

# **APOL11: PROFESSIONAL DESIGNATION AND MEMBERSHIP**

**Compiled by:** ABP Professionalisation  
Portfolio

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## **1. Purpose**

The purpose of this policy is to establish comprehensive guidelines and criteria for the development, awarding, monitoring, and revocation of professional designations by the Association of B-BBEE Professionals (ABP).

## **2. Scope**

This policy and criteria applies to:

- All members of ABP who are registered with a professional designation
- All ABP employees who perform functions associated with the awarding of professional designations.

## **3. Policy Statement**

ABP commits to maintaining high standards in the development, awarding, monitoring, and revocation of its professional designations. ABP also commits to ensuring transparency, fairness, and consistency in its processes, aligning with SAQA's requirements.

## **4. Development of Designations**

ABP is dedicated to establishing and continuously enhancing professional designations and criteria to ensure the highest standards for B-BBEE professionals in South Africa.

These professional designations and criteria will be developed inclusively, engaging in consultations with ABP members.

Stakeholders in the B-BBEE industry, including businesses, individuals, or practitioners, may recognise the need for new professional designations and bring this to ABP's attention. Such proposals will be assessed by the ABP Board for possible inclusion. When the need for a new professional designation is identified, a formal application process will begin. This involves completing the necessary SAQA documentation and application forms, which will be endorsed by the ABP Chairperson. The designation description will include:

- A brief overview of the designation
- Required qualifications registered on the NQF
- Relevant workplace experience, experiential learning, or practical experience
- Competency assessments
- Continuing Professional Development (CPD) requirements
- Application of Recognition of Prior Learning (RPL)
- Designation competencies
- Professional designation progression pathway

The professional designation will be grounded in the specific knowledge, skills, and abilities pertinent to the B-BBEE profession, forming the basis of the competency framework associated with the designation.

The criteria for these designations will be clear, transparent, and based on evidence.

These designations will be developed in compliance with legislative directives, requirements, and SAQA guidelines, and will align with relevant qualifications registered with SAQA.

## **5. Awarding of Professional Designations**

Individuals who apply for an ABP professional designation and meet the necessary criteria are granted the designation.

The criteria include:

- Specific qualification requirements
- Passing a stipulated assessment, if applicable

- Submission of a Portfolio of Evidence, if applicable
- A specified number of years of experience

The application process is conducted electronically. The registration committee, comprising experienced and designated B-BBEE professionals, reviews and evaluates the application along with the required documentary evidence. This committee, authorised by the ABP Board, oversees the application and certification processes.

The appointed ABP administrator(s) forward the applications to the board for review and approval.

Applicants who fulfil all the requirements and criteria for the relevant designation are awarded the designation in a fair and transparent manner, based on the provided evidence. If an applicant does not meet the underlying qualification requirements, a Recognition of Prior Learning (RPL) assessment may be requested and applied. The RPL process aligns with ABP's commitment to equity, redress, and inclusion, and adheres to ABP and SAQA policies and procedures in a fair and transparent manner.

The outcome of the application is communicated to the applicant and a designation certificate is issued to the individual.

## 5.1. Designations

### Registered Professional Designation(s):

The following professional designation(s) are offered by ABP and registered with SAQA:

Designation Title	SAQA Designation ID
Economic Empowerment Professional (EEP)	720

### Non-Registered Professional Designation(s):

The following non-registered designation(s) are offered by ABP:

Designation Title
Associate Economic Empowerment Professional (AEEP)

## 5.2. Criteria for Professional Designation

Economic Empowerment Professional (EEP):

In order for an applicant to be awarded the EEP designation by ABP, they are required to meet at least one of the following qualification requirement options:

### Option 1:

- Successful completion and passing of the Management Development Programme (MDP) B-BBEE course, presented at NQF Level 7 (*The candidate had to have met the pre-requisites of the respective universities to enrol – being a NQF 6 Level*)

### Option 2:

- Possession of an NQF Level 7 qualification in the fields related to Law or Finance (e.g., BCom Financial Management, BCom Auditing, BCom Law, LLB Law, etc)
- At least 2 years of evidenced experience in the B-BBEE industry
- Successful interview screening by the ABP board

### Option 3:

- Possession of an NQF Level 7 qualification in a non-law or finance related field as depicted above
- Successful completion of the “Smart Course” offered by ABP

### Option 4:

- Possession of an NQF Level 7 qualification in a non-law or finance related field as depicted above
- At least 5 years of evidenced experience in the B-BBEE industry

## 5.3. Foreign Qualifications

- All foreign obtained qualifications must be evaluated by SAQA and must be found to be comparable to the relevant South African qualifications
- Proof of SAQA evaluation certificate or report must be provided to ABP on registration or application by the professional
- Where no evaluation certificates or reports are provided, such foreign obtained qualification will not be recognised by ABP

#### **5.4. Fields of Specialisation**

To highlight the key areas of specialisation among members, each applicant awarded the EEP designation will be assigned a specialisation area, as outlined below, based on their relevant expertise and/or background:

##### *EE Verification Professional*

- All verification professionals including SANAS accredited Technical Signatories and Verification Analysts.

##### *EE Consulting Professional*

- All consultants operating in the B-BBEE Industry including, but not limited to, legal practitioners, HR consultants, ESD and SED consultants as well as Business Analysts.

##### *EE Practitioner Professional*

- All industry practitioners including but not limited to Supply Chain specialists, transformation executives or specialists, ESD and SED Project Managers.

Applicants can transition between the three specialised fields if they fulfil the criteria for the desired specialisation. To be recognised as a professional in any of these areas, applicants must have obtained the EEP designation and be registered with ABP. For those not yet registered as an EE Professional, the Recognition of Prior Learning (RPL) policy can be taken into account for admission.

#### **5.5. Associate Economic Empowerment Professional (AEEP)**

This non-registered designation is intended for applicants who lack an NQF Level 7 qualification and/or an MDP B-BBEE but possess significant experience in the BEE industry. Applicants in this category may qualify for the registered EEP designation through the Recognition of Prior Learning (RPL) process. For more details, refer to Policy APOL23: RECOGNITION OF PRIOR LEARNING.

## **6. Monitoring of Professional Designations**

ABP monitors the good standing of designated members to ensure they continually meet the criteria for professional designations.

This monitoring includes, but is not limited to, auditing members' Continuing Professional Development (CPD) activities. Regular reminders are sent to members to uphold CPD requirements and maintain their membership status annually, in line with ABP's CPD policy and membership requirements.

Monitoring is conducted in a fair and transparent manner, utilising various communication channels with ABP members.

Refer to APOL14: CONTINUED PROFESSIONAL DEVELOPMENT for further clarity.

## **7. Revoking of Professional Designations**

ABP retains the right to revoke any Professional Designation awarded to an individual on the following basis:

- a) Failure to satisfy the CPD requirements as outlined by the ABP CPD Policy for the specified period. (refer to exemption note below)
- b) Failure to maintain good standing regarding membership fees as mandated by the ABP Board.
- c) If the member is convicted of a criminal offense or accused of unethical behaviour by a fellow member, employer, or the general public.

If any of the aforementioned violations come to the attention of the ABP, the following procedure will be initiated:

- a) A disciplinary hearing will take place.
- b) If it is determined that the member has breached any of the outlined criteria, the member will be notified of the sanction according to the disciplinary process.
- c) The member's professional designation will be revoked.
- d) The member will receive written notification.
- e) The member's designation will be removed from the database.
- f) The ABP website will be updated to reflect this change.
- g) SAQA will be notified during the relevant ABP reporting cycle.

The revocation of any designation by ABP will be conducted in a fair and transparent manner, as detailed in the association's disciplinary process.

Exemptions may be granted in cases of maternity leave, temporary incapacity, or extended absence from the country. A written application for exemption must be submitted to ABP by the designated member.

## **8. Appeals Process**

An individual whose application for a professional designation is denied, or a member whose designation is revoked, has the right to appeal the decision by adhering to the appeal process outlined in the ABP's disciplinary procedures.