

Audit report – VET Quality Framework

Standards for Registered Training Organisations 2015

ORGANISATION DETAILS

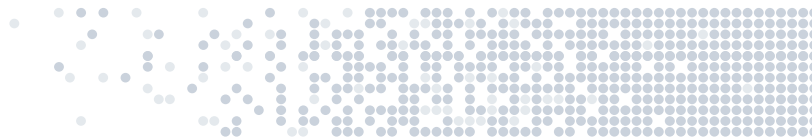
Organisation's legal name:	INTERNATIONAL INSTITUTE OF EDUCATION AND TRAINING PTY. LTD
Trading name/s:	N/A
RTO number:	40993
CRICOS number:	N/A

AUDIT TEAM

Lead auditor:	F. Garai
Assistant/s:	N/A
Technical advisor/s:	N/A

AUDIT DETAILS

Application number/s:	N/A		
Audit number/s:	1007039		
Audit reason 1:	Post initial		
Audit reason 2:	n/a		
Audit reason 3:	n/a		
Activity type:	Site visit		
Address of site/s visited:	Unit 3 11-13 Thompson St. CAMPBELLFIELD VIC 3061		
Date/s of audit:	13 to 14 July 2016		
Organisation's contact for audit:	Mr A. Amin	CEO	
	awesamin@gmail.com	0413 043 854	
Clauses audited:	1.1 – 1.20, 1.22, 1.25, 1.26, 1.27, 2, 3, 4, 5, 6, 7.3, 8.2, and 8.6		



BACKGROUND

The RTO was first registered on the 1 August 2014, at present the target audience focus is from the Somali community.

RTO Management structure

The RTO has a management team that consists of a CEO, quality consultant (internal auditor), Training manager, Business development manager, office manager. The management team feed back to the CEO on regular bases on the progress of the RTO and any changes that may need to take affect to continuously improve the RTO's practice.

Other strategic & operational groups that assist the RTO

The RTO also utilises to assist them with developing and validating training and assessment.

Engages with child day care providers

- a. Industry advisory group/s NIL
- b. Contracted consultant/s Global learning and development Solutions P/L
- c. Industry association/s has a corporate membership with VELG

General description of RTO location & facilities

The RTO has it office and training facilities at:

Unit 3 11 -13 Thompson Street Campbellfield Vic 3061

The RTO has been mainly enrolling and delivering in Victoria, did deliver first aid and CPR in Brisbane in January/February 2015, but it did receive approval for funding to deliver the CHC30113 Certificate III in Early Childhood Education and Care in Queensland, supplier agreement number QS100890.

General description of training modes used by the RTO

The RTO provides training using

- classroom based delivery Face to face
- workplace based delivery

Also detail if the RTO is delivering any courses/qualifications interstate or overseas

RTO scope of registration

The RTO applied on the 28 June 2016 to amend its scope of registration by removing the 22099VIC Course in First Aid Management of Anaphylaxis

The RTO's current scope of registration has qualifications/accredited courses/Units of Competency from the following industry training packages:

CHC, and HLT

The RTO is registered to deliver the following qualifications

- CHC30113 Certificate III in Early Childhood Education and Care
- CHC50113 Diploma of Early Childhood Education and Care
- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID003 Provide first aid



RTO current enrolment details

The RTO had no current enrolments for any of its courses at the time of audit.

The RTO's activity statement showed that the RTO has not enrolled or delivered training for the following qualifications since it was registered:

- CHC30113 Certificate III in Early Childhood Education and Care
- CHC50113 Diploma of Early Childhood Education and Care

RTO fee or funding information

The RTO offers its training as fee for service provider only.

AUDIT SAMPLE

Code	Training products	Mode/s of delivery / assessment*	Current enrolments (If not yet on scope, record N/A)
HLTAID001	Provide cardiopulmonary resuscitation	Face to Face	NIL
HLTAID003	Provide first aid	Face to Face	NIL
22282VIC	Course in the Management of Asthma Risks and Emergencies in the Workplace	Face to Face	NIL

*Apprenticeship, Traineeship, Face to face, Distance, Online, Workplace, Mixed, Other (specify)

INTERVIEWEES

Name	Position	Training products
Awes Amin	CEO	ALL
Taha Amin	Business development manager	ALL
Mohamed Abukar	Office manager	ALL

ORIGINAL FINDING AT TIME OF AUDIT

Audit finding: Critical non-compliance

Report completed by: F. Garai

Date: 14 July 2016

- The level of non-compliance considers the potential for an adverse impact on the quality of training and assessment outcomes for students.
- If non-compliance has been identified, this audit report describes evidence of the non-compliance.
- Refer to notification of non-compliance for information on providing further evidence of compliance.



AUDIT FINDING FOLLOWING ANALYSIS OF RECTIFICATION EVIDENCE

Audit finding following analysis of additional evidence provided on 7 September 2016: Compliant

Report completed by: F. Garai

Date: 26 September 2016

AUDIT FINDING BY STANDARD

Standard	Original finding	Finding following rectification
Standard 1	Not compliant	Compliant
Standard 2	Not compliant	Compliant
Standard 3	Not compliant	Compliant
Standard 4	Compliant	n/a
Standard 5	Not compliant	Compliant
Standard 6	Not compliant	Compliant
Standard 7	Not audited	n/a
Standard 8	Not compliant	Compliant

ABOUT THIS REPORT

This report details findings against the *Standards for Registered Training Organisations 2015*.

The evidence guidance included against each clause is designed to guide the auditor and RTO on the requirements of the clause. The evidence guidance is not designed to limit the audit findings and there may be other factors an auditor takes into consideration when determining whether compliance has been demonstrated.

Where evidence of non-compliance is identified, the '*Reasons for finding of non-compliance*' section of the report will document the issues that were considered in the formulation of a finding of non-compliance.
