



ECOSA

ENGINEERING COUNCIL OF SOUTH AFRICA



An Effective Regulator Assuring Engineering Excellence

Terms of Reference for Consistency Reviewers

E-PCR-TOR-001

REVISION No. 1: 18 February 2026

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Compiled by: Assistant Manager Date: 01/09/2025	Approved by: Acting Executive RSIR Date: 21/10/2025	Next Review Date: 18/02/2030	Page 2 of 11

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DEFINITIONS


The definitions for terms used in the E-series policy documents are listed document E-01-POL.

ABBREVIATIONS

The abbreviations used in the E-series policy documents are listed in document E-01-POL.

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1. BACKGROUND

Figure 1 outlines the suite of documents that forms part of the Engineering Council of South Africa (ECSA) accreditation system for programmes that fulfil the educational requirements for professional registration categories. The figure also indicates the position of this document within the framework.

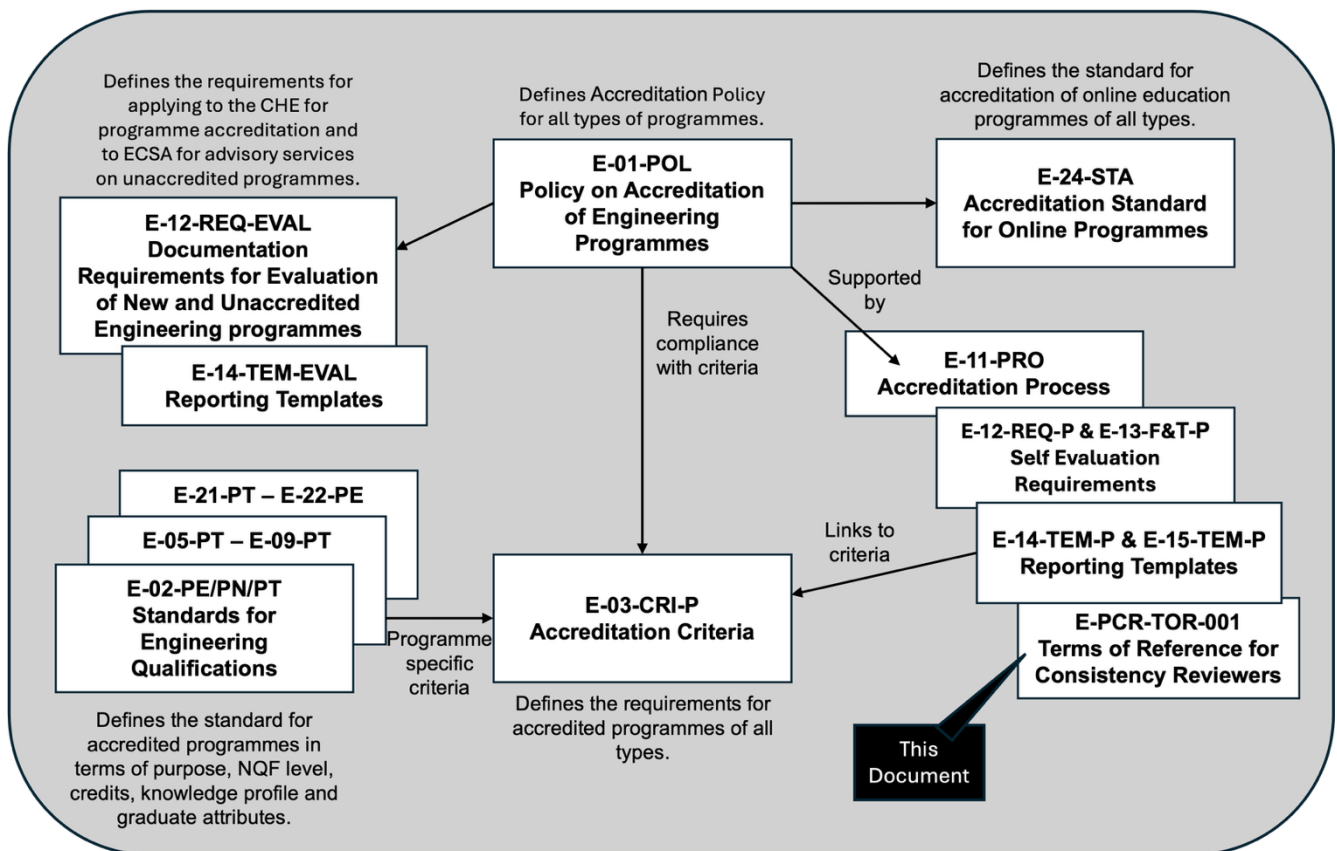


Figure 1: Documents defining the ECSA Accreditation System


2. APPLICABLE LEGISLATIVE FRAMEWORK

Higher Education Act, 101 of 1997 and Engineering Profession Act, 46 of 2000

Programme Quality Assurance is mandated under the Higher Education Act, 101 of 1997, as amended, and the Engineering Profession Act, 46 of 2000. The Acts empower ECSA to evaluate educational programmes through a formal accreditation process and to grant accreditation with or without conditions attached, withdraw accreditation and refuse accreditation. These Acts also determine the maximum interval between such evaluations.

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Accreditation of a programme signifies that the programme complies with the criteria regarding the educational requirements (Stage 1) for registration as a professional or candidate in the corresponding category. Accreditation focuses on programmes; ECSA does not apply the term *accredited* to a department, school, faculty or education institution.

3. NATIONAL AND INTERNATIONAL COMPLIANCE

Graduates of accredited programmes practise in a globalised environment, even if they work locally. As such, local standards and practices converge with international norms. The accreditation system is therefore committed to international benchmarking of its standards and accreditation processes against the Graduate Attributes of the International Engineering Alliance (IEA) and best practice. As described in E-03-CRI-P, Criteria 1 and 2 are designed to be substantially equivalent to the relevant Accord's Graduate Attributes, while Criteria 3 and 4 and the process of accreditation, follow international best practice.

4. THE PURPOSE OF THIS DOCUMENT

The recommended outcome of an accreditation of one or more programmes at a provider is a set of reports prepared by the Accreditation Panel. One of the quality assurance steps is to verify the consistency of the draft reports with regards to the applied policies and to check the reports are harmonious through a consistency review process. This document defines the Terms of Reference for Consistency Reviewers.


5. ACCOUNTABILITY

The Consistency Reviewers are accountable to the Accreditation and Training Manager who then communicates with the Accreditation Panel Leader, who in turn reports to the ECSA Accreditation and Training Committee.

6. APPOINTMENT

1. The Accreditation and Training Officer appoints the Consistency Reviewers to review the reports from the Accreditation Panel Leader and the associated programme-specific reports from the Accreditation Team Leaders pertaining to accreditation of engineering programmes.

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2. The Consistency Review must be performed by a group of a maximum of three but not less than two members, with at least one academic and one person from industry.
3. The Consistency Reviewers must be experienced Accreditation Panel Leaders/Deputy Leaders, or Accreditation Team Leaders who have completed at least three accreditations.
4. The Consistency Reviewers should not have been part of the accreditation process whose outcomes are being checked for consistency.

7. RESPONSIBILITIES AND FUNCTIONS

In accordance with **E-01-POL** (section 7.3), the specific responsibilities and functions of the Consistency Reviewers are the following:

- (a) Determine if the draft reports reflect a logically consistent judgement of the evidence against the criteria and whether recommendations on deficiencies and concerns, if any, relate to accreditation criteria 1–4.
- (b) Confirm the reports conform to the prescribed format and the writing is of adequate quality for the various audiences, including the Accreditation and Training Committee, University Senior Management, Deans, Heads of Department, academics involved in the programme and the Council for Higher Education.
 - The Consistency Reviewers must confirm the reports are of adequate quality for the various audiences and written in a manner that is respectful and collegial at all times.
 - The Consistency Reviewers may lightly edit the language of the report, if necessary, in a manner that does not change the factual correctness of the report.
- (c) The Consistency Reviewers must make recommendations for improvement when necessary, but may not edit the reports to change the Accreditation Panel’s findings or judgements on the programme(s).
- (d) A turnaround time of no more than 10 working days is expected from the date the documents are received by the Consistency Reviewers to when a final consolidated consistency review report is submitted to ECSA.

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8. REPORTING

The Consistency Reviewers advise ECSA, but only the Accreditation Panel Leaders report to the Accreditation and Training Committee, as indicated in Section 3 above.

9. APPOINTMENT

The Consistency Reviewers operate on an ad hoc basis to deal with the responsibilities and functions identified under section 7 of this Terms of Reference.

10. TERMINATION OF APPOINTMENT

Appointment of a Consistency Reviewer terminates after submission of the consolidated report to the Accreditation and Training Officer and the report has been accepted.

11. AMENDMENT TO THE TERMS OF REFERENCE

The Terms of Reference:


- may be revised upon recommendation by the Accreditation and Training Committee (ATC)
- are approved by the ECSA Research, Policy and Standards Committee.

12. EFFECTIVE DATE

The Terms of Reference for the Consistency Reviewers becomes effective upon approval by the ECSA Research, Policy and Standards Committee.

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REVISION HISTORY

Revision number	Revision date	Revision details	Approved by
Rev 0	18 June 2020	Approval	RPSC
Rev 1	15 July 2020	The working group reviewed the document	WG
Rev 1	1 Sept 2025	In section 6.1, it was stated that during the appointment, "The Accreditation and Training Officer is responsible for appointing the Consistency Reviewers to evaluate the reports submitted by the Accreditation Panel Leader, as well as the programme-specific reports from the Accreditation Team Leaders.	WG
Rev 1	1 Sept 2025	Draft sent to Accreditation and training BU for comments	A&T BU
Rev 1	21 Oct 2025	Approval by Acting Executive	Acting Executive: RSIR
Rev 1	18 Feb 2026	Approval	RPSC

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Revision 1 dated 18 February 2026, and consisting of 11 pages, reviewed for adequacy by the Division Manager and Assistant Manager and is approved by the Acting Executive: Regulatory Services & International Relations (ERSIR).



02/03/2026

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Business Unit Assistant Manager

Date



05/03/2026


Acting Executive: **RSIR**

Date

This definitive version of this policy is available on our website.

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APPENDIX A: REPORTING TEMPLATE FOR CONSISTENCY REVIEWERS

1. General information

1.1	Higher Education Provider	
1.2	Date of Accreditation	
1.3	Accreditation Panel Leader	
1.4	Type of evaluation (tick all relevant boxes):	<input type="checkbox"/> Provisional Accreditation <input type="checkbox"/> Regular Accreditation <input type="checkbox"/> Interim Accreditation <input type="checkbox"/> Interim Report <input type="checkbox"/> Final Accreditation

2. General comments:

3. Feedback on Accreditation Panel Leader report:


4. Feedback on Individual Team reports on programme(s):

4.1 Programme 1

1.1	Qualification: Full title, including branch/option	
	Qualification abbreviation	
1.2	Accreditation Team Leader	
1.3	Type of evaluation:	<input type="checkbox"/> Provisional Accreditation <input type="checkbox"/> Regular Accreditation <input type="checkbox"/> Interim Accreditation <input type="checkbox"/> Interim Report <input type="checkbox"/> Final Accreditation

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4.1.1 General comments

4.1.2 Comments and minor edits

4.2 Programme 2

2.1	Qualification: Full title, including branch/option	
	Qualification abbreviation	
2.2	Accreditation Team Leader	
2.3	Type of evaluation:	<input type="checkbox"/> Provisional Accreditation <input type="checkbox"/> Regular Accreditation <input type="checkbox"/> Interim Accreditation <input type="checkbox"/> Interim Report

4.2.1 General comments

4.2.2 Comments and minor edits

Etc

5. Concluding remarks

6. Signatures

Consistency Reviewer 1	Consistency Reviewer 2	Consistency Reviewer 3
Signature	Signature	Signature

Date:	Date:	Date:
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The end.

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