



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

Ethics And Conduct Code Evaluation Skills Training

Human and Social Studies / Religious and Ethical Foundations of Society

Unit Standard 116484 · NQF Level 5 · 6 Credits · 3 Days

COURSE OVERVIEW

This course equips learners with the skills to evaluate ethics and conduct codes within an organisation. Participants will learn to assess the effectiveness of existing codes, identify gaps, and recommend improvements to foster ethical behaviour and compliance.

Category	Human and Social Studies
Subfield	Religious and Ethical Foundations of Society
Unit Standard	116484
Accreditation	SAQA Accredited · NQF Level 5 · 6 Credits
Duration	3 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyse the purpose and key components of an ethics and conduct code.
- Evaluate the effectiveness of an existing ethics and conduct code against organisational values and legal requirements.
- Identify gaps and inconsistencies in an ethics and conduct code.
- Recommend improvements to an ethics and conduct code to enhance ethical behaviour and compliance.
- Demonstrate the ability to apply ethical decision-making frameworks when evaluating conduct.
- Implement a process for periodic review and updating of the ethics and conduct code.

WHO SHOULD ATTEND

- This course is designed for managers, compliance officers, human resource professionals, and anyone responsible for developing, reviewing, or enforcing ethics and conduct codes in their organisation.

COURSE OUTLINE

Day 1: Foundations of Ethics and Conduct Codes

- Introduction to ethics: definitions and relevance
- Ethical theories: deontology, utilitarianism, virtue ethics
- Overview of SAQA and relevant legislation (e.g., Constitution, Labour Relations Act)
- Structure and elements of a code of conduct
- Case studies: ethical vs. unethical behaviour
- Group activity: analysing a sample code of conduct

Day 2: Applying Ethical Frameworks and Evaluation Skills

- Ethical decision-making models (e.g., PLUS, RIPS)
- Techniques for evaluating conduct: checklists and rubrics
- Common ethical issues: conflicts of interest, confidentiality, misuse of resources
- Role-play: handling ethical dilemmas
- Documentation and reporting procedures
- Group exercise: evaluating a case study for code compliance

Day 3: Advanced Applications and Practical Integration

- Conducting ethics audits: process and tools
- Root cause analysis of ethical failures
- Developing and presenting recommendations
- Strategies for fostering an ethical culture
- Facilitating ethical conversations: techniques and pitfalls
- Capstone project: evaluating a real or simulated organisation's conduct code
- Action planning for personal and organisational ethical growth

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 **6 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 18,800.00	R 18,800.00
1	In-House	R 24,500.00	R 24,500.00
1	On-Campus (Pretoria)	R 28,100.00	R 28,100.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	12 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	12 Aug 2026	On-Campus	Mauritius
11 Aug 2026	13 Aug 2026	On-Campus	Abu Dhabi, UAE
11 Aug 2026	13 Aug 2026	On-Campus	Cape Town, South Africa
12 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
12 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	19 Aug 2026	On-Campus	Harare, Zimbabwe
17 Aug 2026	19 Aug 2026	On-Campus	Abu Dhabi, UAE

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 116484) 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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