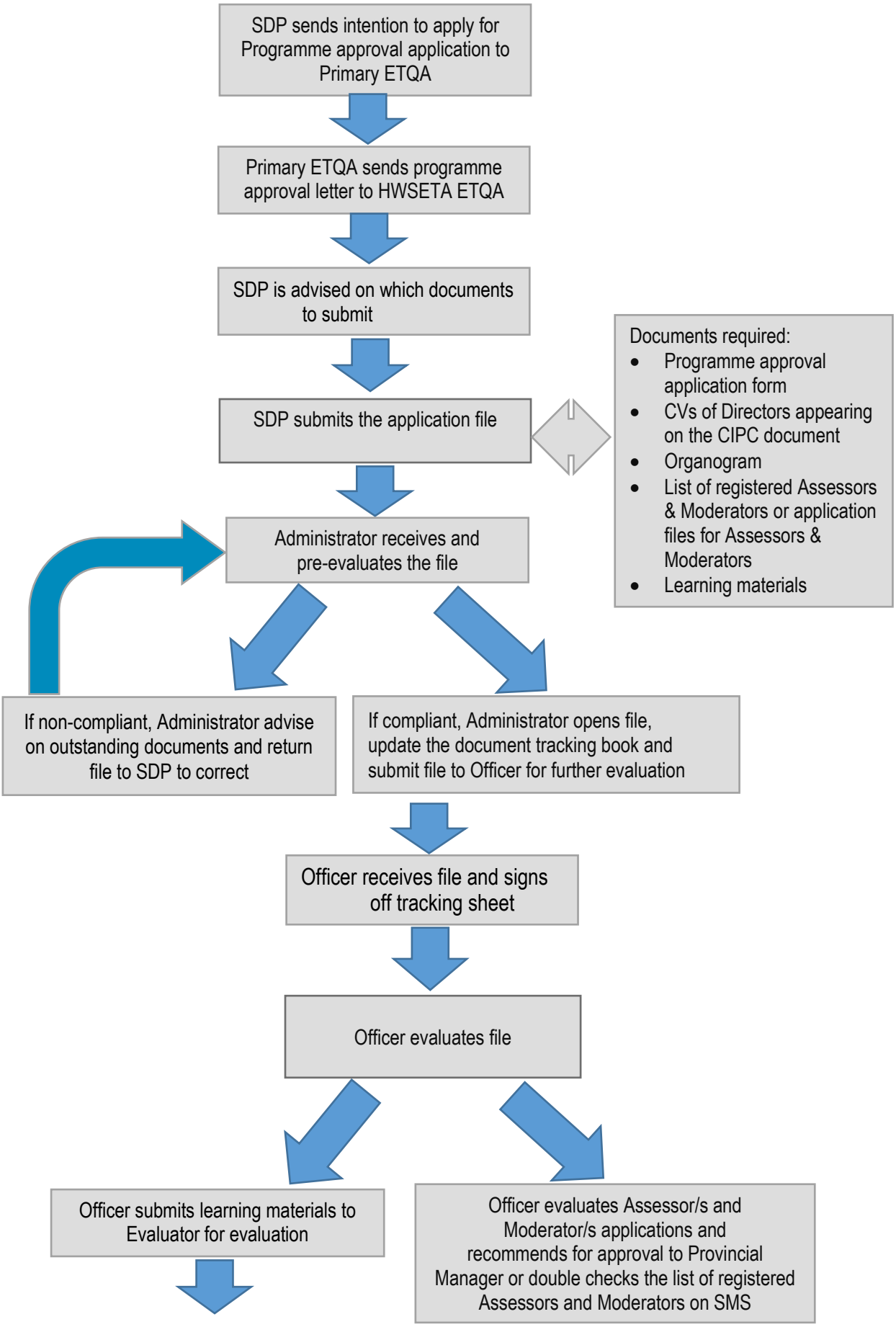
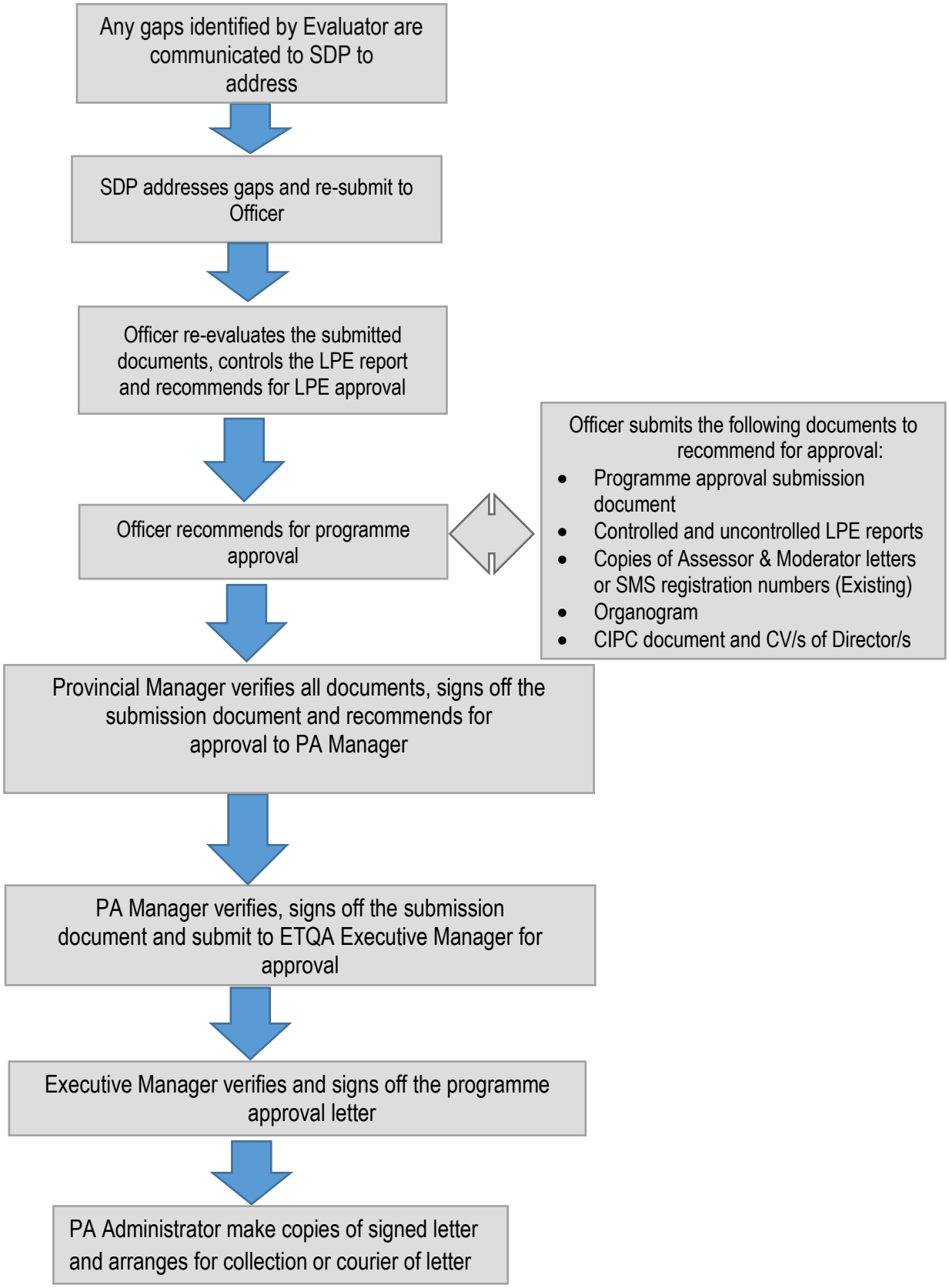
PROGRAMME APPROVAL (MOU) PROCESS FLOW CHART




Any gaps identified by Evaluator are communicated to SDP to address
SDP addresses gaps and re-submit to Officer
Officer re-evaluates the submitted documents, controls the LPE report and recommends for LPE approval
Officer recommends for programme approval
Officer submits the following documents to recommend for approval:
• Programme approval submission document
• Controlled and uncontrolled LPE reports
• Copies of Assessor & Moderator letters or SMS registration numbers (Existing)
• Organogram
• CIPC document and CV/s of Director/s
Provincial Manager verifies all documents, signs off the submission document and recommends for approval to PA Manager
PA Manager verifies, signs off the submission document and submit to ETQA Executive Manager for approval
Executive Manager verifies and signs off the programme approval letter
PA Administrator make copies of signed letter and arranges for collection or courier of letter