

MATJHABENG TRAFFIC TRAINING ACADEMY



WELKOM

PROSPECTUS 2016 / 2017

PREAMBLES

The College would be known as producing conscientious, committed, delighted and disciplined traffic officers for S.A. the fact that road carnage has been less in Matjhabeng over the years through advance driving / K53 offered by our training section, speaks for itself.

Lectures are presented by highly motivated, dedicated and competent instructors. The instructors equip the trainees with much more than just knowledge through practical sessions the trainees are afforded an opportunity to use their sense and rational thinking in making decisions, communicate effectively and are qualities which permeate to our trainees through our strong motto of professionalism.

MATJHABENG TRAFFIC TRAINING ACADEMY

OUR VISION

To provide all traffic and related occupation with knowledge, skills & attitudes needed to deliver a professional service, by ensuring a safe and comfortable road environment.

OUR MISSION

To provide nationally accredited learning opportunities to traffic and related occupation: through out come-based training and development strategies.

- To provide the students with learning opportunities which will enable them to obtain the necessary skills, knowledge and abilities needed to attain the goals and objectives of the profession.
- To provide the students with learning opportunities this will develop and expand their knowledge and skills with regard to the assessment of drivers and vehicles for fitness.

OBJECTIVE

Matjhabeng Traffic Training Academy`s main objective is

- To provide nationally accredited learning opportunities to traffic and related occupation: through out come-based training and development strategies.
- To provide the students with learning opportunities which will enable them to obtain the necessary skills, knowledge and abilities needed to attain the goals and objectives of the profession.
- To provide the students with learning opportunities this will develop and expand their knowledge and skills with regard to the assessment of drivers and vehicles for fitness.

ADMISSION REQUIREMENTS

Be appointed firstly by a Local/provincial Traffic Department, Private Testing station or any other institution which can effect such an appointment.

Application forms must be accompanied by prove of appointment. Be in possession of a valid driver's license.

(Employers are to provide their traffic officers with the National Road traffic acts, act 93 of 1996)

TUITION FEES

Further Education and Training (FET) Certificate: Road Traffic Law Enforcement (62289) = R16 471.50

Peace Office course = R 2 2271.86

Traffic warden course = R 5 112.21

K53/ Advance driving course = R3 407.79

Refresher Course = R1 250.06

Matjhabeng Municipality's Employees are not subject to payment, the payment of fees only affects other Municipalities, Provincial Traffic Departments, and other institutes that need our training services.

PAYMENT METHOD

Only at a Matjhabeng recognized paying point or account number:

Matjhabeng Traffic Training Academy

P.O.Box 708

WELKOM

9460

Tel: 057-391 3295

Fax: 057-352 3821

BANK DETAILS

BANK:	ABSA
ACCOUNT NUMBER:	405370 5465
BRANCH CODE:	632005
VOTE NUMBER/REF NO:	0450 / 53 / 2 / 61 / 2267

METHOD OF INSTRUCTION

Lectures are presented in English

- **Lecture**
- **Simulation**
- **Role play**
- **Group discussion**
- **Demonstration**
- **Problem-solving**

EVALUATION METHODS

- **Progress tests**
- **Practical evaluation**
- **National Examination**

GENERAL RULES

Applications for enrolment should reach the college four weeks before the commencement date of the respective course, or other arrangement could be done with the Head of the College. Trainees for traffic officer's course must bring their uniform for practice sessions.

COURSE: FURTHER EDUCATION AND TRAINING (FET) CERTIFICATE: ROAD TRAFFIC LAW ENFORCEMENT

COURSE OBJECTIVE:

- To facilitate the training of students as Traffic Officers, to Enforce law, by-laws and regulations according to the authority granted to them by the Road Traffic Act, (Act 93/ 96), and the criminal procedure Act, (Act 51 / 1977) and Municipal Police Service Act (Act 68 of 1995)

LEARNING OBJECTIVE:

- Theoretical and practical training as per curriculum for Traffic Officers

DURATION: **Twelve (12) Months**

ADMISSION REQUIREMENTS:

- GRADE 12 or equivalent certificate.
- Code B/ EB driver's license.

TARGET GROUP: Newly employed Traffic Officers in the service of Local, Provincial authority.

DOCUMENTATION: Manuals are supplied by the Matjhabeng Traffic training academy as prescribed by National Department of Transport:

ASSESSMENT: Practical as well as theoretical assessment examinations are Completed. A Certificate is issued to successful candidates at the completion of the course.

COURSE: **PEACE OFFICER**

COURSE OBJECTIVE:

- To facilitate the training of personnel as Peace Officers. To enable them to enforce the Municipal by-laws and regulations and executions and execute their powers under criminal procedure Act (Act 51 of 1977).

LEARNING OBJECTIVE:

- Definitions
- What is Law Enforcement
- Management
- Principles of the Criminal Procedure Act\
- Rule regarding
- Criminal Procedure Act
- Law of evidence
- Crime investigation
- Statements and declarations
- Completion of section 56 and 341 Notices.

DURATION: **Two weeks or Ten (10) Days**

TARGET GROUP: New appointments, Traffic Officers, Peace Officers and Law Enforcement Officers.

ADMISSION REQUIREMENTS:

Minimum Grade 10 / Grade 12 or equivalent already in Possession of a Traffic Diploma (re-appointment of Traffic Officers). Law Enforcement Officers of Local Authorities.

DOCUMENTATIONS: Manuals are supplied by Matjhabeng Traffic Police Academy.

ASSESSMENT: Theoretical examinations. Successful candidates receive a certificate on completion of the course.

COURSE: **TRAFFIC WARDEN**

COURSE OBJECTIVE:

- To facilitate the training of personnel appointed by a Local Authority under Article 3(1) (d) of the National Road Traffic Act 93/96 in order to execute the powers and duties restricted to his/ her area of jurisdiction.

LEARNING OBJECTIVE:

- Appointment as Traffic Warden
- Definitions of National Road Traffic Act 93/96
- Powers and duties of a Traffic Warden
- Powers under Article 41 (1) of Criminal Procedure Act 51/77 granted to Peace Officers
- Parking and Parking Meter by-Laws
- Human relations between Traffic Personnel and the Public.

DURATION: **Three months**

TARGET GROUP: Persons appointed by Local authorities as Traffic wardens

ADMISSION REQUIREMENTS: Learners are required to pass prescribed evaluation

DUMENTATION: Manuals are supplied by Matjhabeng Traffic Training Academy

ASSESSMENT: A theoretical and practical examination. Successful candidates Receive certificate.

COURSE: **K53/ ADVANCE DRIVING**

COURSE OBJECTIVE: To train and facilitate truck and motor vehicle drivers to drive

Defensively, to minimize risks for themselves and other road Users.

LEARNING OBJECTIVE:

- Defensive driving
- Hazards
- The ABC of the defensive driver
- The SIPDE principles
- The system of vehicle control

DURATION: **Two Weeks or Ten (10) Days**

TARGET GROUP: New appointed traffic officers and Municipal officials who are

Being issued with Council vehicle to execute their duties.

DOCUMENTATION: Manuals are supplied by the Academy

ASSESSMENT: Theoretical and practical evaluation. Certificate is issued on successful Completion of the course by the candidate.

REFRESHER TRAINING

COURSE OBJECTIVE: It is a requirement as per Traffic legislation that Traffic Officers and Law Enforcement Officers under go a refresher Training at least twice per Year.

LEARNING OBJECTIVE:

- National Road Traffic Act 93 (Act 93 of 1996)
- Legal subjects (Criminal Procedure act, SA Criminal Law, Law of Evidence etc).
- National Transport Act (NTA) and National Transitional Transport Act (NLTTA).
- AARTO
- Administration notices (completing sec 341, sect 56, Sec 54, Serving of warrants and Infringement notices)
- Other competency areas as required by the employer.

DURATION: Two weeks (10 Days)

TARGET GROUP: Law Enforcement Officers or Traffic Officers who have stopped operating as Traffic Officers for more than twelve (12) months, if there are any amendments in our legislations in the field of Traffic and also as per the requirement of the act.

DOCUMENTATION: Manuals are supplied by the Academy

ASSESSMENT: Theoretical and practical evaluation. Proof of attendance is issued on successful Completion of the course by the candidate.

MATJHABENG TRAFFIC TRAINING ACADEMY

REGISTRATION FORM



APPLICATION FOR ENROLMENT

Particulars of course	Part A
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Course:

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Date of course:

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Mark with an X: YES Are you presently employed by a Traffic Authority? YES

New enrolment NO Repeat full course Repeat of subject/s NO

APPOINTMENT CONFERRED

- a) Traffic Officer in terms of Section 3 of the Road Traffic Act, Act 93 of 1996
- b) Peace Officer in terms of Section 334 of the Criminal Procedure Act, Act 51 of 1977 and Authorized with: All powers conferred upon a Peace Officer or Police Official in terms of the Criminal Procedure Act, Act 51 of 1977 excluding the powers conferred in terms of Section 25, 43, 59, 179 (1) (b) and 329 of the said Criminal Procedure Act, Act 51 of 1977, only within the jurisdiction of Matjhabeng Municipality.
- c) Server of the court process documents in terms of Section 15 (2) (a) of the Magistrate Court Act, Act 32 of 1944.

NB: All classes will be presented in English

Particulars of applicant	Part B
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Surname:																
First Names:																
Date of birth:							Age			Male			Femal			
Identity number:																
School Qualification:																
Home Language:																
Postal Address:																
Contact Telephone number:																
Driving licenses number:													Code			

Particulars of employer	Part - C
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Employer:																
Contact person:																
Rank of contact person:																
Postal Address:																
Tel. (code)			Number:													
			Fax:													

Signature of Municipal Manager / Chief of Traffic / Your employer

Official Stamp



COURSE FOR TRAFFIC OFFICERS	
Indemnity	Part - D

I, the applicant:

- a) Indemnify the Matjhabeng Municipality and Traffic College and its personnel from any legal claims due to my death, injury, damages or losses incurred by me whilst I am in or on the premises of the Traffic College or any other place whilst under going training.
- b) Agree to obey, as a condition for admission, all rules and instructions given to me; and
- c) Agree to compensate the Matjhabeng Municipality and Traffic College for any damages or losses caused by me.

Signature of applicant

Date

Signature of parent or guardian. (If under 21 years)

Date

1. _____
Witness

Date

2. _____
Witness

Date

Undertaking	Part - E
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I, the applicant:

- a) Acknowledge receipt of the college rules.
- b) Declare that I know and understand the contents of the College rules.
- c) Undertake to obey the abovementioned rules.
- d) I realize and acknowledge that should I make myself guilty of misconduct that I will be liable for disciplinary action and possible expulsion from the College; and
- e) Declare that all information given is true and correct.

Signature of applicant

Date

Signature of parent or guardian. (If under 21 years)

Date



Declaration: Drill, Physical education and fitness

I, (full names)

Hereby declare that I have no objection to participate in activities related to drill, physical education and fitness or any other reasonable physical activity during training.

Signature of applicant

Date

Signature of parent or guardian (if less than 21 years)

Date

IMPORTANT

COPY'S OF:

Driving license at least code B

ID document

Grade 12 certificate

Covering Letter of the Employer and proof of appointment

Proof of SAPS clearance

Proof of medical examination

Proof of payment (banking details): ABSA Bank

Account: 4053705465

Branch code: 632005

Reference: 0450 / 53 / 2 / 61 / 2267

OFFICE USE ONLY	Part - G
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FOR OFFICE USE ONLY:	
APPROVED:	<input type="checkbox"/> YES
	<input type="checkbox"/> NO
<hr/> HEAD OF COLLEGE SIGNATURE	<hr/> DATE APPROVED

