy criteria for substantial equivalence to an accredited qualification for the category and sub discipline by virtue of:
 - a) the qualification(s) being awarded in a jurisdiction or by a provider that has a record of quality or a quality assurance system known to ECSA; or
 - b) examination of detailed documentation on the qualification(s) reflecting substantial equivalence; or
 - iv) presents a combination of evidence determined by Council for the Specified Category that indicates an individual level of educational achievement against criteria that is substantially equivalent to an accredited qualification relevant to the specified category and sub discipline; evidence may include:
 - a) qualification(s) or credits towards qualifications not already presented under (iii); or
 - b) completion of examinations or other forms of assessment set or prescribed by Council; or
 - c) portfolio(s) of evidence of work and other outputs presented for assessment; or
 - d) other evidence of prior learning presented for assessment.
- 3.5 The criteria for accredited programmes in case (i) are defined in document E-03-P, read with the relevant standards for the Specified Category referenced in E-03-P. The standards for accredited qualifications are defined in Schedule 2.

Schedule 2: Engineering educational standard applicable to specified category practitioners and specified category candidates

Category of Registration	Educational Standard Document
Specified Category Candidates and SC Practitioners	Document E-07-PN as the baseline. Documents E-02-PE, E-02-PT, E-02-PN, E-06-PN, E-05-PT, E-08-PN and E-09-PT also acceptable. Alternatively, a completed apprenticeship in an acceptable trade (up to 4 years).

- 3.6 The policy and procedures for accrediting qualifications are defined in documents E-10-P to E-16-P. Criteria, policies and procedures for considering applicants under cases (iii) and (iv) are defined in document E-17-SC.

- 3.7 Persons who do not meet the educational requirement for candidate under (i), (ii) or (iii) fall into case (iv), and must be assessed based on the individual's specific evidence of competency. A qualification may be accredited, recognised or evaluated as partially satisfying the education requirement. In such cases, applicants may make up deficits by further learning. An applicant under (iv) may, in addition to evidence already presented, be required to undergo assessment of various forms including, but not limited to, examinations. If the applicant's qualifications and other evidence are evaluated as being substantially equivalent to, or higher than, an accredited South African qualification, the applicant is eligible for registration as a candidate in the relevant Specified Category.
- 3.8 A person is considered to have met the education requirements at the time of completion of a qualification or qualifications that are accredited, recognised or evaluated as substantially equivalent in terms of section 3.4(i), (ii) or (iii). In the case of a person who meets the educational requirements by individual assessment in terms of section 3.4(iv), the time of meeting the education requirement is the last date of completing requirements by assessment.

4. Determination of Education Requirements for Registration as a Specified Category Practitioner

- 4.1 An applicant who is already registered as a candidate in the Specified Category corresponding to that applied for at registered Specified Category Practitioner level, is not required to satisfy further educational requirements under 19(2)(a)(ii).
- 4.2 In the case of an applicant for registration as a Specified Category Practitioner who is not registered as a candidate in the relevant specified category at the time of the application, or has not by prior evaluation or assessment satisfied the educational requirements, the applicant must in terms of section 19(2)(a)(ii) of the Act demonstrate a level of educational achievement as prescribed for the Specified Category by one of the mechanisms defined in section 3.4.

Applicants Holding Accredited, Recognised or Other Qualifications

- 4.3 The four mechanisms have identical requirements to those for registration as a candidate, namely methods (i), (ii), (iii) and (iv) defined in section 3.4.
- 4.4 Criteria and processes for assessing the educational achievement of applicants for registration are as defined in Sections 4.5 to 4.8 and in document E-17-SC for Specified Category Candidate applicants.

Special provisions

- 4.5 An applicant who seeks to meet the educational requirement by methods (i), (ii) or (iii) above and who provides evidence that he or she has been continuously in training or practice in the relevant Specified Category for at least ten years since graduation and whose claim is verified via a summary of training and experience, may be evaluated against the educational standards for the category prevailing at the time that he or she completed the educational qualification.

- 4.6 An applicant who seeks to meet the educational requirements by method (iv) above, may present evidence of satisfying educational criteria by evidence of performance against a corresponding outcome at the required level, as specified in document E-17-SC.
- 4.7 An accredited, recognised or evaluated educational qualification must have a specifically-defined knowledge profile applicable to the sub discipline of the applicant's work experience. If this requirement is not met, an applicant for registration may be required to demonstrate during the registration process that he or she has an appropriate body of knowledge prescribed for the sub discipline in which he or she practises.
- 4.8 Where an applicant for educational evaluation does not demonstrate substantial equivalence against the substantial equivalence criteria, the applicant may undertake further learning and provide evidence of satisfying outstanding requirements within three years of the date of the communication informing the applicant of the educational deficiencies. No further fee is payable if the required evidence is submitted within the period.

5. Application for Registration

- 5.1 Section 19(1) of the Act requires a person wishing to register to submit an application and evidence of competence in the prescribed form:
- 5.1.1 The applicant must provide his or her history of education, training and experience;
 - 5.1.2 An application for registration as a specified category practitioner must contain evidence of competence in the required form;
 - 5.1.3 An applicant must make a declaration that:
 - a) If registered, he or she is subject to the ECSA Code of Conduct;
 - b) He or she is subject to requirements to renew registration in terms of ECSA Rules, linked to Continuing Professional Development requirements; and
 - c) He or she is not subject to any of the conditions listed in section 19(3) of the Act.
- 5.2 The process of applying for registration as a Specified Category Candidate or as a Specified Category Practitioner is detailed in document R-03-SC.
- 5.3 A person who is registered as a Specified Category Candidate may submit an application for registration as a Specified Category Practitioner, with due regard to the normal minimum period of training and experience listed in Schedule 3;
- 5.4 A person who is not registered as a candidate who claims to meet the educational requirement by mechanisms (i) or (ii) in section 3.4, may apply for recognition of educational achievement within an application for registration in the category of Specified Category Practitioner;
- 5.5 A person who is not registered as a Candidate who claims to meet the educational requirement by mechanisms (iii) or (iv) in section 3.4, is required to apply for evaluation of educational achievement prior to submitting an application for registration as a Specified Category Candidate or Specified Category Practitioner;

5.6 A person who seeks Specified Category Practitioner registration with ECSA in terms of an international register agreement must demonstrate in an interview that he or she is proficient at a level appropriate to practitioner practice, has knowledge of legislative and technical conditions applicable to his or her field of practice in South Africa, has language proficiency adequate for practice in South Africa and meets any other requirements specified in terms of the applicable international agreement

6. Policy and Process for Assessment of Competence

6.1 Each applicant must provide evidence of competence from his or her work, irrespective of the development pathway followed toward registration. Failure to provide evidence or information may result in refusal of the application. This requirement is never waived except where international agreements entered into by ECSA provide for the recognition of competence, including educational achievement, determined by another signatory.

6.2 Competency of an applicant for Specified Category Practitioner registration must be assessed by a process of peer judgement using this policy and the process defined in document R-03-SC and related documents. The assessment process must determine whether the applicant has provided evidence of competence against each outcome prescribed in the competency standards for the category and sub discipline-specific requirements set out in the Sub Discipline-specific Training Requirements (“the prescribed standards”) and make an integrated judgement of the applicant’s competence.

6.3 Council has via the Operating Procedures delegated responsibility and authority to various committees. Decision making powers related to registration are summarised in Table 1.

Table 1: Summary of Authority and Functions (Informative)	
Responsibility	Committee
Evaluate Qualifications	Technology Programmes Qualifications Evaluation Committee (TPQEC)
Consider applications and request more evidence, interview or defer, and recommend registration or refusal to Registration Committee.	Sub Discipline Specific Assessing Committees (See below)
Approve registration of successful applicants	Registration Committee (See below)
Recommend refusal of Specified Category Practitioner registration to Central Registration Committee (CRC)	
Recommend refusal of Specified Category Candidate registration to CRC	Registration Committee Chairperson
Refuse registration as a Specified Category Practitioner	Central Registration Committee (CRC)
Refuse registration as a Specified Category Candidate	
Consider appeals against registration decisions	Council

6.4 The Registration Committee for Specified Category’s is designated in the Operating Procedures/ Charter as the body responsible for assessing the competence of applicants (Extended Experience Appraisal) for Specified Category’s, and an

Assessing Committee for each sub discipline within a Specified Category. An application for registration as a Specified Category Practitioner must be allocated to an Assessing Committee depending on the sub discipline into which his or her educational qualification and work experience principally falls.

- 6.5 The assessment process must satisfy section 33 of the Constitution of the Republic of South Africa, namely, it must be lawful, reasonable and procedurally fair, and that if registration is deferred or refused, written reasons must be given. The process must be transparent to applicants, mentors and supervisors.
- 6.6 The members of each Registration Committee and Assessing Committee delegated the function of assessing the competence of applicants appointed by a Registration Committee or Assessing Committee to their panel are peer assessors. Peer assessors for applicants must:
- 6.6.1 Be registered in an appropriate Specified Category or Professional Category;
 - 6.6.2 At least one per assessment team must have specific knowledge on the sub discipline;
 - 6.6.3 Have contextual knowledge in the area of the applicant's offered evidence; and
 - 6.6.4 Be skilled in the method of competency-based assessment to the satisfaction of the registration committee.
- Assessors may be members of a Registration Committee or Assessing Committee.
- 6.7 Council may enter into an agreement with a recognised Voluntary Association (VA) having a sub disciplinary focus that aligns with the requirements of an Assessing Committee under which the VA assists in identifying assessors for listing as in section 6.6 and conducting and extended experience appraisals.

Screening of Applications

- 6.8 On receipt of an application together with supporting documents, including referees' reports, the application must be screened for completeness by a designated staff member who may be assisted if necessary by a peer assessor who is a member of the Assessing Committee. After screening, the following actions are available:
- 6.8.1 Refer the application for assessment as in sections 6.9 to 6.20; or
 - 6.8.2 Request further information from the applicant; or
 - 6.8.3 In cases where the applicant fails to provide the requested information refer the application to the Registration Committee for that committee to recommend refusal of the application to the Central Registration Committee.

Assessment of competence

- 6.9 The assessment of an applicant's competence for registering as a Specified Category Practitioner is done by conducting an Extended Experience Appraisal (EEA).
- 6.10 The Extended Experience Appraisal is a documentary assessment of the applicant's evidence of competence, including record of training and experience, record of Initial Professional Development activities and report on engineering work completed, to determine whether evidence presented indicates that he/she has achieved the level of competence specified in the prescribed standard for the

Specified Category through evidence from work. This process may be supplemented by an optional interview, on site appraisal and/or additional tests in cases where competency cannot be determined fully from documentation supplied or confirmation of evidence is required.

Conducting the Extended Experience Appraisal (EEA)

- 6.11 The Extended Experience Appraisal must be conducted by not less than four assessors in a sub discipline (Assessing Committee) of the Registration Committee qualified as in section 6.6.
- 6.12 Each assessor in the Extended Experience Appraisal must rate the evidence provided by the applicant against the prescribed standard for the category and formulate an integrated judgement of the competence of the applicant. Each assessor must make a recommendation from the following:
- 6.12.1 The applicant has provided evidence indicative of competence against the prescribed standard and may be registered; or
- 6.12.2 The applicant has not provided evidence indicative of competence against particular criteria in the prescribed standards. An assessor may indicate that:
- a) it is feasible for the applicant to take steps to obtain the outstanding evidence of competency within a period of 12 months; or
 - c) further information is required from the applicant and that this should be elicited via an interview or a request for more evidence on specific items listed.
- 6.13 On completion of the experience appraisal, the individual reports are considered by the Assessing Committee, who must determine the course of action from the following:
- 6.13.1 The applicant has provided evidence of competence against the prescribed standards and recommend to the Registration Committee that it register the applicant; or
- 6.13.2 The applicant has not provided evidence of competence against particular criteria in the prescribed standards and recommend to the Registration Committee that it refuses registration, stating reasons for refusal; or
- 6.13.3 The applicant has not provided evidence of competence against particular criteria in the prescribed standard and stating reasons, defer the application in terms of section 6.15 as it is feasible for the applicant to take steps to obtain the outstanding evidence of competency within a period of 12 months; or
- 6.13.4 The applicant be interviewed to evaluate aspects of his or her competence identified by the assessors; or
- 6.13.5 The applicant be requested to submit more evidence on specific items listed. Upon receipt of this evidence the Assessing Committee must proceed according to 6.13.1, 6.13.2, 6.13.3 or 6.13.4.
- 6.14 Interviews must be conducted by not less than two interviewers who may have been assessors for the particular case. After considering the interview report the

Assessing Committee must proceed according to 6.13.1, 6.13.2 or 6.13.3.

Deferral

- 6.15 Where an applicant for registration in a Specified Category does not provide evidence of competence against part or parts of the prescribed standards, the application may be deferred by the Assessing Committee, for a period not exceeding twelve months if it is considered feasible for the candidate to obtain evidence of satisfying outstanding requirements in that time.
- 6.15.1 The period of twelve months commences on the date of the communication informing the applicant of the deferment and reasons for deferment;
 - 6.15.2 No further fee is payable if the required evidence is submitted within the period;
 - 6.15.3 If the period of deferral is exceeded, the applicant must make a new, complete application, pay the prescribed fee and provide evidence of competence against all requirements;
 - 6.15.4 Deferment in terms of section 6.15 may, on application stating the grounds for the extension made prior to the expiry of the twelve month period, be extended for a further twelve months;
 - 6.15.5 An applicant may on submission of new evidence after a deferment be granted a further deferment of up to twelve months;
 - 6.15.6 An applicant may only once benefit by the concession in 6.15.4 or 6.15.5; and
 - 6.15.7 In providing evidence after a deferral, an applicant is not required to provide new evidence against the requirements already satisfied.

Registration Committee Actions

- 6.16 After the process defined through sections 6.6 to 6.15, the Registration Committee is required to receive the original application, collated report from the Assessing Committee, reports from the individual peer assessors and referees and must make a determination as follows:
- 6.16.1 make a decision to register an applicant who has demonstrated competence against the prescribed standards; or
 - 6.16.2 in the case of an applicant who has not demonstrated competence against the prescribed standards, recommend to the Central Registration Committee that it should refuse registration, stating the reasons for the refusal; or
 - 6.16.3 refer the application back for consideration by the parties appropriate to the case.
- 6.17 The Registration Committee contemplating a decision under 6.16.3 may require an applicant to undertake an additional test or tests. Further tests may include, but are not restricted to, oral presentations and essays written under examination conditions.
- 6.18 The Registration Committee must moderate all recommendations from the Assessing Committee.
- 6.19 When an application for specified category practitioner registration has been refused, the applicant may submit a new application for registration as soon as evidence of competence against all identified deficient outcomes is available. Provided that the new application is made within five years, and a record of practitioner development has been maintained, credit for competence previously recognised against specific outcomes stands.

Date of Registration

- 6.20 The Date of Registration is that date on which Council, through the committee with delegated power to register for the category, decided to register the applicant. This date appears on original and replacement registration certificates.

7. Specified Category Practitioner Development toward Registration

- 7.1 The process of experience and training that brings an individual to the level of competency required for registration is not prescribed by ECSA; the level of achievement is however defined in the competency standards. It is recognised that many routes to attaining this competency exist. Guidelines to employers, mentors and aspiring registrants are given in document R-04-SC. These guidelines, together with an accredited qualification define a benchmark route to developing the competency required for registration. Candidates proceeding to registration by any route are assessed identically according to the competency standards and defined procedures.
- 7.2 The training guidelines in R-04-SC may be supplemented by guidelines for particular sub disciplines of registration and work contexts. Examples of work contexts include but are not limited to sub disciplines, industry sectors, engineering management and academic staff at higher education institutions. Context-specific guidelines must be approved by the relevant discipline within the registration committee.

Period of Training

- 7.3 ECSA does not usually consider an application for registration unless the period of training and experience shown in Schedule 3 has been completed:
- 7.3.1 In the case of a person meeting the education requirements under sections 3.4(i), (ii) or (iii), the required period starts not earlier than the date of meeting the requirement for qualification(s), and
- 7.3.2 In the case of a person who meets the education requirement by assessment in terms of section 3.4(iv) the educational requirement may be completed at any time before applying for registration, but the time period in terms of Schedule 3 will commence when the last qualifying examination/qualification is attained.

Schedule 3: Minimum duration of education, training and experience for various pathways towards registration:

Pathway	Qualification	Post Qualification Total Training and Experience in the Specific Discipline	Post Qualification Experience (part of total) with Responsibility as Indicated
Experience Route (Alternative Route)	No Tertiary Qualification	NQF 1 level: 20 years NQF 2 level: 15 years NQF 3 level: 10 years NQF 4 level: 5 years	2 years test and inspection or commissioning
Benchmark Route	Higher Certificate in Engineering or Equivalent (NQF 5) or Completed Apprenticeship in an Acceptable Trade (up to 4 years)	NQF 5 level: 3 years	2 years inspection, testing, commissioning, handover, certification, etc.
Engineering Management Type Route	BSc (Eng), BEng, Btech, N Dip, Advanced Certificate or Equivalent in terms of Clause 3.4, but not eligible for ECSA registration in any of the Professional Categories.	NQF 6 level: 3 years NQF 7 level: 3 years NQF 8 level: 3 years	2 years planning, organising, leading, implementing and controlling engineering activities, including design control and approval, budget compilation and control, quality, environmental, safety and society management, legal matters, skills development, report and instruction writing, meeting management, ethics, etc.
Notes:	<ol style="list-style-type: none"> 1. Training and experience must incorporate legal requirements stipulated in laws, regulations and standards applicable (As detailed in the Sub Discipline-specific Training Requirements (SDSTR's) R-05-nnn-SC). 2. Training and experience must incorporate practical requirements detailed by equipment manufacturers, codes of practice, etc. applicable to the specific field (As detailed in the SDSTR's R-05-nnn-SC). 3. Academic programmes referred to above must be accredited, recognised or evaluated as equivalent, with individual assessment where required. 4. Equivalent refers to Equivalent Qualifications to the qualification(s) listed, e.g. past and future qualifications developed by the education providers (QCTO, TVET) and accredited or recognised by ECSA.. 		

8. Employer's Commitment and Undertaking and Candidacy Programmes

- 8.1 A Commitment and Undertaking (C&U) is an agreement entered into between an employer and ECSA under which the employer commits to the train candidates to the standard required for registration in an identified specified category. A commitment and undertaking may be entered into for one or more of the Specified Categories. In entering a C&U, the employer signifies the intent to:
- a) Structure and execute training of candidates in accordance with the competency statements, policies and guidelines laid down by ECSA for the applicable Specified Category;
 - b) Ensure adequate supervision of candidates by registered persons;
 - c) Register mentors with ECSA and ensure adequate mentoring of candidates; and
 - d) Provide regular guidance to the candidates through competent supervisors and mentors.
- 8.2 A candidacy programme is a framework for employers to plan and execute training toward registration in a specified category. A candidacy programme is one means of implementing a Commitment and Undertaking. A candidacy programme has the following components:
- 8.2.1 The candidate is employed in a candidacy programme by the employer who will provide the training and experience. The objective of the programme is for the candidate to become registered with ECSA in the appropriate category;
- 8.2.2 The competency standards generated by ECSA are used as workplace standards. They define the outcomes of the training programme; the employer must define the process to build up competence to the required level. The employer must make specific reference to the workplace standards in its workplace skills plan. In addition, context-specific training requirements generated by the sector as represented in ECSA's Sub Discipline Specific Training Requirements must be used. These must not conflict with the generic competencies but rather provide amplification in the particular work context;
- 8.2.3 If not already registered, the trainee should register in the appropriate candidate category with ECSA as early as possible in the training period;
- 8.2.4 The employer provides a supervisor internal to the company and a mentor who should preferably be internal but may be external. While supervisor and mentor may change from time to time, employers must ensure continuity of supervision and mentoring;
- 8.2.5 Structured work experience is provided by the employer to the candidate. This work is managed using a standard format training record. The candidate's progress is assessed on an ongoing basis by supervisors and mentors, also using the training record for documentation;
- 8.2.6 When the candidate is considered to be ready for registration, he or she applies to ECSA for registration. Evidence of competence is provided as required by ECSA, including the training record. The summative assessment of competence is performed by ECSA; and

8.2.7 Success in attaining registration is considered to be evidence of the quality of the training programme. The workplace learning programme is not subject to formal quality assurance.

Requirements on Candidates Supervisors, Mentors and Referees

8.2.8 Various sections of the Act require registration for particular aspects of work. Section 18(2) requires registration for practice in a Specified Category. Section 18(3) requires a person who practises in a consulting capacity to be registered in an appropriate category. Section 18(4) requires a person registered as a candidate to work under the supervision and control of a registered person.

8.2.9 Section 26 empowers and requires ECSA to identify work that must be performed or supervised and controlled only by registered persons who remains accountable for the work. When this identified work is promulgated, it may place further restriction on trainees who are not registered as candidates.

8.2.10 In such cases, the candidate or trainee who is not registered as a candidate in a Specified Category must work under the supervision of a registered person. Supervision may not be direct but the supervisor remains accountable for the work and behaviour of the candidate/trainee from a fully informed position. The supervisor would normally guide and mentor the candidate's development. The candidate may be mentored by another registered person in the employer organisation

8.2.11 If employers do not have suitable persons as internal mentors in their employ, they must ensure that external mentors be appointed. Mentors thus appointed should be sensitive to any limitations which the employer may wish to set in any given situation. Such mentors cannot be held accountable for work performed by the trainee. Thus, the supervisor and mentor, if different from the supervisor, must both be registered in an appropriate Specified Category.

8.2.12 The training guide, R-04-SC, gives guidance on ways of dealing with the problem that the candidate must demonstrate the ability to take responsibility but is not allowed to do so.

Advanced Academic Programmes

8.2.13 Applicants for Specified Category Practitioner registration who have completed higher education programmes beyond the level required for registration in the category may offer appropriate aspects of the advanced programme as part of the evidence of competence, provided that the aspects of the programme so offered provide evidence of demonstrating specific outcomes at the required level.

8.2.14 The contribution of the advanced higher education programme to demonstrating relevant competencies must be certified by a supervisor or head of department who is registered in the category in question.

Continuing Professional Development Type Activities Prior to Registration

8.2.15 Outcome 11 of the competency standards requires the applicant to demonstrate ability to manage and undertake Initial Professional Development. (IPD). Applicants are therefore required to plan and undertake training activities during their candidacy.

Training Outside the Republic of South Africa

8.2.16 Applicants who received their practical training in engineering work abroad will be considered in accordance with the principles and requirements contained in this Policy Statement.

Obligations on Attaining Registration

8.2.17 Once an applicant has become registered, the Act and ECSA's policy on renewal of registration impose several obligations on the person. First, the ECSA Code of Conduct applies, as would any ECSA-approved code of practice. This includes the requirement that the person must work within the limits of competence. Second, the registered person is subject to CPD requirements. Third, annual fees must be paid.

9. Transition from Previous System in Force

9.1 For Specified Category Practitioners, the approval of competency standards by Council for meeting the educational requirements and setting out the experiential requirements brings about detailed changes in the method of assessing and the focus of training and development toward registration.

9.2 The introduction of Specified Category Candidacy registration and an associated commitment and undertaking system as a result, opened up the possibility for Specified Category Practitioners to take up their rightful place as respected members of the engineering team.

9.3 Council will therefore publish transitional arrangements and requirements as required.

Appendix A: Definitions and Abbreviations

Definitions

Accreditation Criteria: See document E-01-P

Accredited Qualification: See document E-01-P

Alternative Route: See section 7.3

Assessing Committee: The committee delegated the function of assessing applications for registration in a specific discipline within a specified category, and submitting recommendations to the Registration Committee.

Benchmark Route: The normal process required to attain registration, consisting of the completion of an accredited, recognised or evaluated equivalent qualification and a well-structured and effectively executed programme of training and experience for the category of registration. See section 7.3

Competency Assessment: Is a summative assessment of an individual's competency against the prescribed standard based on evidence from the individual's work, reports by qualified observers, and other tests.

Competency Standard: Statement of competence required for a defined purpose.

Continuing Professional Development: The systematic, accountable maintenance, improvement and broadening of knowledge and skills, and the development of personal qualities necessary for the execution of professional and technical duties throughout an engineering practitioner's career.

Engineering Discipline: A generally-recognised, major subdivision of engineering such as the traditional *disciplines* of Chemical, Civil, or Electrical Engineering

Experience Appraisal: See section 6.

Extended Experience Appraisal: See section 6.9

Generic Baseline Competency: The competency for a specified category defined in terms of outcomes, including the expected level of performance that can be demonstrated in a range of occupational and/or managerial contexts.

Inclusivity (Council for the Built Environment): A concept that *should be promoted by identification and recognition of the various levels of competence in each profession and the registration of applicants at each level. In order to maximise the value of the human resource potential in the professions, it is necessary for the councils to identify each entry level and to specify the requirements for progression from one registration category to the next. The only constraint on progression up the hierarchy of professional competence should be the individual potential and ability to satisfy requirements for registration.*

Initial Professional Development: Systematic participation in the activities typical of Continuing Professional Development but carried out prior to registration.

Integrated performance: Means that demonstration of competence via an activity requires several outcomes and specific requirements to be satisfactorily attained.

Licence: Is an entitlement by law granted to persons who meet relevant standards of competence and specific requirements to take defined responsibilities to perform defined functions. A licence is not perpetual and may be withdrawn resulting from contravention of a law or the code of conduct.

Mentor: A person registered as a specified category practitioner who guides the competency development of a candidate in an appropriate discipline.

Normal Route: Synonymous with benchmark route.

Practice Area: A distinctive area of knowledge and expertise developed by an engineering practitioner by virtue of the path of education, training and experience followed.

Prescribed Standards: The competency standards (outcomes) for the category and sub discipline specific requirements that must be satisfied by an applicant for registration.

Recognised Qualification: See document E-01-P.

Registration: The same definition can be used as in “Licence”. However, in terms of the Engineering Profession Act, a person who is compelled to register before being permitted to perform identified work is in effect awarded a *licence*. In other cases, where work has not been identified, a person performing such work may still apply for registration – in which case registration does not constitute a licence. Furthermore, a licence may be granted under authority of another Act which requires that a person must be registered with ECSA (in a specified category) before being permitted to perform work regulated by that Act, i.e. Lift Inspectors.

Registration Committee: Is a registration committee composed of specified category practitioners considering recommendations from Sub Discipline Specific Assessing Committees.

Specified Category (SC): Means a category created for registered persons, other than professional or candidate engineers, certificated engineers, engineering technologists and engineering technicians, who has specific training and experience pertaining to a specialised field that has to be regulated. It is a category of registration created for persons who must be licensed through the Engineering Profession Act or a combination of the Engineering Profession Act and external legislation as having specific competencies related to an identified need to protect the safety, health and interest or the environment, in relation to engineering activity.

Standard: In the educational context, see document E-07-PN or the documents listed in Schedule 2; in the registration context, see document R-02-SC.

Sub discipline: a generally-recognised practice area or major subdivision within an engineering discipline, for example within Mechanical Engineering: Lifting Machinery Inspectors

Substantial Equivalence: Applied to educational programmes means that two programmes, while not meeting a single set of criteria are both acceptable as preparing their respective graduates to enter training and experience toward registration.

Team Leader: A member of the Assessing Committee collating the individual assessments and reporting the summative assessment to the Registration Committee.

Supervisor: A practitioner registered in a specified category who oversees, controls and takes responsibility for engineering work performed by a SC candidate.

Abbreviations

CPD:	Continuing Professional Development
CA:	Competency Assessment
C&U:	Commitment and Undertaking
ECSA:	Engineering Council of South Africa
EEA:	Extended Experience Appraisal
IPD:	Initial Professional Development
nnn:	Existing or future SC's
RSC:	Registered Specified Category
SDSTR::	Sub Discipline-specific Training Requirements
SC:	Specified Category
SCC:	Specified Category Candidate

Revision History

Version	Date	Revised/Approved by	Nature of Revision
Concept A:	18 Aug.2014	Erasmus (JIC)	Original document developed from R-01-P and CRC's Policy on Specified Categories Rev 7
Concept B:	8 Sep 2014	Erasmus (JIC)	Editing by Messrs. Van Niekerk and Erasmus
Concept C	1 Oct 2014	Erasmus (JIC)	Editing by Dr Lawless w.r.t. professional review versus interviews and QCTO matters
Concept D	1 Jan 2015	Erasmus (JIC)	Editing by Dr Stidworthy and Erasmus (Fig 1 and Schedule 1 w.r.t. transfer of discipline specific criteria from E-07-SC to R-05-nnn-SC)
Concept E	20 Mar 2015	Erasmus (JIC)	Editing due to Specified Category Policy Rev 7 on ECSA's website not being the most recent version approved by CRC. "Registration committee" replaced with "assessing committee" where applicable. "Strikethrough" used for deleted and "underline" for added. Clause 3.1 corrected – refers to #18(1)©, not #19(1)(b).
Concept F	15 April 2015	Erasmus (JIC)	Version designation revised from "Rev" to "Concept". Watermark added. Figure 1 amended to replace R-04-P with R-04-SC. E-07-SC replaced with E-07-PN. Schedule 7 updated. Clauses 6.22, 7.2 and 7.5.2 corrected. Schedules 8 and 9 updated. Definition for Team Leader added. Abbreviations for CSC and RSC added.
Concept G	5 June 2015	CRC Working Group	Providing for a higher level type of Specified Category called Engineering Management. Incorporating editing by Dr Stidworthy and Mr Van Niekerk.
Concept H	5 June 2015	Working Group (WG)	Logical improvements recommended by the WG implemented. Schedule 7 revised entirely. Concept of sub-discipline added.
Concept J	9 July 2015	Working Group (WG) draft for submission to the CRC, and SC Committees	Changes to Figure 1 to include Commitment and Undertaking (C&U)
Concept K	7 September 2015	Working Group (WG) draft for submission to the CRC, and SC Committees. Approved by JIC for submission to TC	Amended and approved by Working Group. Change "Sub Discipline Specific Training Guide" to "Sub Discipline Specific Training Requirements" and minor editing.
Concept L	15 December 2015	Informal JIC WG to revise R-01-P	Corrections to R-01-P incorporated in this revision
Rev 1	24 March 2015	Approved by Council	No amendments

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