

BQA NCQF QUALIFICATION TEMPLATE

SECTION A: QUALIFICATION DETAILS															
QUALIFICATION DEVELOPER (S)			Madirelo Training and Testing Centre												
TITLE		Certificate III in Leather Works								NCQF LEVEL		3			
STRANDS (where applicable)		N/A													
FIELD		Manufacturing Engineering and Technology								CREDIT VALUE		120			
SUB FIELD		Manufacturing and Processing													
New Qualification				Legacy Qualification						Renewal Qualification			✓		
										Registration Code					
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 Human Resource Development Council (HRDC) reports highlight the importance of developing occupation-specific skills that can contribute to employment creation, self-employment, and industrial development. The leather and footwear subsector presents opportunities for both wage employment and enterprise development, particularly among youth and out-of-school learners.

The Certificate III in Leather Works has been developed to address the growing need for skilled artisans and technicians in Botswana's leather, footwear, fashion, and manufacturing sectors. The qualification is aligned with Botswana's economic diversification agenda, which promotes value addition, local production, entrepreneurship, and the development of Small, Medium and Micro Enterprises (SMMEs).

Botswana possesses significant potential for growth in the leather value chain due to the country's livestock resources and the increasing demand for locally manufactured leather products such as footwear, bags, belts, wallets, protective wear, and fashion accessories. However, the sector continues to experience shortages of appropriately trained personnel with practical competencies in leather goods design, pattern making, cutting, stitching, assembly, finishing, quality control, and production operations.

The qualification is designed to equip learners with practical competencies required for employment as leather goods makers, footwear production assistants, stitching machine operators, pattern making assistants, quality control assistants, and self-employed artisans. In addition, the programme develops entrepreneurial, business management, communication, digital literacy, and workplace skills necessary for sustainable participation in the economy.

The qualification is benchmarked against internationally recognized programmes offered by the Africa Leather and Leather Products Institute (Ethiopia) and the Footwear Design and Development Institute (India), ensuring that graduates acquire skills that are relevant, portable, and aligned with global industry standards.

Furthermore, the qualification provides clear progression pathways to higher-level qualifications in leather technology, footwear technology, fashion design, and related manufacturing disciplines. It therefore contributes to skills development, youth empowerment, job creation, import substitution, and the growth of Botswana's leather and creative industries sectors.

PURPOSE:

The purpose of this qualification is to produce graduates with basic operational and theoretic knowledge, skills and competence to:

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1. Design and develop footwear and leather goods products using appropriate materials and production techniques to meet customer and market requirements.
2. Perform pattern making, cutting, stitching, assembly, finishing, and quality control processes in footwear and leather goods production.
3. Operate, maintain, and troubleshoot footwear and leather production equipment while adhering to occupational health, safety, and environmental standards.
4. Apply entrepreneurial, business management, communication, teamwork, and employability skills within the leather and footwear industry.

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 and develop basic footwear and leather goods products using appropriate materials, tools, and production techniques.	1.1 Identify customer requirements and product specifications. 1.2 Produce simple product sketches and designs as per guideline 1.3 Select suitable materials and components for a given task as per customer requirements. 1.4 Develop leather products that meet basic industry standards.
2. Perform pattern making, marking, cutting, stitching, assembly, and finishing operations for footwear and leather goods production as per specifications and workplace procedures.	2.1 Develop basic patterns and templates per specifications 2.2 Prepare materials according to the product required. 2.3 Perform cutting, stitching, and assembly tasks according to specifications. 2.4 Produce finished products that meet quality requirements.
3. Operate industrial footwear and leather goods machinery, equipment, and tools safely.	3.1 Set up and operate machinery correctly as per operating procedures. 3.2 Use tools and equipment safely as per the rules and regulations. 3.3 Demonstrate efficient machine handling techniques as per standards.
4. Conduct routine maintenance and basic troubleshooting of footwear and leather	4.1 Carry out cleaning and lubrication as per procedures.

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production equipment as per required standards.	4.2 inspect machine for common faults. 4.3 Perform basic corrective actions with workplace procedures to ensure product quality. 4.4 Maintain equipment according to maintenance schedules.
5. Apply quality assurance procedures during footwear and leather goods production processes.	5.1 Inspect products against specifications. 5.2 Identify defects and non-conformities as per established specifications. 5.3 Apply corrective measures as per guidelines. 5.4 Maintain quality standards throughout production for customer satisfaction.
6. Apply occupational health, safety, and environmental practices within the workplace.	6.1 Use personal protective equipment as per established specifications. 6.2 Handle materials and equipment as per workplace safety procedures. 6.3 Maintain a safe and clean working environment as per standards.
7. Communicate effectively using appropriate verbal and non-verbal methods.	7.1 Demonstrate the concept of Communicate for good communication 7.2 Interpret workplace documents, instructions, manuals, and technical information accurately. 7.3 Prepare clear and concise workplace documents and correspondence. 7.4 Present information effectively and respond appropriately to enquiries, instructions, and feedback. 7.5 Apply professionalism when interacting with colleagues, clients, and supervisors.

8. Apply computer concepts to manage workplace task using ICT tools and Digital applications.	8.1 Use basic computer concepts to perform technical and professional tasks 8.2 Perform ethical and safe practices in the use of ICT ensuring digital activities are secure. 8.3 Produce documents using ICT applications in compliance with organizational standards. 8.4 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	Introduction to Leather Works, Materials and Components Technology	15			15
	Leather Goods Design, Product Development and Pattern Making	25			25
	3. Cutting, Stitching, Assembly and Finishing Techniques	25			25
	Industrial Machine Operation, Maintenance and Troubleshooting	20			20
	Quality Assurance, Production Control and Workplace Learning	15			15
	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level			Total Credits

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STRANDS/ SPECIALIZATION		Level []	Level []	Level []	
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.

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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 Path Ways

Horizontal Pathways

- Certificate III in Footwear Production
- Certificate III in Apparel / Clothing Production
- Certificate III in Textile Manufacturing
- Certificate III in Design Fundamentals

- Certificate III in Live Production (for theatrical/leather costume work overlap)

Vertical Progression

- Certificate IV in Manufacturing / Competitive Systems
- Certificate IV in Clothing and Textile Production (where available)
- Certificate IV in Design (Fashion / Product Design)

Employment Opportunities

- Footwear Production Assistant
- Leather Goods Production Assistant
- Shoe Maker / Assistant Shoemaker
- Leather Craftsperson

QUALIFICATION AWARD AND CERTIFICATION

Minimum standards of achievement for the award of the qualification

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

Certification

Candidates meeting prescribed requirements will be awarded Certificate III in Automotive body Repair and Refinishing 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 Africa Leather and Leather Products Institute (ALLPI), Ethiopia

Internationally Footwear Design & Development Institute (FDDI), India

Title of Qualification, Level, Duration and Credits

All qualifications focus on footwear and leather goods production and are offered at comparable vocational levels. The titles Certificate IV in Leather Goods & Accessories Design and Footwear and

Leather Goods Design & Production and reviewed qualification (Certificate III in Leather Works) are different because of the use of words such as leather goods, production, leather works and footwear but all the qualifications are considered similar coz the difference in titles are embedded in “leathers works” of the reviewed qualifications

Main Exit Outcomes

All qualifications develop knowledge skills and competencies in product design, pattern making, production processes, quality assurance, entrepreneurship, and progression to further studies. They prepare learners for employment and self-employment within the leather sector. Africa Leather and Leather Products Institute (ALLPI), Ethiopia places greater emphasis on footwear production, equipment maintenance, supervision, and production management, whereas Footwear Design & Development Institute (FDDI), India focuses more on leather accessories design, product development, and industry readiness for leather goods manufacturing.

Domains/Modules/Courses Covered

All the qualifications share common modules in pattern making, stitching, quality control, entrepreneurship, safety, and leather materials. Africa Leather and Leather Products Institute (ALLPI), Ethiopia offers a broader curriculum that includes footwear design, bottom making, production planning, equipment maintenance, and ICT. Footwear Design & Development Institute (FDDI), India focuses more on leather accessories construction, design methodology, costing, and CAD basics.

Assessment Strategies and Weightings

Both qualifications use continuous and summative assessment approaches with a total weighting of 100%. Africa Leather and Leather Products Institute (ALLPI), Ethiopia allocates 50% to continuous assessment and 50% to final assessments, while Footwear Design & Development Institute (FDDI), India allocates 40% to continuous assessment, 40% to practical examinations, and 20% to theory. Both programmes strongly emphasize practical competency assessment, although ALLPI provides a more detailed breakdown of production processes and workplace-based skills evaluation.

Qualification Rules and Minimum Standards

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The reviewed qualification aligns with benchmarked qualifications, requiring completion of all fundamentals and core. All three emphasize compliance with workplace safety and performance standards to ensure graduates achieve full occupational competences.

REVIEW PERIOD

This program shall be reviewed every five (5) years, however review maybe undertaken earlier as needed.

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	

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