



Dearbhú Cáilíochta
agus Cáilíochtaí Éireann
Quality and
Qualifications Ireland

Ms Emer Gaffney
Director
Carraig Safety Consultants Ltd
Unit H11
Maynooth Business Campus
Maynooth
Co. Kildare
W23 K273
12-June-24

Re: Core QA Approval through Reengagement

Dear Emer

I wish to inform you that on 12/06/2024, the QQI Programmes and Awards Executive Committee (PAEC), considered your update regarding the implementation of the Conditions of QA Approval imposed by QQI following your successful reengagement in June last and listed below.

#	Condition	Status	Due Date
1	Amend references to the assignment of authority to the EQP by the MD or SMT and ensure that in all places within the QAM the authority of the EQP is assigned directly by the Board of Directors.	Closed	June 2024
2	Include the SMT in the organisation chart and include in the SMT's terms of reference that it is clearly stated that authority is assigned to the SMT by the Board of Directors	Closed	June 2024
3	Ensure that the EQP's oversight and approval functions are reflected throughout the QAM, including in relation to approving new programmes and programme monitoring.	Closed	June 2024
4	Ensure that the Managing Director's role is transparent throughout the QAM and that the Managing Director is removed entirely from involvement in assessment processes.	Closed	June 2024
5	Provide a report to QQI 12 months post-approval of the QA procedures. Within this, include information on: a. The development of a visible document control procedure b. A case study/ies of how particular procedures have been implemented, developed and updated over time.	Open	April 2025

I am now pleased to confirm that, following the PAEC meeting, the status of outstanding condition(s) has been updated as per the table above. Any condition marked as Closed is deemed to have been addressed. Any condition marked as Open needs to be addressed through supply of evidence to QQI by the due date indicated.

Should you have any queries on the process or next steps, please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in cursive script that reads "Walter Balfe". The signature is written in dark ink and is positioned above a horizontal line.

Walter Balfe
Head of QA – Awards Directorate