



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Heritage Resource Monitoring And Preservation Reporting Training

Culture and Arts / Cultural Studies

Unit Standard 114528 · NQF Level 4 · 16 Credits · 13 Days

COURSE OVERVIEW

This course equips learners with the competencies to monitor heritage resources and compile preservation reports in compliance with South African heritage legislation. It focuses on systematic observation, data collection, and reporting to ensure the conservation of cultural and natural heritage sites.

Category	Culture and Arts
Subfield	Cultural Studies
Unit Standard	114528
Accreditation	SAQA Accredited · NQF Level 4 · 16 Credits
Duration	13 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply heritage resource monitoring techniques to assess site conditions and threats.
- Analyze monitoring data to identify trends and deterioration patterns.
- Evaluate preservation needs based on legislative requirements and best practices.
- Design monitoring schedules and reporting templates for heritage sites.
- Implement corrective actions and compile comprehensive preservation reports.
- Demonstrate compliance with the National Heritage Resources Act (Act 25 of 1999).

WHO SHOULD ATTEND

- Heritage site managers, conservation officers, environmental practitioners, and municipal planning officials responsible for monitoring and reporting on heritage resources.

COURSE OUTLINE

Day 1: Introduction to Heritage Resource Monitoring and Reporting

- Overview of South African heritage legislation (NHRA, SAHRA)
- Types of heritage resources: tangible and intangible
- Principles of heritage management
- Stakeholder roles: heritage authorities, communities, developers
- Introduction to monitoring and reporting processes
- Ethics and professionalism in heritage work

Day 2: Understanding Heritage Legislation and Compliance

- In-depth review of NHRA sections relevant to monitoring
- Heritage impact assessment (HIA) process
- Roles of SAHRA and Provincial Heritage Resources Authorities
- Permit requirements for alterations, excavations, and removals
- Case studies on compliance and enforcement
- Record-keeping and documentation obligations

Day 3: Heritage Resource Identification and Classification

- Categories: archaeological, palaeontological, built environment, living heritage
- Grading system and significance assessment
- Field identification: structures, artifacts, burials, landscapes
- Practical exercise: classifying sample heritage resources
- Documentation standards for identification

Day 4: Monitoring Techniques and Methodologies

- Monitoring types: visual, environmental, structural
- Baseline data collection methods
- Condition assessment checklists
- Photography standards for heritage monitoring
- Threat identification: development, vandalism, natural decay
- Practical exercise: simulated site monitoring

Day 5: Data Collection and Fieldwork Skills

- Field data collection tools: notebooks, cameras, GPS devices
- Mapping and spatial data recording
- Standardized monitoring forms and templates
- Artifact handling procedures
- Health and safety considerations in heritage sites
- Practical fieldwork exercise

Day 6: Heritage Reporting Standards and Formats

- Report types: monitoring, incident, compliance, annual
- Report structure: executive summary, introduction, methods, findings, recommendations
- Writing style and tone for professional reports
- Incorporating photographs, maps, and tables
- Data management and archiving
- Confidentiality and ethical considerations

Day 7: Impact Assessment and Mitigation Reporting

- Heritage impact assessment methodology
- Identifying potential impacts: direct, indirect, cumulative
- Mitigation hierarchy: avoid, minimize, rehabilitate, offset
- Writing impact assessment reports
- Case studies of mitigation in practice
- Stakeholder communication and consultation

Day 8: Community Engagement and Stakeholder Communication

- Importance of community participation
- Engagement frameworks and protocols
- Working with traditional authorities and local communities
- Integrating oral histories and living heritage
- Conflict resolution and negotiation skills
- Practical role-play: community consultation meeting

Day 9: Heritage Resource Management Systems and Databases

- Overview of SAHRIS and other heritage databases
- Data entry procedures and standards
- GIS applications for heritage mapping
- Data analysis for trend identification
- Database maintenance and backup
- Practical exercise: entering monitoring data into a system

Day 10: Advanced Monitoring: Remote Sensing and Technology

- Introduction to remote sensing in heritage
- Drone use for aerial monitoring
- Photogrammetry and 3D modeling basics
- LiDAR and ground-penetrating radar applications
- Data interpretation and integration
- Practical demonstration of technology tools

Day 11: Emergency Response and Incident Reporting

- Types of emergencies: natural disasters, vandalism, theft, fires
- Emergency response protocols and chains of command
- Incident report writing
- Case studies of heritage emergencies in South Africa
- Contingency planning and risk assessment
- Practical exercise: simulated emergency response

Day 12: Quality Assurance and Review of Monitoring Reports

- Quality assurance frameworks for heritage reports
- Peer review process and checklists
- Common errors and how to avoid them
- Editing and proofreading techniques
- Submission procedures to heritage authorities
- Practical exercise: reviewing sample reports

Day 13: Integration, Assessment, and Course Wrap-Up

- Capstone project: develop a monitoring plan and report
- Presentation of capstone projects
- Peer and facilitator feedback
- Review of key concepts and skills
- Pathways for further training and accreditation
- Course evaluation and certification

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **16 NQF credits** at **NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 43,500.00	R 43,500.00
1	In-House	R 56,600.00	R 56,600.00
1	On-Campus (Pretoria)	R 65,200.00	R 65,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	26 Aug 2026	On-Campus	Pretoria, South Africa
11 Aug 2026	27 Aug 2026	On-Campus	Abu Dhabi, UAE
12 Aug 2026	28 Aug 2026	On-Campus	Durban, South Africa
12 Aug 2026	28 Aug 2026	On-Campus	Mauritius
13 Aug 2026	31 Aug 2026	On-Campus	Cape Town, South Africa
14 Aug 2026	01 Sep 2026	On-Campus	Dubai, UAE
17 Aug 2026	02 Sep 2026	On-Campus	Abu Dhabi, UAE
18 Aug 2026	03 Sep 2026	On-Campus	Durban, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 114528) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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