



POLICY AND PROCEDURE FOR THE AWARDING AND RETENTION OF SARIPA PROFESSIONAL DESIGNATIONS

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This policy document sets out the underlying principles and procedure for the awarding, and revoking of professional designations awarded to members by SARIPA.

PRINCIPLES

1. Professional designations are awarded to members in good standing who demonstrate competence in the execution of their professional roles. Competence is demonstrated by a member who:
 - 1.1 has the requisite knowledge and skills required to perform his/her professional role and to solve associated problems; and
 - 1.2 has carried out his/her professional duties and responsibilities consistently in an ethical and proficient manner, over a period of time, in the best interests of the client.
2. Professional designations are withdrawn from members who contravene the SARIPA Code of Ethics so bringing the profession into disrepute and harming the reputation of SARIPA.
3. Designations are awarded in accordance with the SAQA criteria for the awarding and revoking of a professional designation. (*SAQA Policy and Criteria for Recognising a Professional Body and Registering a Professional Designation for the Purposes of the National Qualifications Framework Act, Act 67 of 2008: Sections 28(iii) and 42.*)
4. Professional designations are awarded and revoked as part of SARIPA's obligation as a SAQA recognised professional body to "*protect the public interest in relation to services provided by its members and the associated risks.*" (Ibid: Section 28(ii))
5. Possession of the required knowledge is demonstrated by the member possessing a relevant NQF registered qualification or part qualification.
6. Should a member who applies for a professional designation possess a qualification issued by an institution not registered in South Africa, the member must ensure that the qualification is evaluated by SAQA and found to be comparable to the underlying South African qualification. (Ibid: Section 42(v))
7. Performance of a professional role in an ethical and proficient manner is demonstrated by the member having performed his/her work responsibilities and duties at a specific level over a period of time as laid down by SARIPA for each designation, without contravention of any related legislation, regulations or codes of conduct.
8. Due to the fact that many South Africans were denied the opportunity to obtain professional qualifications and yet were allowed to, and still do, perform the duties

related to the SARIPA professional designations, they may be awarded the relevant designation through a process of the Recognition of Prior Learning (RPL).

In addition, members who do not have the underlying qualification for any other reason and yet are competent in their jobs may be awarded the relevant professional designation through RPL.

9. RPL relates to all kinds of learning, namely:
 - 9.1 Formal learning (qualifications and/or part qualifications offered by registered and accredited providers in South Africa or overseas);
 - 9.2 Non-formal learning (learning done formally in the form of, non-accredited courses and programmes);
 - 9.3 Informal learning (learning acquired through on-the-job workplace learning, reading, self-teaching, etc.); and
 - 9.4 A combination of formal, informal and non-formal learning.
10. The way RPL is applied to award professional designations forms part of the formal criteria for the awarding of each professional designation and includes successful completion of the SARIPA competence assessment.
11. Members awarded professional designations must comply with the requirements for Continuing Professional Development (CPD) as laid down by SARIPA. Failure to comply with the CPD requirements may lead to the revoking of a member's professional designation.
12. Only the SARIPA Board may award, suspend or and revoke SARIPA professional designations.

CRITERIA FOR AWARDING A PROFESSIONAL DESIGNATION

Designation Title: Business Restructuring Professional (BRP)

CRITERIA	DESCRIPTION
Underlying NQF Registered Qualification/Part-Qualification	One of the following qualifications: <ul style="list-style-type: none"> • LLB, Level 7 or 8; • BCom, Level 7 with Accounting (first year) • BA Law, Level 7; • BProc Level 7; • BJuris, Level 7; • Any foreign qualification evaluated by SAQA as equivalent/comparable to a relevant NQF registered Level 7 qualification; or • Any relevant level 7 qualification.
Experiential Learning / Practical Experience	5 years' relevant business rescue of business turnaround experience.

Designation Title: Insolvency Practitioner (IP)

CRITERIA	DESCRIPTION
Underlying NQF Registered Qualification/Part-Qualification	One of the following qualifications: <ul style="list-style-type: none">• LLB, Level 7 or 8;• BCom, Level 7 with Accounting (first year);• BA Law, Level 7;• BProc Level 7;• BJuris, Level 7;• Any foreign qualification evaluated by SAQA as equivalent/comparable to a relevant NQF registered Level 7 qualification; or• Any relevant level 7 qualification.
Experiential Learning / Practical Experience	5 years' relevant insolvency related service or experience.

THE APPLICATION/AWARDING PROCEDURE

1. Any person who is of the opinion that he/she is eligible for a professional designation may apply in writing on the prescribed form to SARIPA for the professional designation.
2. The completed application form, plus copies of the person's relevant qualifications, statements of work experience and recommendations by existing SARIPA members must be submitted to the SARIPA administration office.
3. The Application will be checked for completeness by the SARIPA administrator. The SARIPA office will request any missing documents from the applicant, if necessary.
4. The Administrator will submit all applications, with their supporting documents, to the SARIPA Board together with a recommendation regarding the award in terms of the application's compliance with the criteria.
5. The SARIPA Board will consider all applications received and decide on the awarding of the designation.
6. The applicant will be informed of the Board's decision in writing by the Board Chairperson.
7. Successful applicants will be awarded their designations on payment of the relevant membership fee and signing of acceptance of the SARIPA Code of Conduct.
8. Successful applicants will be required to comply with the ongoing requirements of SARIPA's Continuing Professional Development Policy for the retention of their awarded designation.
9. Unsuccessful applicants will be informed of the Board's decision and given the reasons for refusal in writing by the SARIPA Board Chairperson plus a list of remedial actions, if applicable, that are required for the application to be approved at a later date.
10. Unsuccessful applicants may appeal against the decision in accordance with the SARIPA appeals policy and procedure.

APPEALS PROCEDURE FOR UNSUCCESSFUL PROFESSIONAL DESIGNATION APPLICANTS

1. All members who have had their application for a professional designation refused are entitled to lodge an appeal against such a decision.
2. All appeals must be lodged in terms of the Appeals Process and Policy

PROCEDURE FOR THE REVOKING OR SUSPENSION OF A PROFESSIONAL DESIGNATION

1. Should a member fail to meet the retaining criteria for the professional designation awarded to him/her, or be guilty of transgressing the SARIPA Code of Conduct that results in a recommendation that his/her professional designation be withdrawn, the Board will consider the case and decide on a sanction.
2. The sanction can include any of:
 - A warning with the member being given the opportunity to rectify the situation in a designated time;
 - Suspension of the designation for a period of time; or
 - Revoking of the designation.
3. Members may appeal against such decision of the Board in the manner prescribed above.