

REPORT TO MAYCO AND COUNCIL

**1 ITEM NUMBER: MC 15/05/23****SUBJECT**

FEEDBACK ON THE INTERNATIONAL TRIP UNDERTAKEN FROM 12 TO 14 FEBRUARY 2023 TO ATTEND THE INTERNATIONAL FIRE SERVICE ACCREDITATION CONGRESS OF THE INTERNATIONAL COMPANY FOR SECURITY SERVICES AND TRAINING IN DOHA, QATAR

INGXELO EMALUNGA NEHAMBO KUMAZWE
 APHESHEYA/ANGAPHANDLE KWEMIDA YASEMZANTSI AFRIKA
 EQHUTYWE UKUSUSELA NGOWE12 UKUYA KOWE14 KWEYOMDUMBA
 2023 NGENJONGO YOKUZIMASA INKOMFA ENGESIQUINISEKO
 SEHLABATHI KWINKONZE ENGOCIMOMILO (IFSAC) UNDWENDWELO
 KWISIZA SENKAMPANI YAMAZWE APHESHEYA ENGEENKONZO
 ZOKHUSELEKO NOQEQESHO, ESEDOHA, E-QATAR

**TERUGVOERVERSLAG OOR DIE INTERNASIONALE REIS ONDERNEEM
 VANAF 12 TOT 14 FEBRUARIE 2023 OM DIE INTERNASIONALE
 BRANDWEERDIENSAKKREDITASIE (IFSAC) KONGRES IN DOHA,
 QATAR BY TE WOON**

**2. RECOMMENDATION FROM THE SAFETY AND SECURITY PORTFOLIO
 COMMITTEE: 5 APRIL 2023 (SS 13/04/23)**

It is recommended that the feedback report on the trip International Fire Service Accreditation Congress (IFSAC) Accreditation site visit of the International Company for Security Services and Training in Doha, Qatar undertaken by Mr. C Manual from 12 to 14 February 2023 be considered and noted.

**ISINDULULO ESIVELA KWIK OMITI EJONGENE NEMICIMBI YOKHUSELO
 NOKHUSELEKO: 5 UTshazimpuzi 2023 (SS 13/04/23)**

Kundululwe ukuba kakuthanthele ingqalelo kwaye kuqwalaselwe ingelo engasemva kohambo Ngenjongo yokuzimasa inkomfa engesiqiniseko sehlabathi kwinkonzo engocimomlilo (IFSAC) undwendwelo kwisiza senkampani yamazwe aphesheya engeenkonzo zokhuseleko ngqeqesho eseDHOHA , e Qatar eqhutywe nguMnu C Manuel ukususela ngowe12 ukuya kowe14 kweyoMdumba 2023.

**AANBEVELING VAN DIE PORTEFEULJEKOMITEE OOR VEILIGHEID EN
SEKURITEIT: 5 APRIL 2023 (SS 13/04/23)**

Daar word aanbeveel dat die terugvoeringsverslag oor die reis vir die Internasionale Kongres vir Brandweerdiensoakkreditering (IFSAC) se akkreditasieterreinbesoek aan die internasionale maatskappy vir sekuriteitsdienste en opleiding in Doha, Katar onderneem deur mnr. C Manuel van 12 tot 14 Februarie 2023 oorweeg word en daarvan kennis geneem word.



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

REPORT TO: CITY MANAGER

TO BE REFERRED BY THE OFFICIAL TO MAYCO VIA THE RELEVANT SAFETY AND SECURITY SECTION 79 COMMITTEE [AFTER CONSIDERATION BY CITY MANAGER]

[OFFICIALS TRAVELLING OVERSEAS FOR COUNCIL RELATED ACTIVITIES]

- 1. ITEM NUMBER 13/03/23**
- 2. SUBJECT**

FEEDBACK ON THE INTERNATIONAL/OUTSIDE THE BORDERS OF THE RSA TRIP UNDERTAKEN FROM 12 TO 14 FEBRUARY 2023 TO ATTEND THE INTERNATIONAL FIRE SERVICE ACCREDITATION CONGRESS (IFSAC) ACCREDITATION SITE VISIT OF THE INTERNATIONAL COMPANY FOR SECURITY SERVICES AND TRAINING IN DOHA, QATAR

ONDERWERP

TERUGVOERING OOR DIE INTERNASIONALE REIS (BUITE DIE GRENSE VAN DIE RSA) VAN 12 TOT 14 FEBRUARIE 2023 VIR DIE BYWONING VAN DIE INTERNASIONALE KONGRES VIR BRANDWEERDIENSAKKREDITASIE (IFSAC) SE AKKREDITASIE TERREINBESOEK AAN DIE INTERNASIONALE MAATSKAPPY VIR SEKURITEITSDIENSTE EN -OPLEIDING IN DOHA, KATAR

ISIHLOKO

**INGXELO EMALUNGA NEHAMBO KUMAZWE
APHESHEYA/ANGAPHANDLE KWEMIDA YASEMZANTSI AFRIKA
EQHUTYWE UKUSUSELA NGOWE12 UKUYA KOWE14 KWEYOMDUMBA
2022 NGENJONGO YOKUZIMASA INKOMFA ENGESIQINISEKO
SEHLABATHI KWINKONZO ENGOCIMOMLILO (IFSAC) UNDWENDWELO
KWISIZA SENKAMPANI YAMAZWE APHESHEYA ENGEENKONZO
ZOKHUSELEKO NOQEQESHO, ESEDOHA, E-QATAR**

P2895

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3. EVENT SUMMARY

EVENT DETAILS	
CONFERENCE/SEMINAR	IFSAC ACCREDITATION SITE VISIT
OTHER	Site Visit for accreditation
DATE	12 to 14 February 2023
VENUE	International Company for Security Services and Training
TOTAL COST TO THE CITY	R7 046.93
CITY	Doha
COUNTRY	QATAR
ATTENDEE DETAILS	
NAME AND SURNAME	DESIGNATION
CLINTON MANUEL	ACTING CHIEF FIRE OFFICER
PROVIDE SUMMARY OF HOST ORGANISATION / CITY	
<p>The International Company for Security Services and Training is a certifying entity with IFSAC and holds certifying levels with the Certificate Assembly. They made application for a site visit for IFSAC to review their existing levels, updated levels and new levels. This company exists to train security forces as well as Firefighters and Officers internationally. They have well designed fire training simulators on which skills manipulation of fire training is performed and assessed.</p> <p>The International Company for Security Services and Training was responsible for travel, accommodation and part subsistence costs. The City of Cape Town Fire and Rescue Service was only responsible for the travel insurance and part subsistence costs for Mr. Manuel.</p>	

4. OBJECTIVE

The City of Cape Town Fire and Rescue Service: Training Academy is a voting member of IFSAC with certifying levels. Mr. Manuel as Head: Training represents the City of Cape Town Fire and Rescue Service with IFSAC. Mr. Manuel received training from IFSAC to be able to conduct global accreditation site visits which consists of reviewing training programs, training facilities, reviewing testing items and observing an actual skills manipulation. All this is done against relevant NFPA Standards and levels which the International Company for Security Services and Training have made application for.

Having completed the Site Team Member training Mr. Manuel has qualified to conduct entity site visits globally to evaluate fire and rescue training programs and assessments. This will allow Mr. Manuel to either recommend or not recommend international entities for IFSAC Certification Levels.

In South Africa, the City of Cape Town Fire and Rescue Training Academy is a leader in the field of fire training. There is however no other entity in South Africa against which we can benchmark. International site visits allow Mr. Manuel opportunities to learn and observe and then benchmark the Fire Training Academy against global fire and rescue training providers at a minimal cost to the City of Cape Town.

5. OUTCOMES

The benefit derived from conducting this site visit of the International Company for Security Services and Training allows the City of Cape Town Fire Service Training Academy to keep abreast with international standards, and for Mr. Manuel as the representative to engage first hand with international fire and rescue training providers on the topic of training and assessments. This experience also bodes well for maintaining our own IFSAC certifying status as Mr. Manuel will be privy to all the assessment tools and standards of an international training provider.

Site visits gives the City of Cape Town Fire Training Academy an opportunity to use its IFSAC voting status and make recommendations to IFSAC to award or extend certifying levels to other entities in the world. We not only learn from other entities, but through the Head of Training Mr. Manuel, we get to make recommendations on training matters which affects us directly.

6. ACTIONS REQUIRED

The Training Academy must remain relevant and comply with the three-year validity rule to the different NFPA Standards. The NFPA Standards are very fluid and whenever an update occurs the Training Academy will have to ensure that it updates its training programmes and assessments.

Mr. Manuel as Head: Training represents the City of Cape Town Fire and Rescue Service with IFSAC. Mr. Manuel received training from IFSAC to be able to conduct accreditation site visits which consists of reviewing training programs, training facilities, reviewing testing items and observing an actual skills manipulation. All this is done against relevant NFPA Standards and levels which the International Company for Security Services and Training have made application for.

[If an obligation results from the action, these should be included under section 8 – Recommendations.]

7. IMPLICATIONS

7.1 Constitutional and Policy Implications No ☒ Yes ☐

7.2 Environmental implications No ☒ Yes ☐

- 7.3 Financial Implications No ☒ Yes ☐
- 7.4 Legal Implications No ☒ Yes ☐
- 7.5 Staff Implications No ☒ Yes ☐
- 7.6 Risk Implications No ☒ Yes ☐
- 7.7 POPIA Compliance

- ☒ It is confirmed that this report has been checked and considered for POPIA Compliance.

NOTE: POPIA Section MUST be completed otherwise the report will be returned to the author for revision.

Contact your Directorate POPIA Stewards should you require assistance.

The City has a contract in place with XL Embassy Travel for the safe-keeping of Traveller's personal information as required by the POPI Act.

8. RECOMMENDATIONS

It is recommended that the feedback report on the trip **INTERNATIONAL FIRE SERVICE ACCREDITATION CONGRESS (IFSAC) ACCREDITATION SITE VISIT OF THE INTERNATIONAL COMPANY FOR SECURITY SERVICES AND TRAINING IN DOHA, QATAR** undertaken by **Mr. C Manuel** from **12 to 14 February 2023** be considered and noted.

AANBEVEEL DAT:

Daar word aanbeveel die terugvoeringsverslag oor die reis vir die **INTERNASIONALE KONGRES VIR BRANDWEERDIENSAKKREDITASIE (IFSAC) SE AKKREDITASIEREINBESOEK AAN DIE INTERNASIONALE MAATSKAPPY VIR SEKURITEITSDIENSTE EN - OPLEIDING IN DOHA, KATAR** onderneem deur mnr. **C Manuel** van **12 tot 14 February 2023** oorweeg word en daarvan kennis geneem word

KUNDULULWE UKUBA:

Kundululwe ukuba makuthathelwe ingqalelo kwaye kuqwalaselwe ingxelo engasemva kohambo **NGENJONGO YOKUZIMASA INKOMFA ENGESIQINISEKO SEHLABATHI KWINKONZO ENGOCIMOMLILO (IFSAC) UNDWENDWELO KWISIZA SENKAMPANI YAMAZWE**

**APHESHEYA ENGEENKONZO ZOKHUSELEKO NOQEQESHO,
ESEDHA, E-QATAR, eqhutywe nguMnu C Manuel ukususela ngowe12
ukuya kowe14 kweyoMdumba 2023**

PLEASE NOTE:

- FOR EXECUTIVE MAYOR AND COUNCILLORS TRAVELLING OUTSIDE THE BORDERS OF THE RSA OR INTERNATIONALLY, A REPORT TO BE SUBMITTED TO MAYCO AND THE RELEVANT SECTION 79 PORTFOLIO COMMITTEE.
- FOR OFFICIALS TRAVELLING OVERSEAS FOR COUNCIL RELATED ACTIVITIES, A REPORT TO BE SUBMITTED TO THE CITY MANAGER FOR CONSIDERATION, AND FOR CONSIDERATION OF REFERRAL TO MAYCO VIA THE RELEVANT SECTION 79 PORTFOLIO COMMITTEE.

9. GENERAL DISCUSSION

The City of Cape Town Fire and Rescue Service is the first municipal fire service in South Africa to become a voting member of IFSAC and receive international certification accreditation. This sets the City of Cape Town as a global partner and role player in the area of fire and rescue training. The City of Cape Town Fire and Rescue Service is now an international affiliated Training Academy. Training offered is globally recognised to adhere to the IFSAC and NFPA Standards. This achievement also places the Western Cape Province in a very strong position where it concerns fire and rescue training and certification.

The merits of this trip were:

- The travel undertaken is beneficial and necessary for the Fire Training Academy to keep abreast of international standards to train, assess and certify firefighting staff of the employer,
- The travel was also important as the site visit experience assist the Training Academy to plan and prepare for compliance to the IFSAC three-year updating of certifying levels.
- Without exposure to the international application of fire training and assessment standards the City of Cape Town Fire Training Academy will find itself short of global best practices and will have to play catch-up.
- Being part of international site team visits which comprise of site team members from different countries allows the City of Cape Town Fire Training Academy learn and absorb and remain relevant in our field of fire training locally and abroad.
- Fire Service and the Fire Training Academy experience first-hand assessments and evaluations of IFSAC Certifying entities on an international platform.
- All experiences derived are implemented at the Training Academy to ensure compliance to international standards as it relates to the National Fire Protection Association and IFSAC certifying entities.

10. ANNEXURES

Annexure 1: IFSAC Accreditation Site Visit Confirmation

FOR FURTHER DETAILS, CONTACT:

DATE	23 February 2023		
NAME	Clinton Manuel	CONTACT NUMBER	021 590 1738
E-MAIL ADDRESS	Clinton.Manuel@capetown.gov.za		
DIRECTORATE	Safety and Security	FILE REF No	
SIGNATURE :	Clinton Manuel <small>Digitally signed by Clinton Manuel Date: 2023.02.28 10:12:14 +02'00'</small>		

EXECUTIVE DIRECTOR**COMMENT:**

VINCENT BOTTO

The ED's signature represents support for report content and confirms POPIA compliance.

SIGNATURE:

NAME

DATE

W. C. Roux *W. C. Roux*
2023/03/07

MANAGER: INTERNATIONAL RELATIONS**COMMENT:**

Actions noted

DR. DENVER VAN SCHALKWYK

SIGNATURE:

DATE

Dr Denver van Schalkwyk
Date: 2023.03.08 11:21:32 +02'00'

☐ REPORT COMPLIANT WITH THE PROVISIONS OF COUNCIL'S DELEGATIONS, POLICIES, BY-LAWS AND ALL LEGISLATION RELATING TO THE MATTER UNDER CONSIDERATION.

LEGAL COMPLIANCE

☐ NON-COMPLIANT

COMMENT:

Certified as legally compliant based on the contents of the report.

NAME

TEL

DATE

Joan-
Mari Holt

Digitally signed
by Joan-Mari Holt
Date: 2023.03.10
13:53:21 +02'00'



Digitally signed by Lungelo
Mbandazayo
Date: 2023.03.13 13:35:42
+02'00'

CITY MANAGER

☒ NOTED

☒ REFER TO THE MAYORAL COMMITTEE VIA THE RELEVANT SECTION 79 COMMITTEE

DATE

COMMENT:

PLEASE NOTE THAT THE ABOVEMENTIONED CITY MANAGER'S SIGNATURE IS ONLY TO BE OBTAINED FOR OFFICIALS TRAVELLING AND NOT FOR COUNCILLORS.

THE CITY MANAGER WILL RECOMMEND THAT THE REPORT IS REFERRED TO MAYCO VIA THE RELEVANT SECTION 79 PORTFOLIO COMMITTEE BY THE OFFICIAL. IN SUCH INSTANCES, THE CITY MANAGER'S SIGNED REPORT SHOULD BE ATTACHED AS AN ANNEXURE TO THE REPORT TO THE SECTION 79 PORTFOLIO COMMITTEE AND MAYCO.

Annexure 1

INTERNATIONAL FIRE SERVICE ACCREDITATION CONGRESS

Oklahoma State University
1723 West Tyler Avenue
Stillwater, OK 74078-8075



Phone: (405) 744-8303
Fax: (405) 744-7377
Email: admin@ifsac.org

MEMORANDUM

To: Angela White, Site Team Leader
Affan Khalfan Al Akhzami, Site Team Member
Clinton Manuel, Site Team Member
Dirk Möller, Site Team Member

CC: Tess Pascual, International Company for Security Services & Training
John Cunningham, CA/CABOG Chair
Eldonna Sadler, IFSAC Manager

From: Callie Mars, IFSAC Coordinator

Date: 08 November 2022

Re: Site Visit – International Company for Security Services & Training

Thank you for agreeing to serve as the site team for the reaccreditation site visit for the International Company for Security Services & Training. The site visit is scheduled for 12 - 14 February 2023. Contact information for each team member as well as the applicant entity is attached. Please contact me immediately if any of your contact information has changed.

IFSAC Administration has received the application, criteria worksheets, policies, and supporting documents from the International Company for Security Services & Training staff. IFSAC Administration has forwarded copies to the site team leader, Angela White for an initial review and will soon forward copies of these documents to each site team member.

IMPORTANT: Site Visit Arrangements

Ms. White has completed her initial review and notified IFSAC Administration that we can proceed with the site visit as scheduled, the applicant entity will be notified and travel arrangements for the site team members can be finalized.

International Company for Security Services & Training will be handling travel arrangements for the site team. Ms. Tess Pascual will be your point of contact for the site visit and travel arrangements.

Any requested changes for travel days will need to be confirmed as acceptable by the site team leader. Any changes to travel arrangements after travel has been finalized will also need to be approved by the applicant entity.

Ms. Angela White, the site team leader, will be the site team's contact person for questions regarding the site visit criteria and entity self-study, and will be coordinating the site visit schedule with the applicant entity.

The following documents, found on the IFSAC website at ifsac.org, will be your references for this site visit. Please contact me if you need copies sent to you.

- a) *Accreditation Procedures*
- b) *Site Visit Team Information*
- c) *Criteria for Accreditation of Certifying Entity*

Thank you for your willingness to participate. If you need further assistance please contact me at (405) 744-8303. You can also email me at cmars@ifsac.org.

Applicant Entity: International Company for Security Services & Training
Site Visit Dates: 12 - 14 February 2023

Site Team Contact Information

Site Team Leader

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