



FASSET
SETA FOR FINANCE,
ACCOUNTING,
MANAGEMENT CONSULTING
AND OTHER
FINANCIAL SERVICES

Hewitt Gregory
Fundamental Basic Instruction CC
PO Box 387
Port Elizabeth
6017

07 December 2010

(041) 775 1039

Dear Hewitt Gregory

ACCREDITATION

Fasset, the Sector Education and Training Authority for Finance, Accounting, Management Consulting and other Financial Services, has the pleasure of informing you that **Fundamental Basic Instruction CC** has been accredited as a **Delivery and Assessment Site** only for the unit standards (s) listed below:

Unit Standards Code	Unit Standard Description	Unit Standard NQF Level
13015	Draft financial statements	5
13000	Contribute to the planning and allocation of resources within an accounting framework	5
13098	Use the computer as a business tool in an accounting environment	6
12996	Record; analyze and prepare cost information	5
12997	Prepare financial reports and returns	5
12991	Work with information technology in an accounting environment	5
12989	Make and record payments	5
12935	Recognize; measure; classify and record financial and non-financial data	6
12988	Record income and receipts	5
12936	Prepare financial reports for different forms of entity	7
12990	Prepare ledger balances and an initial trial balance	5
13032	Apply provisions relating to the concept of tax avoidance	6
13056	Determine and calculate Input Tax	6
13054	Determine and apply the concepts of Value-Added Tax	6

13058	Comply with Value Added Tax administration	6
13073	Determine decisions under risk and uncertainty as they relate to risk assessment and techniques for assessing risk	7
13077	Determine dividend decisions	6
13019	Prepare business tax returns	5
13055	Calculate Output Tax	6
13020	Prepare personal tax returns	5
13024	Participate in organizational strategy management from a financial management perspective	7
13027	Calculate the taxation of companies	6
13078	Advice on working capital policy and management	7
13059	Prepare and analyze financial reports for different types of business entities	6
13074	Evaluate and advice on the cost of capital	7
13017	Evaluate current and proposed activities in an accounting environment	6
13057	Identify and calculate the Value Added Tax adjustments	6
13071	Apply and evaluate the function of financial management as it related to the objective of the firm; strategic financial management and financial statement analysis	7
13072	Apply and provide advice on the evaluation of a business entity	7
13016	Operate a cash management and credit control system	5
13035	Calculate employee's tax and provisions tax	6
13014	Manage accounting systems	5
252037	Build teams to meet set goals and objectives	5
110526	Plan; organise; implement and control record-keeping systems	5
114736	Record business financial transactions	4
12747	Take on a business debtor's book in full	4
12891	Apply concepts and principles of business ethics in the professional environment	6
242810	Apply the budget function in a business unit	4
242813	Demonstrate a basic understanding of the role of a business strategy in managing a small business or a business unit	4
114742	Calculate tax payable by a small business	4
12883	Evaluate companies based on their financial statements	6
12892	Demonstrate an understanding of the use of micro- and macro-economic indicators as forecasting and planning tools within the financial markets	7
110021	Achieve personal effectiveness in business environment	4
110023	Present information in report format	4
114600	Apply innovative thinking to the development of a small business	4
12998	Produce spreadsheets using accounting related information technology	5
13103	Prepare financial statement analysis	6
13105	Determine the cost of capital	6
114733	Complete PAYE documents	4
114735	Perform Value Added Tax Calculations and Complete Returns	4

114737	Cost and price a product	4
12977	Interpret and apply the laws and procedures related to value-added tax	6
12994	Supply costing information for management control	5
12992	Achieve personal effectiveness in an accounting environment	5
12995	Maintain financial records and prepare general ledger accounts	5

Accreditation number: 585/01136/10
Accreditation start date: 07 December 2010
Accreditation end date: 06 December 2015

Should further information be required, please do not hesitate to contact me.



Nomadlozi Buthelezi
ETOA/Learnerships Officer