



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

Data Integrity and Security Maintenance

Business, Commerce and Management Studies / Finance, Economics and Accounting

Unit Standard 243943 · NQF Level 4 · 3 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with the knowledge and skills to maintain data integrity and security within an organisational context. Participants will understand the principles of data integrity, confidentiality, and availability, and learn to apply security measures to protect data from unauthorised access, corruption, or loss.

Category	Business, Commerce and Management Studies
Subfield	Finance, Economics and Accounting
Unit Standard	243943
Accreditation	SAQA Accredited · NQF Level 4 · 3 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply principles of data integrity and security to maintain the accuracy, consistency, and reliability of data.
- Implement security measures such as access controls, encryption, and backup procedures to protect data.
- Analyse potential threats to data integrity and security within an organisational context.
- Evaluate the effectiveness of existing data security policies and procedures.
- Demonstrate the ability to respond to data security incidents in accordance with organisational protocols.
- Design a basic data integrity and security maintenance plan for a given scenario.

WHO SHOULD ATTEND

- This course is designed for data administrators, IT support staff, records managers, and any professionals responsible for handling and safeguarding organisational data.

COURSE OUTLINE

Day 1: Foundations of Data Integrity and Security

- Definition and importance of data integrity and security.
- Key principles: confidentiality, integrity, availability (CIA triad).
- Common threats: malware, phishing, unauthorised access, data corruption.
- Basic security measures: passwords, encryption, backups.
- Access control concepts: authentication, authorisation, auditing.
- Overview of relevant legislation: POPIA, GDPR, and organisational policies.
- Roles and responsibilities of data custodians and users.
- Incident reporting procedures.

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 **3 NQF credits at NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 12,800.00	R 12,800.00
1	In-House	R 16,600.00	R 16,600.00
1	On-Campus (Pretoria)	R 19,200.00	R 19,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
18 Jun 2026	18 Jun 2026	In-House	–
19 Jun 2026	19 Jun 2026	On-Campus	Maseru, Lesotho
19 Jun 2026	19 Jun 2026	On-Campus	Online
22 Jun 2026	22 Jun 2026	On-Campus	Mbabane, Eswatini
23 Jun 2026	23 Jun 2026	On-Campus	Mombasa, Kenya
23 Jun 2026	23 Jun 2026	On-Campus	Windhoek, Namibia
24 Jun 2026	24 Jun 2026	In-House	–
25 Jun 2026	25 Jun 2026	On-Campus	Maseru, Lesotho

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

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