



November 2018

Physical: 141 Lamp Road, Wadeville, Germiston

Tel: (011) 827 4113/6. **Fax:** (011) 827 4118

Postal: P O Box 7104, Albemarle, 1410

E-mail: info@pandttechnology.co.za

www.pandttechnology.co.za

Directors: NC Du Plessis (managing), ED Du Plessis

Safety in the workplace, hand tools and power tools

(Identify and use hand tools and power tools safely in a work environment)

P and T Technology (Pty) Ltd Electrical Competency Training Institute is an accredited provider with the EWSETA, CETA and the CHIETA.

The training and development centre at the 141 Lamp Road, Wadeville, Germiston offers a development program for persons on a closely managed facilitation basis.

Our program will provide you with the necessary skills and knowledge to confidently ensure a positive result at the workplace. It is our experience that although candidates have experience and knowledge to identify and use hand tools and power tools, they do not always use them correctly according to manufactures guidelines or instructions or safe working principles, thereby posing a risk to themselves as well as persons who could be affected by their actions. All practical and theory regarding identification and use is emphasised.

NOTE: - Our program is unit standard aligned and developed in such a way as to cater for your needs and make you more skilful in the profession you are currently in.

We guarantee complete support to all candidates thus bringing out the best in every person.

The practical training program will include identifying, inspecting, using, maintaining and caring for engineering hand tools and power tools but is not limited to the following:

- Hand saws
- Hammers
- Screw drivers
- Sockets and spanners
- Side cutters and pliers
- Drill bits
- Measuring and marking off tools
- Drilling machines
- Grinders and sanders

Statutory requirements include but are not limited to SABS, OSH Act and manufacturer's specifications.

Target audience

- Handyman
- General workers
- Semi skilled workers
- Persons required to work with various hand tools and/or power tools

Pre-requisites

- A minimum of 2 years practical experience in the workplace
- ABET 4

Purpose of program

To equip delegates with knowledge, skills and information to Identify and use hand tools and power tools safely in a work environment.

Training methodology used during course

- Interactive participative presentation
- Practical use of hand tools and power tools safely in a work environment will be done during the course.

Course documentation provide

Supporting material

Course duration:

5 days training including an assessment

Refreshments

Meals excluded.

Certificates

All delegates assessed competent will receive a certificate of competence

TERMS AND CONDITIONS

- Short course classes are limited to 16 per class.
- Before booking and paying for a program please confirm if a program is fully booked or not.
- Application to be made by means of completing and returning enrolment form via web page, email or fax.
- We will communicate with you in five working days, if we have not communicated with you in this time please contact our office.
- Once your application is received, an invoice is generated and the payment will be due.
- On DIRECT TRANSFERS or DEPOSITS please quote invoice number.
- Fax or email proof of payment to 011 827 4118 or liz@pandttechnology.co.za.
- Bookings will only be confirmed when the payment is confirmed.
- You will only be permitted to attend the course if the payment has been made.
- Payments need to be received 7 working days prior to any course attendance.
- Cancellations of a course within 7 working days of the course will be charged in full.
- Cancellations of assessments for whatever reason will be charged in full
- The assessment is treated as a NATIONAL EXAM where applicable and cannot be cancelled.
- All re-assessments and cancelled assessments will be levied at a cost of 45% of the course fee and no negotiations will be entered into.
- Any other Code of practice not mentioned must be purchased separately.
- P and T Technology (Pty) Ltd reserves the right to cancel any program should there be less than 8 persons
- By forwarding the request for training or/and assessment you declare that you have read and understand the course /assessment criteria
- PLEASE NOTE: Should legislation, regulations or criteria change out of our control, our courses and assessment process and cost will change accordingly
- NB: It is your responsibility to ensure that you meet the registration criteria to be registered by the Chief Inspector as an Electrical tester for Single phase, Installation Electrician or Master Installation Electrician as defined in the Electrical Installation regulation.
- P and T Technology (Pty) Ltd cannot be held responsible for any criteria as required by SETA or by any other body for registration, accreditation or the like. You need to ensure you meet the relevant criteria.
- Safety criteria and conditions are to be adhered to at all times and you must ensure you have the relevant PPE and tools where required.
- P and T Technology (Pty) Ltd does not do accommodation bookings and cannot be liable for any issues relating to accommodation.

Course cost

Identify and use hand tools and power tools safely in a work environment **R 4 978.00 including 15% Vat**



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Safety in the Workplace, Hand Tools and Power Tools enrolment form

RETURN PROGRAM ENROLMENT FORM AND PROOF OF PAYMENT TO:

P and T Technology (Pty) Ltd Fax :- 011 827 4118 attention: Admin

Company:- _____

P. O. Box _____ Code:- _____

First Name _____ Surname _____

Title _____ ID Number _____

Tel:- (____) _____ Fax:- (____) _____

Cell No:- _____ email:- _____

Occupation _____ Company VAT NO. _____ **(NB)**

**Safety in the workplace, hand tools and power tools
(Identify and use hand tools and power tools safely in a work environment) - R 4 978.00**

Date of selected program: _____

I, _____ **have read and accept the**
Name and Surname

TERMS AND CONDITIONS AS PER COURSE CRITERIA

Signature of delegate

Payment method

Cheque payable to P and T Technology (Pty) Ltd deposited into the account number below

Deposit / EFT deposit

Account details: **Account holder:** P and T Technology (Pty) Ltd
Bank: ABSA
Branch code: 631 – 142
Account Number: 4056618661

Tel (011) 827 4113/6
Fax (011) 827 4118
e-mail janine@pandttechnology.co.za
Web: www.pandttechnology.co.za



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If the course is being paid by your company, please complete the form below and forward it **with your enrolment form**

P AND T TECHNOLOGY(PTY) LTD PROCUREMENT - CUSTOMER INFORMATION	
Please complete this document and return to P and T Technology (Pty) Ltd	
Legal Status (e.g. (Pty) Ltd)	
Name of Business	
Company Registration Number	
VAT Registration Number	
Company Postal Address	
Contact Person	
Telephone Number/s	
Contact Person (Accounts)	
Telephone Number/s	
Fax Number	
Email Address	
Name of Bank	
Branch	
Branch Code	
Account Number	
Type of Account	
Account Holder's Name	
Please complete the details and forward to:	
Attention	Finance
Email	liz@pandttechnology.co.za