

FREQUENTLY ASKED QUESTIONS RELATING TO THE CA2025 TRAINING PROGRAMME

* Updated 31 January 2022

1. **When will the CA2025 Training Programme be implemented? ***

The CA2025 Training Programme has been implemented from 1 January 2022. Implementation will happen over a period of six months.

We're allowing this six-month transition phase in 2022 to allow offices to finalise their training plans, train/upskill all role-players in the assessment process, consider RPL for trainees coming across from the 2016 training programme and to allow for on-boarding on to the Electronic Assessment Tool.

2. **Which trainees will have to be trained on the CA2025 Training Programme?**

All trainees with training contracts ending 31 December 2024 and later must be brought on to the CA2025 Training Programme. This effectively means that trainees on 3-year training contracts starting from 1 January 2022 onwards must be trained on the CA2025 training programme.

3. **May trainees with contracts ending before 31 December 2024 be trained on the CA2025 Training Programme?**

For trainees with contracts ending before 31 December 2024 you have the option of moving them on to the CA2025 training programme or keeping them on the 2016 training programme.

We would however recommend that any trainee with a contract ending 31 December 2022 or earlier (i.e. within 12 months of the implementation date), remain on the 2016 training programme.

4. **What if the trainee's contract end date changes? ***

For trainees whose contracts you anticipate being impacted by suspensions, extensions, RPL or academic remission, please consider the information you have available in January 2022. Use that information to determine your best estimate of the end date of the training contract and whether or not the trainee should move on to the CA2025 training programme.

Please note that this is based on the **contract end date recorded on TCMS** and disregards the administrative allowance for discharging the contract within 90 days of the contract end date.

5. **When will the SAICA Electronic Assessment Tool be available for use?**

The SAICA Electronic Assessment Tool (EAT) will go live in January 2022. All active trainees who are starting on / moving across to the CA2025 training programme will need to be up and running on the EAT by 30 June 2022.

6. **May we use a different Assessment Tool for our trainees? ***

Use of the SAICA EAT will be compulsory for the assessment of all trainees on the CA2025 training programme.

If you have trainees completing their contracts on the 2016 training programme you will need to use another assessment tool for the assessment of those trainees i.e. whatever method you are using currently. The SAICA EAT is not relevant for the 2016 training programme.

7. **How much will the SAICA Electronic Assessment Tool cost the Training Offices?**

The SAICA EAT will be provided at no additional cost to SAICA Training Offices.

8. **What is a Training Plan? ***

The Training Plan is made up of the Integrated Exposure Plan and the Expected Levels of Proficiency. An office can develop a single Training Plan for all trainees in the office or individual Training Plans for different trainee. This would be driven by the format of the training programme in

a specific training office. For example, different Training Plans per trainee might make sense in an environment where trainees move through rotations at different times over the course of their training contracts.

You may also want to adjust your training plan for trainees who will be moving from the 2016 training programme and for whom you will be Recognising Prior Learning.

9. What is an Integrated Exposure Plan?

The Integrated Exposure Plan reflects the planned practical experience of the trainee over the course of the training programme within the container of the technical learning outcomes and reflecting exposure across the value creation chain. It allows the trainee and training office to keep checking whether the range and depth of exposure is sufficient and appropriate to develop proficiency in the Professional Values, Attitudes and Acumen learning outcomes to the required level.

10. What are the minimum requirements for the Integrated Exposure Plan? *

SAICA has not specified any specific technical learning outcomes that must be included in the Integrated Exposure Plan. Each training office is expected to consider the range and depth of practical work experience available in the training office across the value creation chain and whether this is sufficient for trainees to develop and display proficiency to the required level in the Professional Values Attitudes and Acumens.

The one exception is that in a training office that wants to be recognised as an Audit and Assurance training office and, to meet IRBA's requirements, the technical learning outcomes relating to the Audit of Historical Financial information will need to be covered.

11. Can I evolve my Generic Training Plan or Rotation Plan into an Integrated Exposure Plan?

Some of the examples of activities you documented for the tasks in the Generic Training Plan may assist you in preparing the Integrated Exposure Plan (IEP).

The IEP however works in the opposite way to the Generic Training Plan. It starts with tasks/rotations to be completed by the trainee and then links these to learning outcomes and Professional Development Summary cycles. Unlike the Generic Training Plan, examples are not required per technical learning outcome but rather individual tasks and rotations will likely cover multiple learning outcomes across the value creation chain which reflects the integration expected in the training programme. The full technical learning outcome is also not expected to be covered. This contrasts to the current training programme where the full learning outcome needs to be completed. It must however be clear from the documented description of the task/rotation, why that learning outcome has been selected and how it links to the task/rotation.

12. Do I have to give trainees exposure to all of the technical learning outcomes?

No. You are expected to give exposure of sufficient range and depth within, between and across the value creation chain – Inputs, Business Activities and Outputs Leading to Outcomes. This means that you need to select learning outcomes in each of these areas of the value creation chain that are relevant to your training environment. For example, under "Inputs", opportunities to work with "Strategy" learning outcomes may be limited in many training offices, but opportunities to work with "Governance" learning outcomes could be provided.

13. How will we know if we are providing practical experience of sufficient range and depth?

The ultimate measure is that experience of sufficient range and depth will allow sufficient and appropriate opportunities for trainees to develop proficiency to the required level in the learning outcomes of the Professional Values, Attitudes and Acumens (PVAAs). Experience is also expected to integrate learning outcomes within, between and across Inputs, Business Activities and Outputs Leading to Outcomes across the value creation chain.

14. How will technical exposure be monitored?

The Integrated Exposure Plan will be uploaded into the EAT and Range and Depth has to be considered as part of each Professional Development Summary.

15. What is the Learning Outcome Review?

The Learning Outcome Review (LOR) replaces the Technical Skills Review (PSR) and Professional Skills Review (PSR) and is the assessment instrument used in the formative portion of the CA2025 assessment process.

16. What is the Professional Development Summary?

The Professional Development Summary (PDS) replaces the Assessment Needs Analysis (ANA) and is the assessment instrument used in the summative portion of the CA2025 assessment process.

17. Will assessors who previously completed the training on the 2016 SAICA competency framework need to redo their certification?

Existing assessors will not need to redo their assessor training. Their existing certification stands for CA2025. Assessors will however need to be upskilled on the CA2025 requirements.

18. Will there be costs involved for the SAICA interventions upskilling training?

All role-players in the assessment process will be able to access one upskilling e-learning training module for free. If individuals want to access more than one module, e.g. reviewer and evaluator modules then the subsequent modules will be available at a small fee (below R150 per individual).

19. Will we be able to record trainees' time in the Electronic Assessment Tool?

Core hours will be monitored as part the PDS. Initially this will require manual input of overall hours, but, later in 2022 we will be adding a time-sheet module for use by training offices that do not keep separate time records. This will be for optional use.

20. How will trainees be in a position to track and plan their development from a forward planning position i.e. will there be tools such as the Generic Training Plan or expected levels of competence?

The Expected Levels of Proficiency have to be documented in the Training Plan that is uploaded into the Electronic Assessment Tool and this will be used to track trainees' progress and development over the course of their training contracts.