

GOVERNMENT FUNDED TRAINING PROGRAM AUDIT REPORT

RTO Name:	National Workplace Training	TOID:	3749
Audit Type:	Contract Review	Auditor:	[REDACTED]
Contact:	[REDACTED]	Site Visited:	Notting Hill
Type of Review:	Skills for Victoria	Years Audited	2010

Course/Qualifications Audited (Code and Title)

Certificate III in Hospitality	Certificate III in Retail

Audit Summary

The audit for this RTO showed an experienced team, conversant with all aspects of the MPS. No non-compliances were detected at audit. I have one reservation, that of the speed of delivery to part-time trainees, especially those who are school based. Neither the students, nor trainers saw any issues with the speed of delivery. The units are clustered into groups of 3 per visit,. One cluster has 160 nominal hours delivered in the month. All assessments were appropriate, however I would like to see such a large cluster being delivered with additional time for consolidation of learning.

RTO Training Activity

Overview of Organisation	The RTO went through a major corporate restructure in 2006. The scope has been consolidated over this time. Training team are all contractors now.				
Training Overview	Job seeker training in classroom, 30% and the remainder workplace training.				
Number of SFV Apprentices/ Trainees	229	Number of SFV Non Apprentices/ Trainees	265	Number of ATTP Apprentices/ Trainees or Submissions	126
Funded Scope Details	Use all of scope except Certificate I retail, Certificate II Business and TAA				
Trainer Interviews	2 undertaking. My concerns regarding the speed of delivery and assessment especially to part-time employees and school based trainees was not shared with the trainers. Both stated that extra visits could be scheduled if required, but other than for the rare student, or working around exams, this was not needed				
Employer/ Supervisor Interviews	2 messages left with 2 employers . No return calls				
Student Interviews	2 students contacted and findings validated				
Version 2010_1					

Auditor signature:	Date:	Quality Checked by:
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