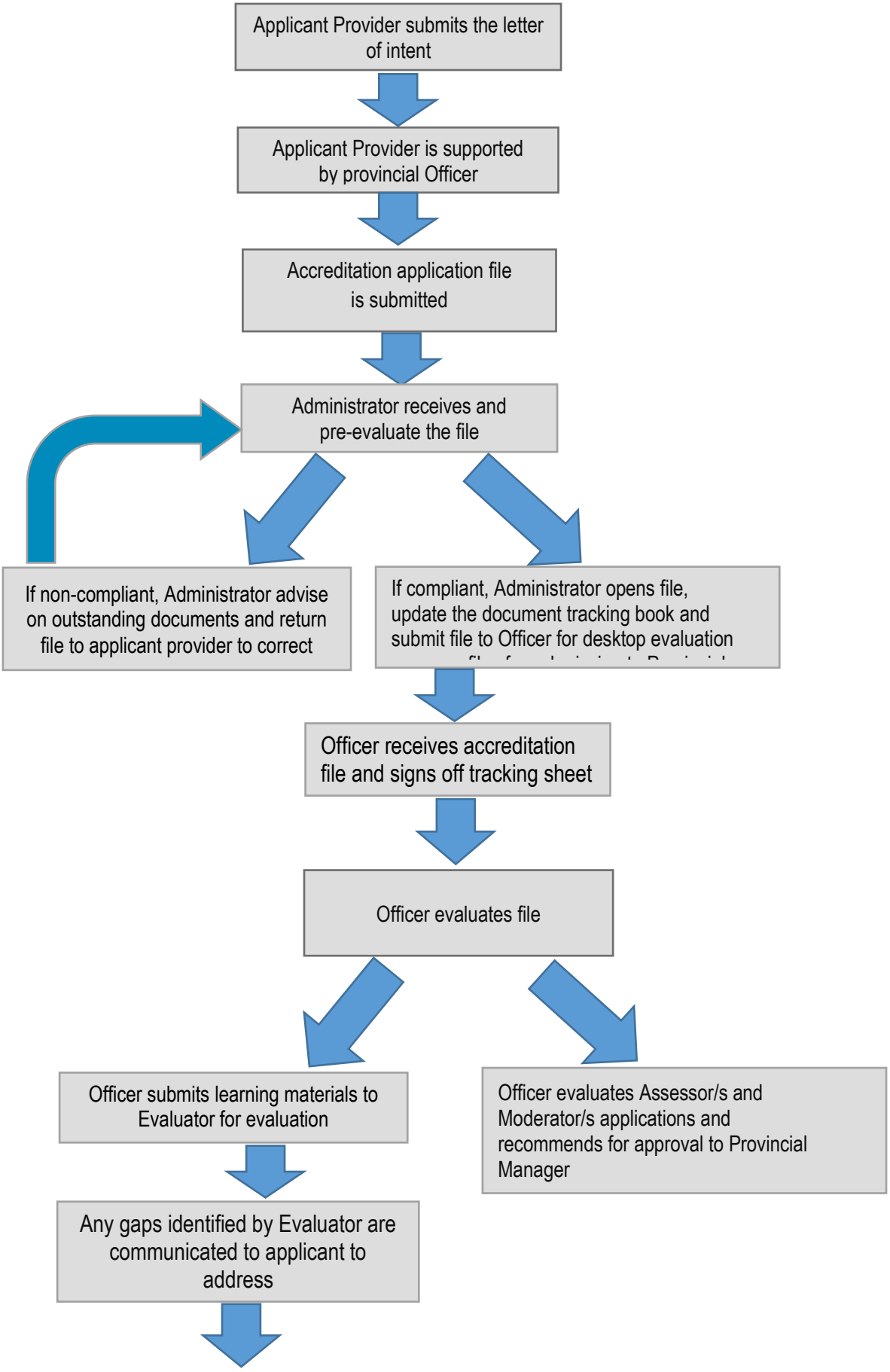
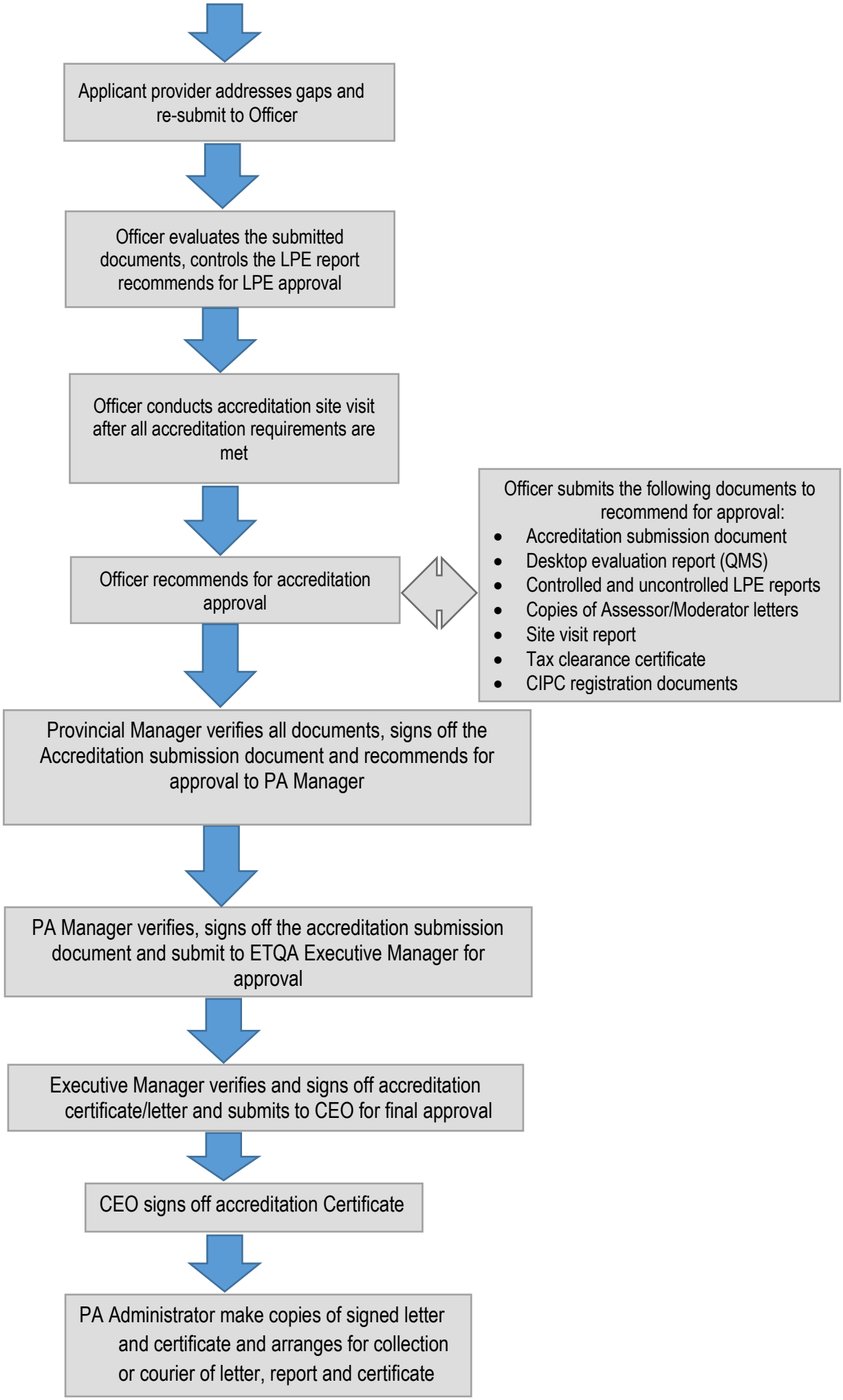
ACCREDITATION PROCESS FLOW CHART




Applicant provider addresses gaps and re-submit to Officer
Officer evaluates the submitted documents, controls the LPE report recommends for LPE approval
Officer conducts accreditation site visit after all accreditation requirements are met
Officer recommends for accreditation approval
Officer submits the following documents to recommend for approval:
• Accreditation submission document
• Desktop evaluation report (QMS)
• Controlled and uncontrolled LPE reports
• Copies of Assessor/Moderator letters
• Site visit report
• Tax clearance certificate
• CIPC registration documents
Provincial Manager verifies all documents, signs off the Accreditation submission document and recommends for approval to PA Manager
PA Manager verifies, signs off the accreditation submission document and submit to ETQA Executive Manager for approval
Executive Manager verifies and signs off accreditation certificate/letter and submits to CEO for final approval
CEO signs off accreditation Certificate
PA Administrator make copies of signed letter and certificate and arranges for collection or courier of letter, report and certificate