



**DIRECTORATE FOR REGISTRATION AND RECOGNITION**

**EVALUATION REPORT FOR THE RECOGNITION OF PROFESSIONAL BODIES AND  
REGISTRATION OF PROFESSIONAL DESIGNATIONS**

<b>Name of Professional Body</b>	Association of Southern African Professional Archaeologists (ASAPA)
<b>Statutory or Non-Statutory Body</b>	Non-Statutory
<b>Sector</b>	Traditions, History and Legacies
<b>Physical Address</b>	University of Witwatersrand; Cnr Yale & Enoch Sontonga Roads; Braamfontein,; Johannesburg
<b>Application Approved by Board/Council</b>	Yes
<b>Application Signed by CEO / Registrar/ Board Chairperson</b>	Yes
<b>Number of Designations Applied for</b>	1
<b>Date of Site Visit</b>	8 June 2017
<b>Date of Gazette Notice</b>	1 September 2017



## PROFESSIONAL BODY RECOGNITION AND PROFESSIONAL DESIGNATION REGISTRATION

### EVALUATION REPORT

#### 1. NAME OF BODY: ASSOCIATION OF SOUTHERN AFRICAN PROFESSIONAL ARCHAEOLOGISTS (ASAPA)

- 1.1. ASAPA applied to SAQA for recognition as a professional body and for the registration of one (1) professional designation on the NQF in terms of the NQF Act, Act 67 of 2008.
- 1.2. The South African Archaeological Association (SAAA or SA3) was founded in 1970. In 1977 the Association was extended to include Southern African and other international members, becoming the Association of Southern African Archaeologists (ASAPA). The SAAA hosted the 4th World Archaeological Congress (WAC) in 1999 where President Nelson Mandela was declared patron of the Association.

In 2004, a decision was made to professionalise the SAAA, and ASAPA was then established at its biennial conference held that year. ASAPA is a non-profit, non-governmental organisation that exists for the purpose of establishing, maintaining and promoting archaeology in Southern Africa. Archaeology is now recognised as an important component of our heritage, but that heritage is increasingly threatened by urban development.

In the pursuit of its objectives ASAPA promotes and supports legislative, regulatory, and voluntary programmes in all southern African countries that forbid and discourage all activities that result in the loss of scientific knowledge and unsanctioned damage or loss of archaeological sites, landscapes and artefacts. Such activities include, but are not limited to the illegal looting, defacing, destroying, hoarding, exchanging, buying, or selling of archaeological materials. Conduct that results in such losses is declared contrary to the objectives of ASAPA.

#### 2. CRITERIA FOR RECOGNISING A PROFESSIONAL BODY

DRR evaluated the application against the *Policy and Criteria for Recognising a Professional Body and Registering a Professional Designation for the Purposes of the NQF Act*. The Association of Southern African Professional Archaeologists (ASAPA) meets all the criteria for recognising a professional body listed below.

##### 2.1. Legally constituted entity

- ASAPA was founded in 1970 and registered as a non-profit organisation (NPO) with the Department of Social Development on 17 January 2017.

##### 2.2. Human resources

- ASAPA is administered by a Chairperson, Secretary and Treasurer.
- The continued role and direction of ASATA is guided by a Board of Directors which is elected by the members at an Annual General Meeting (AGM).

##### 2.3. Financial resources

- ASAPA keeps full and proper financial records of its business as a professional body.

- The audited financial statement of ASAPA as at 31 March 2015 affirms the organisation as going concern.

## **2.4. Good corporate governance practices**

- ASAPA is governed by a constitution.
- Council Members are elected at an Annual General Meeting (AGM) to serve for a period of two years or for the period of time that elapses between successive AGMs.
- Members of Council are immediately eligible for re-election on expiry of their term of office up to a maximum of three consecutive terms.
- The Council elects sub-committees to assist with the oversight role. The Council and sub-committees are collectively responsible and accountable for ensuring that ASAPA performs well, remains solvent and complies with its obligations.

## **2.5. Protection of the public interest**

- It is mandatory to sign acceptance of the Code of Conduct when applying for membership with ASAPA.
- The Code of Conduct is widely communicated to members of the Association and the general public.
- The process for reporting complaints is also clearly communicated to ASAPA members and the public at large.
- Alleged breaches of the professional codes are dealt with in accordance with a fair and impartial disciplinary procedure.

## **2.6. Membership and affiliations**

### **ASAPA membership**

ASAPA maintains an extensive electronic database of its members, consisting of personal details, designations awarded and Continuing Professional Development (CPD) activities. Members log onto the website using their secret code to view their personal data and load their CPD points as required.

### **National affiliations:**

ASAPA has a formal relationship with the South African Archaeological Society (SAAS). Since 2005 ASAPA is contracted by SAAS to manage the production of a journal entitled the *South African Archaeology Bulletin*.

### **International affiliations:**

Although ASAPA does have any international affiliations, it hosted the 4<sup>th</sup> World Archaeological Congress in 1999 where President Nelson Mandela was declared patron of the Association.

## **2.7. Education and Training**

ASAPA complies with Section 19 of the policy and criteria to the extent that it:

- is not accredited as an education and training provider by a Quality Council;
- is not registered as an education and training provider with the Department of Higher Education and Training;

Optional:

- may, but does not register its employees on learnerships or act as a workplace provider for the delivery of learnerships;
- may, but does not recognise suitable workplaces and is not involved in the assessment of workplace experience;
- recognises suitable education and training providers and is involved in the development of learning programmes offered by providers.

- may, but does not set or administer Board examinations.

## 2.8. Continuing Professional Development (CPD)

- CPD criteria for the professional designation are administered in terms of the ASAPA CPD policy.
- ASAPA has made the necessary efforts to promote optimal participation in CPD activities by members with designations.

## 2.9. Unfair Exclusionary Practices

- The ASAPA governance structure and members are representative of the South African demographics.
- ASAPA has developed a transformation policy and strategy which is implemented by the Transformation Action Committee to achieve representivity.

## 2.10. Proliferation of professional bodies

- There is no additional professional body in the sector that has been established through an Act of Parliament.
- There are no recognised professional bodies within the Archaeology industry.
- The ASAPA application for recognition is the outcome of a broad consultation with and support from the Archaeology industry.

## 3. CRITERIA FOR RECOGNISING A PROFESSIONAL DESIGNATION

### 3.1. Designation(s) to be Registered

**Designation Title:** Professional Member (ASAPA)

<b>CRITERION</b>	<b>DESCRIPTION</b>
<b>Underlying NQF Registered Qualification/Part-Qualification</b>	Bachelor Honours Degree in Archaeology at Level 8; or a comparable qualification
<b>Experiential Learning / Practical Experience</b>	At least four years fieldwork experience in the relevant area of specialisation, such as rock art.
<b>Board / Admission Examination / Assessment</b>	ASAPA Council makes assessment based on submission of a Portfolio of Evidence which must include:1) a nomination form from 5 ASAPA members in good standing; and 2) a curriculum vitae outlining academic qualifications and projects undertaken at a Bachelor Honours degree level or above. The portfolio is circulated to ASAPA membership in good standing for comment to guide Council.
<b>Continuing Professional Development (CPD) Requirements</b>	A minimum of 20 CPD points over a 2-year cycle is required. CPD activities may include participation in conferences, workshops, mentoring, radio and TV appearances and public outreach, serving on ASAPA Council and other bodies such as the National Research Foundation (NRF), regional/international archaeology bodies, and digital media.
<b>Application of Recognition of Prior Learning (RPL)</b>	RPL candidates will be assessed against the following competences: <ul style="list-style-type: none"> <li>• knowledge of and engagement in archaeology which includes understanding and application of archaeology theories, relevant research methodologies and techniques;</li> <li>• an understanding of the complexities and uncertainties of selecting, applying or transferring appropriate standard procedures, processes or techniques to</li> </ul>

CRITERION	DESCRIPTION
	unfamiliar problems in archaeology; <ul style="list-style-type: none"> <li>• an ability to use a range of specialised skills to identify, analyse and address complex problems drawing systematically on capabilities outlined in (1) above; and</li> <li>• an ability to contextually identify and address ethical issues and to critically review data collection, management and synthesis processes to develop appropriate solutions in archaeology.</li> </ul>

### 3.2. Awarding and retention of professional designations

- The professional designation, the Professional Member (ASAPA), has been developed in terms of the ASAPA rules as well as international conventions.
- The designation is awarded and revoked in accordance with an approved policy.
- As a general rule, ASAPA awards the designation if all the requirements including an underlying qualification, relevant work experience, continuing professional development and/or recognition of prior learning are met.
- The process of awarding and revoking the designation is transparent, fair and relevant.