

*Southern African Auditor and Training Certification Authority*

## TRANSFORMATION POLICY

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**SUMMARY:** This document adheres to the principles of the supremacy of the South African Constitution

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**DATE OF APPROVAL FOR THIS REVISION: 11 MAY 2019**



**APPROVAL PAGE**

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COMPILED BY: OLGA KHOZA  
CERTIFICATION MANAGER

**11 MAY 2019**  
DATE

A handwritten signature in blue ink, appearing to read 'James Jordaan', is written over a horizontal line.

APPROVED BY: JAMES JORDAAN  
CHAIRMAN: SAATCA BOARD

**11 MAY 2019**  
DATE

## AMENDMENT HISTORY

Doc Revision	Approved Date	Amendments	Doc change No.	Conformance
				Name
REV 1	01 November 2011	History	New Document	C Holm
REV 2	10 June 2017	Minor changes	DC 10160	N Ramdunee
REV 3	11 May 2019	Minor changes	DC10193	MO Khoza

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## 1. Introduction

SAATCA, in its Memorandum of Incorporation (MOI), endorses ethical principles in conducting business. SAATCA also adheres to the principles of the supremacy of the South African Constitution, and the human rights principles contained therein.

## 2. What SAATCA understands under “transformation”

The South African Constitution states in its preamble, that South Africans –

*“Recognise the injustices of our past;  
Honour those who suffered for justice and freedom in our land;  
Respect those who have worked to build and develop our country; and  
Believe that South Africa belongs to all who live in it, united in our diversity.”*

Transformation therefore is the path any organisation takes in order to ensure it is diverse, respectful towards all, according to the values of substantive equality and human dignity. SAATCA also believes that transformation is a continuous process, which requires frequent introspection and re-alignment.

## 3. The SAATCA Plan of Action

In giving effect to SAATCA’s commitment to transformation, SAATCA shall –

### In relation to its organisational strategy and structure,

- 3.1 Strive to ensure that its Board, Committees and office-bearers include people that are representative of South Africa’s population diversity and demographics, whilst adhering to SAATCA standards and the processes of election as contained in its articles of association/memorandum of incorporation;
- 3.2 Be cognisant of the transformation-requirements set by government from time to time;
- 3.3 Ensure that in all meetings, events and interactions whether organised by SAATCA or in which SAATCA participates, there is a sensitivity towards the needs and requirements of various stakeholder groups;
- 3.4 Through its leadership and commitment, show and live the values of transformation in the manner in which it interacts with each other and all its stakeholders;

### In relation to its members –

- 3.5 Guide its membership in practical issues pertaining to transformation, including legal and policy frameworks, such as Employment Equity, BBBEE, skills development, diversity and human rights;
- 3.6 Facilitate information sessions at general meetings of SAATCA, in order to obtain expert input on issues of transformation;
- 3.7 Listen to feedback from its membership as to how it can improve its transformational plan of action, and take corrective action where required;
- 3.8 Encourage its membership to participate in SAATCA’s work and to support its vision and mission;

### In relation to its representatives –

- 3.9 When appointing delegates, consider the representation of the SAATCA delegation, in view of the skills set of such delegates, availability and willingness to undertake the specific tasks;
- 3.10 When responding to proposed policy or legislative changes, consider the transformational imperatives within which such proposals are made, and responding without fear or favour.
- 3.11 Encourage other associations when work is undertaken collectively, to consider transformational issues in responses and
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### **In relation to all stakeholders –**

- 3.13 Ensure that all persons are treated equally, and are awarded equal protection and entitlements, by SAATCA as an organisation and by its representatives, within the meaning of the South African Constitution;
- 3.14 Object against instances of unfair discrimination on any ground listed in the South African Constitution;
- 3.15 Act against instances of unfair discrimination or violations of dignity of others, which comes to its attention and which relates to SAATCA's mandate as expressed in its Articles/memorandum of incorporation; and
- 3.16 Encourage steps that will support the transformation of the conformity assessment community and support South Africa's obligations under the World Trade Organisation - Technical Barriers to Trade Agreement.

## **4 Implementation**

This Policy Statement is adopted by the SAATCA Board, and each SAATCA office bearer, committee member and member is expected to be guided by this policy in the contexts outlined. Committee chairpersons shall ensure that the objectives contained in it, are disseminated and understood by all SAATCA structures. Committee chairpersons shall provide feedback on the implementation of the Policy at Committee level, and the chairperson of the Board shall be the custodian of the Policy at Board level.

This Policy shall be reviewed every third year or whenever necessary.