

Qualification Guide: National Certificate: Tactical Road Traffic Operation

Welcome as a learner in the **National Certificate: Tactical Road Traffic Operations**. This qualification articulates to the National Diploma: Policing. This means that when learners complete Traffic Management (1st year) they qualify to register for the National Diploma: Policing 2nd year)

1. Entry Requirements

- A grade 12 certificate
- An equivalent NQF Level 4 qualification

2. Costs

The following is a breakdown of all the costs for this qualification.

2.1 Tuition Fees

Payments Structure

<i>Terms</i>	<i>Amount</i>
<i>Registration Fee</i>	<i>R250.00</i>
<i>Deposit</i>	<i>R2000.00</i>
<i>Installment</i>	<i>R1640 x 11 months</i>
<i>Sub Total</i>	<i>R18040,00 + R250 + R2000</i>
TOTAL	<u>R20 290.00 (15% vat incl)</u>

2.2 Examination Fee

Examination fees – R200.00 per module per learner AND
Re-examination fees – R200.00 per module per learner

3. How to enrol

Complete the enclosed registration form and attach the following documents:

- A copy of your ID/Passport
- Copy of your latest qualifications
- Proof of registration payment

4. How to pay your fees:

- Please make use of the specified banking details below:

NZOTHO SCHOOL OF POLICING

Account Name: NZOTHO TRADINGS

Bank: FNB Bank

Account no: 627 684 453 24

Ref: ID number

5. Study Material

Your study material consists of the following:

- Learner Guides
- Assessments (Assignments)
- Qualification Guide

6. Examinations

- Examinations will be written during the first semester and the second semester. It is required that learners submit one assignment per module. Learners must achieve a minimum of 50% per assignment. Three Modules will be written during the first semester (Module 1, 2 and 3) and three Modules during second semester (Module 4, 5 and 6).

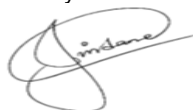
8. Below is an outline of all modules and unit standards of the qualification.

Module	Contents (Unit standards covered)	Unit Standard	Assignments	Examinations
SAQA ID: 80046	FIRST SEMESTER	Credits		
1. Legislation	<ul style="list-style-type: none"> ▪ Demonstrate knowledge and application of the Occupational Health and Safety Act, 85 of 1993 (OHSA) as amended and the responsibilities of management in terms of the Act ▪ Demonstrate understanding of the principles of common law crimes and statutory law offences ▪ Demonstrate an understanding of stress in order to apply strategies to achieve optimal stress levels in personal and work situations ▪ Apply basic financial procedures to PFMA principles 	242668 120484 15096 114873	Assignment 1	One Exam
2. Organisational Management	<ul style="list-style-type: none"> ▪ Describe and apply the management functions of an organization ▪ Develop, implement and evaluate a project plan ▪ Manage a diverse work force to add value ▪ Present information in report format ▪ Create, maintain and update record keeping systems 	14667 252022 252043 110023 115855	Assignment 2	One Exam
3. Operational Traffic Management	<ul style="list-style-type: none"> • Control Traffic • Attend to and manage a collision scene ▪ Demonstrate an understanding of the role and functions of a Peace Officer and traffic Warden 	256520 11981 377224	Assignment 3	One Exam
4. Manage Performance	<ul style="list-style-type: none"> ▪ Induct a new employee ▪ Build teams to achieve goals and objectives ▪ Conduct a disciplinary hearing ▪ Deal with sub-standard performance in a team 	10980 252037 255514 252189	Assignment 4	One Exam
5. Organisational Ethics	<ul style="list-style-type: none"> ▪ Adhere to professional conduct and organisational ethics ▪ Customise an anti-corruption strategy at operational level for a Public Sector Department ▪ Apply the principles of ethics to improve organisational culture ▪ Conduct a range of audits 	120476 243264 252042 117392	Assignment 5	One Exam
6. Communication	<ul style="list-style-type: none"> ▪ Utilise communication and information management systems ▪ Use communication techniques effectively ▪ Monitor and evaluate team members against performance standards ▪ Conduct a structured meeting 	251963 12433 252034 242816	Assignment 6	One Exam

9. Further your studies

After completion of this qualification, you would be able to further your studies in the National Diploma: Policing. Should you need any more information please do not hesitate to call us on 015 291 3931.

Thank you



STRIKE SINDANE
DIRECTOR/CEO