



WORKPLACE APPROVAL AND REGISTRATION APPLICATION



THIS APPLICATION GIVES EFFECT TO THE AGREEMENT REACHED BETWEEN THE MERSETA AND MIBCO, EFFECTIVE FOR THE PERIOD 18 MAY 2009 TO 30 JUNE 2010 IN JOINTLY ESTABLISHING THE WORKPLACE APPROVAL AND REGISTRATION OF SUSPENSION WORKSHOPS AS DEFINED IN DIVISION A, CLAUSE 2 OF THE MIBCO MAIN COLLECTIVE AGREEMENT.

WORKPLACE APPROVAL	WORKPLACE REGISTRATION	
ACCREDITATION PREP		
ORGANISATION NAME		
PARTY SHOP	RMI	FRA
NON-PARTY SHOP		
SITE NAME		
SKILLS DEVELOPMENT LEVY NUMBER	L	TOTAL NUMBER OF EMPLOYEES
NAME OF TRAINING PROVIDER (If applicable)	SERVICE LEVEL AGREEMENT IN PLACE (OPTIONAL)	
NAME(S) OF OWNER(S)	PARTNER(S)	DIRECTOR(S)
		MEMBER(S)
1.		
2.		
3.		
4.		
5.		
6.		
PHYSICAL ADDRESS	Street	
	City/Town	
	Postal Code	Province
	P O Box	
POSTAL ADDRESS	City/Town	
	Postal Code	
	Province	
CONTACT PERSON	Title	
	First Name(s)	
	Last Name	
	POSITION	

TELEPHONE NUMBER

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Dialling Code

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Telephone Number

FAX NUMBER

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Dialling Code

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Fax Number

CELL NUMBER

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E-MAIL ADDRESS

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Review: ETQA Manager		Approved: CEO	

SCOPE OF TRAINING e.g. Company activity and Trades / Specialisation / Skills programmes

Skills Program: _____ Registration # _____

NB! For the purpose of workplace approval, briefly state the unit standards the company is applying for related to the company's activities in relation to suspension fitters only:

UNIT STANDARD ID NUMBER	UNIT STANDARD TITLE	COMPLIANT	NOT YET COMPLIANT
NLRD 1190744	Select, use & care of engineering hand tools		
NLRD 12219	Select, use & care of engineering power tools		
NLRD 13220	Keep the work area safe and productive		
NLRD 15123	Select and use vehicle lifting equipment		
NLRD 15105	Install vehicle sub-components		
NLRD 15113	Dismantle vehicle sub-components		
NLRD 15117	Repair & assemble sub-components		
NLRD 15118	Remove vehicle sub-components		

LIST OF QUALIFIED ARTISANS / MENTORS / SUBJECT MATTERS EXPERTS

FULL NAMES	IDENTITY NUMBER	TRADE	JOURNEYMAN ID. NO.

Mentor: Means a Journeyman Motor Mechanic or a qualified Suspension Fitter whose role it will be to provide on-the-job training of prospective Suspension Fitters.

LIST OF TRAINEES / LEARNERS

FULL NAMES	IDENTITY NUMBER	TRADE/QUALIFICATION

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WORKPLACE SUITABILITY				
Type	Description	Yes	No	Revisit date
	As per relevant skills area			
Equipment and tools	Relevant for learner ratio			
	Relevant to core work			
	Well maintained			
Safety	Floor spacing and safety signs			
	Protective wear available / issued			
	Storage facilities for tools			
	Schedules plan for good house keeping and the environment (safety)			

MANDATORY TOOLS AND EQUIPMENT REQUIRED FOR ACCREDITATION AS A SUSPENSION FITMENT CENTRE/WORKSHOP

A.	TOOLS	REQD	*ACTUAL
1.	TORQUE WRENCH (20 – 130 Nm & HD 300Nm)	2	
2.	BRAKE SPRING PLIERS	1	
3.	BRASS HAMMER	1	
4.	SET OF THREADING TOOLS (TAPS & DIES)	1	
5.	SET OF HEAVEY DUTY SOCKETS	1	
6.	SET OF GEAR PULLERS (2 & 3 LEG)	1	
7.	BALL JOINT SEPARATOR	1	
8.	THREAD PITCH GAUGE	1	
9.	SET OF INSIDE / OUTSIDE CALIPERS	1	
10.	SET OF V-BLOCKS	1	
11.	DIAL INDICATOR WITH BASE	1	
12.	STRAIGHT EDGE 600 mm	1	
13.	GREASE GUN	1	
14.	TYRE INFLATOR	1	
15.	SET OF DRILL BITS (3mm TO 13mm)	1	
16.	ELECTRIC OR AIR OPERATED DRILLING MACHINE	1	
17.	BENCH GRINDER WITH WIRE BRUSH AND PROTECTIVE GOGGLES	1	
18.	AIR IMPACT WRENCH	1	
19.	COIL SPRING COMPRESSOR	1	
20.	VERNIER	1	
21.	ANY SPECIAL TOOLS REQUIRED FOR SPECIFIC MODELS SUPPLY DETAILS ON SEPARATE SHEET	1	
B.	EQUIPMENT		
1.	TWO OR FOUR POSTER LIFT		
2.	WORKBENCH WITH VICE		
3.	HYDRAULIC PRESS		
4.	AIR COMPRESSOR		
5.	PARTS CLEANING APPARATUS		
6.	TROLLEY JACKS		
7.	TRESTLES		
8.	CREEPERS		
9.	SETS OF FENDER COVERS		
10.	DRIP TRAYS		
11.	UPDATED TECHNICAL SPECIFICATIONS		

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