



**MANDATORY GRANT APPLICATION**

**WORKPLACE SKILLS PLAN 2011/2012**

AND

**ANNUAL TRAINING REPORT 2010/2011**

**ORGANISATION**

Entity Name	Correctional Services									
Trading as										
SDL No.:	L	2	8	0	7	1	2	4	7	4

**BRANCHES**

Complete only if subsidiaries or branches with separate SDL numbers are included in this application.

Branch/Subsidiary 1										
SDL No.:	L			0	7					
Branch/Subsidiary 2										
SDL No.:	L			0	7					
Branch/Subsidiary 3										
SDL No.:	L			0	7					
Branch/Subsidiary 4										
SDL No.:	L			0	7					
Branch/Subsidiary 5										
SDL No.:	L			0	7					

SASSETA Office Use Only

DATE: \_\_\_\_\_

Name of Applicant Title of Applicant Position of Applicant Signature of Applicant	Name of Employer Title of Employer Position of Employer Signature of Employer
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SDL NO	
<b>MANDATORY GRANT APPLICATION: WSP 2011/2012 &amp; ATR 2010/2011</b>	

**SECTION A: ADMINISTRATIVE DETAILS**

**PLEASE NOTE**

1. A company can only be registered with the SETA via the South African Revenue Service.
2. A name change of company should be supported by proof of such a change from the CIPRO.

**ENTITY DETAILS**

A 1 Entity Name Correctional Services

A 2 SDL (Levy) No L 2 8 0 7 1 2 4 7 4

A 3 Physical Address:

Local Municipality	Tshwane
Street	Church & Schubart
Town/City	Pretoria
Province	Gauteng
Code	0 0 0 1

A 4 Postal Address:

Box/Bag	P/Bag x136
Town/City	Pretoria
Province	Gauteng
Postal Code	0 0 0 1

**MAIN BUSINESS ACTIVITY**

A 5 SIC Code and Description

**CONTACT DETAILS**

A 6 PERSON WHO COMPLETED THE FORM

Surname	Mashibini												
Name	Patrick												
ID No	6	4	0	4	0	7	5	4	2	4	0	8	3
Telephone number	0	1	23	0	7	2	5	2	6				
Fax	0	8	66	5	3	4	8	4	9				
Mobile number	0	8	24	1	7	5	0	5	4				
E-mail address	moeketsi.mashibini@dcs.gov.za												
Postal Address:													
Box/Bag	Private Bag x136												
Town/City	Pretoria												
Province	Gauteng												
Code	0	0	0	1									

**SECTION B: FINANCE DETAILS**

**CONTACT DETAILS**

**B 1 CONTACT DETAILS OF THE CFO**

Surname	Sokhela										
Name	Eric Sphiwe										
Designation	Chief Financial Officer										
Telephone number	0	1	2	3	0	7	2	3	8	9	
Fax											
Mobile number	0	8	2	5	6	3	6	0	2	3	
E-mail address	sphiwe.sokhela@dcs.gov.za										

**BANK DETAILS**

This information is required in order to effect EFT (Electronic Funds Transfer) credits to the entity's account on approval of the WSP/ATR. Please enclose a cancelled cheque with the application for verification purposes if this is the first time these banking details are provided to us.

**B 2**

Name of bank	South African Reserve Bank										
Type of account											
Account number	8	0	3	3	2	3	1	5			
Account holder	Department of Correctional Services										
Branch name	Pretoria										
Branch code	9	1	0	1	4	5					

**B 3 TRAINING BUDGET**

	Amount
Total salary budget for 2011/12	R 10,964,868,000.00
One percent (1%) of the salary budget	R 109,648,680.00
Total planned training budget for 2011/12	110,949,400
Additional funding planned for 2011/12	

SDL NO

**SECTION C: PROVINCIAL PROFILE AS ON 1 APRIL 2011**

**NO OF EMPLOYEES PER PROVINCE**

Province	No of Employees	No of Branches
Eastern Cape	5499	
Free State/ N Cape	5696	
Gauteng	8302	
Kwazulu-Natal	6535	
Western Cape	7324	
Limpopo/Mpumalanga /North West	5795	
Head Office	924	
<b>TOTAL:</b>	<b>40075</b>	<b>0</b>

COMPANY SIZE

LARGE

SDL NO

**SECTION D : EMPLOYMENT SUMMARY**

D 1 Complete for all current employees as on 1 April 2011 according to OFO, race, gender, disability and age.

OFO Code	Occupational Category or Alternative Title or Job Title or Specialisations	AFRICAN		COLOURED		ASIAN/ INDIAN		WHITE		TOTAL			TOTAL per age group			
		M	F	D	M	F	D	M	F	D	M	F	D	<35	35-55	>55
1 2 3 4 5 6	Administrative Related	17	25	10	2	1	4	3	5	3	2	2	3	10	51	19
5 1 1 2 0 1	All Artisan in the building metal etc	32	2		13		5		76			126	2	0	7	106
3 9 9 9 1 0 6	Artisan Project and Related	123	6	1	93		6	3	131		2	363	9	3	23	110
3 9 9 9 0 6	Chaplain and Related	10	2		2	1			1			13	3	0		13
2 7 2 3 0 1	Client Information Clerk (Switchboard, Reception, Int	805	46	10	228	44	90	51	68	74		1181	215	10	7	31
5 4 1 3 0 1	Communication & Infor Related	10	5		4	3	1		5	4		20	12	0	22	10
1 1 1 4 0 4	Community Development Workers	1										1	0	0		1
2 7 1 2 0 4	Custodian Personnel	249	476	5	375	140	49	28	511	98	1	1184	742	6	259	2222
4 1 1 7 0 1	Educatorists	178	188	6	27	16	2		19	10		226	214	6	26	395
1 3 2 3 0 2	Engineering Science Related								1			1	1	0	2	
2 6 2 1 0 3	Engineers & Related Professionals								1			1	0	0		1
2 7 2 5 0 1	Finance & Economic Related	7	6		8		1		8	4		24	10	0	10	24
1 3 4 2 0 5	Financial & Related Professionals	8	9		1				8			8	10	0	12	6
5 9 9 4 0 1	Financial Clerks & Credit Controllers	51	70	10	40	30	40	44	51	50		182	194	10	9	3
4 4 2 1 0 1	Legal Related	1	3						2	1		3	4		1	6
2 7 1 1 0 1	General Legal Admin	12	5			1	1		3	1		15	8	0	5	18
1 1 1 2 0 1	Head of Dept/Chief Exec Officer	1										1	0	0		1
1 3 4 2 0 3	Health Sciences Related	9	23		1	3	1	1	8	6		19	33	0	15	34
2 2 4 9 0 1	Human Resources & Org Development & Related	2	4			1	1	1	1			3	5	0	2	6
5 9 9 4 0 1	Human Resources Clerks	161	57	14	34	27	26	30	33	30		254	144	14	8	
5 9 9 4 0 1	Human Resources Related	36	51		4	4	2	2	7	4		49	61	0	37	58
2 2 3 2 0 1	Information Technology Related	6	6		2		2	1	4	1		14	8	0	4	2
3 5 1 4 0 1	Inspectors of Apprentices Works & Vehicles								1			1	0	0		1
5 1 1 2 0 1	Other Admin Policy & Related Officers	685	716	11	184	154	26	33	498	289	10			27	522	2017
2 7 1 1 0 1	Legal Related											0	0	0		
1 3 3 7 0 1	Logistical Support Personnel	89	89		44	40	33	21	34	32		200	182	0	22	10
5 9 1 2 0 2	Material Recording & Transport Clerks		1	5											1	5
2 5 3 1 0 1	Medical Practitioners	5	6		1	1									7	6
5 3 2 1 0 1	Admin Clerks & Related Organisations	20	302		60	40	30	30	190	90		300	482	6	2	
2 2 3 2 0 1	Other Information Technology Personnel		1									0	1	0	1	
5 9 9 4 0 1	Other Occupations	3	2		4							7	2	5	5	9
2 5 1 9 0 1	Pharmaceutical Assistance	1										1	0	0	1	

**SECTION D : EMPLOYMENT SUMMARY**

D 1 Complete for all current employees as on 1 April 2011 according to OFO, race, gender, disability and age.

OFO Code	Occupational Category or Alternative Title or Job Title or Specialisations	AFRICAN		COLOURED		ASIAN/ INDIAN		WHITE		TOTAL			TOTAL per age group						
		M	F	D	M	F	D	M	F	D	M	F	D	<35	35-55	>55			
1 2 3 4 5 5	Pharmacist	2	16				1	5				6	39	0	30	11	4		
2 5 1 5 0 1	Pharmacist	1										1	0	0		1			
2 3 5 9 0 5	Pharmacist/Phatologists & Related				27	114	1	1	1	1	1	214	616	1	113	704	15		
2 5 4 4 0 1	Professional Nurse	177	472									4	7		11	10	1		
2 7 2 3 0 1	Psychologists & Vocational Counsellors	4	5			2						8	14	0	11	10	1		
5 2 1 2 0 1	Secretaries & Other Keyboard Operating Clerks	6	37	6	1	8					7	57	5	29	85	11			
4 4 2 2 0 1	Security Officers	16169	6525	147	1401	1272	15	513	202		23869	8461	133	9370	21809	597			
1 3 2 1 0 1	Senior Managers	91	52	2	33	11		9	7		37	17		170	57	2	4	110	20
2 7 2 1 0 1	Social Sciences Related		2	1	4			2			3	1		3	1		3		
2 7 2 1 0 1	Social Work and Related Professionals	44	252			13	93		7		8	62		65	162	0	133	337	9
3 1 1 1 0 1	Trade Labourers	40	3		2						23			65	3	0	4	63	1
3 1 1 1 0 1	Trade Related	1			11			1			22			35	0	0	4	31	1
														0	0	0			
														27735	12036	284			
														48075					

No of employees =

NOTE: The total employees should be the same as in Section C

SDL NO

**SECTION E : SCARCE AND CRITICAL SKILLS**

E 1 **SCARCE SKILLS**

OFO Code	Occupational Category or Alternative Title or Job Title	Reasons for the scarcity	Estimated number of staff needed	No of qualified persons imported into RSA	Name of the learning programme that would be undertaken to address this scarce skills
2 5 3 1 0 1	Medical Doctor	Uncompetitive Package	31		
2 7 2 3 0 1	Psychologist	Uncompetitive Package	77		
2 7 2 5 0 1	Social Workers	Uncompetitive Package	116		
3 3 4 1 0 1	Plumbers	Lack of retention strategy	30		
2 2 3 2 0 1	IT Specialist/Network Control	Lack of retention strategy	29		
2 5 4 4 0 1	Professional Nurse	Lack of retention strategy	210		
3 9 9 9 0 6	Artisan	Uncompetitive Package	60		
3 2 2 3 0 2	Welders	Lack of retention strategy	30		
3 2 1 1 0 1	Electricians	Lack of retention strategy	30		
1 3 9 9 0 3	Agriculturalist	Lack of retention strategy	20		
1 3 2 3 0 1	EAP	Lack of retention strategy	14		
2 3 4 1 0 3	Nutritionist	Lack of retention strategy	28		
3 9 9 9 0 1	Educators (Artisans)	Lack of retention strategy	79		
2 7 1 1 0 1	Legal Administrators	Uncompetitive Package	13		
2 7 2 4 0 6	Criminologist	Neglected by Workstudy	23		
1 3 3 1 0 2	Builders	Not on establishment	50		
2 2 1 1 0 2	Management accounting	Shortage/Not financed	21		
1 3 2 2 0 2	State Accountant	Low Salaries	20		
1 3 4 4 0 5	Educationalists	Lack of mainstream education	80		
2 5 1 3 0 2	Health Inspectors	Neglected by Workstudy	9		
2 2 3 1 0 1	HRD Practitioners	No retention strategy	20		

2	5	1	3	0	2	Health Managers	Shortage/Not financed	8	
2	5	1	5	0	1	Pharmacists Assistant	Not financed	9	
2	5	1	1	0	1	Dietician	Not on establishment	9	
1	3	3	6	0	1	Asset Maintenance	Package not attractive	40	
4	4	2	2	0	1	Prison Officers	Equity consideration	3000	
2	2	1	1	0	1	Auditors	Uncompetitive Package	8	
3	9	9	5	1	3	Controlroom Operators	New upcoming occupation	20	
2	5	1	9	0	1	Pharmacists	Uncompetitive Package	27	

**E 2 TOP-UP SKILLS**

OFO Code	Occupational Category Alternative Title or Job Title	or	List the top-up skills required	Name of learning programme that would be undertaken to address the top-up skills			
1	1	1	0	1	General Managers	Leadership, Project Management, Development, Finance	MDP
3	9	9	5	1	Controlroom Operators	Radio Technical Services	Radio Technical Services
2	2	3	1	0	HRD Practitioners	ODETDP, Assessor, Moderator	ODETDP, Assessor, Moderator
2	2	4	2	0	Dir Area Commissioners	Intelligence Management	Management Information Security Standards

SDL NO

**SECTION F : SKILLS DEVELOPMENT**

F 1

No	List the strategic objectives
1	Reduce overcrowding and improved conditions of detention
2	Improve state of DCS facilities
3	Effective leadership and management
4	Professionalised Correctional Services and Correction Academy
5	Partnership for delivery of rehabilitation
6	Standardisation and management of DCS performance indicators
7	Efficient and effective spending of public money
8	Effective people management and appropriate government structure
9	Appropriate Correctional Services image and branding
10	Common understanding of the core business of the department
11	Effective Correctional Service plan
12	Effective Security
13	Involvement of offenders in corrections programmes
14	Focus on development and care programme
15	Protection of human rights of inmates, particularly of special categories inmates

F 2

No	List the training priorities
1	Case Management Committee/Release Dates, Profile Reports, Sentence Plan)
2	EST Firearm Training/ Hostage and Riot Control
3	Electronic Monitoring
4	Food Services
5	Asset Management
6	Artisans, Welding,(Plumbing and Electricians)
7	Risk and Fraud

8	HCC programme
9	OHS Training ( Fire Fighting, First Aiders, OHS reps
10	Correctional Services Matters Amendment Bill Chapter 5
11	Sentence Plan Completion
12	Training & Accreditation of Firearm Trainers
13	Management of losses
14	Firearm Training
15	CSBP
16	HIV and AIDS
17	Junior and middle Management
18	Leadership development
19	Occupationally Directed Education Training Development Practices
20	Performance Information Management / monitoring and evaluation
21	Communication
22	G303 Admission Risk & Needs Assessment
23	Computerised G303(b) Admission Security, Risk & Needs Classification
24	Computer Training
25	Stakeholder Management
26	Programme Impact Analysis
27	Service Level Agreement Management
28	Disciplinary Procedures
29	Registration Archives
30	Child Justice Act
31	Bail Protocol & Sec 63(1) of CPA 51/1977
32	Mental Observation Protocol
33	Educators (technical)
34	PALSA
35	ARV Management
36	Dispensing Licence
37	Primary Health Care

38	Medical Ethics, Law & Forensics
39	Artificial Insemination
40	OHS
41	Handling & Administration of Pesticides
42	Trauma Counselling
43	HIV/AIDS Management
44	TB & Communicable Diseases
45	Assessor
46	Logistics
47	Logis
48	Excel (Basic, Intermediate & Advanced)
49	Procurement
50	Standards Chart of Accounts (SCOA)
51	Budgeting
52	Mid-Term Expenditure Framework and In-Year Monitoring
53	Safety Web
54	BAS
55	Monitoring & Evaluation
56	Accelerated Development Programme
57	Report Writing
58	HRM Policies & Procedures
59	Conflict Management
60	Investigators
61	Workplace Ethics
62	MISS
63	Moderator
64	Programme Design & Development
65	Statistical Trend Analysis
66	Contract Management
67	Integrated Justice System Processes
68	Organisational Development

69	Process Modelling & Re-engineering
70	Project Management
71	Medical Doctor
72	Environmental Hygiene Supervisory
73	Social Workers
74	Pharmacist
75	Psychologist
76	Plumbing
77	Agriculturalist
78	Nutritionist/Dietician
79	Bricklayers
80	Pharmacist Assistant
81	Finance Management
82	Mentorship
83	MDP
84	Career Counselling
85	Impact Analysis
86	Basic Computer
87	SDF
88	Confectionery
89	Policy Development
90	Facilitation & Presentation
91	Powerpoint
92	EST Basic
93	Security Internal & External Guarding
94	Incident Management
95	Case Flow Guidelines
96	Advance Driving Skills
97	Gender Empowerment/Accelerated Woman Empowerment
98	Emergency Preparedness & Contingency Plan
99	Supply Chain



**SECTION G : PLANNED TRAINING**

G 1 Planned number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.

CIP O Code	Occupational Category or Alternative Title or Job Title or Specializations	AFRICAN		COLOURED		ASIAN/ INDIAN		WHITE		TOTAL		TOTAL per age group				
		M	F	D	M	F	D	N	F	D	M	F	D	<35	35-55	>55
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

SECTION G : PLANNED TRAINING

G 1 Planned number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.

CFO Code	Occupational Category or Alternative Title or Job Title or Specialisations	AFRICAN			COLOURED			ASIAN/ INDIAN			WHITE			TOTAL			TOTAL per age group		
		M	F	D	M	F	D	M	F	D	M	F	D	M	F	D	<35	35-55	>55
1 2 3 4 5 6	HRD Practitioner	31	20		5			2	1		1		35	21	0	12	48		
2 2 3 3 0 1	Administration Officer	20	20	2	10	10		5	5		11	16	2	46	51	4	20	74	7
1 1 1 4 0 1	Secretary	3	54	1	1	3					6		1	10	57	2	10	59	
4 4 4 2 1 0	Correctional Officer (CO-DD)	4009	2773	6	958	780	2	361	243		916	587	4	624	4383	15	3308	7355	112
4 2 3 3 0 3	Nurses	35	60		15	30		4	17		5	19		59	126	0	55	110	20
1 3 2 2 0 1	State Accountant	6	8		1	1		1	1		5	1		13	11	0	6	18	
2 2 3 1 0 1	HR Practitioner	10	10		2	2		1	1		1	1		14	14	0		28	
4 4 2 1 0 1	Registration Clerk	2	2		2	2		1	1		1	1		6	6	0		12	
1 3 2 1 0 1	HR Manager	4	2		3	2		1	1		3	1		11	6	0		17	
2 2 4 2 0 5	Dir Area Commissioner	3	3		3	2		1	1		1	1		8	7	0		15	
1 3 4 4 0 1	Educational Manager	4	4		2	2		1	1		1	1		8	8	0		16	
0 0 0 0 0 0	Director Corrections				1									1	0	0		1	
2 2 4 7 0 2	Job Analyst		1											0	1	0		1	
1 3 2 2 0 1	Finance Manager	2	4		1			1			2			6	4	0		10	
1 3 4 2 0 5	Pharmacist	1	1								1	1		2	2	0		4	
1 3 4 2 0 3	Communicable Disease	2	2		2	2		1	1		1	1		6	6	0		12	
2 5 4 4 0 4	DD Primary Health Care	1												1	0	0		1	
4 4 2 2 0 1	Security Officers	1761	1039		300	227		10	6		54	40		215	1312	0	1313	1961	50
1 3 5 1 0 1	DD Communications	1									1			1	0	0		1	
2 7 2 3 0 1	DD Chaplain	3	1											3	1	0		4	
2 5 4 4 0 4	Health Special Care		1											0	1	0		1	
1 3 4 2 0 3	Noncommunicable Diseases	2	2		2	2		1	1		1	1		6	5	0		12	
1 3 4 2 0 5	Artisan & Related	11			78			1			71			161	0	0	8	150	3
2 7 2 5 0 1	Social Worker	35	88		20	22		10	10		9	16		74	137	0	75	120	25
2 5 1 4 0 1	OHS Manager				1									0	1	0		1	
1 1 1 1 0 1	Special Programmes Manager										1			0	1	0		1	
1 3 2 4 0 1	HIV & AIDS	2	3		3	2		2	2		2	2		8	9	0		18	
2 7 2 2 0 1	Spiritual care	2	2		2	2		1	1		1	1		6	6	0		12	
2 7 2 3 0 1	Psychological services	2	4		1						3	1		5	6	0	1	10	
1 3 2 3 0 1	EAP Manager		4											0	5	0		5	
1 3 3 6 0 1	Supply Chain manager	2	3		2	2		1	1		1	1		6	7	0		13	
5 5 1 1 0 5	Interns	20	35		8	15		12	3		5	2		46	55	0	100		

SECTION G - PLANNED TRAINING

G 1 Planned number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.

OFO Code	Occupational Category or Alternative Title or Job Title or Specialisations	AFRICAN		COLOURED		ASIAN/ INDIAN		WHITE		TOTAL			TOTAL per age group				
		M	F	M	F	M	F	M	F	M	F	<35	35-55	>55			
1 3 9 9 0 2	Agric Operations	1	1							1	1	0			2		
1 3 2 3 0 1	Employee Relations	1	3							2	3	0			5		
8 3 9 9 0 8	Workshops Operations	2	2							2	2	0			4		
1 1 1 1 0 1	Production Workshops/Wood & steel	13	10			5	5	5	5	1	5	1	5	21	25	0	54
1 3 2 4 0 1	Policy & Planning Manager		1							1	1	0	2	0	0	2	
1 1 1 1 0 1	PERSAL Manager	1								1	1	1	1	1	1	0	2
1 1 1 4 0 0	Managers	4	4			1	1	1	1	1	1	1	7	7	0	14	
1 1 1 1 0 1	Facility Manager	1				1				1		1	3	0	0	3	
1 1 1 4 0 7	Senior managers	12	12			4	5	2	3	2	4	20	24	0	15	32	2
5 6 1 3 0 1	Records Clerk	10	10			5	5	5	5	5	5	25	25	0		50	
1 3 2 3 0 6	Employee Wellness Manager	1	1			1		1		1		4	1	0		5	
1 1 1 1 0 1	CC Development & Care	3	1			1				1		4	2	0		6	
0 0 0 0 0 0	Development & Care Director					1				0	1	0			1		
5 5 1 3 0 1	PERSAL Clerk	10	4			2	2	1	2	1	1	13	10	0		25	
1 3 3 6 0 1	Procurement manager	7	6			4	2	1	1	3	1	13	10	0		25	
5 9 1 1 0 2	Logistics Clerk	10	10			5	5	5	5	5	5	25	25	0		50	
0 0 0 0 0 0	Deputy Dir Corporate Services/H/R	2	2			1				3	2	0			4	1	
5 9 1 1 0 3	Chief User Clerk	2	2			2	2	1	1	1	1	6	2	0		12	
1 3 4 2 0 1	HEALTH Services Manager	3	4			3	2	1	1	2	1	9	8	0		16	
2 5 1 5 0 1	Hospital Pharmacist		1							0	1	0			1		
1 4 9 3 0 1	Corrections Manager	78	16			19	1	1		11	1	109	18	6		121	4
2 2 3 1 0 1	HR Administrator	952	651			138	182	7	26	283	244	1380	1105	0	822	1568	40
1 4 9 4 0 1	Fleet Manager	5								5	0	0			5		
1 3 9 9 0 1	Legal Manager	1	2					1		2		3	3	0	3	3	
2 2 1 2 0 4	Investigation Officer	2	2			2	2	1	1	1	1	6	6	0		12	
0 0 0 0 0 0	Social Worker Manager	10	53			9		1		6	4	17	66	0	5	78	
2 7 2 5 0 1	Correctional Programme Coordinator	1	1			1	1	1	1	1	1	4	4	0		8	
5 3 1 1 0 1	Administration Clerk	2	3			2	2	1	1	1	1	6	7	0		12	
5 4 2 1 0 2	Admission Clerk	2	2			2	2	1	1	1	1	6	6	0		12	
5 4 1 2 0 1	Receptionist	1	1			1	1	1	1	1	1	4	4	0		8	
2 6 2 1 0 1	Data Administrator	2	2			2	2	1	1	2	1	7	6	0		13	
3 3 4 1 0 1	Plumber	2	2			2	2	1	1	1	1	6	6	0		12	
3 3 1 2 0 1	Carpenter & Joiner	2	2			2	2	1	1	1	1	6	6	0		12	
3 3 1 1 0 1	Bricklayer	2	2			2	2	1	1	1	1	6	6	0		12	

**SECTION G : PLANNED TRAINING**

**G 1 Plan: and number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.**

C/O Code	Occupational Category or Alternative Title or Job Title or Specialisations	AFRICAN				COLOURED				ASIAN/ INDIAN		WHITE				TOTAL			TOTAL per age group		
		M	F	D		M	F	D		M	F	D		M	F	D		<35	35-55	>55	
1 2 3 4 5 6																					
3 2 4 3 0 1	Car Spray painter	2	2			2	2			1	1			1	1			6	6	0	
3 2 2 3 0 3	Welder & Flame Cutter	2	2			2	2			1	1			1	1			6	6	0	
3 4 1 1 0 2	Electrician	2	2			2	2			1	1			1	1			6	6	0	
3 2 4 1 0 1	Panelbeater	2	2			2	2			1	1			1	1			6	6	0	
3 9 3 2 0 2	Upholstery Pattern maker	2	2			2	2			1	1			1	1			6	6	0	
3 9 3 2 0 3	Dressmaker	2	2			2	2			1	1			1	1			6	6	0	
3 2 1 2 0 1	Automotive Motor Mechanic	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 3 0 1	Maths Teacher	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 3 0 2	Natural Science Teacher (4-9)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 4 1 5	Geography Teacher (10-120)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 3 0 5	Social Science Teacher (4-9)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 4 2 1	Social Science Teacher (10-120)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 4 2 3	Physical Science Teacher (10-12)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 3 0 4	Life Skills teacher (4-9)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 4 2 0	Life Orientation Teacher (10-120)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 4 1 6	History Teacher (10-12)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 4 1 9	Language Teacher (10-120)	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 4 0 1	Rehabilitation Teacher	2	2			2	2			1	1			1	1			6	6	0	
2 4 1 4 2 1	Economics teacher (10-12)	2	2			2	2			1	1			1	1			6	6	0	
2 3 4 1 0 3	Nutrition Manager	2	2			2	2											4	2	0	
2 4 1 3 0 5	Educationist	42	57			20	20			6	7			12	11			86	95	0	55
2 2 3 2 0 1	Information Technology Managers	2	2			2	1			1	1			5	1			10	5	0	8
1 1 1 4 0 0	Managers	10	10			5	5			5	5			5	5			25	25	0	
1 3 2 3 0 2	ODETDP	13	5			3	2			2	2			1	1			19	10	0	
5 9 1 1 0 3	Clerk	2	2			2	2			1	1			1	1			4	6	0	
1 1 1 1 0 1	Chief Director	1	1															1	1	0	
2 5 3 1 0 1	Medical Science Services	7	10			3	6			1	2			1	6			12	24	0	11
2 7 2 3 0 1	Chaplains	3	3			6				1				3				15	3	0	5
1 1 1 1 0 1	Security Manager	79	17			11								1				91	17	0	
2 2 3 1 0 1	HRD Manager	1												1				1	1	0	
2 5 4 3 0 1	Nurse Manager	12	30			1	9							2	1			18	40	0	4
2 7 1 1 0 1	Legal Services	3	2			1								1	1			5	3	0	3

No of beneficiaries =

11033	7986	21	5839	12911	250
19050			18040		

SECTION H : PLANNED TRAINING FOR EMPLOYEES (18.1)

H 1 Planned number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.

OFO Code	Occupational Category or Alternative Title or Job Title or Specialisations	Define Intended Training Intervention	Number to be trained at (Provide statistical information)			
			Basic skill/ level (SET) NCF 1-3	Intermediate level (FET) NCF 4-6	Advanced level (HET) NCF 6+	
2 2 3 3 0 1	HRD Practitioner	Financial Management		20		
5 5 1 2 0 1	Administration Officer	Excel	55	230		50
1 1 1 4 0 1	Secretary	Logis	30	30		
2 2 3 3 0 1	HR Practitioner	PERSONAL	79	75		10
1 1 1 2 0 1	Senior Managers	Conflict Management	135	92		95
2 6 3 1 0 2	Information Technology & Support	Information Management	70			10
2 5 4 4 0 9	Professional Nurses	HIV & Aids Management	89	150		
3 1 3 1 0 2	Auxiliary Support	Risk/Fraud management	40			
3 1 3 1 0 2	Auxiliary Support	Supply Chain	50			
4 4 2 1 0 1	Prison Officer	Personnel management	20			
4 4 2 1 0 1	Case Officer Special	Case management	105			
4 4 2 2 0 1	Correctional Officer	Events management	15			
4 4 2 2 0 1	Correctional Officer	Negotiation	25			
4 4 2 2 0 1	Correctional Officer	Executive management	43			
2 7 1 1 0 1	Legal Services & Support	Business Process Management	10	100		
2 5 4 4 0 1	Clinical Management Medical	Organisation Development	15			
4 4 2 1 0 1	Correctional Officer	Mentoring and Coaching	36			
2 7 2 5 0 1	Social Services & Support	Policy development	85			
4 4 2 1 0 1	Correctional Policy Admin. (NC)	MS Project	150			
4 4 2 2 0 1	Correctional Officer	Stock management	25			
4 4 2 2 0 1	Correctional Officer	Administration	7050			
1 3 9 1 0 1	Management & Support	Emotional Intelligence	18	130		
1 1 1 4 0 2	Custodian+Support SR10	Policy development	123			
4 4 2 1 0 1	Educationalist	Monitoring & Evaluation	150	130		
4 4 2 2 0 1	Correctional Officials	Research management	56			
4 4 2 2 0 1	Correctional Officials	Report Writing	90			
4 4 2 2 0 1	Correctional Officials	Programme design & Deve	60			
4 4 2 2 0 1	Correctional Officials	Production & Operations managem	5			
1 3 4 2 0 4	Medical Sciences & Support	Primary Health Care	30			250
4 4 2 2 0 1	Correctional Officer	OHS	330			
4 4 2 2 0 1	Correctional Officers	TB Management	10			
4 4 2 2 0 1	Correctional Officers	Records management	71			

**SECTION H : PLANNED TRAINING FOR EMPLOYEES (18-1)**

H 1 Planned number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.

OFO Code	Occupational Category or Alternative Title or Job Title or Specialisations	Details Intended Training Intervention	Number to be trained at (Provide statistical information)		
			Basic entry level (NET) NCF 1-3	Intermediate level (NET) NCF 4-5	Advanced level (NET) NCF 6+
4 4 2 2 0 1	Correctional Officers	Public Law	1		
4 4 2 2 0 1	Correctional Officers	MDP	30		
4 4 2 2 0 1	Correctional Officers	SDF	20		
4 4 2 2 0 1	Correctional Officers	Total Quality Management	20		
4 4 2 2 0 1	Correctional Officials	Computer Literacy	340		
4 4 2 2 0 1	Correctional Officials	Office Management	50		
4 4 2 2 0 1	Correctional Officials	Biochinitics	5		
4 4 2 2 0 1	Correctional Officials	Presentation/Facilitation Skills	130		
4 4 2 2 0 1	Correctional Officials	Gender responsive Budgeting	1		
4 4 2 2 0 1	Correctional Officials	BAS	30		
4 4 2 2 0 1	Correctional Officials	Minutes Taking	100		
4 4 2 2 0 1	Correctional Officials	Ledger Control	10		
4 4 2 2 0 1	Correctional Officials	Contract Management	10		
1 1 1 1 0 1	Correctional Manager	Kheedo	5		
2 7 2 2 0 1	Chaplain	Charge Management	5	8	
4 4 2 2 0 1	Correctional Officer	App. oved Policies (Orientation)	140		
4 4 2 2 0 1	Correctional Officer	HCC	42		
4 4 2 2 0 1	Correctional Officer	PFMA	42		
4 4 2 2 0 1	Correctional Officer	Correctional Programme	140		
4 4 2 2 0 1	Correctional Officer	Unit Management	140		
2 5 4 4 0 9	Nurse	Massified Induction	120		
4 4 2 2 0 1	Correctional Officer	pre-sentence & court Procedures	30		
4 4 2 2 0 1	Correctional Officer	Firearm training	350		
4 4 2 2 0 1	Correctional Officer	Employee Relations	80		
4 4 2 1 0 1	Correctional Officer	Frontline	140		
2 4 1 3 0 5	Educationalist	HIV & Aids Peer Education	140		
4 4 2 2 0 1	Correctional Officer	Omuk	30		
4 4 2 2 0 1	Correctional Officer	Fingerprinting	25		
2 7 2 5 0 1	Social Workers	Free to Grow Social Workers	20		
2 7 2 5 0 1	Social Workers	Sexual Offender Programme	15		
2 7 2 2 0 1	Chaplain	Model of Intervention	7		
2 7 2 2 0 1	Chaplain	CHAT SEC Programme	7		
4 4 2 2 0 1	Correctional Officer	COIDA	50		

**SECTION H : PLANNED TRAINING FOR EMPLOYEES (18.1)**

H 1 Planned number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.

C/O Code	Occupational Category or Alternative Title or Job Title or Specialisations	Define Intended Training Intervention	Number to be trained at (Provide statistical information)		
			Basic entry level (NET/NCV 4.3)	Intermediate level (NET/NCV 4.5)	Advanced level (NET/NCV 5.4)
4 4 2 2 0 1	Correctional Officer	Debt Counselling	100		
4 4 2 2 0 1	Correctional Officer	Checking & Control	80		
4 4 2 2 0 1	Correctional Officer	Prison Subculture	50		
2 2 4 7 0 3	Skills Development Facilitator	SDF		80	9
1 3 2 3 0 2	ETD Management	Training Management			5
2 2 3 1 0 1	HRD Coordinator	ODETD			5
2 2 3 1 0 2	Recruitment Officer	PERSAL Training			10
2 2 4 2 0 4	Records Manager	Information Management			6
5 6 1 3 0 1	Records Clerk	Information Management			23
1 3 2 3 0 6	Employee wellness Manager	Mentor Training			50
1 3 2 3 0 1	PERSAL Manager	SDF			6
5 5 1 3 0 1	PERSAL Clerk	PERSAL Training			30
1 1 1 6 0 1	Procurement & Supply Chain Manager	Logis			12
5 9 1 1 0 2	Logistics Clerk	LOGIS			26
5 9 1 1 0 3	Procurement Clerk	Logis			40
2 7 2 5 0 1	Social Worker	Computer Magics			50
4 1 1 7 0 6	Youth Justice Social Worker	Computer Magics			6
2 7 2 2 0 1	Chaplain	Computer Magics			3
1 3 4 2 0 1	Health service manager	Environmental Health			6
2 5 1 5 0 1	Hospital Pharmacists	Frontline staff			3
1 4 9 3 0 1	Event manager	Events management			4
1 1 1 4 0 4	Government secretary	Report Writing			10
2 2 3 1 0 1	HR Administrator	PERSAL			6
1 4 9 4 0 1	Fleet Manager	Fleet MANAGEMENT			7
2 2 3 1 0 1	Personnel manager	Service Termination			7
1 3 9 9 1 0	Legal Services manager	Financial Management			7
4 4 2 1 0 1	Student Correctional Officers	Correctional Science Learnership	126		
1 1 1 4 0 0	Managers	HQS	232		
2 2 3 3 0 1	HRD Practitioner	Presentation/Facilitation Skills			228
1 3 2 3 0 2	ODETD	Assessor			90
4 4 2 2 0 1	Correctional Officer	Moderator			100
4 4 2 2 0 1	Correctional Officer	OBE Facilitation			50
2 2 3 3 0 1	HRD	ODETD			15

**SECTION H : PLANNED TRAINING FOR EMPLOYEES (16-1)**

H 1 Planned number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.

CFO Code	Occupational Category or Alternative Title or Job Title or Specialisations	Diverse Intended Training Intervention	Number to be trained at (Provide statistical information)		
			Sub-entry level (FETI NSP 4.3)	Intermediate level (FETI NSP 4.5)	Advanced level (FETI NSP 4.6)
4 4 2 2 0 1	Correctional Officials	Computer Literacy	200		
5 9 1 1 0 3	Chief User Clerk	Finance		50	
1 3 3 6 0 1	Supply Chain	Supply Chain Management		25	
3 3 3 4 0 1	Plumbers	Plumbing Learnership		12	
1 3 9 9 0 2	Agriculture	Agricultural management	15		



**SECTION I : ABET**

11 PLANNED ABET FOR 2011/2012

Total number of employees planned to receive ABET

M	F	D	TOTAL		
0	0	0	0	ABET : LEVEL 1	0
0	0	0	0	ABET : LEVEL 2	0
0	0	0	0	ABET : LEVEL 3	0
0	0	0	0	ABET : LEVEL 4	0
0	0	0	0	TOTAL	0

*M = Male; F = Female; D = Person with Disability*

12 ABET COMPLETED IN 2010/2011

Total number of employees who received ABET

M	F	D	TOTAL		
0	0	0	0	ABET : LEVEL 1	0
0	0	0	0	ABET : LEVEL 2	0
0	0	0	0	ABET : LEVEL 3	0
0	0	0	0	ABET : LEVEL 4	0
0	0	0	0	TOTAL	0

*M = Male; F = Female; D = Person with Disability*

## SECTION J: DEVELOPMENT AND CONSULTATIVE PROCESSES

J 1

## Workplace Skills Planning Process

Please indicate whether the following was done during the workplace skills planning process

1. The organisation's strategy or business plan consulted?
2. Was an inventory of existing skills of employees made?
3. Was a list made of skills needed for every occupation in the organisation?
4. Were the skills gaps identified by comparing the existing skills with the list of skills needed to fulfil the organisation's obligations?
5. Were employees consulted regarding their skills needs, perceptions, etc.?
6. Were planned training interventions prioritised according to the impact on the organisation's performance, employee's needs and budgetary constraints?
7. Was the plan aligned to national priority areas?

Yes	No
X	
X	
X	
X	
X	
X	

J 2

## Employment Equity - companies with more than 50 workers

Please answer the following with regard to Employment Equity

1. Is the organisation obliged to report to the Department of Labour on Employment Equity?
2. Does the organisation have an Employment Equity Plan?
3. Is there an established Employment Equity Committee?
4. Are the minutes of the Employment Equity Committee available?
5. Was this WSP aligned to the Employment Equity Plan? If No, provide details in Question 6
6. Provide details of any difficulties in aligning the WSP to the Employment Equity Plan

Yes	No
X	
X	
X	
X	
X	

J 3

## Training Committee - companies with more than 50 workers

Please answer the following with regard to Employment Equity

1. Is the organisation obliged to have a Training Committee? (50+ employees in the workplace)
2. Does the organisation have a Training Committee?
3. Are minutes of the Training Committee meetings available? National Learning Committee to sit on 27 July 2011 to authorise WSP/ATR
4. Was this WSP reviewed by the Training Committee?

Yes	No
X	
X	
X	
X	



**SECTION K: REPORT ON EMPLOYEES WHO RECEIVED TRAINING**

K 1 Number of beneficiaries of training per occupational category, by gender, population group, disability status and age groups.

CFO Code	Occupational Category or Alternative Title or Job Title or Specialisation	AFRICAN		COLOURED		ASIAN/ INDIAN		WHITE		TOTAL			TOTAL per age group			
		M	F	M	F	M	F	M	F	M	F	D	<35	35-55	>55	
1 3 3 5 0 2	Occupation Health Officer	17	10	5	6					8	2	30	18	6	40	
1 3 9 9 0 2	Agriculture ASD	2		1							4	1			5	
2 2 5 2 0 3	Computer Technician	1									1				1	
2 2 1 1 0 3	Finance Clerks	3	5								8	5			8	5
2 7 1 1 0 1	Legal Officer	8	2	3						2	1	13	3	11	5	
3 2 3 3 0 3	Locksmith									1		1			1	
2 2 5 3 0 1	Communication Officer	4	9	1	3	1		3	2	20	3			19	4	
2 2 5 2 0 3	Technical Support Computers	2									2				2	
2 4 1 5 0 5	ABET Educationist	2									2	0	0		2	
1 3 3 6 0 1	Supply Chain Officer	3	4								3	4			4	3
1 1 1 4 0 4	Secretary		2									2			2	
2 2 4 7 0 4	Risk manager	4									4				4	
2 5 1 3 0 2	Safety Officer	2									2				2	
2 7 2 9 0 2	EAP	3	14	3	1			2	1	2	2	27		28	3	
3 3 3 4 0 1	Plumber	1								1		1		1		
1 3 3 1 0 2	Builder	1		1							2			1	1	
3 2 2 3 0 1	Welder	1									1			1		
3 3 1 1 0 1	Carpenter	3									3	0	0		3	
1 3 2 3 0 1	Operational Manager	6				3		4	5	9	0	0		2	7	
1 1 1 1 0 1	Senior manager	23	22	3	7	2	3	4	5	42	37			25	52	2
2 3 1 1 0 1	Electrical/Metal engeneer	2				1				3	0	0		3		
4 4 2 1 0 1	Correctional Official - Gr 1-5: Basic Training Entry Ld	877	818	118	108	20	27	14	19	1028	972	0		2001		
4 4 2 1 0 1	Correctional Official - Gr 1-5: Basic Training Entry Ld	19	5	72	3			10		101	8	0		109		
4 4 2 1 0 1	Correctional Official - Gr 1-5: Basic Training Entry	280	192	19	14	2		1		282	206	0		488		
4 4 2 1 0 1	Correctional Official - Gr 6-12: Basic Training Laterna	588	483	51	64	2	4	3	18	458	588	0		1028		
4 4 2 1 0 1	Correctional Official - Gr 6-12: Basic Training									0	0	0				
4 4 2 1 0 1	Correctional Official - Gr 1-12: Basic Training Disabi	16	15				1			16	16	0		32		
4 4 2 1 0 1	Correctional Official - Gr 5-8: Fire-arm Training	567	150	189	27	2		78	1	836	172	0		1014		

8917	7815	0	2083	1190	0	312	188	0	1558	488	0	4257	9458	0	7089	14825	315
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No of beneficiaries = 22028

**SECTION I: REPORT ON BENEFICIARIES WHO COMPLETED TRAINING**

L 1 NO OF BENEFICIARIES WHO COMPLETED TRAINING - EMPLOYED (18.1)

OFO Code	Occupational Category or Alternative Title or Job Title or Specialisations	Name of learning programme	Basic Entry Level		Intermediate Level		Advanced Level		Reason for non completion
			Number Completed	Number Not completed	Number Completed	Number Not completed	Number Completed	Number Not completed	
4 4 2 2 0 1	Correctional Officers	Correctional Sentence Plan	13						
4 4 2 2 0 1	Correctional Officers	Temporarily Ill Health	3						
4 4 2 2 0 1	Correctional Officers	Firearm	47		3880				
4 4 2 2 0 1	Correctional Officers	OHS	401						
4 4 2 2 0 1	Correctional Officers	Procurement	1						
4 4 4 2 1 0	Management & Support	HCC	94						
4 4 4 2 1 0	Management & Support	presiding skills	13						
4 4 2 2 0 1	Correctional Officers	LAN A/R system	3						
4 4 2 2 0 1	Correctional Officers	Registration and archives	3						
4 4 2 2 0 1	Correctional Officers	Wasbank AARTO	18						
1 3 4 2 0 2	Nursing	Primary health care	54						
4 4 2 2 0 1	Correctional Officers	Energy efficiency training	73						
4 4 2 2 0 1	Correctional Officers	Child Justice Act	83						
4 4 2 1 0 1	Finance Manager	Massified Induction	45		130				
4 4 2 2 0 1	Correctional Officers	ORP	159						
4 4 2 2 0 1	Correctional Officers	PFMA Treasury	84						
4 4 2 2 0 1	Correctional Officers	Loss Control	9						
4 4 2 2 0 1	Correctional Officers	Performance Management	30						
4 4 2 2 0 1	Correctional Officers	Strategic-Operational Plan	24						
4 4 2 2 0 1	Correctional Officers	Chief Users	23						
4 4 2 2 0 1	Correctional Officers	EST	233						
4 4 2 2 0 1	Correctional Officers	Gang & Gangsterism	188						
4 4 2 2 0 1	Correctional Officers	HIV/AIDS	300						
4 4 2 2 0 1	Correctional Officers	Glock	84						
4 4 2 2 0 1	Correctional Officers	Mentors	55						
4 4 2 2 0 1	Correctional Officers	Unit Management & Assessment	293						
4 4 2 2 0 1	Correctional Officers	Financial Management	758						
4 4 2 2 0 1	Correctional Officers	16 Days & AIDS Counselling	71						







2	7	2	5	0	1	Social Worker	Dermatology		1								
1	3	9	1	0	1	Security Manager	Negotiation Skills				1					1	
8	3	9	9	0	8	Workshop Technician	Welding Course		1			1					
3	4	1	1	0	1	Workshop Electrician	Electrical Level 2		1								
5	2	1	1	0	1	Personal Assistant	Tomorrow's Leaders				3						
2	7	2	5	0	1	Social Worker	Intro to Bereavement				9						
1	1	1	4	0	2	ASD Admin	Absenteesm		5								
2	4	1	5	0	5	Educationalist	Educational Programme International				1						
2	5	4	1	0	1	Nurse	Pupil Enrolled Nurse		2								
5	2	1	2	0	1	Clerk	Sports Management				3						
2	2	3	3	0	1	HRD Practitioner	Skills Development Planning & Talent				4						
1	3	2	3	0	1	HR Manager	Conciliation & Arbitration		5								
1	3	3	6	0	1	SCC Supply Chain	Supply Chain Management				3					1	
1	1	1	4	0	2	ASD Admin	Social Research Methodology				1						
2	5	1	3	0	1	Inspector	Monitoring & Evaluation		1			5					
1	3	2	3	0	1	HR manager	The Dawn of HR Professions				1						
2	5	1	3	0	1	Health Manager	Healthcare Waste Summit2009				9						
5	2	1	2	0	1	Clerk	Personal Trainer		2								
2	7	2	9	0	2	EAP Manager	Employee Assistant Programme		5								
2	7	2	2	0	1	Chaplain	Prison Fellowship Conference				1						
4	4	2	2	0	1	Correctional Officers	Security Risk management				2						
4	4	2	2	0	1	Correctional Officers	Navigator		1								
4	4	2	2	0	1	Correctional Officers	Poor health & ill-health at Workg		4								
4	4	2	2	0	1	Correctional Officers	Leamership : SAQA ID no: 2419		2001								
4	4	2	2	0	1	Correctional Officers	Skills Programs: US 117705, US 119649, US 119652, US 123515, US 123514		109								
4	4	2	2	0	1	Correctional Officers	Palama Prescribed Program		488								
4	4	2	2	0	1	Correctional Officers	Basic Training Short Course		1028								
4	4	2	2	0	1	Correctional Officers	Palama Prescribed Program										
4	4	2	2	0	1	Correctional Officers	Basic Training People with Disability		32								
4	4	2	2	0	1	Correctional Officers	Skills Programs: US 117705, US 119649, US 119652, US 123515, US 123514		1014								
1	3	3	5	0	2	OHS Officer	OHS		3								

3	1	1	9	0	4	Technician	Service Technicians	1								
1	3	2	3	0	1	HR Officer	Selection & Interviews			12						
2	7	2	3	0	1	Psychologist	Psychology CPD	11								
4	4	2	2	0	1	Correctional Officers	General Principal Monitoring & Evaluation	2								
1	3	3	6	0	1	Supply Chain	Purchasing & Supply chain			2						
2	7	2	5	0	1	Social Worker	ICN24 Quadrennial Congress	30								
4	4	2	2	0	1	Correctional Officers	Business Logistics: Transport			2						
4	4	2	2	0	1	Correctional Officers	Stakeholder Management	2								
4	4	2	2	0	1	Correctional Officers	Integrated Scorecard Workshop	1								
4	4	2	2	0	1	Correctional Officers	SHE Principles	1								
2	2	1	1	0	1	Auditors	NOSA Auditors			2						
4	4	2	1	0	1	Correctional Officers	Safety Health & Environmental	8								
4	4	2	1	0	1	Correctional Officers	Labour Law Post Grad			3						
4	4	2	1	0	1	Correctional Officers	ODETDP Dipl			2						
4	4	2	1	0	1	Correctional Officers	Leadership Development for Women	5								
4	4	2	1	0	1	Correctional Officers	Strategic Thinking	3								
1	3	3	6	0	1	Supply Chain	Fleet Management	1								
3	2	3	2	0	2	Filter	Filter & Turmer			2						
2	5	4	1	0	1	Nurse	Basic ECG			3						
3	2	3	3	0	3	Locksmith	Advanced Locksmith			1						
2	7	1	3	0	2	Agriculturalist	Artificial Insemination	5								
2	3	3	1	0	3	Employee Relations	Employee Relations	10								
4	4	2	2	0	1	Correctional Officers	Computer Training Train the trainer	10								
4	4	2	2	0	1	Correctional Officers	Meeting Procedures	11								
4	4	2	2	0	1	Correctional Officers	Technical Support on Computers	2								
3	3	3	4	0	1	Plumber	Plumbing			57						
3	3	1	1	0	1	Carpenter	Cabinet making	2								
3	3	1	1	0	1	Carpenter	Wood finishing								1	
1	1	1	1	0	1	Manager	Presenation	3			5					



4	4	2	2	0	1	Correctional Officers	Effective HCCP ISO Food Safety	8											
4	4	2	2	0	1	Correctional Officers	Labour Law Seminar	6											
4	4	2	2	0	1	Correctional Officers	Bricklaying & plastering												
3	4	1	1	0	1	Agriculturalist	Agriculture	20											
4	4	2	2	0	1	Correctional Officers	Assessors	71											
4	4	2	2	0	1	Correctional Officers	Moderators	60											
4	4	2	2	0	1	Correctional Officers	SDF	20											
4	4	2	2	0	1	Correctional Officers	Management Programme	49											
4	4	2	2	0	1	Correctional Officers	Refresher Training Programme	476											
4	4	2	2	0	1	Correctional Officers	EMDP	22											
4	4	2	2	0	1	Correctional Officers	Investigation	113											
4	4	2	2	0	1	Correctional Officers	Logistics	35											
1	1	1	4	0	2	Senior Managers	TIL & PIL												
0	0	0	0	0	0	Legal Services	Chairperson & Initiator	20											
2	7	2	3	0	1	Chaplain	Spiritual & Ethical Conduct	113											
4	4	2	1	0	1	Correctional Officers	Massified	18											
0	0	0	0	0	0	Correctional Officers	Correctional Programmes	138											
1	1	1	4	0	2	Senior Managers	PFMA Treasury	60											
0	0	0	0	0	0	Correctional Officers	Panel Operator	18											
4	4	2	2	0	1	Correctional Officers	Integrated Legal System	19											
4	4	2	1	0	1	Correctional Officers	Financial & Year Closure	35											
1	3	9	9	0	3	Agriculture & Fishery	Tractor safety (OHS)	6											
4	4	2	2	0	1	Interns	HIV/AIDS	8											
4	4	2	2	0	1	Correctional Officers	Skills Audit Survey	206											
4	4	2	2	0	1	Correctional Managers	Peer Education	56											
4	4	2	2	0	1	Correctional Officers	Anger Management	24											
4	4	2	2	0	1	Interns	Induction & Orientation	31											
1	1	1	1	0	1	Managers	Chairperson & Initiator	133											
4	4	2	2	0	1	Correctional Officers	Peer Education HIV/AIDS	270											
4	4	2	2	0	1	Correctional Officers	Women on the Road	10											
4	4	2	2	0	1	Correctional Officers	Sports Club Admin	17											
4	4	2	2	0	1	Correctional Officers	Bond Analysis	10											
4	4	2	2	0	1	Correctional Officers	System Management	10											
4	4	2	2	0	1	Correctional Officers	HCT Launch	152											
4	4	2	2	0	1	Correctional Officers		2											
4	4	2	2	0	1	Correctional Officers		9											
4	4	2	2	0	1	Correctional Officers		12											

They were granted extension till September 2010  
They were granted extension till September 2010



SDL NO

SECTION M: EXPENDITURE ON TRAINING

M 1 EXPENDITURE OF TRAINING BUDGET

Learning programme	Actual Cost - Employed	Actual Cost - Unemployed
All training programmes	61,795,428	3,350,548.68
Bursaries	610 739 38	
<b>TOTAL</b>	<b>62,406,157</b>	<b>3,350,548.68</b>

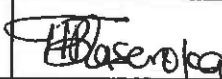

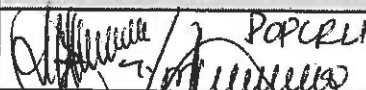
M 2 EXPENDITURE OF ADDITIONAL FUNDING

Learning programme	Actual Cost - Employed	Actual Cost - Unemployed
<b>TOTAL</b>	<b>0</b>	<b>0</b>

**AUTHORISATION AND STAKEHOLDER SUPPORT**

If the WSP/ATR is submitted electronically, please submit the Authorisation Section with original signatures to the Skills Administration Department by hand/post/scanning simultaneously with the submission of the WSP/ATR to reach us by the 30th June 2010. Without full authorisation by all relevant parties to this report, the SASSETA cannot approve the grant.

We, the undersigned, submit this information in fulfilment of the entity's legal obligations in terms of the Skills Development legislation and regulations. We declare that, to the best of our knowledge, the information contained in this application is accurate and up to date.

Full name of DG/Head of Department/Managing Director/CEO	Signature	Date
TB Rasenoka		27-Jul-11
Full name of Skills Development Facilitator (SDF)/Person who completed WSP/ATR	Signature	Date
MP Mashibini		27-Jul-11
Full name of Employee Representative (Organisations with 50 or more employees)	Signature	Date
POPCRU & PSA		27-Jul-11