



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

Government Framework and Mechanics in Public Sector Policy

Business, Commerce and Management Studies / Public Administration

Unit Standard 242880 · NQF Level 4 · 6 Credits · 3 Days

COURSE OVERVIEW

This course equips learners with a thorough understanding of the constitutional and legislative framework that governs public sector policy in South Africa. Participants will gain the ability to analyze the mechanics of government, including the roles of the executive, legislature, and judiciary, and apply this knowledge to policy development and implementation. The course bridges theory and practice, enabling professionals to navigate the complexities of public sector governance effectively.

Category	Business, Commerce and Management Studies
Subfield	Public Administration
Unit Standard	242880
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

- Demonstrate an understanding of the constitutional framework and separation of powers in South Africa.
- Apply the legislative and regulatory processes involved in public policy formulation.
- Analyze the roles and responsibilities of national, provincial, and local government spheres.
- Evaluate the impact of government structures on policy implementation and service delivery.
- Implement mechanisms for accountability and oversight within the public sector.
- Demonstrate the ability to interpret and apply relevant legislation in policy contexts.

WHO SHOULD ATTEND

- This course is designed for public sector officials, policy analysts, legislative drafters, and managers in government departments or agencies who require a deep understanding of government structures and policy processes.

COURSE OUTLINE

Day 1: Foundations of Government and Public Policy

- Overview of the South African government: national, provincial, and local spheres.
- The Constitution and Bill of Rights.
- Separation of powers: executive, legislature, judiciary.
- Government institutions: departments, agencies, and entities.
- Introduction to public policy: definition, purpose, and types.
- The policy cycle: agenda-setting, formulation, adoption, implementation, evaluation.
- Stakeholders in policy-making: citizens, interest groups, and media.
- Case study: a simple policy example (e.g., housing policy).

Day 2: Mechanics of Policy Formulation and Implementation

- Policy formulation: problem definition, policy analysis, and option generation.
- Evidence-based policy: data collection, research methods, and use of statistics.
- Policy instruments: legislation, regulation, incentives, and programmes.
- Implementation frameworks: top-down vs. bottom-up approaches.
- Challenges in implementation: capacity, resources, and political will.
- Intergovernmental relations: cooperation and conflict across spheres.
- Monitoring and evaluation: indicators, reporting, and feedback loops.
- Case study: analysis of a current South African policy (e.g., NHI or energy policy).

Day 3: Advanced Applications and Practical Integration

- Policy analysis tools: cost-benefit analysis, SWOT, and stakeholder mapping.
- Ethics in public policy: transparency, integrity, and public trust.
- Accountability mechanisms: oversight, audits, and public participation.
- Policy communication: writing policy briefs and presenting to decision-makers.
- Simulated policy exercise: groups develop a policy proposal on a current issue.
- Peer review and feedback on policy proposals.
- Reflection on course learning and application to workplace.
- Action planning for implementing policy skills on the job.

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	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 242880) 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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