

BQA NCQF QUALIFICATION TEMPLATE

SECTION A:		QUALIFICATION DETAILS											
QUALIFICATION DEVELOPER (S)		Madirelo Training and Testing Centre											
TITLE	Certificate III in Furniture Design and Manufacturing								NCQF LEVEL		3		
STRANDS (where applicable)	N/A												
FIELD	Physical Planning and Construction								CREDIT VALUE		120		
SUB FIELD	Building construction												
New Qualification				Legacy Qualification				Renewal Qualification		✓			
								Registration Code		Q0380			
SUB-FRAMEWORK		General Education						TVET		✓		Higher Education	
QUALIFICATION TYPE		Certificate	I	II	III	✓	IV	V	Diploma	Bachelor			
		Bachelor Honours				Post Graduate Certificate				Post Graduate Diploma			
		Masters				Doctorate/ PhD							

RATIONALE AND PURPOSE OF THE QUALIFICATION

RATIONALE:

The Certificate III in Furniture Design and Manufacturing has been reviewed to address the growing demand for skilled artisans in the furniture, woodworking, and manufacturing sectors, as identified in the HRDC Labour Market Intelligence Report (2025). The report highlights the need for competent personnel to support furniture production, interior fitting, joinery, and related manufacturing activities. In response to these labour market needs, the qualification equips learners with practical and technical skills in furniture design, material selection, machining, assembly, finishing, and quality control, ensuring graduates are prepared for employment and self-employment opportunities within the sector.

The qualification is aligned with ISCO-08 Code 7522 (Cabinet Makers and Related Workers) and related occupations in furniture manufacturing and woodworking. These occupations involve designing, constructing, assembling, repairing, and finishing furniture and wood products using hand tools, machinery, and modern manufacturing technologies. Alignment with ISCO-08 ensures that the qualification reflects internationally recognised occupational standards and promotes graduate mobility across regional and global labour markets.

To ensure relevance and comparability, the qualification has been benchmarked against the National Vocational Certificate in Manufacturing (Joinery and Cabinet Making) (Namibia) and the Certificate in Furniture Design and Cabinet Making (Canada). The comparability matrix shows strong alignment in occupational outcomes, practical workshop skills, furniture construction techniques, material processing, finishing operations, workplace safety, and quality assurance practices. All three qualifications emphasise competency-based training and the development of technical skills required in furniture manufacturing environments.

Although differences exist in qualification structures, credit systems, and assessment methods, the benchmarked qualifications share a common objective of producing competent furniture makers, cabinet makers, and manufacturing technicians. The reviewed qualification further incorporates communication, ICT, entrepreneurship, and occupational health and safety competencies to enhance workplace effectiveness and adaptability.

Overall, the Certificate III in Furniture Design and Manufacturing aligns with HRDC 2025 labour market

priorities, ISCO-08 occupational standards, and regional and international benchmarks, ensuring relevance, employability, progression opportunities, and recognition within the furniture manufacturing industry.

PURPOSE:

The purpose of the qualification is to produce graduates with basic operational and theoretical skills and competence to:

1. Design furniture and related products for manufacture and use.
2. Analyse functional, aesthetic, and safety requirements of furniture.
3. Prepare sketches, drawings, and prototypes using manual and digital tools.
4. Select materials and production methods suitable for the design.
5. Apply communication principles and computer concepts to support effective task execution and problem-solving in the workplace.

MINIMUM ENTRY REQUIREMENTS (including access and inclusion)

Certificate II, NCQF Level 2

There shall be provision for access through Recognition of Prior Learning (RPL) and Credit Accumulation and Transfer in accordance with ETP policies.

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SECTION B QUALIFICATION SPECIFICATION	
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA
1. Design furniture products using appropriate design principles and specifications.	1.1 Interpret client requirements and design briefs accurately to ensure furniture designs meet functional and aesthetic needs. 1.2 Produce sketches and technical drawings using manual tools to communicate design clearly for manufacturing. 1.3 Apply design principles to ensure safe, usable, and attractive furniture products. 1.4 Select suitable design concepts that meet manufacturing requirements to ensure feasibility and efficiency in production processes.
2. Manufacture furniture components using appropriate tools, machinery, and techniques.	2.1 Select correct tools, equipment, and materials for manufacturing tasks in accordance with job specifications and production requirements. 2.2 Operate woodworking machinery safely and correctly to produce accurate and high-quality components. 2.3 Produce furniture components according to specifications to ensure proper fit, function, and assembly. 2.4 Maintain quality standards during production processes to ensure compliance with industry requirements.
3. Assemble furniture products according to technical drawings and specifications.	3.1 Interpret assembly drawings and instructions to ensure construction of furniture units. 3.2 Join components using appropriate techniques and fasteners to achieve structural strength

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	and stability. 3.3 Ensure structural stability and alignment of furniture units to meet safety and functional standards. 3.4 Inspect assembled products for accuracy and quality to ensure compliance with design specifications and workmanship standards.
4. Apply finishing techniques to furniture products to achieve quality surface results.	4.1 Prepare surfaces for finishing by sanding and cleaning to ensure smooth and defect-free application. 4.2 Apply stains, paints, varnishes, or coatings correctly to achieve durable and aesthetically acceptable finishes. 4.3 Ensure uniform finish and aesthetic quality to meet client expectations and industry standards. 4.4 Identify and correct surface defects where necessary to improve final product quality and durability.
5. Apply occupational health and safety practices in furniture manufacturing environments.	5.1 Identify workplace hazards and apply risk control measures to maintain a safe working environment. 5.2 Use personal protective equipment (PPE) correctly to prevent injuries and ensure compliance with safety regulations. 5.3 Follow safe operating procedures for tools and machinery to reduce workplace accidents and equipment damage. 5.4 Maintain a clean and safe workshop environment to support productivity and environmental compliance.
6. Apply communicational fundamental principles and processes to facilitate	1.1 Communicate effectively using appropriate verbal, non-verbal, and digital communication

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accurate information exchange in the workplace	methods to ensure efficiency in workplace tasks and coordination. 1.2 Interpret workplace documentation for task execution and coordination in workplace activities. . 1.3 Prepare workplace documents and correspondence to support information sharing and coordination. 1.4 Present information and respond to communication in workplace settings for coordination. 1.5 Demonstrate professionalism when interacting with clients in workplace environments
7. Apply Computer concepts to manage workplace tasks by using ICT tools and digital applications	7.1 Use basic computer concepts to perform technical and professional tasks 7.2 Use ethical and safe practices in the use of ICT to ensure digital activities are secure. 7.3 Produce documents using ICT applications in compliance with organizational standards. 7.4 Communicate using digital technologies to share information, collaborate, and connect effectively.

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SECTION C		QUALIFICATION STRUCTURE			
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total Credits
		Level [3]	Level []	Level []	
FUNDAMENTAL COMPONENT Subjects/ Courses/ Modules/Units	Communication skills	10			10
	Computer Skills	10			10
CORE COMPONENT Subjects/Courses/ Modules/Units	Furniture Design Principles and Practice	20			20
	Furniture Manufacturing Processes and Techniques	25			25
	Furniture Assembly and Construction	15			15
	Furniture Finishing Techniques	20			20
	Occupational Health and Safety in Furniture Manufacturing	20			20
STRANDS/ SPECIALIZATION	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level			Total Credits
		Level []	Level []	Level []	120
1.					
2.					
Electives					

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SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL

TOTAL CREDITS PER NCQF LEVEL

NCQF Level	Credit Value
NCQF Level 3	120
TOTAL CREDITS	120

Rules of Combination:

(Please Indicate combinations for the different constituent components of the qualification)

To graduate candidate should achieve a maximum of 120 credits inclusive of 20 credits for fundamental and 100 credits core. Qualification does not have elective components.

BOTSWANA
Qualifications Authority

ASSESSMENT ARRANGEMENTS

Assessment shall be conducted by persons registered with Botswana Qualifications Authority (BQA) as assessors preferably with a qualification higher than Certificate III in Automotive body repair and refinishing or related in line with ETP assessment policies.

The weightings for the assessment will be as follows:

a) Formative assessment

The weighting of formative assessment is 60%.

b) Summative Assessment

The weighting of summative assessment is 40%.

MODERATION ARRANGEMENTS

Moderation shall be conducted by persons registered with Botswana Qualifications Authority (BQA) as moderators preferably with a qualification higher than Certificate III in Automotive body repair and refinishing or related in line with ETP moderation policies.

RECOGNITION OF PRIOR LEARNING

There shall be provision for award of the qualification through Recognition of Prior Learning (RPL) in accordance with institutional policies in line with the Educational Training Provider (ETP) policy.

CREDIT ACCUMULATION AND TRANSFER

Credits Accumulated and Transfer (CAT) will be administered in line with the Educational Training Provider (ETP) policy and will be administered towards the award of qualification

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

Learning Pathways

Graduates may progress to qualifications such as:

Horizontal Articulation

- Certificate III in Painting and Decoration
- Certificate III in Architectural Draughting
- Certificate III in Carpentry and Joinery

Vertical Articulation

- Certificate IV in Furniture Manufacturing
- Certificate IV in Cabinet Making
- Certificate IV in Wood Technology
- Certificate IV in Interior Furnishing and Design

Employment Pathways

On completion of the course, candidates can either gain employment or become self-employed entrepreneurs in any one of the following fields:

- Assistant cabinet makers
- Furniture production assistants
- Furniture assemblers
- Furniture finishers
- Workshop assistants
- Small-scale furniture manufacturers

QUALIFICATION AWARD AND CERTIFICATION

Minimum standards of achievement for the award of the qualification.

A learner is required to achieve the stipulated minimum of 120 credits inclusive of 20 credits for the fundamental and 100 core credits to be awarded the qualification.

Certification

Candidates meeting prescribed requirements will be awarded Certificate III in Furniture Design and Manufacturing certificate in accordance with standards prescribed for the award of the certificate and applicable policies

SUMMARY OF REGIONAL AND INTERNATIONAL COMPARABILITY

The reviewed qualification was benchmarked:

- Regionally: National Vocational Certificate in Manufacturing (Joinery and Cabinet Making), Namibia
- Internationally: New Zealand Certificate in Furniture (Level 3) with strands in Cabinet Making, Furniture Finishing, and Upholstery, New Zealand

Title of Qualification

The reviewed qualification is comparable to both benchmarked qualifications in that all titles are centered on furniture manufacturing and woodworking competencies. The regional qualification and the international qualification both focus on furniture production, with the Namibian qualification emphasizing joinery and cabinet making, while the New Zealand qualification includes cabinet making, furniture finishing, and upholstery strands. The reviewed qualification is broader, integrating design, manufacturing, and production processes within one qualification.

NQF Level

The reviewed qualification and both benchmarks are aligned at NQF Level 3.

Credit Value or Duration

The reviewed and one of the benchmarked qualifications has 120 credits while the other benchmarked qualification has 90 credits depending on the strand.

Main Exit Outcomes

Graduates of the reviewed and benchmark qualifications should be able to design, manufacture,

assemble, and finish furniture products, operate tools, machinery, and workshop equipment safely, interpret technical drawings and production specifications as well as apply occupational health and safety standards. Additionally, the reviewed qualification additionally strengthens competencies in ICT, communication, and design integration to produce versatile graduates.

Domains / Modules / Courses Covered

All qualifications include core areas such as: Furniture design and production, Cabinet making and woodworking techniques, Tools, machinery, and workshop practice, Surface preparation and finishing, Technical drawing and measurement and Occupational health and safety. The reviewed qualification differs by including additional fundamental modules such as ICT, communication, and entrepreneurship, making it more holistic compared to the New Zealand qualification, which is more strand-based and production-focused, and the Namibian qualification, which is more joinery and workshop-oriented.

Assessment Strategies and Weightings

All qualifications use competency-based assessment approaches involving practical demonstrations and workplace-based evaluation. The reviewed qualification aligns with both systems by combining practical skills, theoretical knowledge, and project-based assessment methods and Formative 60% and 40% summative assessment.

Qualification Rules and Minimum Standards

In all three qualifications, learners are required to complete all compulsory components, including fundamental and core to achieve the qualification.

In conclusion, the reviewed Certificate III in Furniture Design and Manufacturing is strongly comparable to benchmarked qualifications in terms of level, occupational outcomes, and core competencies. However, it is broader in scope, integrating design, manufacturing, ICT and communication skills, making it more versatile and responsive to modern industry and employment needs.

REVIEW PERIOD

This program shall be reviewed every five (5) years.

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For Official Use Only:

CODE (ID)			
REGISTRATION STATUS	BQA DECISION NO.	REGISTRATION START DATE	REGISTRATION END DATE
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT	

BOTSWANA
Qualifications Authority