



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

Compliance Analysis and Corrective Action Planning

Business, Commerce and Management Studies / Generic Management

Unit Standard 252030 · NQF Level 5 · 4 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with the skills to systematically analyse compliance with legal requirements and develop effective corrective action plans. It ensures that participants can identify non-compliance, assess root causes, and recommend practical solutions to mitigate risks and maintain regulatory adherence. The course is designed to foster a culture of continuous improvement and legal accountability within organisations.

Category	Business, Commerce and Management Studies
Subfield	Generic Management
Unit Standard	252030
Accreditation	SAQA Accredited · NQF Level 5 · 4 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyse legal requirements relevant to a specific workplace context.
- Identify and document instances of non-compliance using appropriate evidence.
- Evaluate the root causes of non-compliance to inform corrective actions.
- Design corrective action plans that address identified non-compliance and prevent recurrence.
- Implement monitoring mechanisms to track the effectiveness of corrective actions.
- Communicate compliance findings and recommendations to relevant stakeholders.

WHO SHOULD ATTEND

- This course is ideal for compliance officers, risk managers, internal auditors, and supervisors responsible for ensuring legal compliance in their organisations.
- It is also suitable for professionals seeking to enhance their analytical and corrective planning skills in a regulatory context.

COURSE OUTLINE

Day 1: Foundations of Compliance Analysis and Corrective Action Planning

- Overview of compliance requirements and relevant legislation
- Compliance analysis process: data collection, review, and gap analysis
- Root cause analysis techniques (5 Whys, fishbone diagram)
- Developing corrective action plans: SMART criteria and prioritisation
- Documentation and reporting standards
- Ethical and professional conduct in compliance work
- Case studies: real-world compliance scenarios

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 **4 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 13,400.00	R 13,400.00
1	In-House	R 17,400.00	R 17,400.00
1	On-Campus (Pretoria)	R 20,200.00	R 20,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
03 Aug 2026	03 Aug 2026	On-Campus	Dubai, UAE
04 Aug 2026	04 Aug 2026	On-Campus	Pretoria, South Africa
04 Aug 2026	04 Aug 2026	On-Campus	Lagos, Nigeria
05 Aug 2026	05 Aug 2026	On-Campus	Johannesburg, South Africa
06 Aug 2026	06 Aug 2026	On-Campus	Mauritius
07 Aug 2026	07 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	10 Aug 2026	On-Campus	Pretoria, South Africa
11 Aug 2026	11 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 252030) 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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