


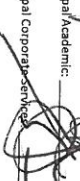

Staff Category (Governance and Management Staff [Council and Executive Management]; Lecturing Staff (Academic); Support Staff (All non-Academic, including	Methodology followed for needs identification	Accredited Programmes		Non-Accredited Programmes		Estimated Budget	Source of Funding	Training Methodology	Work Integrated Learning/ Based Learning	Number of WIL/WBE	Duration of WIL/WBE
		Title of Programme	Number to be Trained	Title of Program	Number to be Trained						
Council members	Council decision			Introduction to Cooperative Governance	17	1	80000	College Budget	Face to face		
Council members	Council decision			Legislation	17	1	80000	College Budget	Face to face		
SMT	From RGP of their PQMS	Risk Management	4			2	18000	College Budget	Face to face		
Lecturer	College initiated	Mathematic & Mathematical Literacy	24	Time management & record keeping	160	4	160000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Presentation Skills	56			4	40000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Automotive Repairs	2			1	24000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Fitting & Turning	2			4	FREE	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Electrical Tools	5			4	FREE	College Budget	Face to face		
Lecturer	College initiated	Monitoring and Evaluation	40			2	60000	College Budget	Face to face		
Lecturer	College initiated	Instructional Design	2			4	30000	College Budget	Face to face		
Lecturer	College initiated	Leadership in Education	30	How to inspire learners & Use of Technology in	200	4	90000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Assessor	60			4	60000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Moderator	50			2	210000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Mentoring & Coaching	20			4	210000	College Budget	Face to face		
Lecturer	College initiated			Fundamentals (English & Life Orientation)	15	4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Report Writing	10			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	CNC	5			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	3D Training	5			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	CAM Programming	5			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	PIC Programming	5			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Threshold	5			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Survey Instruments	5			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Diplomy Level	5			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Theory Material 2	3			4	15000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Practical Material 2 & 3	3			4	15000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	Trade Test for Carpentry	5			4	20000	College Budget	Face to face		
Lecturer	From RGP of their IQMS	SAP	25	Identify and Respond to learners with special needs	40	1	120000	College Budget	Face to face		
Lecturer	College initiated as per legislation			Team Building	80	2	60000	College Budget	Face to face		

PERSONAL STAFF TOTAL		Accredited Programmes		Non-Accredited		Estimated Budget		Source of Funding		Training Methodology		Work Intergrated Learning/Work Based Learning		Number of WIL/WBE		Duration of WIL/WBE	
Staff Category (Governance and Management Staff [Council and Executive Management]; Lecturing Staff (Academic); Support Staff (All non-Academic, including Senior and Middle Managers); COLLEGE-PAID	Methodology followed for needs identification	Title of Programme	Number to be Trained	Title of Proposer to be Trained (Qual)	Trained (Qual)	Budget	Funding	Methodology	Training Methodology	Work Intergrated Learning/Work Based Learning	Number of WIL/WBE	Duration of WIL/WBE					
Lecturer	College initiated	Mathematics & Mathematical Literacy	6	Time managements & record keeping	1	40000	College budget	Face to face	Face to face								
Lecturer	From BGP of their IQMS	Presentation Skills	14	40	4	10000	College budget	Face to face	Face to face								
Lecturer	From BGP of their IQMS	Monitoring and Evaluation	10	How to inspire learners & Use of Technology in	1	6000	College budget	Face to face	Face to face								
Lecturer	From BGP of their IQMS	Assessor	12	40	2	42000	College budget	Face to face	Face to face								
Lecturer	From BGP of their IQMS	Mentoring & Coaching	12		2	42000	College budget	Face to face	Face to face								
Lecturer	From BGP of their IQMS	Fundamentals (English & Life Orientation)	12		4	42000	College budget	Face to face	Face to face								
Lecturer	College initiated			3	4	6000	College budget	Face to face	Face to face								
Lecturer	From BGP of their IQMS	SAP	5	1	1	25000	College budget	Face to face	Face to face								
Lecturer	College initiated as per legislation	Identify and Respond to learners with special needs	8	1	1	18000	College budget	Face to face	Face to face								
Lecturer	College initiated as per legislation	Team building	16	3	3	12000	College budget	Face to face	Face to face								
Lecturer	College initiated as per legislation	Day SHE Representative course + assessment	6	2	2	8000	College budget	Face to face	Face to face								
Lecturer	College initiated as per legislation	Hazard identification and Risk Assessment Course(HRA)	7	2	2	9000	College budget	Face to face	Face to face								
Lecturer	College initiated as per legislation	Day COVID-19 Obligations of Management	6	2	2	8000	College budget	Face to face	Face to face								
Lecturer	College initiated as per legislation	Day Advance Incident Investigation course + assessment	7	4	4	8000	College budget	Face to face	Face to face								
Lecturer	College initiated as per legislation	Day First Aid Level 2	6	4	4	9000	College budget	Face to face	Face to face								
Lecturer	College initiated as per legislation	Day Basic Fire Fighting & demonstration	7	2	2	7500	College budget	Face to face	Face to face								

Lecturer	College initiated as per legislation	Day Hazardous Chemical Substances Handling Course	5																
Lecturer	College initiated as per legislation	Day Emergency evacuation procedures	7																
Lecturer	College initiated as per legislation	Day Fire Marshall implementing ISO 9001	7																
Lecturer	College initiated as per legislation	Day introduction and implementation ISO 18001	3																
Lecturer	College initiated as per legislation	Day introduction and implementation ISO 18001	2																
Lecturer	From REP of their QIWS	Risk Assessment	3																
Lecturer		IMPROVING PERSONAL PERFORMANCE AND ACHIEVEMENT THROUGHOUT THE COLLEGE	27																
Lecturer	College initiated																		
Support Staff		ITS Training	9																
Support Staff		Customer Care	8																
Support Staff		Advance computer training	2																
Support Staff	First Aid Level 1		3																
Support Staff		PMDS	8																
Support Staff		Batho Pele Principle	8																
Support Staff		How to handle disabled learners	8																
Support Staff			2																
COLLEGE-PAID STAFF TOTAL																			
GRAND TOTAL																			

RISK IDENTIFICATION:

MEASURES TO MITIGATE POTENTIAL RISKS:

Signatures:
 1. HRD Manager:  Date: 28/06/2018
 2. Deputy Principal/Academic:  Date: 28/06/2018
 3. Deputy Principal/Corporate Services:  Date: 28/06/2018

Declaration by Principal: I, _____ the Principal of _____ TVET College, hereby declare that the information contained above is true and accurate to the best of my knowledge.
 Signature: _____ Date: _____