



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

Social Housing Access Control Management Training

Services / Cleaning, Domestic, Hiring, Property and Rescue Services

Unit Standard 117735 · NQF Level 4 · 6 Credits · 3 Days

COURSE OVERVIEW

This course equips learners with the knowledge and skills to effectively manage access control systems in social housing environments. It focuses on implementing security protocols, managing tenant and visitor access, and ensuring compliance with relevant regulations. Participants will learn to balance security needs with resident convenience and privacy.

Category	Services
Subfield	Cleaning, Domestic, Hiring, Property and Rescue Services
Unit Standard	117735
Accreditation	SAQA Accredited · NQF Level 4 · 6 Credits
Duration	3 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply access control policies and procedures in a social housing context.
- Evaluate the effectiveness of existing access control systems and recommend improvements.
- Implement security measures to prevent unauthorized access while respecting resident rights.
- Manage access control incidents, including breaches and emergencies, according to protocol.
- Demonstrate the use of access control technology, including biometrics, key cards, and intercom systems.
- Analyze the legal and ethical implications of access control decisions in social housing.

WHO SHOULD ATTEND

- This course is designed for housing officers, security supervisors, property managers, and access control personnel working in social housing settings.
- It is also suitable for anyone responsible for managing access control systems in residential or communal housing facilities.

COURSE OUTLINE

Day 1: Foundations of Social Housing Access Control

- Overview of the Social Housing Act and relevant regulations
- Roles of housing authorities, managing agents, and security providers
- Basic access control concepts: authentication, authorization, and accountability
- Tenant rights and privacy considerations in access management
- Risk assessment fundamentals for social housing sites
- Types of access control systems: manual, electronic, and biometric
- Introduction to access policies and procedures
- Case study: Access control challenges in a typical social housing complex

Day 2: Implementing Access Control Systems and Procedures

- Designing access control policies: tenant registration, key management, and visitor protocols
- Hands-on with electronic access systems: keycards, PIN pads, and biometric readers
- Managing temporary access for contractors, maintenance, and deliveries
- Emergency access procedures: fire, medical, and security incidents
- Incident reporting: documentation, escalation, and follow-up
- System maintenance: troubleshooting common faults and scheduling servicing
- Data privacy and record-keeping for access logs
- Practical exercise: Simulating access control scenarios

Day 3: Advanced Access Control Management and Integration

- Integration of access control with CCTV, intercoms, and alarm systems
- Using access data analytics for pattern recognition and security optimization
- Training strategies: tenant induction, staff drills, and ongoing awareness
- Conducting access control audits: checklists, reporting, and corrective actions
- Compliance with POPIA and other data protection regulations
- Emerging technologies: mobile access, cloud-based systems, and IoT
- Budgeting and planning for system upgrades
- Group project: Designing a comprehensive access control plan for a social housing site

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 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 17,900.00	R 17,900.00
1	In-House	R 23,300.00	R 23,300.00
1	On-Campus (Pretoria)	R 26,800.00	R 26,800.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	12 Aug 2026	On-Campus	Abu Dhabi, UAE
10 Aug 2026	12 Aug 2026	On-Campus	Cape Town, South Africa
11 Aug 2026	13 Aug 2026	On-Campus	Durban, South Africa
11 Aug 2026	13 Aug 2026	On-Campus	Dubai, UAE
12 Aug 2026	14 Aug 2026	On-Campus	Pretoria, South Africa
12 Aug 2026	14 Aug 2026	On-Campus	Mauritius
17 Aug 2026	19 Aug 2026	On-Campus	Durban, South Africa
17 Aug 2026	19 Aug 2026	On-Campus	Dubai, 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 117735) 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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