

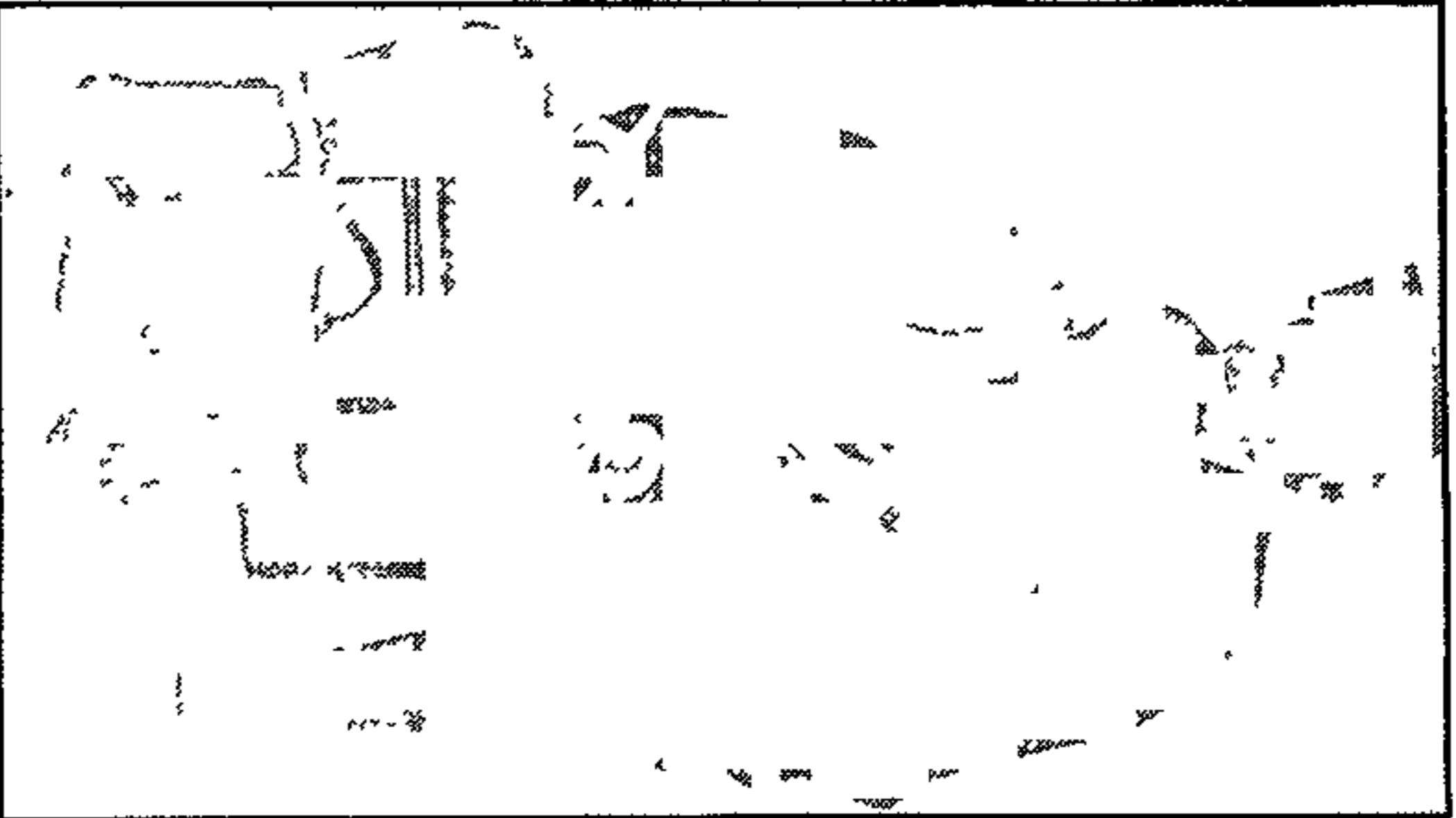
MANPOWER - TRAINING

1992

Help your child into right job

STAR 3/1/92

179



Doing their own thing... don't force your own occupation choice on your child. Just because you are a teacher does not mean your daughter should follow

As matriculants hit the streets looking for work, parents can play a major role in their son or daughter's future happiness

However, quite often, through ignorance or snobbery, young people are pushed into a careers not entirely suitable for them. This is a major reason for the high drop-out rate at South African universities and colleges.

Magnus Heystek, journalist and author of *Allied World of Money* (Cream Publications), has outlined a list of do's and don'ts when it comes to counselling your children

- Don't force your own occupation choice on your child. The idea that your child should be a doctor because you are or wanted to be one is ridiculous. A career choice involves much more than intelligence. It involves the child's values, attitudes towards work and people, and emotional maturity. Quite often these can be quite different from your own.
- Do be understanding if your children are in no hurry to choose a career. Even if they drop out of university or college in the second year, it could be a sign of wisdom. Be supportive as your children explore the occupational options open to them.
- Don't try to drive your children to "get ahead". Members of the young generation have watched their parents become great career successes — at the cost of discontent, divorce, alcohol-

ism, absentee fathers and all the other ailments of modern society. Relax, you've had your chances to make your choices. Let your kids have the same.

● Do understand your home is the single best source of values. Your attitudes to work can generally be a real and important influence on your child. Remember children want examples more than anything else in life.

● Don't plague a child who does not have the required intellectual capacity to become a professional or even to complete college. You'll only create impossible conflicts, apart from costing the taxpayer thousands of rands in subsidies.

Opportunities

- Do realise the enormous range of job opportunities open to your children and bring these to their attention. The chances are that you won't even realise how many job opportunities there are.
- Don't try to live your child's life. Realise the first job they take is unlikely to be their last. And the job they eventually end up with will most likely not even have been in existence when you first entered the job market.
- Do support your children in whatever they eventually decide to become in life. Remember, they have to be happy at work for approximately eight hours a day.

TRENDS REPORTER

Joint SA-UK artisan training programme

Staff Reporter

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The printing, newspaper and packaging industry in South Africa and Britain's leading technical testing and awarding body, City and Guilds of London, have agreed on a joint training scheme for artisans.

A joint agreement, the first of its kind in SA, is to be signed

next week. The agreement showed the printing, newspaper and packaging industry to be at the forefront of introducing a specialised training method in this country, a spokesman for the industry said.

The training programme would redefine skills needed for the industry and meet future technical challenges.

Local involvement with City and Guilds would give international recognition to the training programme.

STAR
8/1/92
The agreement on joint training was initiated after a large number of South African industries' training and education institutions had voiced interest in working with City and Guilds.

Junie 1985, R 361 van 20 Februarie 1987, R 452 van 11 Maart 1988 en R 2414 van 14 Oktober 1991, van krag is vanaf die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 30 Junie 1992 eindig

D. C. MOODY,
Direkteur Arbeidsverhoudinge

No. R. 172 **10 Januarie 1992**

WET OP MANNEKRAGOPLEIDING, 1981

OPLEIDINGSRAAD VIR DIE DRUK-, NUUSBLAD- EN VERPAKKINGSNYWERHEID WYSIGING VAN LEERVOORWAARDES

Ek, Daniel Pieter Antonie Schutte, Adjunkminister van Mannekrag, handelende kragtens artikel 13 van die Wet op Mannekragopleiding, 1981, wysig hierby, met ingang van die eerste Maandag na die datum van publikasie van hierdie kennisgewing, Goewermentskennisgewing No R 2399 van 4 Oktober 1991, deur klousule 3 (1) van die leervooraardes met betrekking tot lone, deur die volgende te vervang

"3 (1) 'n Werkgewer moet 'n vakleerling wat ingeboek is volgens die bepalings van die Bevoegdheidsgebaseerde Modulêre Opleidingstelsel, 'n weeklikse besoldiging van nie minder nie as die volgende betaal

Fase 1 en 2 .	R215,00,
Fase 3 .	R241,00,
Fase 4 .	R329,00 "

D. P. A. SCHUTTE,
Adjunkminister van Mannekrag

No. R. 242 **10 Januarie 1992**

WET OP ARBEIDSVERHOUDINGE, 1956

KLERASIENYWERHEID, TRANSVAAL HERNUWING VAN HOOFOOREENKOMS

Ek, Donald Charles Moody, Direkteur, behoorlik daartoe gemagtig deur die Waarnemende Minister van Mannekrag, verklaar hierby, kragtens artikel 48 (4) (a) (ii) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van Goewermentskennisgewing R 3149 van 24 Desember 1991 van krag is vanaf die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 30 Junie 1992 eindig

D. C. MOODY,
Direkteur

No. R. 243 **10 Januarie 1992**

WET OP ARBEIDSVERHOUDINGE, 1956

KLERASIENYWERHEID, TRANSVAAL HERNUWING VAN FONDSOOREENKOMS

Ek, Donald Charles Moody, Direkteur, behoorlik daartoe gemagtig deur die Waarnemende Minister van Mannekrag, verklaar hierby, kragtens artikel 48 (4) (a) (ii) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van Goewermentskennisgewing R 3150 van 24 Desember 1991, van krag is vanaf die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 30 Junie 1992 eindig

D. C. MOODY,
Direkteur

Government Notices R 1749 of 17 August 1984, R 1363 of 21 June 1985, R 361 of 20 February 1987, R 452 of 11 March 1988 and R 2414 of 14 October 1991, to be effective from the date of publication of this notice and for the period ending 30 June 1992

D. C. MOODY,
Director Labour Relations

No. R. 172 **10 January 1992**

MANPOWER TRAINING ACT, 1981

PRINTING, NEWSPAPER AND PACKAGING INDUSTRIES TRAINING BOARD AMENDMENT OF CONDITIONS OF APPRENTICESHIP

I, Daniel Pieter Antonie Schutte, Deputy Minister of Manpower, acting in terms of section 13 of the Manpower Training Act, 1981, hereby amend, with effect from the first Monday after publication of this notice, Government Notice No R 2399 of 4 October 1991, by the substitution of clause 3 (1) of the Conditions of Apprenticeship with regard to wages of the following clause

"3 (1) An employer shall pay an apprentice, indentured in terms of the Competency Based Modular Training System, a weekly remuneration of not less than the following.

Phase 1 and 2 .	R215,00;
Phase 3 .	R241,00,
Phase 4 .	R329,00 "

D. P. A. SCHUTTE,
Deputy Minister of Manpower

No. R. 242 **10 January 1992**

LABOUR RELATIONS ACT, 1956

CLOTHING INDUSTRY, TRANSVAAL RENEWAL OF MAIN AGREEMENT

I, Donald Charles Moody, Director, duly authorised thereto by the Acting Minister of Manpower, hereby, in terms of section 48 (4) (a) (ii) of the Labour Relations Act, 1956, declare the provisions of Government Notice R 3149 of 24 December 1991 to be effective from the date of publication of this notice and for the period ending 30 June 1992.

D. C. MOODY,
Director

No. R. 243 **10 January 1992**

LABOUR RELATIONS ACT, 1956

CLOTHING INDUSTRY, TRANSVAAL RENEWAL OF FUND AGREEMENT

I, Donald Charles Moody, Director, duly authorised thereto by the Acting Minister of Manpower, hereby, in terms of section 48 (4) (a) (ii) of the Labour Relations Act, 1956, declare the provisions of Government Notice R 3150 of 24 December 1991, to be effective from the date of publication of this notice and for the period ending 30 June 1992

D. C. MOODY,
Director

Printing training accepted

5 Times (1955) 12/1/92

SOUTH Africa is again enjoying the benefits of international co-operation in education and training as a result of the lifting of most academic sanctions against it.

Latest to take advantage of this is John Barnes, director-general of City and Guild of London Institute, who is visiting SA in response to the many industries, training and education institutions which have expressed a wish to work more closely with his organisation.

City and Guild, founded in 1878, is Britain's leading technical testing and awarding body. It is involved in testing standards and vocational qualifications which are recognised internationally.

Modular

Mr Barnes will sign a joint agreement on vocational training with the Printing, Newspaper and Packaging Industry Training Board. It will introduce, for the first time in SA, a modular training methodology.

It will also meet technological changes in the industry and will have international acceptance.

The training board has in a short space of time achieved full accreditation with the Department of Manpower and has effectively privatised artisan training in the industry.

SA group starts UK public service course

Bibay 14/1/92

LONDON - A small group of former political campaigners are spearheading a project to meet what the ANC describes as an "urgent need" for governmental skills as SA liberation movements grapple with the realities of political change.

The 10 aspirant public servants, drawn from the ANC, PAC, Azapo and the Institute for Multi-party Democracy, have started a six-week crash course at London's Civil Service College.

The course, described by the ANC's information officer in London, Ned Pillay, as a meeting "an urgent need for training in specific skills" is being sponsored by the UK government's overseas development administration.

Pillay said the course was "fairly unique" and said he was unaware of other similar courses being run for black South Africans in London.

Among the trainees, all of whom are more than 40 years old, are Josiah Jele, a graduate of the military academy in the Soviet Union and former ANC propaganda chief, and Azapo's Zithulele Cindi, a former Robben Island inmate.

The group was unavailable for comment yesterday, but Cindi was quoted in the

(179)
CHRIS BATEMAN

Financial Times as saying the group would take "those parts of the course which are relevant to our situation" to "empower the disadvantaged in our country".

The course includes lessons in which participants will shadow senior officials and sit in on policy commissions and departmental committee meetings, financial management, accountability, business planning, team building, and interpersonal skills.

Outstripped

It is in line with a strong move among members of the Western Cape Civic Association (WCCA) to gain local government skills. Several top members of the WCCA recently successfully completed a local government course at the Cape Technikon.

One of the Cape graduates, who declined to be named, confided his concern at the fast pace of change which he said had outstripped the skills available among his activist colleagues.

Pillay agreed that given the experience of bantu education that Africans had been subjected to, there was an urgent need for skills training.

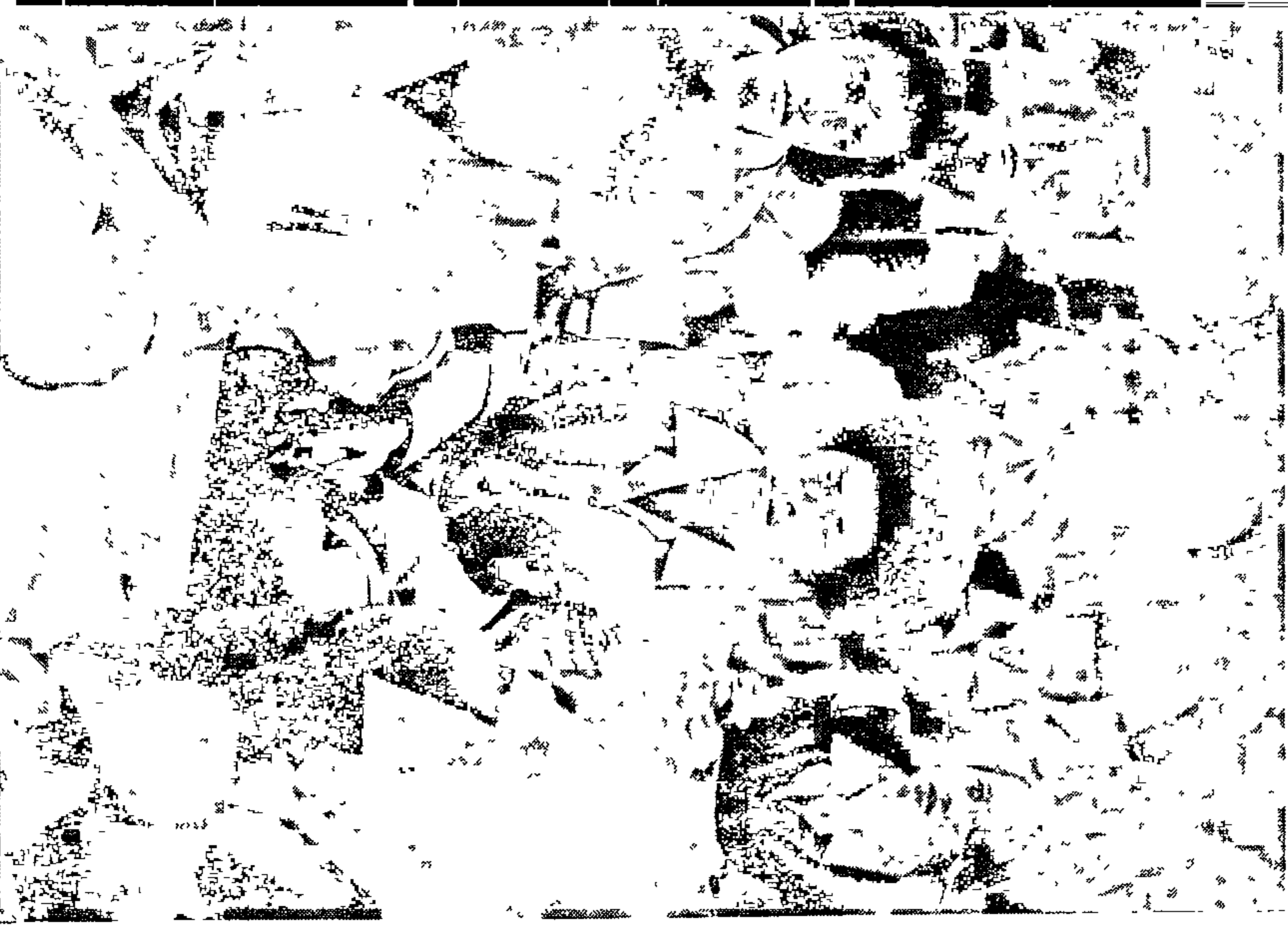
Baptism of smoke for newest US judge

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FOCUS ON CAREERS

BY FRED ROFFEY



ERIOUS CHOICES School is over, for good. But the career decisions facing matriculants are often more difficult than the final examinations

Variety of jobs in the rag trade

DECIDING what sort of career to pursue isn't easy in a region such as the Western Cape with its diversity of industries and trades.

In the clothing industry alone the job opportunities range from industrial engineer, factory manager and production manager to line supervisor, designer and patternmaker.

Clothing is one of the largest consumer industries in South Africa, with more than 1 000 companies and a workforce in excess of 100 000, many of them in the Western Cape.

The industrial engineer's job is one of the most important, as his responsibilities include devising methods and procedures for the most effective use of labour and materials. His decisions affect the entire production operation, from plant layout to cost analysis.

A bottleneck in production, for example, could force the industrial engineer to rethink the company's equipment needs, training procedures and operation positioning. Other vital jobs are the factory manager and the production manager, who have to work closely together to plan and review the delivery schedule.

The factory manager oversees the entire factory operation, while the production manager controls costs, conducts training sessions and arranges regular meetings for supervisors and safety and other committees.

Production areas include design, pattern-making and grading.

The designer creates the fashion line for each season, and the patternmaker — using computers or manual instruments — produces the correct pattern based on the designer's instructions.

The merchandiser uses market research on consumer trends to develop product lines that will sell and make money for the manufacturer.

Information from the design, sales and finance sections also helps the merchandiser to establish line content, price, produc-

tion timing, and if necessary, any mid-season changes.

The glamorous side of the industry is of course modelling. Seasoned models will tell you it's a hard business, but girls who are determined to give it a go can get more information from the model agencies listed in the Yellow Pages.

Full-time courses in production management and clothing design are offered by the Cape and Peninsula Technikon, while the industry's training arm, the Clothing Industry Training Board, offers a wide variety of short professional courses.

The Cape Technikon also offers a three-year course for people interested in a career in retailing.

The course centres on retail business management and studies all the varied facts of managing and retail business.

A variety of job opportunities exist for qualified retail business managers, particularly in the Western Cape, where the head offices of a number of retail groups are situated.

The admission requirements for the Cape Technikon course are a senior certificate with six subjects, with both official languages at higher level.

The requirements for the course may be high, but it aims at making the student conversant with all facets of the retail business such as product knowledge and presentation, marketing and sales, financial planning and control, computer usage and manpower management.

People wishing to enter the retail trade direct are advised to look at the specialist agencies listed under Personnel Consultants in the Yellow Pages.

This directory has a section headed Computer Schools for those wanting training in the sphere of computers.

A section headed Colleges Academic, Commercial and Technical is well worth examining to get an idea of the many training establishments available to help you with your career.

APR 20 1992

Prestige UK institute to help boost (179) SA training

SHARON SOROUR
Labour Reporter

INTERNATIONAL recognition for South African technical training standards is on the cards with the signing of an agreement between Britain's top technical testing and awarding body and the Printing, Newspaper and Packaging Industry Training Board.

City and Guilds of London Institute (CGLI) director general Mr John Barnes, signed the institute's first South African agreement with the printing board on January 14.

He said "The training board is very keen to achieve an international standard and has determined certain standards which we have agreed to test and prove. We will exercise quality control externally by giving a joint certificate to anyone who writes our examination".

On a 12-day fact-finding mission to South Africa, Mr Barnes said his visit had been prompted by the large number of visitors representing industry, training and education institutions to the CGLI over the past 18 to 20 months.

"They expressed interest in working together to develop vocational qualifications based on the needs of South African industry but providing international recognition through the institute's involvement," he said.

The CGLI — a non-profitable charity organisation offering more than 600 technical exams throughout the world written by over 1.8 million candidates a year — was increasingly interested in industrial training in South Africa.

"I suspect standards being applied here at the moment to the minority of people can be compared to others in the world, but they must also be applied to the majority of the population. This is a big task," Mr Barnes said.

He said he was impressed with South Africa which was "like most advanced industrial nations" but it could not call itself an advanced industrial nation until the whole population was skilled.

"Training the majority of South Africans has become a worldwide priority," he said.

SA and US academics prepare for new future

STAR 27/1/92
BELVILLE — Forty-six South African academics and one official of the Development Bank of South Africa completed an intensive week-long workshop on leadership and public administration designed and led by faculty from the John F Kennedy School of Government at Harvard University at the weekend.

The workshop was held on the campus of the University of the Western Cape in Bellville and underwritten primarily by the Social Responsibility Programme of Otis South Africa.

Support was also provided by Otis South Africa's parent company, United Technologies, and by the Ford Foundation, IBM, and Harvard University.

Eighteen South African universities and technikons represented the workshop.

This workshop began on Sunday last week and finished on Friday afternoon.

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Workshop sessions focused on teaching techniques for successfully preparing people to work in the public and non-profit sectors in a post-apartheid society.

Speaking at the graduation ceremony, Antonia Chayes, a director of United Technologies, Adjunct Lecturer at the Kennedy School and a member of the workshop faculty, said he hoped the seminar would be the start of a continuing collaboration between the Kennedy School and the South African academic community.

He said the transition to a new South Africa provided an enormous challenge for South African universities, where teachers of public administration and related fields would have to mount an enormous effort to train and retrain the men and women who would work in government in the years ahead.

No experience without job, no job without experience.

STAR 24/1/92
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If there is a personnel manager out there who believes in the future of this country, then please read on.

Being a young, recently qualified computer programmer, I find myself at the mercy of company managers who like to use the excuse that there is a shortage of skilled people. But this is completely unfounded as I graduated from a class of 20 people, half of whom still have no permanent jobs, and we all have the skills so "desperately needed".

I have been in the job market now for over seven months. The ± 40 companies that I applied to directly, for junior positions, gave the same response — "no va-

cancies", or the position is taken by someone with experience (be it a minimum of 6 months).

The computer personnel agencies I registered with suggested that I apply for a position "lower down", only to be told that I'm over-qualified. What do these companies want?

It is the classic Catch 22 situation: I cannot get a job without experience, but I cannot gain the experience without a job.

The Rand is at an all time low and the economy needs kick-starting, so why not invest in skilled trainees, like myself, who can and are willing to do the job that we are trained for!

R Kydd

Wadeville

Training plan for black farmers

GOVERNMENT would step up training of black farmers in an attempt to redress the land reclamation issue, Agriculture Minister Kraai van Niekerk told a media briefing in Cape Town yesterday. ~~SAPA~~

Handing over white-owned land to people who couldn't manage it was not economically feasible, he said. 810ay 28/1/92 (179)

"We must create equal ability, so we are stepping up training. After training we have to look at financial access and special measures to help people."

Reports Political Staff Sapa

In fashion? Improve odds through course

STAR 30/1/92 (179)

Working your way up the corporate ladder can be a long haul. Theory may not beat practice, but in a retail or fashion marketing career your progress could be enhanced with training such as the one-year IMM Fashion Marketing and Management course.

The course was introduced by Birnam Business College three years ago after director Brenda Riesnik researched full-time fashion courses internationally.

She says "Many students graduating from college with fashion diplomas were clinching positions in companies like Bloomingdales, Sears, Harrods, and Selfridges. South African employers are giving equal credibility to graduates of this course. Retail leaders like Woolworths, Truworths and Edgars have employed our students while others find positions in fashion design, textiles and quality assurance."

The course gives a sound knowledge in the basics of industry terminology as well as marketing. Hands-on experience is gained as students have to co-ordinate complete fashion shows dealing with textiles, design and style. Course subjects include retailing, marketing, consumer behaviour, buying procedures and sales management.

Another course Birnam College offers which may be useful for those bent on management is in the hotel field.

Instead of the usual on-the-job and part time study approach previously offered by hotels, students can concentrate on a well balanced full-time course which has the full support of the South Africa hotel trade. In addition to the usual industry studies of food and beverage management, industrial relations, front office procedures and accommodation, Birnam has added other useful skills training, such as basic bookkeeping, travel and computer courses.

"After a one-year college diploma, most Birnam students are snapped up into the market place. I believe this is because our courses are answering market needs," says Mrs Riesnik.

STAR 30/1/92

Learn how to save 25 pc of your day

Professional people can spend up to 25 percent of their day reading, absorbing and sifting through information, according to Consolidated Training International (CTI) general manager Barry Katz

This valuable time can be halved by improved reading and retention skills taught in CTI's learning methods course, Mr Katz says

"The schooling system and tertiary education has never adequately addressed the issue of how to study or how to absorb and retain information," he said

"This problem carries through into the work situation," Mr Katz said

He says companies would maximise their training expenditure by ensuring trainees were effective learners

The CTI course claims to teach people how to learn and read faster, retain that information and recall it at will

The Learning Methods course covers advanced study techniques, retention and memory training, listening skills, analytical and lateral thinking

Methods used in the training are particularly useful, says Mr Katz, in product training

Upgrade your skills, promote yourself

STAR 30/1/92

With many job-seekers applying for very few posts, post matric commercial training is increasingly important for school-leavers. This is one area in which Damelin College is moving with market needs.

Damelin chief executive Johan Brummer says the college's Centre for Business Studies has introduced two full-time courses for post matriculants, which start in February.

Further down the line, however, employees hit a different

kind of barrier — inability to be promoted unless they have acquired ongoing education.

Damelin Management School has created its 1992 course schedule with this need in mind. The average age of its students is 35 and they are "people who need to update skills in order to move forward", says principal of the management school Nielen Brummer.

An ideal course for this market is Damelin's seven-month

MBA course which covers a broad spectrum of subjects.

MBA students need not worry about the economy's ability to absorb their skills — according to Damelin, South Africa will need 500 000 more managers by the year 2000.

Other useful courses offered at executive level by Damelin include the course in Marketing Management and a wide range of computer courses run by Damelin's Computer School and the specialised PC Centre.

The economic recession is biting deep, and unemployed people have little or no hope of finding jobs in the usual places. Instead of academic qualifications, the emphasis is now on resourcefulness in searching for ways to make ends meet. **MBUYISELO MTSHEKETSHE** reports

OPPORTUNITIES for entrants into the labour market are diminishing as South Africa ploughs through an extended recession. The overwhelming message from top economists is that it is no longer good enough for matriculants to produce their matric certificates — students need further training to find employment in the formal sector.

According to economists, nine out of 10 matriculants will not be able to find jobs in the formal sector this year.

The formal business sector is offering fewer than 40 000 new positions this year as the recession drags on and exacerbates the plight of the unemployed.

The chief economist of the Small Business Development Corporation (SBDC), Dr Ben Basson, said ingenuity would be the key to survival for jobless matriculants.

Basson said the corporation had no figures indicating how many of last year's matriculants were unemployed.

However, he said the capacity of the economy to absorb people without experience and qualifications was limited and matriculants would find it hard to find employment.

"The only sector with opportunities for matriculants in the near future will be an informal sector," Basson said.

"We still need to add more emphasis to the role of the informal sector, it has generated new jobs in the past year," Basson said.

He said studies had also emphasised the enormous potential role of the informal sector to give a new boost to the entire economy.

South African Chamber of Business chief economist, Dr Ben van Rensburg, said the number of vacan-

'Informal sector the only hope for jobless'

South 30/1-5/2/92



SCHOOL'S OVER: But it takes more than book-learning for Khaya Yapi to secure a job in the middle of a recession

cies this year would provide employment for only seven to 10 percent of all new matriculants.

He said prospects would not improve unless South Africa began pulling out of recession in the next

two years. "Students need to improve their education and develop their personal skills in order to find jobs," Van Rensburg said.

He said even university graduates

might find it hard to find a job in the formal sector during a recession.

Cape Town Chamber of Commerce human resources chief, Mr Charl Adams, said findings of a survey conducted recently by the University

of Cape Town indicated seven out of 100 matriculants would find jobs this year.

SBDC regional manager Professor Wolfgang Thomas said out of a total of more than 14 million people, between two and three million were without regular income.

He said many of them were matriculants of past years or candidates of the 1991 examinations.

"Looking at the whole group of school leavers, matriculants constitute an elite of relatively better educated labour market entrants," Thomas said.

The value of a matric remains significant, even if the person takes some time to find a regular job.

Thomas said the rapid increase in the number of black matriculants was one of the most significant preconditions for more rapid longer run growth of the economy.

"To face this challenge statistical games about the percentage of those who can or cannot find employment are of no help," he said.

"We need practical support in the fields of career guidance, self employment preparation, traineeship opportunities and a new perspective which sees matriculants as a valuable, long term asset in our economic growth process."

Unemployed matriculants are urging the government to channel funds through specialised agencies like the SBDC which has created more than 250 000 new employment opportunities since it was established 10 years ago.

Mr Khaya Yapi, who passed matric in 1990 and could not enter university because of financial problems, said he found it extremely difficult to get a job in the formal sector.

"Every day for the past two years I've had to buy a newspaper and wander around Cape Town in search of work, but I have not found anything," Yapi said.

He said he found matriculants who passed matric reasonably well and those who developed personal skills found it easier to find jobs than those who had no experience like himself.

But for Miss Dideka Sigenu, of Nyanga, it is the government that should be blamed for the high unemployment rate in the country.

Sigenu passed her matric at St Francis adult education school this year and plans to enrol for a training course as a computer operator.

"We are getting to a stage where the government has to take action to improve our economy," Sigenu said.

"We cannot afford the negative growth rate of this long recession."

PIC YUNUS MOHAMED

Secretaries often power behind throne

STARL 30/1/92

There is growing recognition in the business world that varied and skilled commercial tasks are frequently handled — efficiently and willingly — not by management, but by a secretary required to know every facet of the boss's job

The days of no recognition are over and the growth of the Executive Secretaries Club and magazines such as Career Success (formerly called Career Secretary) are proof of this

Promotion may be only a

confident step away and, with this in mind, management's valued right-hand assistants should take a look at the varied office skill training on offer. Companies should similarly recognise the need to assist employees to reach their full potential through such courses, offered by most training organisations such as Damelin, Rosebank College, Birnam Business College, Kelly Greenoaks and Drake Business College to name a few. A six-month train-

ing sabbatical may be all that is required ~~53~~ (179)

Drake Business College's six-month secretarial course covers, among other things, typing, shorthand, word processing, Lotus 1-2-3, general accounts and credit control, reception and switchboard duties, office procedures, business etiquette, client liaison, wine appreciation, flower arranging, catering for office functions, maximising communication skills and solving problems

75-YEAR'S OF Dale Carnegie

STAR 30/1/92

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After a 75-year international history of the Dale Carnegie tradition, the course last offered in South Africa currently is tightly focused into programmes that companies should find easy to choose from. It includes a Management Seminar, a Sales Course, courses in Customer Relations and Employee Development, Executive Image and a Presentations Workshop.

Describing the Dale Carnegie Management Seminar, course instructor Len Segal says "This is a highly concentrated hands-on programme aimed at goal-directed management. Participants learn to communicate effectively, to delegate productively and to inspire teamwork and cooperation. All the sessions and projects are work-related and on-the-job results are immediately visible."

The programme covers key phases of the management process (planning, organising, directing, co-ordination and control), establishing performance standards that are result-oriented, quantitative, time-phased and measurable, learning the importance of creativity and its application, applying time management, applying cost-saving techniques, effective delegation, decision-making, communication, and motivating personnel.

The Dale Carnegie Sales Course measures a delegate's progress by the increased sales he or she achieves back at work. This is described by the organisation as a "highly practical training programme designed to help sales people close more deals". It covers both self-

motivation and "the art of customer-motivation". It also covers time organisation and management, personal goal planning, effective selling language, the "art of showmanship" and how to analyse failures and successes and profit by them. An ability to inspire could be a description of what the Customer Relations and Employee Development Courses set out to offer. Employee Development seeks to help candidates to inspire teamwork, create harmony within the organisation, raise employee morale, efficiency and productivity. Dale Carnegie's Jim Williams says about the company's Executive Image course "Bad images often happen accidentally, whereas a good image almost always needs to be created deliberately. You should identify the image you would like to create and establish an action plan to project this for your company and its executive staff."

The Dale Carnegie Strategic Presentations Workshop is a three-day intensive programme "for executives and top-level administrators", say the organisers.

Course durations range from three days to three months and include flexible courses that involve just a few hours a week. Prices range from R500 to R1500 per delegate.

Earn credits for a US university

STAR 30/11/92

Management studies in South Africa can earn credits for a United States university business administration degree

Training company Executive Education is the SA study centre of Newport University in California and most of its courses earn credits towards the Newport Bachelor or Masters degree

Executive Education managing director Rex Drew says there is a difference between traditional universities and statutory universities, the latter having annually monitored standards of education "What this means is that standards stay consistently high. If anything, monitoring means more attention is paid to achieving good results."

The college is also a founder member of the Association of Private Colleges of Southern Africa — a body formed to monitor standards

The company reports an increased demand for training despite the recession. Mr. Drew says that most full-time course students are company-sponsored while most part-time students pay for themselves

Environment control: course offered

STAR 30/1/92

All senior management or works managers in industrial environments can benefit their companies and employees by the correct practice of environmental control, believes Jan Swanepoel of the Chamber of Mines's Technical Training Services (TTS)

TTS offers intensive, short duration courses for both mines and surface works and plants

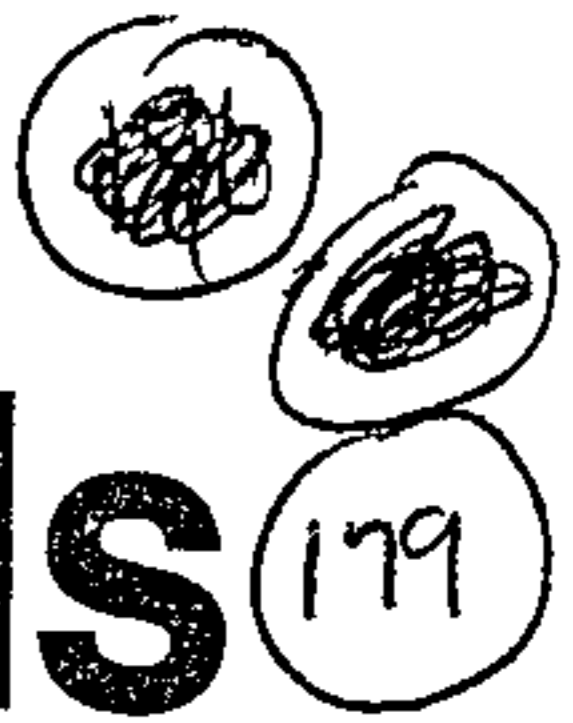
The courses are tailored to the particular needs of that industry

Its mission is to provide cost effective training and, at the same time, allow delegates to apply the latest developments in their planning and day-to-day operations

Chamber of Mines certificates are obtained at the end of the courses and these include the Practical and the Elementary Certificates in Environmental Control, Certificates in Air Quality Analysis, Radiological Protection/Screening, Lead Monitoring, Asbestos Monitoring, and the Certificate for Training Officers

The courses cost R385 a delegate

Creating a pool of skills that SA needs



Sowetan 4/2/92

AFFIRMATIVE action underpins equal employment opportunity and the equalisation of opportunities at the work place becomes an ongoing process and commitment

It is only when we have equality, or the gap has been reduced, in skills and performance that merit can then be used to appoint, promote or appraise performances

Unfortunately, while there is agreement that opportunities must be equalised, there are heated debates regarding the meaning and effects of affirmative action. This explains why Mr Sam Motsuenyane was criticised for calling for affirmative action at a business conference in Cape Town

It was argued that it was difficult to reconcile Nafcoc's desire for economic growth, backed by an efficient allocation of resources through the free-market, with its willingness to see both processes impaired at obvious cost to black job creation, by the application of racial quotas

Secondly, one of the many arguments against affirmative action is that it originates from the USA and may not suit our local conditions. The two situations are historically and demographically apart

Instead, this strengthens my view as local blacks were damaged by years of discrimination more severely than those in the US

Thirdly, there is a general tendency to say affirmative action programmes are deliberately designed to replace well-qualified, experienced and skilled white South African workers with blacks

As these are in general not properly trained for such positions, they are paid less and thus attractive to penny-pinching bosses. This is not so, for any country that pursues such a policy would be committing economic suicide

South Africa is currently experiencing a critical skills shortage, which will continue well into the

FOCUS

Affirmative action has been touted as an effective method to widen the job market for blacks in South Africa. The myths and prejudices against affirmative action are dispelled by DR SYLVIA MOENO, a human resources manager with a leading company. She is a visiting lecturer, who argues that the market place opens quicker and equal opportunities become a reality under this scheme.

21st century, and the next government is therefore not in any position to choose and discriminate between green, khaki, blue or navy skills

How does affirmative action help to equalise opportunities at the workplace? Equal employment opportunities means that all persons, without regard to race, gender, nationality, origin, disability or age, must have an equal opportunity for the job, hire, promotion, benefits, training, and all terms and conditions of employment

Appointments and promotions are therefore based on job related requirements and an individual's qualifications

Affirmative action is then the process that opens up previously closed doors for certain groups of people, for example, blacks, because they were in the past denied educational, economic, occupational and social opportunities

They were thus not able to develop and participate fully in the mainstream economy. Taking this background into account, specially designed training and development programmes are to be put in place

These will

Upgrade and assist members of these groups to acquire skills and qualifications that will help them to perform their duties effectively,

Help them to compete successfully for vacant positions and promotions at work, and

Help them advance upwardly in their careers, and in society in general

Emphasis is therefore on education and training (or retraining as the case may be) in order to acquire skills and develop abilities in the financial, technical, scientific, marketing and managerial fields

Opponents of affirmative action programmes deliberately hire or appoint unsuitable people, and these candidates are then used to justify views that members of disadvantaged groups are inherently inferior

Actions like these also promote tokenism as well as reverse discrimination. A friend aptly defines tokenism as someone who does not have the necessary skills and/or potential for a particular job

Accordingly, he or she gets thrown into the deep end, and is then watched by his uninterested seniors as he struggles to swim, until he drowns. This was in fact the intention, to prove his inferiority and unsuitability and then draw generalisations

It is unfortunate that myths and assumptions still, to a large extent, affect South African business. Factors like race, culture or gender still play a significant role in business decisions

As these biases are harmful, they should be put in their proper perspective. An attempt must be made to clearly identify biases and to sort



DR SYLVIA MOENO

them out honestly

A favourable and supportive working environment has to be created for all employees, to enable them to develop to their full potential. And, for a manager to do this job properly, (ie, that of managing and developing his staff), such concerns and biases should be discussed, challenged and got out of the way

Avoidance of such issues, or avoidance of confronting such an employee, only stands in the way of business priorities and decisions, and in effect, results in poor management performance, which will sooner or later surface, leading to serious repercussions

Whereas, preparing his/her subordinates for success and superior performance, ie "grooming for success", will also benefit the manager, as he/she will receive credit for his/her staff's performance and successes

Tomorrow. Why it is imperative to have equal opportunities at the workplace

'Half a million managers needed'

By Phil Molefe
Education Reporter

South Africa would need an estimated 500 000 managers in the economy by the year 2000, but unfortunately the country's universities and technikons could not meet this demand, Damelin College chief executive Johan Brummer said yesterday

He said thousands of young men and women who matriculated last year had to face the fact that there were no jobs waiting for them and many of them could not gain entrance to tertiary institutions for further training

He said Damelin's cen-

tre for business studies had decided to introduce two full-time courses for post-matriculants with a view to rectifying this problem

The courses are a diploma in public relations and business communication, and a diploma in marketing and business management. The first of these courses is due to start next month in Johannesburg, Pretoria and Durban

"Both courses are intended for school-leavers, army-leavers and others who want to prepare themselves for the business world, particularly those who could not gain entry into a university or technikon"

● The Speak English Academy, which assists teachers and pupils to develop their language skills, will resume lessons tomorrow at the University of the Witwatersrand

The principal of the school, Jennifer Shames, said the academy had been a tremendous success and educationists around the world, particularly in the US, were proposing to get involved with the project

"The lessons, geared to improve English as the spoken word, are all very active and include music, dancing and class participation," Mrs Shames said.

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**SA blacks get
civil service
training in UK**

LONDON — The task of transforming South Africa into a multiracial society has been taken up in London, where 10 black South Africans have just begun a course at the Civil Service College. **STAR 14/1/92**

The six-week programme, sponsored by the UK government's Overseas Development Administration, grew out of a request last July from ANC president Nelson Mandela for help in training civil servants.

Of the participants, six have been nominated by the ANC, two by the PAC and one each by Azapo and the Institute for Multiparty Democracy.

The purpose of the programme is to provide first-hand knowledge of a Western government's civil service to prospective black senior officials.

All the participants are more than 40 years old, but none has civil service experience.

Josiah Jele of the ANC trained in the former Soviet Union, was a freedom fighter in Mozambique and, as a former director of ANC broadcasting, was in charge of propaganda.

He says course participants will "take those parts that are relevant to our situation", and hopes "it will help us to empower the disadvantaged in our country".

The course includes formal lectures and training courses, as well as sessions in which participants will shadow senior officials and sit in on policy commissions.

The training courses will include financial management, accountability, business planning, team building and interpersonal skills.

Course supervisors insist that the intention is not to "sell" the Westminster political model, but to explain the framework within which it operates — Star Bureau

STAR 221192

France raises funds

The French government is to increase its financial support for management training in SA Funds for a joint management development programme, aimed at improving middle management skills among all races, would be increased, a French embassy spokesman said

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B100m 22/1/92

Training seminar

EXPERTS from the World Bank and other internationally recognised professionals in vocational educational training will attend a seminar in SA next week to plot the way for local human resources development. (199)

The seminar, hosted by the Kagiso Trust, will focus on a future policy to address the education crisis and development of critically needed vocational and technical training, Kagiso Trust general secretary Eric Molobi said yesterday

REPORTS Business Day Reporters

ANC set to train 'lost generation'

Own Correspondent

JOHANNESBURG — The ANC has launched a scheme to train the "lost generation" of its young lions — the teenage street fighters of the 1980's, the exiles and uMkhonto weSizwe soldiers

ANC programme co-ordinator of human resources Mr Papie Moloto said yesterday the ANC had recognized that a generation of South Africans had lost out on skills development and that they were "people with problems"

A seminar on skills development would be held next month, Mr Moloto said.

"We are looking especially at those who were involved in the struggle as activists. They can toyi-toyi today, but we need the skills to produce," he said

The ANC realized it was not enough to criticise "The criticism has to stop and it is time to look at what has to be done," Mr Moloto said

He said the ANC had recognised that regardless of the gains it may make at Codesa, it would not be in a position to turn

them to advantage unless people possessed skills that would enable them to improve their standards of living

The seminar is entitled "Shaping the Future" and will be conducted over three days at the Braamfontein Hotel from February 14

The seminar will focus on education-through-production programmes run in Africa and South America, and will be addressed by speakers from Zimbabwe, Latin America, the ANC and Cosatu

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CT 24/1/92

ANC plan to train its 'lost generation'

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B/Day

B/Day 24/1/92

PATRICK BULGER

THE ANC has launched a scheme to train the "lost generation" of its young lions — the teenage street fighters of the 1980s, the exiles and Umkhonto we Sizwe soldiers

ANC programme co-ordinator of human resources Papie Moloto said yesterday the ANC had recognised that a generation of South Africans had lost out on skills development and that they were "people with problems"

As a start, a seminar on skills development would be held next month to explore the options available in the development of skills that would be vital regardless of who constituted the next government

"We are looking especially at those who were involved in the struggle as activists. They can toy-toy today, but we need the skills to produce," he said. The ANC realised it was not enough to criticise "The criticism has to stop and it is time to look at what has to be done," Moloto said

The seminar will focus on education through production programmes in Africa and South America. It will be addressed by Zimbabwe Federation for Education with Production director M Fungati and a skills development specialist from Latin Ameri-

ca, Palmari de Lucena

Other speakers include ANC secretary general Cyril Ramaphosa and a speaker from Cosatu who will be asked to explain the trade union federation's approach to skills development.

Moloto said the ANC had recognised that regardless of the gains it may make at Codesa, it would not be in a position to turn them to advantage unless people possessed skills that would enable them to improve their standards of living

The ANC envisaged skills development being undertaken in the fields of mass electrification and squatter settlement

Moloto said the first seminar of this sort took place in Harare early last year. The ANC realised that skills could not be developed in isolation and that it was important to tap into existing structures. The ANC was anxious to learn from the experiences of other developing countries and to avoid making their mistakes, Moloto said

The seminar is entitled Shaping the Future and will be conducted for three days at the Braamfontein Hotel from February 14

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Education in SA is an 'investment for all'

STAR 30/1/92

"Many companies are still strategically under-investing in training and management potential because they see it as a cost rather than investment," says Dr Nick Binedell, director designate of the Wits Business School

"If this erroneous view persists," challenges Dr Binedell, it will spell "national disaster in terms of general human preparedness"

"South Africa can only emerge successfully from its bubble of isolation if its people acquire the sophisticated skills needed in today's rapidly changing business world

"Continuing education can provide these skills," he says

"There is no doubt that individuals and groups compete through the power of their ideas in action. It follows then that management and business knowledge is vital"

Dr Binedell does, however, see the beginning of some encouraging trends in attitudes towards education in South Africa.

"There is a trend to self-development

"People realise that education has to apply to them personally if it is to be of real value," Dr Binedell said

"They are also seeking knowledge which can be quickly and effectively applied in the workplace.

"So much of modern economy, commerce and markets are interrelated that a broader knowledge is becoming more valuable than specialisation," he said

"The percentage of black people and of women enrolling for courses at the Wits Business School has increased, but numbers remain well below national demographic profiles, and below the standards set by leading countries we should be modelling on," Dr Binedell said

"Real opportunity for society starts in enrichment of the individual. South Africans have to realise that the education of its people is an investment for all," he said

Trainings

STAR 30/1/92

budgets must increase

In 1990, expenditure by companies on education and training, R3,8 billion, was 16,7 percent of the gross national expenditure on education (formal, non-formal and training) of R22,7 billion

Companies' training budgets are going to have to increase if South Africa is to develop at the required pace, say leading businessmen. Susan Ramwell reports.

a time when turnover growth is virtually stagnant

But a positive view is taken by BMI chairman Jonathan Harrod, who believes South Africa's own training resources and educational institutions are sufficient to cope with the load. In short, the only major problem is a shortage of funds.

The Budget to be announced by Government in March is expected to allocate 20 percent of total expenditure to formal education (excluding contributions to TBVC countries), but the Minister of National and Environmental Affairs, Mr Louis Pienaar, has announced that this is unlikely to meet the needs of universities and technicians.

He says "Growth in student numbers exceeds the growth in the economy"

That will place additional demand on private-sector contributions to both formal and informal education and necessitate a greater burden on corporate South Africa and greater use of the wider training industry.

It is interesting to note that of the R235 million spent in 1990 on non-formal education (52 percent from companies and trusts, 15 percent from overseas funding and 13 percent from parents and pupils), only 5 percent of the expenditure went to management or leadership training and 6 percent on technical/tertiary education. The bulk (34 percent) went to the secondary school level, 15 percent on adult education and

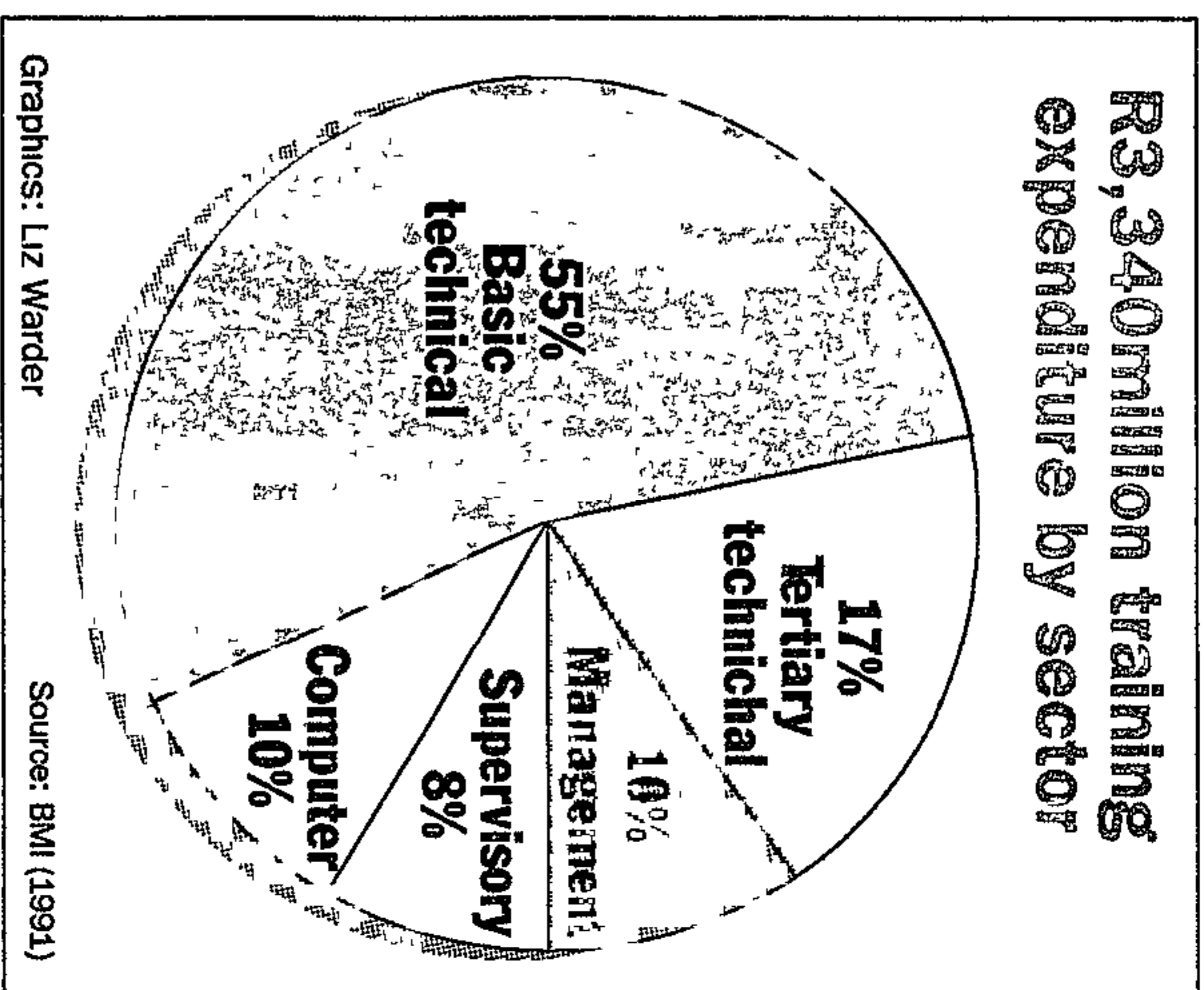
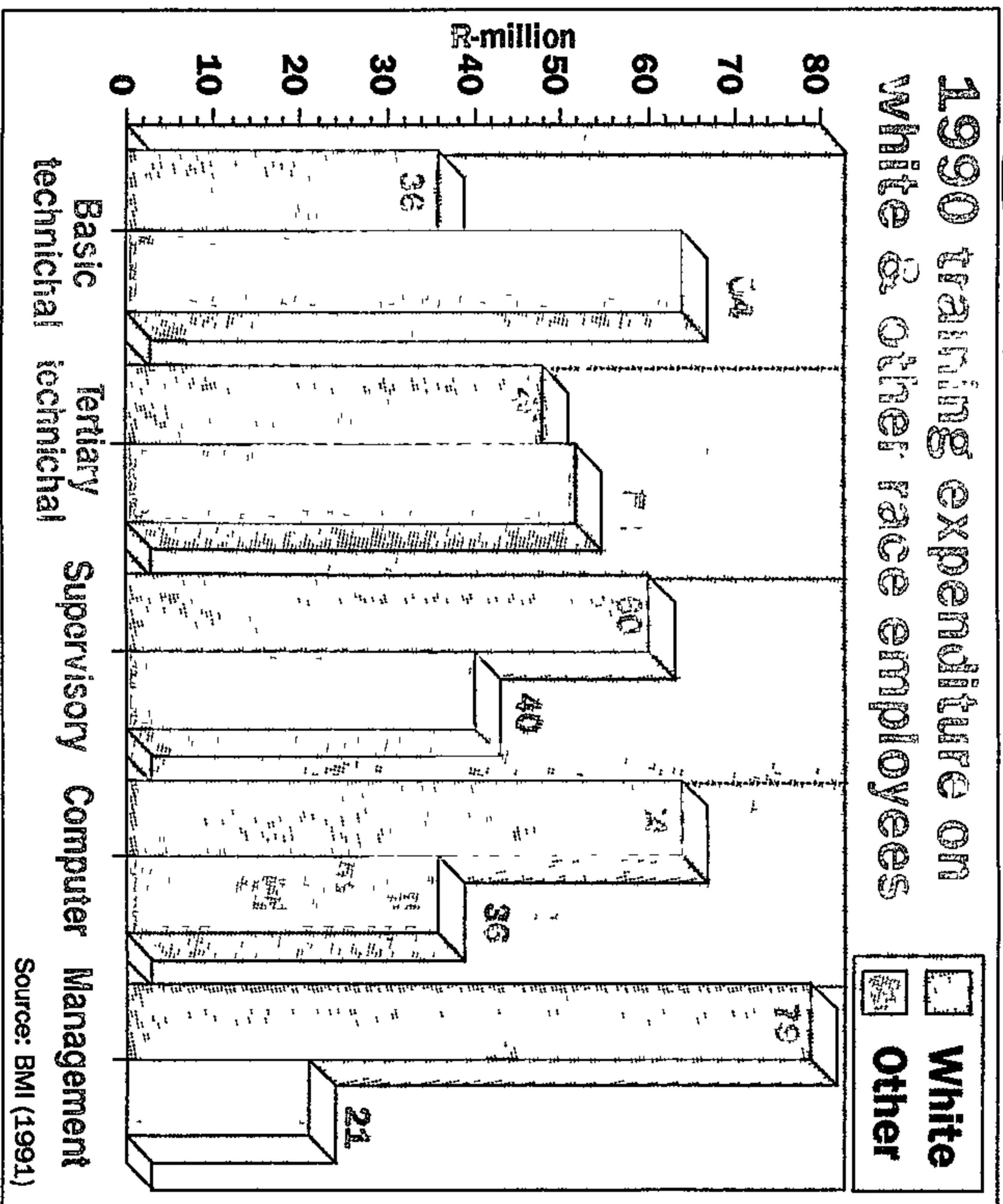
13 percent on teacher training. In the view of a majority of directors of academic and training organisations, South African companies are rising to the challenge with greater recognition of the need to upgrade workforce skills.

Private-sector training companies in the main report growth in demand. Most such companies offer not only packaged courses, but customised courses which can

be conducted in-house. Considering that 82 percent of 1990's R3,3 million training expenditure was spent in-house, the training industry appears to be moving closely with market needs.

Cost-effective expansion of training, however, is likely to point companies to greater use of packaged courses, and devolution of responsibility down the corporate ladder for in-house training responsibility.

Keith Edmeades, managing director of training company Effective Executives and of the training trust organisation, Integrated Management South Africa, says "Companies need to become effective learning environments. Training is not the exclusive territory of the trained human resources manager alone. It should be part of the job description of all managers as a priority, not as a last resource."



Learning for professionals

You've heard of the one-minute manager. Here's how to adopt the "winning way" in a variety of tasks - in one morning!

Birnam Business College is running a series of morning seminars.

The learning is intensive to suit the time-pressured professional. The topics covered include:

- Customer Service Public Relations
- Motivation in the Business World
- Lateral Thinking for Management
- Effective Writing and Writing Skills
- Creative and Effective Presentation (presentation skills for the boardroom or for public appearances)
- Credit Control
- Advanced Time Management

IT'S ONLY WORDS

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One South African training company cites the following fictional stories as typical of this country's need for better communication as a precursor to a productive and efficient workplace.

"Put the hose in the pool!" And much to the disgust of the employer, who actually meant "Top up the pool", the gardener did in fact put the entire hose into the water.

A key man is promoted to head up the mining division of his group, but can't speak Afrikaans. "Turn off the machine," he is told. The labourer pushed the plant's total shut-down button, at a cost of R2 million.

"These scenarios are repeated in business every day in thousands of different ways. And it's costing us a fortune," says Annica Foxcroft, a director of Interman, a communication and management training company.

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P 27

"Interman was established 12 years ago to combat the problem of language barriers in South African companies, where commonly, as many as 20 languages are spoken. We endeavour to develop skills through performance-linked language and communication training."

The training offered by Interman is job-orientated, covering both language and culture, making cross-cultural negotiating a more successful and enjoyable experience. "True communication involves not only understanding the words which are spoken, but also the meaning behind what is said," says Ms Foxcroft.

Interman is used by some of the country's top companies and professionals. Trainees are mainly professional people but range from attorneys through to technical operators.



Get computer-literate

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Computers, supposed to free the workplace and management, can have the opposite effect in the hands of the non-computer-literate.

Yet where does the busy executive find time to learn a mix of basic computer skills?

One of the more flexible approaches to the problem is that offered by Computer Academy's special mixed '80-hour flexitime Business Computer Course offered in or out of normal business hours up until 9 pm on weekdays and 1 pm on Saturdays

A variety of computer skills are se-

lected by the student and the mix or time spent on each is open to choice up to the limit of 80 hours.

The usual time spent on a specific Computer Academy course is 32 hours

Computer Academy group branch manager, Oren Rosenbaum, says "Computer education draws every age group. Our students range from a 13-year-old to an 84-year-old, and everything in between. Industry can't operate without computers so no one can really afford not to comprehend basic computer usage skills."

Special training for metal workers

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Times (BUS) 2/2/92

GROUND-BREAKING moves to train and educate unskilled workers in metal industry are under way.

A joint management-union committee, set up in terms of the national industrial council pay settlement, met for the first time this week.

An agreement would ideally comprise industry-recognised training courses matched to the various grades.

The National Union of Metalworkers of SA (Numsa) proposes that a hierarchy of core and specialisation skills apply to each grade.

Core skills courses could include literacy, numeracy, quality concepts and health and safety.

Specialisation skills

By ADRIAN HERSCH

courses would be chosen by the worker from a wide range, such as welding or crane driving.

But Numsa also wants the 13 grades in the industry reduced to five.

The reduction of grades is a major problem for employers because it could add a huge cost to the payroll.

Many employers believe that nationally accredited training courses could fairly easily be linked to the 13 grades.

Numsa will meet other unions in the industry and the training committee will sit again in the last week of February.

Train blacks for top jobs - callers

Sowetan 5/2/92



By IKE MOTSAPI

BIG business should train and promote blacks to senior management positions if they hoped to correct the imbalances caused by apartheid, listeners to the Sowetan/Radio Metro Talkback show heard last night.

Dr Sylvia Moeno, who has written several articles on affirmative action, said this was a way of opening "up doors that have been previously closed to a section of our community by apartheid laws."

She said affirmative action was one of the ways of redistributing wealth to "politically disadvantaged" people.

Moeno said, however, that affirmative action would only succeed if there was a total transformation of the political situation in the country.

Suicidal

Lucky from Modderfontein said big business was dominated by white males in the country.

He added "This has to stop if affirmative action is to be a success."

David from Rosebank warned that it would be suicidal to "just appoint blacks to positions in senior management even when they did not have the skills and qualifications to handle the job."

Monty from Maritzburg said blacks had to be properly trained before being considered for senior management jobs.

Careers, Education and Training

Last week we spoke about current trends in the economy and how these affected job-opportunities in different sectors. One of the points we raised there was that with the decline in the number of jobs in the economy, it is important that people acquire a range of skills to ensure a greater chance of getting work. At the same time, workers in employment are often condemned to repetitive jobs which do not inspire interest or ensure advancement. This raises the question of educating and training workers to improve the level of skills of the working class. The struggle of workers to improve their skills is both a struggle to improve job-security as well as part of the broader struggle for workers' control of production.

The Current State of Education and Training

The traditional system of apprenticeship training in South Africa is being gradually replaced by modular forms of training. Modular training means that short courses are run on particular skills. In 1986 the Human Sciences Research Council (HSRC) and the National Training Board recommended that

The necessary steps be taken to convert the present apprenticeship training system to one using modular, performance-based institutional training coupled with top on-the-job training experience.

Modular training is a very flexible and adaptable way of training people for modern industry and is favoured by the bosses.

The four main inservice training schemes in operation (excluding apprentices) are

- Group Training Centres established by a group of employers and controlled by a company
- Private Training Centres introduced by a boss for the training of their own workers
- Training Schemes, operated by a group or association of employers. These schemes are not subject to industrial council control. But the bosses are compelled by the Manpower Training Act to make some money available for training.
- Training Schemes arising from Industrial Court agreements.

The National Manpower Commission estimates that between 1980 and 1985, around 1.9 million people were trained under these schemes. Most training in South Africa (90%) is done by the larger corporations.

The number of workers trained under the four main schemes has fallen since the mid 1980s. The state has also cut tax concessions to employers giving training.

In 1990, the Manpower Training Act was changed quite extensively. The central changes were

- The training of apprentices was changed to modular performance based institutional training with controlled on-the-job training and experience.
- Apprentices are no longer able to qualify by merely staying in a course. They have to pass a trade test.

- Provision was made for the establishment of Industry Training Boards. These are boards set up by the bosses and not the state. This shows the state's attempts to shift responsibility from itself to the bosses in regard to all aspects of the control of artisan training.

These Industry Training Boards replaced the old training committees. An important change in the law is that it is no longer a requirement that employers and unions have equal representation. The bosses can have more power in controlling training and issuing certificates. In terms of the new Act, a number of Industry Training Boards have been registered by the Minister of Manpower. These include

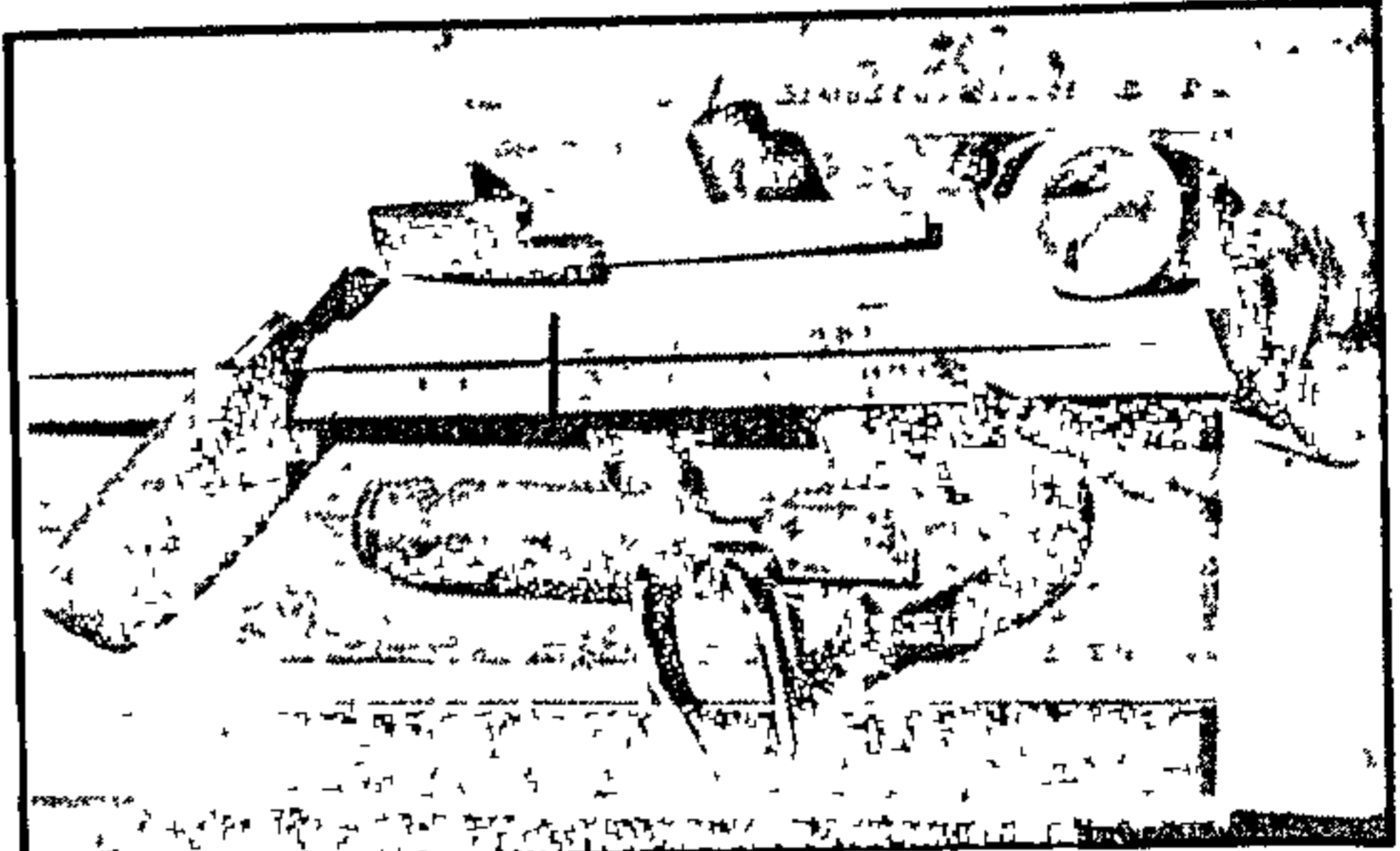
- * Building Industries Training Board
- * Mining Industry Engineering Trades Training Board
- * Motor Industry Training Board
- * Furniture Industry Training Board
- * Metal and Engineering Industries Artisan Training Board
- * Clothing Industry Training Board

There are a large and growing number of such boards, many of which, however, do not cover complete industries - such as the Chemical and Allied Industry Training Board which appears to cover AECI plants only. Many more boards are in the process of being set up, in such sectors as the leather industry and printing industry.

The largest proportion of artisan contracts are granted in the metal working industry (30%), followed by mining (16%) and motor industries (14%). The general quality of apprenticeship training is low in South Africa. Apprentices usually have only a standard 7 or 8 level of education, and about 50% of apprentices fail their qualifying tests. At the same time that the quality of training is low, there have been great changes involving restructuring in industries such as the metal industry. There is thus a great demand for versatility and technically advanced skills such as pneumatics, hydraulics, computer skills and electronics.

Training for the Unemployed

The Manpower Training Act of 1981 was the first formal recognition by the state of the need to train the unemployed.



The intention was to increase the job prospects of unemployed workers through training. An elaborate framework was put in place, which essentially provides for state funding for certain recognised courses. The courses are provided free of charge through the Department of Manpower and span a range of skills, including

- * Drawing
- * General Office Skills
- * Typing and Wordprocessing
- * Motor maintenance
- * Welding
- * House building courses - involving the trainees actually building houses for local government as part of their training.

These courses are between one and three weeks long and train workers for semi-skilled work. They are supposed to prepare people for further training once they are employed.

The state pays the course fees in full and pays the trainee an allowance of R12

per week. The training is provided at accredited training centres - which can be based at company training sites or at regional training centres.

Although by 1987 some 719 677 unemployed people had received training, even official research has shown that by 1987 only 25% of these people found work. This figure is made worse by the fact that it includes both whites and blacks and thus is likely to be much worse for black people.

The picture which emerges is that the provision by the state and the bosses for educating and training workers is inadequate. We advise school-leavers and both employed and unemployed workers to be familiar with the possibilities offered by capital and the Department of Manpower. Next week we will discuss the response of the union movement to the inadequate provision for education and training. To illustrate this response we will feature an article produced by NUMSA on their attitude to the struggle for the education and training of workers.

Careers 6

Numsa's Struggle for Education and Training

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Last week we spoke about places where workers and school leavers can get training to improve their skills and chances of getting a job. This week we feature a response to the inadequate provision of education and training from the NUMSA education desk.

New Nation (Learning Nation) 14/2-21/2/92
to control and intervene in situations both at work and in the community and society more generally - not just to understand instructions and obey like a robot.

Education and Training

There are so many problems with the present provision of education and training that it is hard to list the main ones, but they include:

- not enough education and training - the majority of people get no education and training at all once they leave school. And 66% of South African workers are said to be illiterate because they did not attend enough school in the first place. This means that even if they do get a chance to train, they often cannot take advantage of it, as they do not have the skills to start;
- the majority of workers get on-the-job training only and, if they are retrenched then they do not have a national certificate to prove that they have learnt the skills;
- race and gender discrimination is still very common,
- the skills workers learn on the job are often not recognised or paid for and yet the employers continue to benefit from them;
- only a small group of workers - such as artisans, teachers and nurses - get nationally recognised training which gives them the chance to move about and still have their skills recognised,
- retrenched workers, young people and unemployed people in general do not get education and training that will help them to become self-sufficient or help them to get a job,
- the state is at present shifting the responsibility for training and certification onto the bosses

Initially the state had the Apprenticeship Training Board to administer national training and issue certificates. The ATB had the representation of the state, the bosses and the trade unions (although because of the past racist practices only the white unions were represented). Now the state and the bosses are setting up Industry Training Boards which are administered only by the bosses and which are specific to particular industries.

NUMSA's Plans

NUMSA has done a lot of study of these problems and a lot of thinking about possible solutions. The heart of the solution that NUMSA is recommending is that all people - young or old, employed or unemployed, women or men - should have the right to life long education and training. And that everyone should study courses that will be recognised nationally. NUMSA also believes that all courses should fit together in one system. So that when

you finish one course it clearly points the way to the next course, even though at the same time you will get a national certificate for the course you have successfully finished.

The key lies in short courses, or "modules" as they are called. NUMSA believes that there should be many courses to choose from, depending on your interest or chosen career - and depending on whether there are jobs. Each module of training must be recognised by industry and each module of training must be recognised nationally as giving credits towards national standards.

At the heart of this approach is the idea of skill. What

Grading and Skills

NUMSA believes that the place to start is with the grading system. The first thing to do is to limit the number of grades that exist. Most grading systems today put people into boring jobs, which become like jails which they cannot escape from. The same boring job for 20 years! NUMSA is fighting to win grading systems that allow workers to develop and advance from one grade to the next by getting more education and training - by means of short courses or modules. Of course jobs will have to change too with the changes envisaged in the grading system.

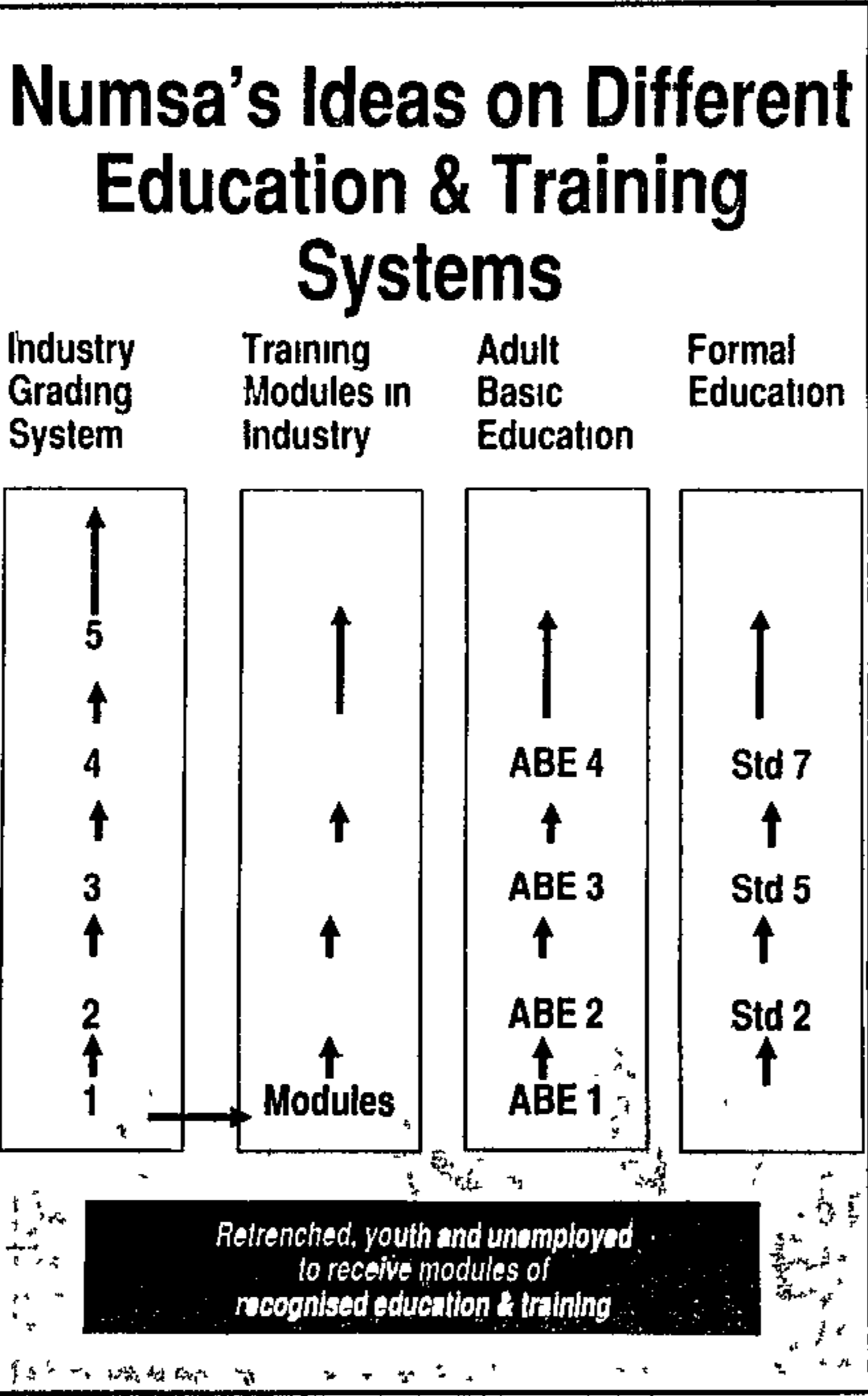
To win this, NUMSA believes we must change the present grading systems from how they are at the moment - which is simply describing the boring job that a worker must repeat over and over again - to a system which describes the range of skills that a worker must have to work at a particular level. Say Level 1 could be linked to 100 skills - and each worker must have at least 25 of the skills listed (Some would be compulsory and some optional, depending on the work). It will be easy for workers then to know what they must learn to get up to the next level.

If this system were in place, then workers who have got skills from experience of doing the job could get their skills recognised, and it would help them on their way up the ladder. For women workers, this would mean that many of their home skills could be recognised for qualification purposes!

For young workers or unemployed workers, they could do short courses which would then be recognised by employers when they go job-hunting. Of course, there are not enough jobs at the moment. So there would have to be special job creation projects for such people. But the point is that as people work, they would get education and training that would help them in the future.

If the progressive Alliance organisations succeed in winning a national Economic Policy Forum for negotiations of economic issues, then one of the first things they will have to do will be to address the high unemployment levels and look at ways of creating more and better jobs for all South Africans. Education and training will be a priority too, but linked to where the jobs are now and will be in the future so that people with qualifications are not left on the streets. And existing jobs will hopefully become more interesting and challenging too.

When this system is in place, then the farms, mines, shops and factories will become universities for the people who work in them - not the dirty, boring, dead-end places that they are today. And young people will choose to work and study together - as the experience they will gain in this way will help them throughout their lives. These workplaces will give an alternate route to people who missed out on education the first time around, or who did not have the money to study full-time. The system should allow someone to work their way up from "a sweeper to an engineer" - and if NUMSA and COSATU get their way this will all be during paid time off during working hours. And who knows what will happen when workers have the skills to run their own workplaces!



is skill? This is not a narrow idea - it does not mean "how to press buttons on a machine". On the training side it includes things like:

- the requirement to perform individual tasks;
- the requirement to manage a number of different tasks within the job - real skills, not just a lot of boring repetitive tasks,
- the requirement to respond to irregularities and breakdowns in routine,
- the requirement to deal with the responsibilities and expectations of the work environment - including health and safety and broader environmental issues

On the education side the skills will be general skills

CAREER

Jobs with a good grounding

Star 6/2/92

The airways clerk or ground hostess looks after the interests of passengers from the moment they report of the booking office, in a city or at an airport, until boarding time and again from the time the passengers disembark from the aircraft and return to the airport building.

(179)

Lasting approximately nine weeks follows.

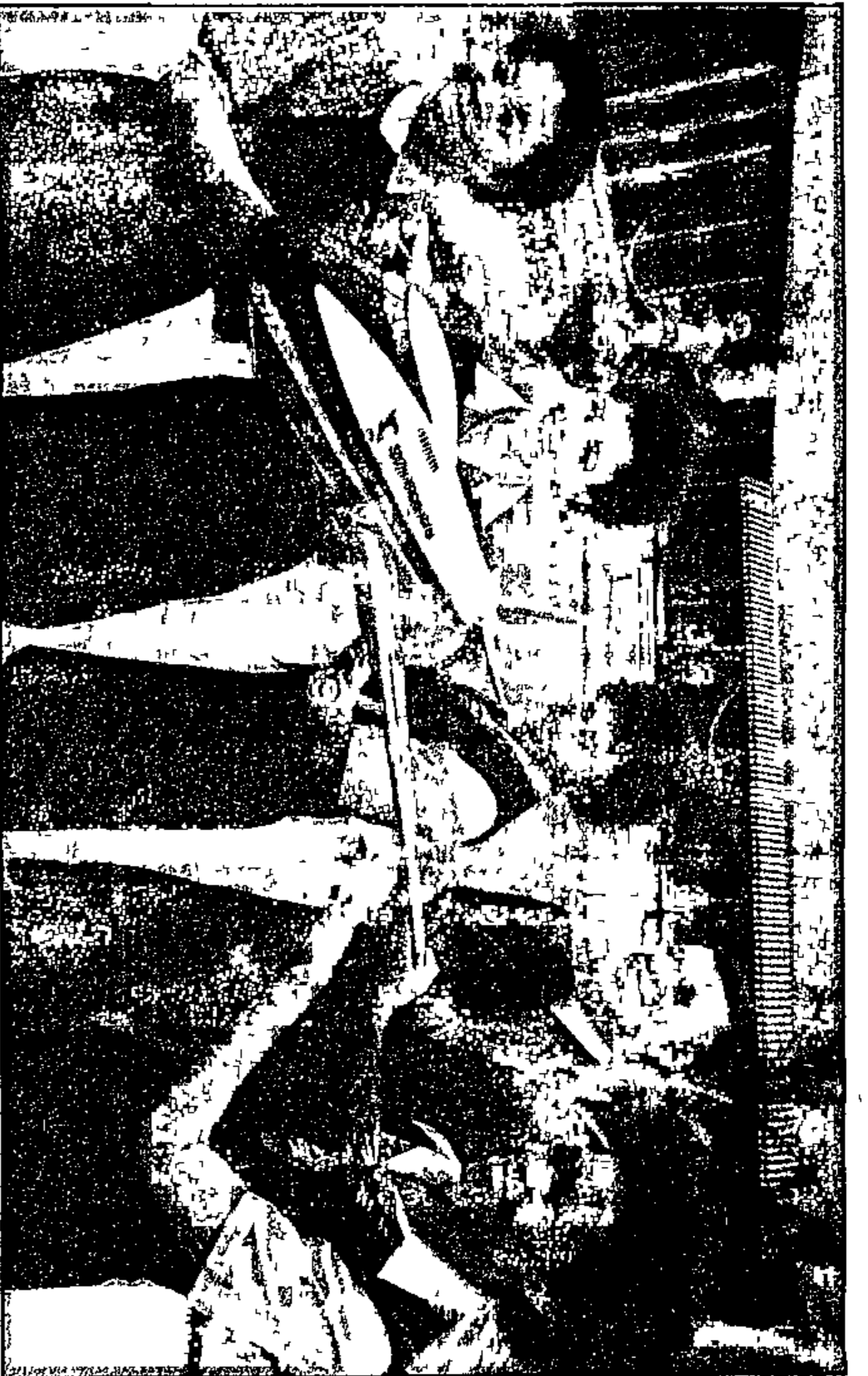
Keen competition for the available employment opportunities such as airways clerks and ground hostesses, and flight personnel such as cabin attendants, air hostesses and flight stewards, may be expected.

These careers are open to males and females.

Advancement possibilities are as follows:

Ground clerk, senior clerk, assistance chief clerk and chief clerk.

For further information write to The Employment Officer, SAA, Employment Bureau, Old Avonour Building, PO Jan Smuts Airport, 1627 From My Career by The Department of Manpower



Friendly personalities these young women qualified as air hostesses about five years ago. They are (from left) Millicent Mashale, Gloria Legodi, Thandi Modise, Gloria Muthibi and Cecilia Majilla. Picture Alf Kumalo

Airport clerks fill key positions at all South African Airways airports. The services of airways clerks are required at airports as well as booking offices.

When employed at an airport, the airways clerk performs counter duties such as reservations, ticketing, calculation and collection of excess baggage charges, documentation and helping passengers comply with immigration and customs formalities. The clerk also issues passenger travel tickets.

Before passengers board the aircraft, the clerk verifies the passenger list to see if all passengers have gone through the boarding gates.

Ground clerks working at reservation offices handle telephone sales and reservations. They work a maxi-

imum of eight hours a day, but as SA Airways offers a 24-hour service, they must be prepared to work shifts.

The minimum duration of service as stipulated by contract is two years.

To qualify as a hostess for SAA, you must have a friendly, spontaneous and mature personality. Hostesses need to be intelligent, sophisticated, have a good appearance and must be able to give passengers efficient service and sympathetic advice. Candidates should be no younger than 17.

A Std 10 certificate is the

minimum educational requirement needed to become a ground clerk. Fluency in both official languages is required. Candidates appear before a selection committee.

Training covers all facets of the work and also includes interesting courses such as make-up and deportment.

Duration of training ground clerks receive at Jan Smuts Airport is approximately two weeks.

After completion of training, he or she is placed at one of the various airports or city offices. Further training

Advocate or attorney?

training is different

STARZ 6/2/92

The distinction between advocates and attorneys is based on the English system of barristers (like advocates) and solicitors (like attorneys). Other countries do not have these distinctions.

Advocates go to court a lot while attorneys spend their time in their offices. Advocates practise alone.

To become a practising advocate a person must go to university for at least five years to get a BA LLB or a B Com LLB or any other degree with an LLB.

Pupillage

People who have passed the LLB degree must serve a four-month period of "pupillage" if they wish to join a practising group of advocates. This means that the person has to work under a practising advocate in an advocate's office.

During this time the pupils are not normally paid except if they defend people charged with certain crimes.

Professor David McQuoid-Mason, dean of law at the University of Natal, highlights the differences between advocates and attorneys.

In addition to pupillage, advocates must pass a Bar examination.

Attorneys collect money from people who do not pay debts, they transfer properties, draw up legal documents, handle claims for personal injuries and damage to property, and do commercial work. A few lawyers do criminal law work.

An attorney instructs an advocate about the details of a case before going to court. Attorneys need B Proc or LLB degrees.

After students have passed the LLB or B Proc they have to work with firms of attorneys for two years during which time they get paid. They must then pass an examination.



Bewigged, cloaked defender... the advocate is in court most of the time while an attorney works in an office.

CAREER

Pools awash with job prospects

(179)

STAR 12/2/92

The swimming bath superintendent liaises with city councils, the public, police and officials of other bodies, such as the different universities and the Amateur Swimming Union. He has to handle enquiries in connection with the swimming bath and even gives advice on private swimming pools.

It is also his duty to give lessons in swimming and lifesaving to train junior personnel.

The superintendent is in charge of the proper administration of all the finances, such as the administration and safekeeping of money. He has to set up the budget for the swimming bath, taking into consideration reasonable suggestions and requests from the public.

The swimming bath superintendent has to control his subordinates, as well as all the equipment and furniture on the premises. He must ensure good behaviour on the part of visitors, and has the authority to expel those who do not behave themselves, those who intend damaging the property, or endanger the life of other swimmers.

During the winter months when the baths are closed, the superintendent remains on duty, carrying out necessary repairs and improvements to the premises.

He also supervises

cloakrooms to ensure that they are hygienic. The premises should be attractive to the visitors, and buildings and gardens should therefore be kept looking good. The safety of the public is also his responsibility. Regular inspections for explosive devices are essential.

The superintendent should carry out chemical tests once or twice daily, to ensure that the acid and alkaline conditions of the pool water are at the stipulated levels. This task is essential for the prevention of disease and the promotion of hygiene. He

The superintendent of a public swimming bath is responsible for the care of the swimming bath and all the buildings and the grounds on the pool's premises. Constant watch must also be kept on visitors.

should also ensure that the filtering unit works efficiently.

Administrative duties are an important part of the superintendent's job. He has to keep records of the cashbook, filterbook, telephone calls and em-

ployees' timecards, and is responsible for the filing of documents and the ordering of new supplies.

The swimming bath superintendent must be knowledgeable about first aid as he is expected to apply it whenever necessary.

He must be able to organise, and is expected to present swimming galas and arrange holiday programmes for schoolchildren. For these events he sometimes has to find sponsors.

The superintendent should be sociable, be able to initiate and maintain

pleasant public relations, and communicate effectively. Since he is appointed in a supervisory capacity, he should display leadership qualities and be friendly but firm in his relations with the public. He should be an organiser who is able to control financial and administrative matters.

A Std 8 Certificate or an equivalent qualification is the minimum qualification required, but higher qualifications will be an advantage. The prospective superintendent should either possess a bronze medal in life saving and the first aid certificate, or qualify within twelve months of appointment.

Municipalities usually offer in-service training and facilities are available for a superintendent to further his educational qualifications.

Due to the increasing population and the creation of additional residential townships, an increasing number of pool superintendents are required. Prospects for the job are thus favourable.

Additional information may be obtained from municipalities, mining groups, large industrial and commercial undertakings and employers such as Iscor and Eskom.

From My Career by The Department of Manpower



Taking the plunge . . . a swimming pool superintendent controls budgets, organises galas, trains lifesavers and expels troublemakers.

CAREER

Variety the thread of this job

Star 13/2/52

179

The pattern maker needs a special knowledge of the functions of the factory machines, how certain fabrics react towards specific designs and machines, and garment manufacture.

He should be able to construct a pattern according to instructions in order to deliver an elegant garment at a competitive price. He must keep the functioning of the factory as well as production costs in mind.

The nature of the work largely depends on the boutique, salon or factory where the pattern maker is employed. The attitude of people towards clothing differs according to taste, and depends on their income. This creates different manufacturing levels, resulting in varied career opportunities for pattern makers, namely

factory manufactured versus boutique clothes, which are more attuned to individual tastes.

The pattern maker starts by sketching the garment. Then an example of the garment is made and presented to management for approval. If management approves the design, a master pattern is constructed. The pattern maker works in close liaison with the designer so as to complete the designer's sketches correctly. The pattern maker draws all the detail and specifications on paper or carton

On completion of a master pattern, the pattern maker must be able to grade the pattern down to smaller sizes or up to larger sizes. He should also assist the sample maker in running up the sample garments

The pattern maker constructs a pattern according to the specifications laid down by the designer.

There are some garments whose style and cut do not change every season, and only small alterations are done on the master pattern for these without changing the whole pattern. The pattern maker, designer and production manager work closely together to ensure the design produced is correctly interpreted and suitable for production.

The pattern maker should have a feeling for line and colour, a keen interest in fashion, good taste and an eye for detail. Determination is also important, because the pattern maker has to persevere until a designer is completely satisfied with the

pattern.

The pattern maker should always be willing to learn. Fashions change rapidly and he should keep abreast of all the latest developments in design, materials and techniques so that he can understand what the designer wants.

A Senior Certificate is required for technikon training. However, some fashion and design schools offer in-service training and a Standard 8 Certificate is acceptable.

The National Certificate: Clothing and Pattern Construction is offered at the OFS and Vaal Triangle technikons. It is a one year full-time course

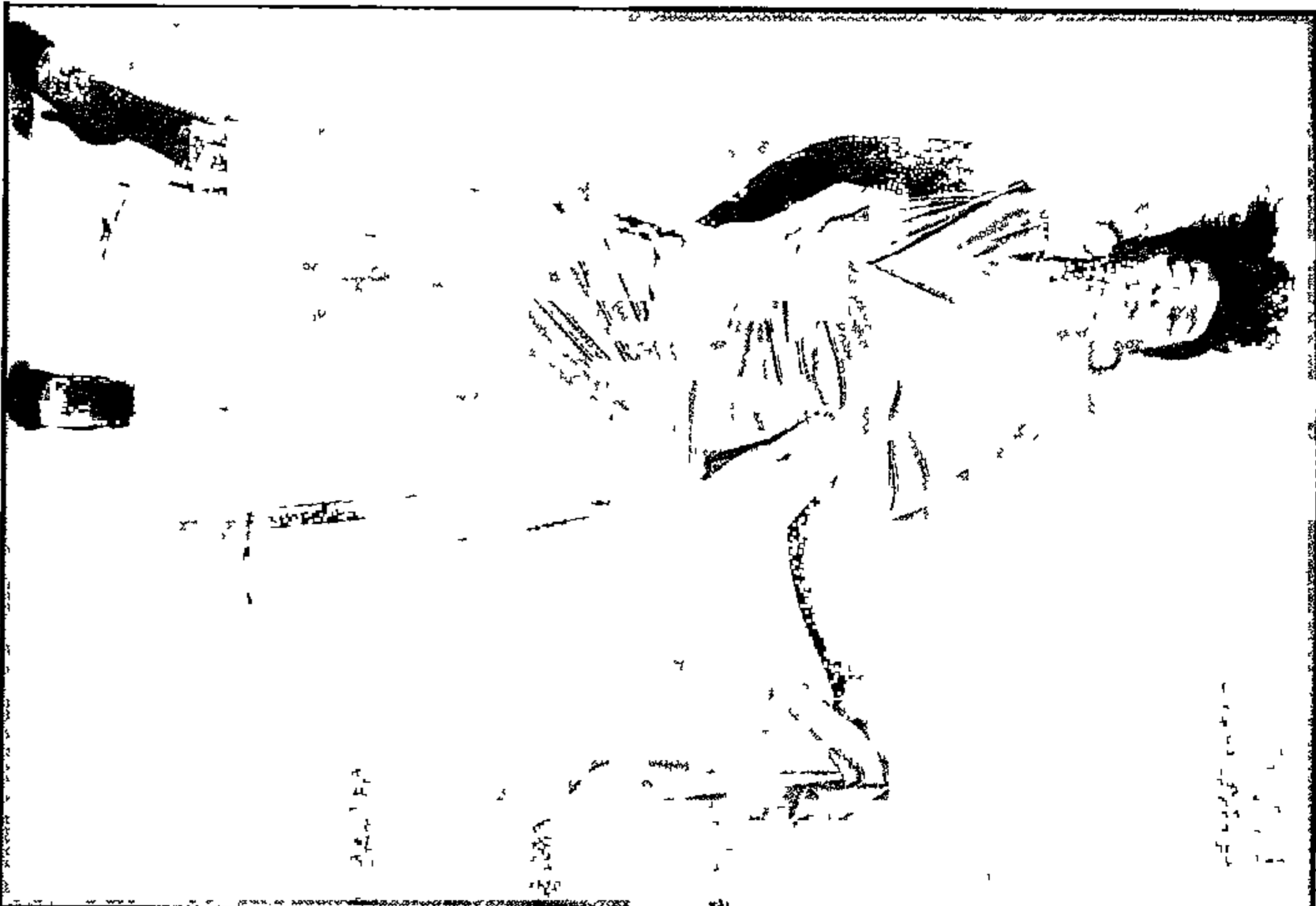
Technical colleges offer the National Certificate: Clothing Production (N1 to N3) which lasts 18 months.

The student following this course is able to do garment construction in clothing factories and boutiques

The combined prospects for this occupation, as well as those of cutter, clicker, trimmer, seamstress and embroiderer, fur tailor, milliner and others, mean that keen competition may be expected for employment opportunities (vacancy rate = 1.8 percent)

Areas of employment include clothing factories and fashion houses. With experience and tenacity, one can progress to higher positions.

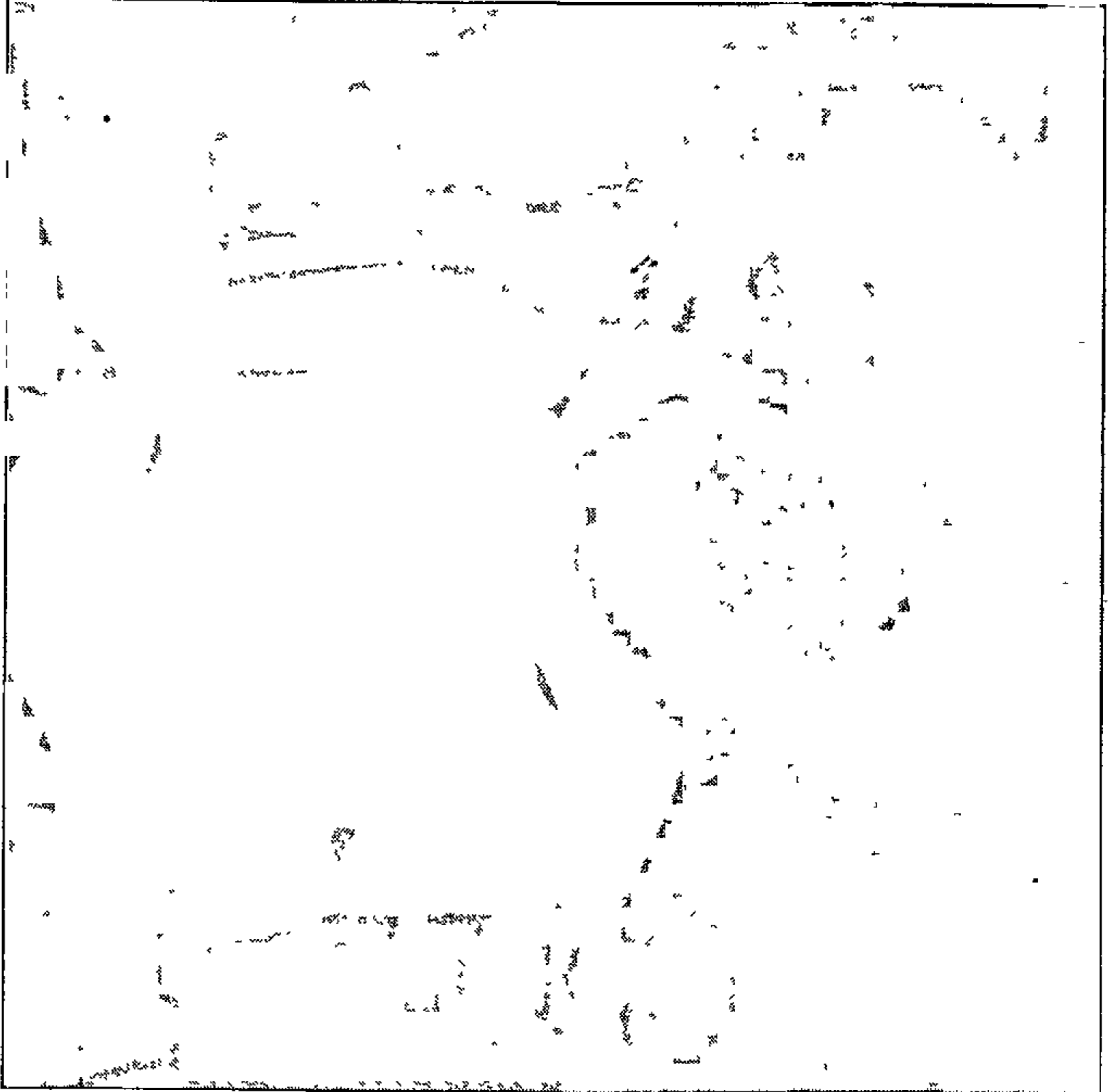
The following board may be contacted for further information: Clothing Industry Training Board, Box 226, Salt River, 7925. From My Career by The Department of Manpower.



Elegance . . . pattern cutters need a good eye for fashion.

role exactly as shown in Fig 51a. The leader line points through the point

own in Fig 50c



THE FUTURE is not bright after matric. EIC will be offering short-term courses to unemployed students to equip them with skills

Training for unskilled students

Newspaper Newsprint 14/12-2012/192
The Education Information Centre (EIC) announced that it will start a job training programme to alleviate unemployment by equipping students with skills.

The courses on offer will be alternatives to university or technikon training.

It is estimated that more than 200 000 black job-seekers, enter the labour market without any skills or training every year

The EIC introduced a directory of short-term courses for students who could not complete their schooling. It offers full-time and part-time courses for those students who passed matric but could not be admitted at tertiary training institutions or find jobs.

Founded in 1967 as a project of the South African Institute of Race Relations, EIC helped hundreds of high school students with information on bursaries. It also started an annual Winter School to try and address the high failure rate among black matriculants - a problem which is still persisting to this day.

The organisation has printed 45 000 booklets on short courses and these will be distributed throughout targeted areas. The copies will be sold to community organisations and other interested groups.

People wishing to have the booklets may contact the EIC at: (011) 834-7861 or (016) 22-4036

5. KLOUSULE 26: SIEKEFONDS

(1) In subklousule (4) (a) vervang die uitdrukking "R190,00" deur die uitdrukking "R205,00" oral waar dit voorkom

(2) In subklousule (5) (c) vervang die uitdrukking "Kraamvoordeelfonds" deur die uitdrukking "Kraamvoordele" in die opskrif.

(3) In subklousule (5) (c) (i), (ii), (ii) (aa), (ii) (ab) en (v) vervang die uitdrukking "Kraamvoordeelfonds" deur die uitdrukking "kraamvoordeelrekening"

Namens die partye op hede die 31ste dag van Oktober 1991 te Soutrivier onderteken

W. F. ALEXANDER,

Ondervoorsitter van die Raad

S. JOCUM,

Verteenwoordiger van die Raad

J. N. VAUGHAN,

Sekretaris van die Raad

No. R. 496

14 Februarie 1992

WET OP MANNEKRAGOPLEIDING, 1981

MINING INDUSTRY ENGINEERING TRADES TRAINING BOARD. SKRAPPING VAN AMBAG

Ek, Pieter Gabriel Marais, Minister van Mannekrag, handelende kragtens artikel 13 (3) van die Wet op Mannekragopleiding 1981, skrap, met ingang van die datum van publikasie van hierdie kennisgewing, die ambag grofsmid waar dit voorkom in die lys van ambagte soos gepubliseer in Goewermentskennisgewing No. R. 1273 van 16 Junie 1989. Met dien verstande dat al die bepalings van voormelde kennisgewing van toepassing bly ten opsigte van 'n vakleerling grofsmid wie se kontrak van vakleerlingskap aangegaan is voor die datum van inwerkingtreding van hierdie kennisgewing.

P. G. MARAIS,

Minister van Mannekrag

No. R. 497

14 Februarie 1992

WET OP MANNEKRAGOPLEIDING, 1981

MANNEKRAGOPLEIDINGSKOMITEE VIR DIE HAARSNYERSBEDRYF, BLOEMFONTEIN. WYSIGING VAN LEERVOORWAARDES

Ek, Pieter Gabriel Marais, Minister van Mannekrag, handelende kragtens artikel 13 van die Wet op Mannekragopleiding, 1981 —

(a) wysig hierby met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing, Goewermentskennisgewing No. R. 1677 van 2 Augustus 1985 deur klousule 3 (1) van die Leervoordes, met betrekking tot lone, met die volgende klousule te vervang.

"3 Lone

(1) 'n Werkgewer moet 'n vakleerling maandeliks besoldig teen minstens die skale hieronder uiteengesit, welke skale jaarliks op 1 Julie hersien moet word

Eerste jaar R240,00

Tweede jaar R300,00

Derde jaar R360,00."

P. G. MARAIS,

Minister van Mannekrag

5. CLAUSE 26: SICK FUND

(1) In subclause (4) (a) substitute the expression "R205,00" for the expression "R190,00" wherever it appears.

(2) In subclause (5) (c) substitute the expression "Maternity Benefits" for the expression "Maternity Benefit Fund" in the heading

(3) In subclause (5) (c) (i), (ii), (ii) (aa), (ii) (ab) and (v) substitute the expression "maternity benefit account" for the expression "Maternity Benefit Fund"

Signed at Salt River, on behalf of the parties, on this 31st day of October 1991

W. F. ALEXANDER,

Vice-Chairman of the Council

S. JOCUM,

Representative of the Council

J. N. VAUGHAN,

Secretary of the Council.

No. R. 496

14 February 1992

MANPOWER TRAINING ACT, 1981

MINING INDUSTRY ENGINEERING TRADES TRAINING BOARD DELETION OF TRADE

I, Pieter Gabriel Marais, Minister of Manpower, acting in terms of section 13 (3) of the Manpower Training Act, 1981, delete, with effect from the date of publication of this notice, the trade blacksmith where it appears in the list of trades as published in Government Gazette No. R. 1273 of 16 June 1989. Provided that all the provisions of the above-mentioned notice remain applicable in respect of an apprentice blacksmith whose contract of apprenticeship was entered into prior to the date of coming into operation of this notice.

P. G. MARAIS,

Minister of Manpower.

No. R. 497

14 February 1992

MANPOWER TRAINING ACT, 1981

MANPOWER TRAINING COMMITTEE FOR THE HAIRDRESSING INDUSTRY, BLOEMFONTEIN. AMENDMENT OF CONDITIONS OF APPRENTICESHIP

I, Pieter Gabriel Marais, Minister of Manpower, acting in terms of section 13 of the Manpower Training Act, 1981 —

(a) hereby amend, with effect from the second Monday after the date of publication of this notice, Government Notice No. R. 1677 of 2 August 1985 by the substitution for clause 3 (1) of the Conditions of Apprenticeship, with regard to wages, of the following clause.

"3. Wages

(1) An employer shall pay an apprentice monthly at not less than the rates specified hereunder, which rates must be revised annually on 1 July.

First year R240,00

Second year R300,00

Third year R360,00."

P. G. MARAIS,

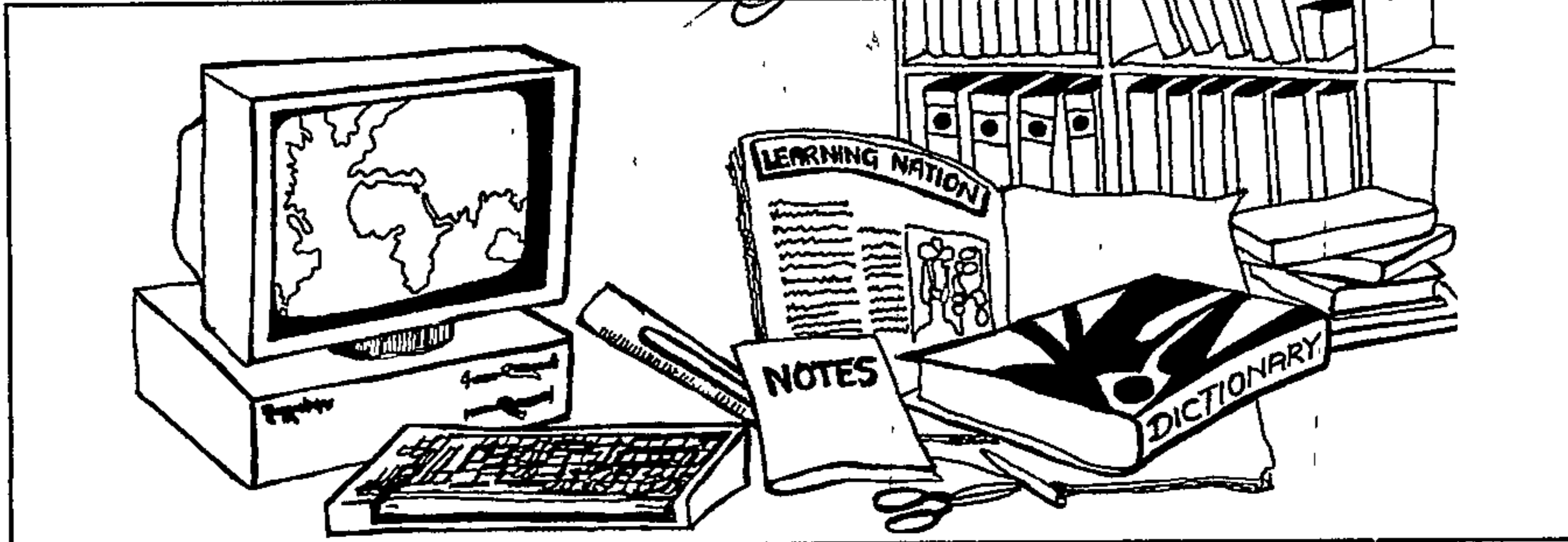
Minister of Manpower

RESOURCES

Any person or organisation is welcome to use the material for educational purpose, but should let the Learning Nation Co-ordinator know
Our address is
Learning Nation
PO Box 11350
Johannesburg 2000
Phone (011) 23-9746

A Student's View on Poor Career Awareness

(179) New Nation (Learning Nation) 14/2-20/2/92



After I matriculated in the late 1980's, I read some books and articles from which I got more information on careers. In addition I talked to different people in different professions and also to students at the tertiary institutions. Lastly I talked to pupils and some matriculants about their future plans concerning their choices in terms of careers.

I was hurt to discover that the majority of the pupils and matriculants do not even know how to choose a career. They also lack information on different career fields. As a result, both groups are desperate and lack confidence in education. Although this might be a personal problem, it is also a social problem.

I decided to find out the possible causes of the problem, my aim being to help those studying in rural areas, especially the peasants and working class children. But I hope this essay will also be beneficial even to those studying in urban areas.

Bishop Mugoba of the Methodist Church once said, "The word impossible is only found in the dictionary of fools." I do not want to comment on that but leave it up to the reader to interpret. Some students are made to believe that some subjects are difficult for them. So students are also taught fear. The students' talents are hidden and they are not discovered, nor improved. Students do not have facilities like libraries and resource centres. They are also abused psychologically in their early years and they grow up like that. Lastly there are poor parent-child relationships. But there may be other causes or reasons than these I mentioned.

The education which is offered to blacks is ineffective. It does not equip blacks with the necessary skills for life. Most students graduate with unemployable skills. It also keeps us dependent.

Even the conditions under which they study are not encouraging. There is also a shortage of dedicated, talented, successful and skilled teachers. This makes one doubt if there is any white person who will allow his/her child to be taught by a teacher who graduated from a black college of education. I do not mean what you might think. But I mean some teachers do not bother them-

selves to study after they obtain their diplomas. It is therefore a problem which needs to be looked at critically. Because, for the future of the nation, the quality of teachers is important. If this problem is not addressed, the nation is facing a crisis.

It is not always that people are unable to do well, but the inability is also caused by unawareness. For example, there was once a guy who did the general subjects at school. After matriculating with an exemption, he wanted to do electrical engineering. The money was available and the institutes for training are open. His aggregate symbol was also impressive, but the subjects blocked his way. He was very desperate and therefore resorted to teaching. Will he succeed in the teaching field? Think of the children he is going to teach!

There is also a lady who selected courses like Anthropology in her first year of study at university. Her aim was to become a senior secondary school teacher. After September she discovered her courses were irrelevant for what she wanted to be because they are not offered as subjects at high school. So she wasted her time, money and efforts studying so hard.

Most students in rural areas are not exposed to different career fields. They do not see people who work in areas of work other than a very few like nurses, teachers and clerks.

In 1988, the Department of Manpower in my place initiated a programme of careers exhibitions. The programme took five week days in May. So I was lucky to be among those who went to the careers exhibition. Remember it was meant for students doing matric. Imagine taking a student at matric level to a careers exhibition for the first time in his/her school life! I was so confused that I did not know which one was best for me. All the career officers painted their career fields so bright as if there were no disadvantages at all. What choice do you think you would make if you found yourself in such a situation? That is how some students make wrong choices and wrong decisions which affect them in their future. Well, the programme is all right but that is not enough. I mean, it should start at least at Standard Six level.

Then again, there was a guy who passed matric with very good symbols. One factory owner decided to send the guy to university for the benefit of his

factory. The factory was very impressed with his results and also knew that he came from an underprivileged family. The factory owner talked to the guy, showing him all the benefits he would enjoy if he agreed. Well to the young man, that was like manna. The young man agreed and signed the agreement. After some weeks he discovered other alternatives by which he could finance his studies and which had less obligations than the one he had already signed. He blamed himself for something he could not change. I think one needs to think more than once before taking a decision.

There are some students who want to follow some bright careers. They are discouraged by being told that they will have to study a lot before they qualify. That is done in a way which raises fear which has a psychological impact on the students. Moreover, that is done without first consulting the students as to why they do not perform well. The youngsters should not be discouraged from making choices without firm reasons which are convincing. It is easier to destroy than to build.

There is a problem in some schools. Some teachers tell students that subjects, like Maths, are difficult. So the students also think that that is true as well. As a result, lack of confidence makes the subject more difficult and leads to the students not performing well. For instance the problem with Maths is the shortage of Maths teachers and the fact that most students do not have the basics. There is also a lack of study skills programmes.

The other problem is that many schools do not offer career guidance. Now let us think of a student from such a school, she or he doesn't even know where to start in order to choose a career which will match his or her own needs, interests or abilities. Unless some measures are taken, our society is facing a disaster. And moreover the matriculants will continue to live miserable lives, even in the future South Africa. Guidance is necessary in order to have a successful, skilled workforce for industry and also to have the best professionals in the new South Africa.

Lindile Ndabeni
Khanya College, Johannesburg

Programmed to go places

By S'BU KINGSBORO 1/19

WHEN Sylvia Cele answered an advertisement for a free computer course, she had no idea she would one day become South Africa's first black data processing manager.

Cele, 27, of Hammarsdale in Natal, is senior computer programmer at the Natal Building Society head office in Durban and is poised to move into a managerial position.

Cele's career path was guided by a British computer software company which is determined to give black South Africans a leg up into senior management in the computer industry.

"I answered an ad for a free basic computer course and as I understood there were over 600 applicants, I was thrilled when I was chosen," Cele told City Press.

The course was run by Visionware of Leeds in the UK, whose arm, according to executive Allison Campbell, is to get



COBOL WIZARD ... Sylvia Cele is most comfortable at her computer.

black South Africans into top positions in the computer industry.

The project is undertaken in conjunction with Durban-based company Uniskills
Uniskills director Mike

Shaw said Cele was one of two promising black applicants singled out as the first recipients of the Visionware-Uniskills bursary four years ago
"We trained them from scratch, putting them

through a basic Cobol course and also assisted in finding them jobs," Shaw said
Cele worked herself through the ranks from trainee, to a junior and finally a programmer

Born in Hammarsdale to a family of seven, Cele matriculated at Amanzimtoti College of Education in 1981, specialising in commercial subjects
Her dream of going to university to study accountancy was thwarted by her family's financial problems.

But her second career choice has proved a great success.

Uniskills is sending Cele on an eight-day systems development workshop where she'll develop further computer skills with a group of local and international students

Shaw said the course would teach Cele how to solve problems by using her computer knowledge
"She has had four years in writing programmes from data given to her

"She will now learn to gather and correlate the data in order to have the programme written," Shaw said
Cele's definitely going places fast

CAREER

Stock control is central to efficient running of business

STAR 1912/92

(179)

The stock controller supervises the reception or delivery, the storage and the issue of material. He is also responsible for the security of stock and he must keep proper records

His bookkeeping must be meticulous, he must make certain that the correct quantity and quality of stock is delivered, and in placing orders he must purchase neither too much or too little

At least once a year the controller must take stock of all the material in the warehouse and all surplus material must be reported.

Management then decides whether surplus stock must be sold.

Stock controllers must organise their warehouses and the storage of material so that the necessities are easily found

Security measures against

No business, whatever the nature of its products or services, can prosper or function efficiently without the necessary implements and stock or material. The stock or material controller must ensure that the necessary stock is always available and that it is properly issued

fine and theft must be in good working order all the time

The stock manager must enter into contracts with the suppliers of material suited to his firm's requirements. In some cases material is purchased by tender.

Tenders are called for, and after examination of the tenders received, recommendations are made to management as to which tender is the most advantageous. A contract is then drawn up between the firm and the supplier

There are stocks which can be purchased only overseas. These purchases require negotiations with international agents

Stock management requires a fair amount of correspondence and liaison with other people, and the controller must therefore be bilingual and able to express himself clearly in writing

To be promoted to management level, the controller should show marked leadership qualities, and should be

able to promote co-operation between staff members, as his own success depends upon staff efficiency and leadership

He is in charge of stock which amounts to millions of rands, and integrity is absolutely necessary

The educational qualification required to study for the national diploma is a Senior Certificate or another similar level qualification. Some employers also accept a Std 8 Certificate

Courses: National Diplomas in Materials Management are offered by the technicians of the Northern Transvaal, Natal, Pretoria, Witwatersrand, as well as the ML Sultan and the Vaal Triangle Technicons

These courses run for three years. Practical training is done in in-service training. From *My Career by The Department of Manpower*



Taking stock In placing orders the stock controller must purchase the right quantities

Coil winders need skill and a flair for maths

STW 20/12/92

(19)

Wire coils constitute some of the most important parts of any electrical machine. All electrical machines are operated by means of magnetic fields which are created when an electric current is passed through a coil or a system of coils.

These coils are termed the armature or field of DC (direct current) motors, or stator and rotor of AC (alternating current) machines.

When a damaged armature is to be repaired, it is not always possible to determine at a glance which coil is damaged. The winder therefore uses testing instruments to locate the fault. He then decides whether to repair or re-wind it.

Diagrams of a machine are

normally supplied to the winder. They give the arrangement of coils, shape and number of turns required for each.

A winding machine is sometimes used to wind a coil. After the coil is wound, the winder checks and fits it and the motor is assembled.

Deft, steady fingers and clear thinking are required. This occupation also calls for methodical working habits.

Armature winders need good manual dexterity, health, vision and colour discrimination. A flair for mathematics will be useful, since he has to cope with the application of intricate diagrams.

The minimum entrance qualification is a Standard 7 certificate with a pass in

When the coils of an electric motor burn out or are damaged, it is the task of the armature winder to locate the broken part, remove it and either replace it with a new one, or completely rewind all the coils.

mathematics and physical science. Most employers, however, prefer candidates with higher qualifications.

The following high school subjects are recommended for electrical work and technical drawing.

Prospective armature winders may register as apprentices with employers providing suitable training. Practical in-service training is done under the supervision of qualified tradesmen.

In addition, apprentices are obliged to attend theoretical courses at technical colleges

Therefore, make enquiries to the Department of Manpower or to the training boards of the particular industry which you are interested in joining.

The most far-reaching of the changes are as follows:

- The present time-based system will be converted to competency-based modular training.
- Each industry will have its own training board.
- Trade theory will be taught along with practical training.
- The present testing and evaluation system (consisting of a single trade test) will be replaced by a series of modular tests and a final approved trade test.

Prospects for apprentices and artisans show competent

tion for the available opportunities, although the competition for the former is keener (vacancy rate equals 0.0 and 3.9 percent respectively).

The available employment opportunities are largely the result of resignations, retirements and the decrease of incumbents.

Further information is obtainable from organisations, usually engineering firms, which do armature winding, as well as from technical colleges. The following organisation may also be contacted for more information: Serisa Education and Training Fund, Box 1338, Johannesburg, 2000.

From *My Career*, by The Department of Manpower



Human dynamo . . . not quite, but the coil winder could be called upon to work on huge armatures like this.

We need true blue South Africans

STAR 2012/12

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"Managing in the new South Africa calls for different thinking," says Dr George Lindeque, Eskom's Executive director of Human Resources

"Our colonial past has made us create blue-collar and white-collar workers. What we forget is that Eskom has R40 billion worth of assets lying all over the country that must be manned by those people some of us look down upon because they have dirty fingernails

"We have downgraded the artisan profession. But it is those people our country needs more than ever. And that skills base

can best be drawn from the large black population

"How, though, can we expect black people to aspire to become technically skilled artisans when we've actually implied to the white man that if he can't make it to university or the technikon he'll have to make do with being an artisan?"

"We have to uplift the status of the artisan"

One of the ways in which Eskom is placing renewed pride into this profession is with its recent development programme

Ten candidates were selected countrywide to gain technical skills from the world's leading exporters of technology, Germany

Once they are back in South Africa after their three-year stint — with the coveted title of Master Craftsman — they will become trainers to uplift the technical standards to the levels of Eskom has set for itself

As Dr Lindeque says "Germans have quality in their veins. They'll help us compete on a First World basis"

■ THE Johannesburg-based Education Information Centre (EIC) this week launched a Directory of Short Courses aimed at aspirant job-seekers and students who feel the doors of learning and opportunity have shut in their faces. (179) (55)

The directory consists of nine booklets detailing courses ranging from the technical to commercial health and preschool, catering and correspondence.

For further information contact the PIC at (011) 834-7861. w/mont 14/2-20/2/92

Growth answer to decay in SA

Soweto 20/2/92
By JOSHUA
RABOROKO

THE South African economy needs to expand in order to solve the problems caused by the stagnation of many centuries, leading Soweto businessman Mr George Negota said yesterday.

Addressing a seminar on "Employee involvement in South Africa - managing the creative tension between visions and realities", he said the economy had to grow to curb unemployment by absorbing thousands of school leavers every year

He said "In order to achieve a realistic growth, every capable person with potential should be able to play a role and, towards that end, training should be provided"

However, he said, the purpose of training and the objective it seeks to achieve through selected individuals should be made clear and that it should be within the planned career path of an individual

Training

South African companies would rather provide general training to a black employee without a well defined scope and specific role which they would like him to play

He said "If training is aimed at providing individuals with skills, then those who are trained should be placed where they would be able to exercise their skills immediately

"This has been a problem in South African companies. Black employees who were exposed to training ended up not knowing the purpose of the training because it was never tied to identified jobs"

The time had come to involve employees in the affairs of companies, he said, adding, it was a fact that certain people within companies were not ready to accept other races into the decision-making machinery

Apartheid on the shop floor of many companies would have to be scrapped and those who practised it should be allowed their democratic right to leave the establishment

Racism was one of the major problems to be eradicated by companies during this transitional period, he said, calling on employers and employees to work harder and to ensure that the interests of the economy were properly served

Capital and labour still had to find each other in an environment free of apartheid

CAREER

A job requiring skill and artistry

STAR 21/2/92

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The die sinker and engraver designs and manufactures dies. He is also responsible for manufacturing articles for which dies have already been cut or engraved.

The die sinker and engraver works from a picture or sketch of the item he is required to produce. He casts a mould, and from this he makes a die. He is also able to manufacture the final product with this mould.

A die is an engraved mould used to mint coins and medals, to do ornamental lettering and embossing as well as to manufacture other plastic and metal articles.

Moulds can be manufactured in various ways. For example, a negative pattern of the required part is cut from the materials the mould is supposed to be made of. The excess material is cut away so that only the negative pattern remains. The pattern is cut directly from the metal to leave an impression inside the metal.

To do this, the die sinker and engraver makes use of various machines, such as mould milling, pattern making and sanding machines.

The die sinker and engraver engraves block, script and ornamental letters, metal and plastic labels, steel imprint blocks as well as digits and letters for adding and typing machines. Engraving on moulds, plastic and metal

advertising signs, metal attachments, clasps, buckles, buttons, badges, medallions, commemorative medals and embossing rollers for tinfoil or plastic date stamps, as well as other metal and plastic plaques, all form part of his task.

The die sinker and engraver also makes use of hand tools, which he has to maintain himself. The work may involve the use of dangerous chemicals and gases, melted metal and various electrical appliances. He thus needs to adhere to safety precautions at all times.

Creativity, artistic ability, a sense of proportion, patience and precision are indispensable qualities for any die sinker and engraver. Good eyesight and manual dexterity are equally important. He should be able to do neat, accurate and detailed work.

Although the minimum entrance requirement is a Std 7 Certificate, most employers prefer candidates in possession of a Senior Certificate. Courses in art, mathematics and physical science are recommended.

The four-year training period consists of practical and theoretical training. Practical training consists of in-service training under supervision of qualified tradesmen.

Theoretical training at a technical college or technikon entails training in sculpture and figure drawing (technikon), as well as

For those who wish to combine artistic talent with practical aptitude, a career as a die sinker and engraver pays off. This highly satisfactory career offers good job prospects.

fitting and turning and the basic procedures in maintaining hand tools and measuring instruments (technical college).

Over the next few years, a new system of artisan training will be phased in. Every industry will have its own methods and time periods for dealing with the changeover. Therefore, make inquiries to the Department of Manpower or to the training boards of the particular industry which

you are interested in joining.

Prospective apprentices and artisans, including other jewellery artisans, can expect keen competition for the available employment opportunities (vacancy rate 0,0 percent).

The die sinker and engraver may be promoted to chief die sinker and engraver, superintendent and chief superintendent.

The SA Defence Force, SA Police and Department

of Correctional Services, the jewellery and metal industries and the printing and plastics industry employ die sinkers and engravers. They may be requested to do work for municipalities, schools, mines and private clubs. The main employer of both male and female candidates is the SA Mint.

For further information contact the above-mentioned employers, technical colleges and technikons or The Director, SA Mint, Private Bag X66, Pretoria, 0001.

From My Career by The Department of Manpower



Hard at work

a skilled die sinker and engraver displays his craft at a packaging company. There is strong competition for jobs like this.

Lede met 12 maande of meer diens	
Aantal werkdag afwesig	Voordeel
17	3 dae @ 70% van werklike loon plus 14 dae @ 50% van werklike loon
18	2 dae @ 70% van werklike loon plus 16 dae @ 50% van werklike loon
19	1 dag @ 70% van werklike loon plus 18 dae @ 50% van werklike loon
20	20 dae @ 50% van werklike loon

Vir elke daaropvolgende dag afwesig moet die lid 50% van sy werklike loon ontvang "

Soos gemagtig, vir en namens die partye by die Raad, op die 5de dag van November 1991 te Durban onderteken

B. CARR,
Voorsitter van die Raad

T. EVANS,
Ondervoorsitter van die Raad.

L. A. DICKASON,
Sekretaris van die Raad

No. R. 582 **21 Februarie 1992**

WET OP MANNEKRAGOPLEIDING, 1981

INTREKING VAN DIE OPLEIDINGSKEMA VIR DIE AKKOMMODASIE-, SPYSENIERINGS- EN DRANK-KLEINHANDELBEDRYF EN INSTELLING VAN OPLEIDINGSKEMA VIR DIE GASVRYHEIDSBEDRYWE

Ek, Pieter Gabriel Marais, Minister van Mannekrag, handelende kragtens artikel 39 (5) en 39 (6) van die Wet op Mannekragopleiding, 1981—

(a) trek hierby Goewermentskennisgewing No R 2439 van 28 November 1986, soos gewysig deur Goewermentskennisgewing No R 2410 van 10 November 1989, met ingang van die datum van publikasie hiervan, in: Met dien verstande dat die bepalinge van klousules 8 (1) en 8 (2) van die Skema gepubliseer by die genoemde Goewermentskennisgewing van krag sal bly tot en met 29 Februarie 1992, en

(b) verklaar hierby dat die bepalinge van die Skema wat in die Bylae hiervan verskyn, met ingang van die datum van publikasie hiervan vir 'n tydperk wat op 28 Februarie 1997 eindig, bindend is vir alle werkgevers en werknemers wat betrokke is by of in diens is in die Gasvryheidsbedrywe in die Republiek van Suid-Afrika.

P. G. MARAIS,
Minister van Mannekrag

BYLAE

Die Opleidingskema vir die Gasvryheidsbedrywe, hierna genoem "die Bedryf", is ingestel deur—

- die Federated Hotel, Liquor and Catering Association of South Africa (FEDHASA),
- die Catering, Restaurant and Tearoom Association (CATRA),
- die Verenigde Klubs van Suid-Afrika (ACSA), en
- die South African Chef's Association (SACA),

Members with 12 months' and more service	
Number of days off work	Benefit
17	3 days @ 70% of actual wage plus 14 days @ 50% of actual wage
18	2 days @ 70% of actual wage plus 16 days @ 50% of actual wage
19	1 day @ 70% of actual wage plus 18 days @ 50% of actual wage
20	20 days @ 50% of actual wage

For each subsequent day off, the member shall receive 50% of his actual wage "

Signed at Durban, as authorised, for and on behalf of the parties, this 5th day of November 1991

B. CARR,
Chairman of Council

T. EVANS,
Vice-Chairman of Council

L. A. DICKASON,
Secretary of Council

No. R. 582 **21 February 1992**

MANPOWER TRAINING ACT, 1981

WITHDRAWAL OF THE TRAINING SCHEME FOR THE RETAIL INDUSTRIES OF ACCOMMODATION, CATERING AND LIQUOR AND ESTABLISHMENT OF TRAINING SCHEME FOR THE HOSPITALITY INDUSTRIES

I, Pieter Gabriel Marais, Minister of Manpower, acting in terms of sections 39 (5) and 39 (6) of the Manpower Training Act, 1981—

(a) hereby withdraw Government Notice No R. 2439 of 28 November 1986, as amended by Government Notice, No R. 2410 of 10 November 1989, with effect from the date of publication hereof Provided that the provisions of clauses 8 (1) and 8 (2) of the Scheme published by the said Government Notice shall remain in force up to and including 29 February 1992, and

(b) hereby declare that the provisions of the Scheme which appears in the Schedule hereto, shall be binding with effect from the date of publication hereof for a period ending on 28 February 1997, upon all employers and employees who are engaged or employed in the Hospitality Industries in the Republic of South Africa.

P. G. MARAIS,
Minister of Manpower.

SCHEDULE

The Training Scheme for the Hospitality Industries, hereinafter referred to as "the Industry", has been established by—

- the Federated Hotel, Liquor and Catering Association of South Africa (FEDHASA);
- the Catering, Restaurant and Tearoom Association (CATRA),
- the Associated Clubs of South Africa (ACSA), and
- the South African Chefs' Association (SACA),

(b) "die Drankkleinhandelsektor", wat beteken, sonder om die gewone betekenis van die uitdrukking enigsins te beperk, daardie sektor waarin werkgewers en werknemers met mekaar geassosieer is met die doel om enige instelling te bedryf ten opsigte waarvan die hou van enigeen of meer van die volgende lisensies en/of magtigings ingevoel die Drankwet, 1989 (Wet No 60 van 1989), of enige wysiging daarvan, vereis word vir die verkoop van drank daarin, daarop of daarvandaan—

- (i) Hoteldranklisensie,
- (ii) restourantdranklisensie,
- (iii) wynhandelshuisdranklisensie,
- (iv) teaterdranklisensie,
- (v) klubdranklisensie,
- (vi) sorghumbierdranklisensie,
- (vii) geleentheidsdranklisensie;
- (viii) sportterreindranksensie, en
- (ix) spesiale dranklisensie, en

(c) "die Spyseneringsektor" wat beteken, sonder om die gewone betekenis van die uitdrukking enigsins te beperk, daardie sektor waarin werkgewers en werknemers met mekaar geassosieer is vir die doel van die voorsiening van maaltye en/of toebroodjies en/of verversings in enige vorm, vir verkoop of as deel van 'n diens wat teen vergoeding gelewer word, in of vanaf enige instelling, hetsy permanent, tydelik, binnenshuis, in die ope lug of in die lug, en sluit in sodanige aktiwiteite wat verrig word op persele—

(i) wat gebruik word as openbare restourante, vis-en-skyfiwinkels, kafees, teekamers, padkafees, wegneemete- en snelvoedselwinkels, of enige besigheid soortgelyk aan enige van bogenoemde,

(ii) waarvandaan etes en/of nie-alkoholiese verversings voorsien word,

(iii) waarin belugte of mineraalwater in glase of ander houers voorsien word vir gebruik daarbinne,

(iv) waarin of waarvandaan die aktiwiteite waarna hierbo verwys word, verrig word ten opsigte van, of in verband met enige teater, bioskoop, biokafee of ander vermaaklikheid of funksie,

(v) waarin of waarvandaan maaltye, porsies van maaltye, verversings of eetgoed en drinkgoed normaalweg voorberei, verskaf, geproduseer en/of voorsien word vir verkoop of gebruik deur industriële en spesialefunksiespyseniers, hospitale, klinieke, skole, universiteite, myne, opleidingsentrums of enige besigheid, onderneming, vereniging, liggaam, organisasie, instelling of instansie,

(vi) ten opsigte waarvan daar 'n wyn-en-bier-lisensie of 'n restourant-dranksensie kragtens die Drankwet, 1989 gehou word,

"Raad" die Gasvryheidsbedrywe Opleidingsraad,

"Registrateur" die Registrateur van Mannekragopleiding aangestel ingevolge die bepalings van die Wet,

(iv) time-sharing complexes;

(v) caravan parks and camping sites,

(vi) pensions, budget hotels and garni hotels,

(vii) holiday cottages and flats,

(viii) the National Parks Board and provincial parks boards, and

(ix) holiday farms and resorts;

(b) "the Catering Sector", which means, without in any way limiting the ordinary meaning of the expression, that sector in which employers and employees are associated for the purpose of providing means and/or sandwiches and/or refreshments in any form, for sale or as part of a service rendered for remuneration, in or from any establishment, whether permanent, temporary, indoor, in the open air, or in the air, and includes such activities carried on on premises—

(i) used as public restaurants, fish and chips shops, cafés, tearooms, road-houses, take-away food or fast food shops, or any business similar to any of the above-mentioned,

(ii) from which meals and/or non-alkoholic refreshments are supplied;

(iii) in which aerated or mineral waters in glasses or other containers are supplied for consumption therein,

(iv) in or from which the activities hereinbefore referred to are carried on in respect of or in connection with any theatre, bioscope, bioteatroom or other entertainment or function,

(v) on or from which meals, portions of meals, refreshments or eatables and drinkables generally are prepared, supplied, produced and/or provided for sale or use by industrial and special function caterers, hospitals, clinics, schools, universities, mines, training centres, or any business, undertaking, association, body, organisation, institution or enterprise;

(vi) in respect of which a wine and malt liquor licence or a restaurant liquor licence is held in terms of the Liquor Act, 1989 (Act No. 60 of 1989), and

(c) "the Retailing Sector of Liquor", which means, without in any way limiting the ordinary meaning of the expression, that sector in which employers and employees are associated for the purpose of conducting any establishment in respect of which any one or more of the following licences and/or authorities under the Liquor Act, 1989, or any amendment thereto, is/are required to be held for the sale of liquor therein, thereon or therefrom

(i) Hotel liquor licence,

(ii) restaurant liquor licence,

(iii) wine house liquor licence,

(iv) theatre liquor licence;

(v) club liquor licence,

(vi) sorghum beer liquor licence,

(vii) occasional liquor licence,

(viii) sports ground liquor licence, and

(ix) special liquor licence

"salarisse en lone" die bruto besoldiging soos omskryf in die Inkomstebelastingwet, 1962 (Wet No 58 van 1962), salarisse en lone, dekkende die bruto betalings vir werk verrig, met inbegrip van normale lone, bonusse, betalings vir oortyd, siekte en vakansie en betalings in natura en die waarde van byvoordele, maar uitgesonderd toelaes vir reis en verblyf of direkteursfooië,

"Skema" die Gasvryheidsbedrywe Opleidingskema,

"werkgever" enige werkgever, soos in die Wet omskryf, wat enige werknemer in die Bedryf in diens het of aan hom werk verskaf,

"werknemer" enige werknemer soos in die Wet omskryf, wat in diens is by of werk vir 'n werkgever in die Bedryf; en

"Wet" die Wet op Mannekragopleiding, 1981 (Wet No 56 van 1981)

4. Doelstellings van die Skema

Die doelstellings van die Skema is—

4.1 om die nodige fondse te voorsien ten einde te verseker dat voldoende opgeleide werknemers vir die Bedryf beskikbaar is en om die opleiding en ontwikkeling van werknemers op alle vlakke in die Bedryf finansieel te ondersteun sodat alle bydraende werkgevers gelyke geleentheid vir die opleiding en ontwikkeling van hul werknemers sal hê, en

4.2 om die administrasie en doelstellings van die Raad, soos in sy konstitusie uiteengesit, te finansier

5. Gasvryheidsbedrywe Opleidings- en -ontwikkelingsfonds

5.1 Die Opleidingsfonds van die Hotel- en Spysenieringsbedryf wat ingestel is by Goewermentskennisgewing No R 2439 van 28 November 1986 word hierby voortgesit en sal van die datum van publikasie van hierdie Skema bekend staan as die Gasvryheidsbedrywe Opleidings- en -ontwikkelingsfonds

5.2 Die Fonds word geadmistreer deur die Gasvryheidsbedrywe Opleidingsraad

5.3 In die Fonds word inbetaal—

5.3.1 opleidingsheffings kragtens klousule 7 van hierdie Skema;

5.3.2 rente en/of kapitaalaanwas wat voortvloei uit die belegging van enige gelde van die Fonds; en

5.3.3 enige ander gelde waarop die Fonds geregtig mag word

5.4 Die gelde van die Fonds moet aangewend word vir die bereiking van die doelstellings van die Skema soos uiteengesit in klousule 4

6. Instelling en funksies van die Gasvryheidsbedrywe Opleidingsraad

6.1 Die Gasvryheidsbedrywe Opleidingsraad is deur werkgeversorganisasies en werknemersverenigings in die Gasvryheidsbedrywe ingestel in ooreenstemming met 'n konstitusie wat deur die Registrateur goedgekeur is

6.2 Die Raad het die bevoegdheid om met alle sake binne die bestek van die doelstellings van hierdie Skema te handel

"Registrar" means the Registrar of Manpower Training appointed in terms of the provisions of the Act;

"salaries and wages" means the gross remuneration as defined in the Income Tax Act, 1962 (Act No 58 of 1962), which, for the purposes of this Scheme, includes salaries and wages covering the gross payments for work done in the industry including normal pay, bonuses, payments for overtime, sickness and holiday payments and payment in kind, and the value of fringe benefits, but excludes allowances for travel and subsistence and director's fees, and

"Scheme" means the Hospitality Industries Training Scheme.

4. Objects of the Scheme (179)

The objects of the Scheme are—

4.1 to provide the necessary funds to ensure an adequate supply of trained employees for the industry and to financially assist with the training and development of employees at all levels in the industry in order that all contributing employers will have equal opportunities for the training and development of their employees, and

4.2 to finance the administration of the Board and the objects of the Board as set out in its constitution.

5. Hospitality Industries Training and Development Fund

5.1 The Hotel and Catering Industry Training Fund established by Government Notice No R 2439 of 28 November 1986 is hereby continued and shall from the date of publication of this Scheme be known as the Hospitality Industries Training and Development Fund.

5.2 The Fund shall be administered by the Hospitality Industries Training Board

5.3 Into the Fund shall be paid—

5.3.1 training levies in terms of clause 7 of this Scheme,

5.3.2 interest and/or capital appreciation from the investment of any moneys of the Fund, and

5.3.3 any other moneys to which the Fund may become entitled

5.4 The moneys of the Fund shall be used for the attainment of the objects of the Scheme as set out in clause 4

6. Establishment and functions of the Hospitality Industries Training Board

6.1 The Hospitality Industries Training Board has been established by employers' and employees' organisations in the Hospitality Industries in accordance with a constitution approved by the Registrar

6.2 The Board shall have the authority to deal with all matters falling within the scope of the objects of this Scheme

7. Opgawes en bydraes tot die Fonds

7 1 Die opgawes en bydraes voorgeskryf by klousules 8 (1) en 8 (2) van die opleidingskema gepubliseer by Goewermentskennisgewing No R 2459 van 28 November 1986, soos gewysig deur Goewermentskennisgewing No R 2410 van 10 November 1989, bly van krag tot en met 29 Februarie 1992

7 2 Met ingang van 1 Maart 1992—

7 2 1 moet elke werkgewer in die bedryf teen die 15de dag van die eerste maand wat volg op die einde van elke driemaandelikse tydperk hierin hierna bedoel, aan die Fonds by die Raad se Hoofkantoor, Posbus 1329, Rivonia, 2128, of enige sodanige ander adres wat van tyd tot tyd aan hom bekendgemaak mag word, 'n opgawe indien, in die vorm deur die Raad van tyd tot tyd bepaal, van die bruto salarisse en lone wat hy gedurende die drie kalendermaande wat 1 Maart, 1 Junie, 1 September en 1 Desember van elke jaar voorafgaan, aan alle werknemers in sy diens in die Bedryf betaal het en die werkgewer moet sodanige opgawes jaarliks deur 'n openbare ouditeur laat sertifiseer en 'n afskrif van die ouditeur se sertifikaat saam met sy eersvolgende opgawe aan die Raad stuur, en

7 2.2 moet elke werkgewer in die Bedryf, teen die 15de dag van die eerste maand wat volg op die einde van elke driemaandelikse tydperk bedoel in paragraaf 7 2 1, per tjek 'n heffing betaal teen 'n koers van 1% (een persent) van die bruto salarisse en lone wat die werkgewer betaal het aan alle werknemers wat by hom in die Bedryf in diens was gedurende die tydperk gedek deur die betrokke opgawe in paragraaf 7 2 1 gespesifiseer, welke betaling die genoemde opgawe moet vergesel

7 3 Waar enige sodanige werknemers gedeeltelik in die Gasvryheidsbedrywe en gedeeltelik in ander nywerhede in diens is, moet die gedeelte van die bruto salarisse en lone van sodanige werknemers waarop die heffing toegepas moet word, proporsioneel dieselfde wees as die verhouding van die werk in die Gasvryheidsbedrywe verrig tot die totale werk deur die werknemer verrig

7 4 Koste verbonde aan die insameling van laat betalings en bydraes en enige verlies aan rente as gevolg van sodanige laat betalings, sal op die betrokke werkgewer gehef en deur hom betaal word. Met dien verstande dat die Raad afstand mag doen van die betaling van sodanige koste en rente of sodanige deel daarvan as wat die Raad mag goedvind

8. Inligting

8 1 Die Raad moet elke werkgewer in die Bedryf voorsien van besonderhede rakende die Skema in sodanige vorm as wat die Raad van tyd tot tyd bepaal. Met dien verstande dat sodanige besonderhede minstens die konstitusies van die Skema en die Raad, die heffings wat aan die Fonds betaal moet word of die bydraes wat aan die Fonds gemaak moet word, die finansiële aansporings wat ingevolge die Skema verskaf word en die prosedure wat vir die instelling van eise teen die Fonds gevolg moet word, moet insluit, sowel as sodanige ander besonderhede as wat nodig geag word

7. Returns and contributions to the Fund

7 1 The returns and contributions prescribed by clauses 8 (1) and 8 (2) of the training scheme published by Government Notice No R 2459 of 28 November 1986, as amended by Government Notice No R. 2410 of 10 November 1989, shall remain in force up to and including 29 February 1992.

7 2 With effect from 1 March 1992—

7.2 1 every employer in the Industry shall submit to the Fund at the Board's Head Office, P O Box 1329, Rivonia, 2128, or any such other address as he may be notified of from time to time, by the 15th day of the first month following the end of each three-monthly period referred to hereinafter, a return in the form determined by the Board from time to time, showing the gross salaries and wages paid by him to all employees employed by him in the Industry in the three calendar months preceding 1 March, 1 June, 1 September and 1 December of each year and the employer shall have such returns certified annually by a public auditor and shall forward a copy of the auditor's certificate with his next return to the Board, and

7 2 2 every employer in the Industry shall pay by cheque to the Fund, by the 15th day of the first month following the end of each three-monthly period referred to in paragraph 7 2 1, a levy at the rate of 1% (one per cent) of the gross salaries and wages paid by him to all employees employed by him in the Industry in the period covered by the relevant return specified in paragraph 7 2.1, which payment must accompany the said return

7 3 Where any such employees are employed partly in the Hospitality Industries and partly in other industries, the proportion of the gross salaries and wages of such employees to which the levy is to be applied shall be the same proportion as the ratio of work done in the Hospitality Industries to the total work done by the employee

7 4 Costs incurred in collecting late payments and contributions and any loss of interest as a result of such late payments, shall be charged to and paid by the employer concerned. Provided that the Board may waive the payment of such costs and interest or such part thereof as the Board may deem fit

8. Information

8 1 The Board shall furnish every employer in the Industry with details concerning the Scheme in such form as the Board may from time to time determine. Provided that such details shall include at least the constitutions of the Scheme and the Board, the contributions to be made or the levies payable to the Fund, the financial incentives provided under the Scheme and the procedure to be followed for the lodging of claims against the Fund, as well as such other details as may be deemed necessary

8.2 Die Raad moet binne drie maande na afloop van elke finansiële jaar aan die Registrateur en aan elke party tot die Raad 'n afskrif van die verslag van sy aktiwiteite gedurende daardie finansiële jaar tesame met afskrifte van sy finansiële state verskaf en moet die verslag en state beskikbaar hou vir insae deur enige bydraende werkgewer.

9. Finansies

9.1 Alle gelde wat ontvang word, moet binne sewe dae na ontvangs daarvan inbetaal word in 'n gespesifiseerde bankrekening geopen in die naam van die Fonds

9.2 Betalings namens die Fonds geskied by wyse van tjek of debietorder, geteken deur sodanige amptenare van die Raad as wat van tyd tot tyd skriftelik deur die Raad daartoe gemagtig word

9.3 Gelde wat nie vir onmiddellike gebruik benodig word nie, moet volgens die oordeel van die Raad belê word in—

(a) binnelandse geregistreerde effekte binne die bedoeling van artikel 21 van die Skatkiswet, 1975 (Wet No 66 van 1975),

(b) Nasionale Spaarsertifikate,

(c) Posspaarbank spaarrekening of -sertifikate,

(d) spaarrekeninge, permanente aandele of vaste deposito's in bouverenigings of banke,

of op sodanige ander wyse as wat die Registrateur mag goedkeur

9.4 Die Raad moet 'n openbare ouditeur aanstel, wat uit die Fonds betaal moet word, om die state van die Fonds jaarliks te ouditeer vir die tydperk wat op 28 Februarie eindig

10. Ontbinding van die Fonds

10.1 In die geval van die beëindiging van die Skema om watter rede ook al, moet die Raad in ooreenstemming met sy konstitusie oor die bates van die Fonds beskik

10.2 Alle administratiewe koste en skulde van die Skema word dan teen die Raad in berekening gebring

10.3 Die Registrateur moet vroegtydig van die beëindiging van die Skema in kennis gestel word

11. Agente

11.1 Die Raad kan agente aanstel om uitvoering aan die doelstellings van die Skema te gee, op sodanige voorwaardes en onderhewig aan sodanige beheer as wat die Raad goeddink

11.2 'n Agent het die mag om enige instelling te betree en die werkgewer of enige werknemer te onder-
vra ten einde vas te stel of die bepalinge van klousule 7 nagekom word al dan nie

11.3 Die aanstelling van 'n agent kan te eniger tyd en om watter rede ook al deur die Raad ingetrek word

12. Vrywaring

Die lede van die Raad is nie aanspreeklik vir enige verlies vir die Fonds wat voorspruit uit enige onbehoorlike belegging gemaak te goeder trou, of deur enige optrede in hul *bona fide*-administrasie van die Fonds,

8.2 The Board shall, within three months after the close of each financial year, furnish the Registrar and every party to the Board with a copy of the report on its activities during that financial year, together with copies of the audited financial statements and shall keep the report and statements open for inspection by any contributing employer

9. Finance

9.1 All moneys received shall within seven days of receipt thereof, be deposited into a specified banking account opened in the name of the Fund

9.2 Payments on behalf of the Fund shall be by cheque or debit order signed by such officials of the Board as may from time to time be authorised thereto in writing by the Board.

9.3 Funds which are not required for immediate use shall at the discretion of the Board be invested in—

(a) internal registered stock within the meaning of section 21 of the Exchequer Act, 1975 (Act No 66 of 1975),

(b) National Savings Certificates;

(c) Post Office savings accounts or certificates,

(d) savings accounts, permanent shares or fixed deposits in building societies or banks,

or in such other manner as may be approved by the Registrar.

9.4 The Board shall appoint a public auditor, who shall be paid out of the Fund, to audit the accounts of the Fund annually for the period ending 28 February

10. Dissolution of the Fund

10.1 Upon the termination of the Scheme, for any reason whatsoever, the assets of the Fund shall be disposed of by the Board in accordance with its constitution

10.2 All administrative charges and liabilities of the Scheme shall then be charged against the Board

10.3 The Registrar must be notified of the termination of the Scheme in good time

11. Agents

11.1 The Board may appoint agents to give effect to the objects of the Scheme under such conditions and subject to such control as the Board deems fit

11.2 An agent shall be empowered to enter any establishment and to question the employer or any employee for the purpose of ascertaining whether or not the provisions of clause 7 are being observed

11.3 The appointment of an agent may be revoked by the Board at any time and for any reason

12. Indemnity

The members of the Board shall not be liable for any loss to the Fund arising from any improper investment made in good faith, or by any act in their *bona fide* administration of the Fund, or by the negligence or

of deur die nalatigheid of bedrog van enige persoon in diens van die Raad, of as gevolg van 'n handeling of versuim deur lede, of as gevolg van enige ander saak, uitgesluit individuele opsetlike of bedrieglike optrede van die kant van sodanige lede wat aanspreeklik gehou kan word.

Enige sodanige lid moet deur die Fonds vergoed word vir enige aanspreeklikheid opgeloop deur hom in die verdediging van enige vervolging, hetsy siviël of strafregtelik, voorspruitend uit 'n bewering waarby kwade trou betrokke is en waarin regspraak in sy guns gelewer word of waarvan hy vrygespreek word.

13. Vrystellings

Enige aansoek om vrystelling van enige bepaling van hierdie Skema, wat kragtens artikel 47 van die Wet deur die Minister verleen kan word, moet by die Gasvryheidsbedrywe Opleidingsraad, Posbus 1329, Rivonia, 2128, ingedien word, wat sodanige aansoek tesame met enige aanbeveling deur die Raad moet deurstuur na die Direkteur-generaal Mannekrag

No. R. 584

21 Februarie 1992

WET OP ARBEIDSVERHOUDINGE, 1956

BOUNYWERHEID, WESTELIKE PROVINSIE WYSIGING VAN DIE OOREENKOMS VIR DIE KAAPSE SKIEREILAND

Ek, Pieter Gabriel Marais, Minister van Mannekrag, verklaar hierby—

(a) kragtens artikel 48 (1) (a) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van die Ooreenkoms (hierna die Wysigingsooreenkoms genoem) wat in die Bylae hiervan verskyn en betrekking het op die onderneming, Nywerheid, Bedryf of Beroep in die opskrif by hierdie kennisgewing vermeld, met ingang van die eerste Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 31 Maart 1993 eindig, bindend is vir die werkgewersorganisasies en die vakverenigings wat die wysigings ooreenkoms aangegaan het en vir die werkgewers en werknemers wat lede van genoemde organisasies of verenigings is, en

(b) kragtens artikel 48 (1) (b) van genoemde Wet, dat die bepalings van die Wysigingsooreenkoms, uitgesonderd dié vervat in klousules 1 (1) (a), 12 en 13 met ingang van die eerste Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 31 Maart 1993 eindig, bindend is vir alle ander werkgewers en werknemers as dié genoem in paragraaf (a) van hierdie kennisgewing wat betrokke is by of in diens is in genoemde Onderneming, Nywerheid, Bedryf of Beroep in die gebiede in klousule 1 van die Wysigingsooreenkoms gespesifiseer

P. G. MARAIS,
Minister van Mannekrag

fraud of any person employed by the Board, or by reason of any act or omission by members or by reason of any other matter save individual wilful or fraudulent wrongdoing on the part of such members, as can be held responsible

Any such member shall be reimbursed by the Fund for any liability incurred by him in defending any proceedings, whether civil or criminal, arising out of an allegation involving bad faith in which judgment is given in his favour or in which he is acquitted

13. Exemptions

Any application for exemption from any provision of this Scheme, which may be granted by the Minister in terms of section 47 of the Act, shall be submitted to the Hospitality Industries Training Board, P O Box 1329, Rivonia, 2128, which shall forward such application together with any recommendation by the Board to the Director-General: Manpower.

No. R. 584

21 February 1992

LABOUR RELATIONS ACT, 1956

BUILDING INDUSTRY, WESTERN PROVINCE AMENDMENT OF THE AGREEMENT FOR THE CAPE PENINSULA

I, Peter Gabriel Marais, Minister of Manpower, hereby—

(a) in terms of section 48 (1) (a) of the Labour Relations Act, 1956, declare that the provisions of the Agreement (hereinafter referred to as the Amending Agreement) which appears in the Schedule hereto and which relates to the Undertaking, Industry, Trade or Occupation referred to in the heading to this notice, shall be binding, with effect from the first Monday after the date of publication of this notice and for the period ending 31 March 1993, upon the employers' organisations and the trade unions which entered into the said Amending Agreement and upon the employers and employees who are members of the said organisations or unions, and

(b) in terms of section 48 (1) (b) of the said Act, declare that the provisions of the Amending Agreement, excluding those contained in clauses 1 (1) (a), 12 and 13, shall be binding, with effect from the first Monday after the date of publication of this notice and for the period ending 31 March 1993, upon all employers and employees, other than those referred to in paragraph (a) of this notice, who are engaged or employed in the said Undertaking, Industry, Trade or Occupation in the areas specified in clause 1 of the Amending Agreement

P. G. MARAIS,
Minister of Manpower.

Careers 7 Job Seeking Skills

New Nation (herring nation) 21/2 - 27/2/92 (179)

Are you looking for a job? Unfortunately we are not able to help you find a job, but we can give you some useful information and tips that will assist you in your search. We call these **JOB SEEKING SKILLS**.

Before we look at some of the ways that might help people to find work, we need to look at the reasons why it is so difficult to find jobs.

We live in a society that has very high unemployment. About 40 out of every 100 people do not have jobs in South Africa. Our country does not look after people who are unemployed. There are some countries where the state looks after unemployed people. It does this by giving them some money to live on. This does not happen here so it is very frightening to have no job. It is important to understand that it is not your fault if you don't have a job. There are just not enough jobs for everyone.

We cannot help you find a job because this is not what we do. What we do is tell you about some of the things that could improve your chances of finding a job.

We hope that you find this information helpful. When you have finished using it don't throw it away. You may need it again, and if you don't, you could pass it on to a friend who is also having problems finding a job. **GOOD LUCK**

LOOKING FOR A JOB....

Do you know what kind of job you would like to do? You will find it easier to look for a job if you have some idea of what you want to do.

If you have no idea of what you think you would like to do, speak to your family and friends. They know you, and may be able to suggest something to you. Your school teacher could also help. If you still have a problem deciding, you should visit your nearest Careers Centre. Careers Centres can help you with many things, including your direction of work.

PREPARE A FOLDER

When you have some idea of the work that you want to do you must move onto the next step. There are certain things that you need to get together when you are looking for a job. You need to get copies of the following and keep them in a folder:

- * copies of your birth certificate
- * copies of your ID
- * copies of your last school certificate (you need to have your school certificate for the last standard that you passed)
- * testimonials (character references)

You should ask people who know you and could recommend you for a job. Do not ask your family or your friends. Ask someone that people would listen to, e.g. your teacher or your principal, your priest or someone who has employed you (even if it was only part-time employment).

- * names and addresses of references

These could be the same people who wrote a testimonial for you. If an employer wants to check up on you they should be able to contact your "referee".

- * a Curriculum vitae (this is a list of personal details which people most often call a C V)

FINDING NAMES AND ADDRESSES OF EMPLOYERS

Get yourself a book and collect names and addresses of employers who offer the kind of work that you would like to do.

ASK people who already have work if there is a vacancy at their work place. Ask parents and teachers. They may know about a job that hasn't been filled. Make sure that everyone who could possibly help you, knows that you **REALLY DO WANT A JOB**.

NEWSPAPERS - look in the job advertisements section. Remember that lots of people read the same newspaper, so you need to answer the advertisement very quickly.

YELLOW PAGES DIRECTORY - you will need to know the title of the job when you use the yellow pages as all the names and addresses are put into different sections e.g. retailers for shops. You can also look in the index at the back of the Yellow Pages.

EMPLOYMENT AGENCIES - you can look for the names and addresses of employment agencies in the Yellow Pages and also in newspapers under the advertisements section. Please note that if an employment agency finds a job for you, they must not ask you for money. Your new employer must pay. Never give employment agencies money to find you a job. The chances are those that ask for money will not even try, they just want your money!

Write to **INSTITUTIONS** e.g. hospitals, municipalities. Write to **ASSOCIATIONS** e.g. BIFSA (Building Industries Federation of South Africa).

Write to **TRADE UNIONS**.

Write to, or contact **COMMUNITY ORGANISATIONS**. Write to the **DEPARTMENT OF MANPOWER**.

SOME USEFUL TIPS TO HELP YOU UNDERSTAND ADVERTISEMENTS

Some advertisements say **WHO** should apply. Please read the following information carefully as these things often appear in advertisements.

AGE is often important to employers. "Young person" usually means someone between the ages of 17 and 24. "Mature" persons usually means someone older than 30 years.

RACE Some employers discriminate on the basis of race. This is quite often hidden in the advertisement with the employer recommending that this job would be suitable for people living in Chatsworth area or the Umlazi area or Umbilo area. If you have the correct qualifications required, apply and try and convince the employer that you would be the right person.

SEX Some employers still believe that there are certain jobs for men and certain jobs for women. If you have the qualifications and skills needed for the job apply for it and convince the employer that you can do the job.

The following are expressions and words that are often used in advertisements:

"Equal opportunities employer" - people are employed according to merit and not according to race or sex.

"a varied workload" - means there will be a lot of different tasks to do and they may not always be the same tasks.

"good prospects" - means that if you work well and could have a chance of further training or a better job in the company or organisation.

"fringe benefits" - usually include medical aid, a pension scheme and sometimes a bonus or 13th cheque.

"previous experience an advantage" - means it would be better if you had done this sort of job before, but you could still apply if you haven't.

DIFFERENT WAYS OF ANSWERING ADVERTISEMENTS

Most advertisements ask you to apply for an interview by **TELEPHONE OR LETTER**.

CONTACT BY TELEPHONE

If the advertisement asks you to telephone for an interview make sure that you:

- Have money ready if you are using a public telephone
- If the telephone is faulty, find another one
- Have the advertisement next to you so that you can look at it if you need to
- Give the name of the person you have to speak to
- Speak clearly, slowly and loudly
- Give your own name
- Be prepared to answer questions about your experience or qualifications for the job
- Be ready to say when you could go for an interview
- Find out where the interview will take place
- Have a pen and paper ready to take down any information that you need

CONTACT BY LETTER

If the advertisement asks you to write in reply to the advertisement, your letter will make the best impression if:

- it is written on plain paper
- it is typed or written clearly and neatly
- it has no spelling mistakes or corrections
- it follows the instructions that were given in the advertisement
- it answers all the questions that were asked

Advertisements ask for two different kinds of replies. So there are two different kinds of letters that you may be asked to write.

If the advertisement only asks for an application form then all you must write in your letter is the following -

Own address
Telephone number
Date

Employers name
Employers address
Employers reference (if any)

Dear Sir/Madam

I saw your advertisement in the (say where you saw it) of the (date) which mentioned a vacancy for a (name of job). I am looking for this type of work and would be grateful if you would send me an application form.

Yours faithfully

(Signature)
(NAME PRINTED)

If your letter is your application form then your letter should look like this -

Own address
Telephone number
Date

Employers Name
Employers Address
Employers Reference (if any)

Dear Sir/Madam

Heading for example (re **ADVERTISEMENT FOR SECRETARY**)

I saw your advertisement in the (STATE WHERE YOU SAW IT for e.g. New Nation) of the (DATE for example 21 April 1990) which mentioned a vacancy for a (NAME OF THE JOB for e.g. Secretary).

I am looking for this type of work and feel I can meet the requirements for the job.

Yours faithfully

(Signature)
(NAME PRINTED)

THINGS THAT YOU MUST DO!

Address your letter to a specific person if you have a contact name. If not, address it to the manager or the personnel manager.

Give your letter a heading

(e.g. **RE YOUR ADVERTISEMENT IN THE NEW NATION** or **RE YOUR ADVERTISEMENT FOR A SECRETARY**). RE is a latin word meaning 'about'.

Be direct and refer to a specific job.

Include a copy of your C V

Make a copy of the letter for yourself to keep as reference.

Use white paper

Use a black or blue pen

THINGS THAT YOU MUST NOT DO!

Do not use fancy language

Do not say that you are desperate even if you are.

Do not send an untidy or dirty or crumpled letter. It makes a bad impression.

This material has been adapted from the booklet "Help Yourself to Find a Job", produced by EIC (Education Information Centre). EIC's address is Third floor, Khotso House, 62 Marshall St, Johannesburg, 2001. P O Box 62270, Marshalltown, 2107. Telephone (011) 834-7861.

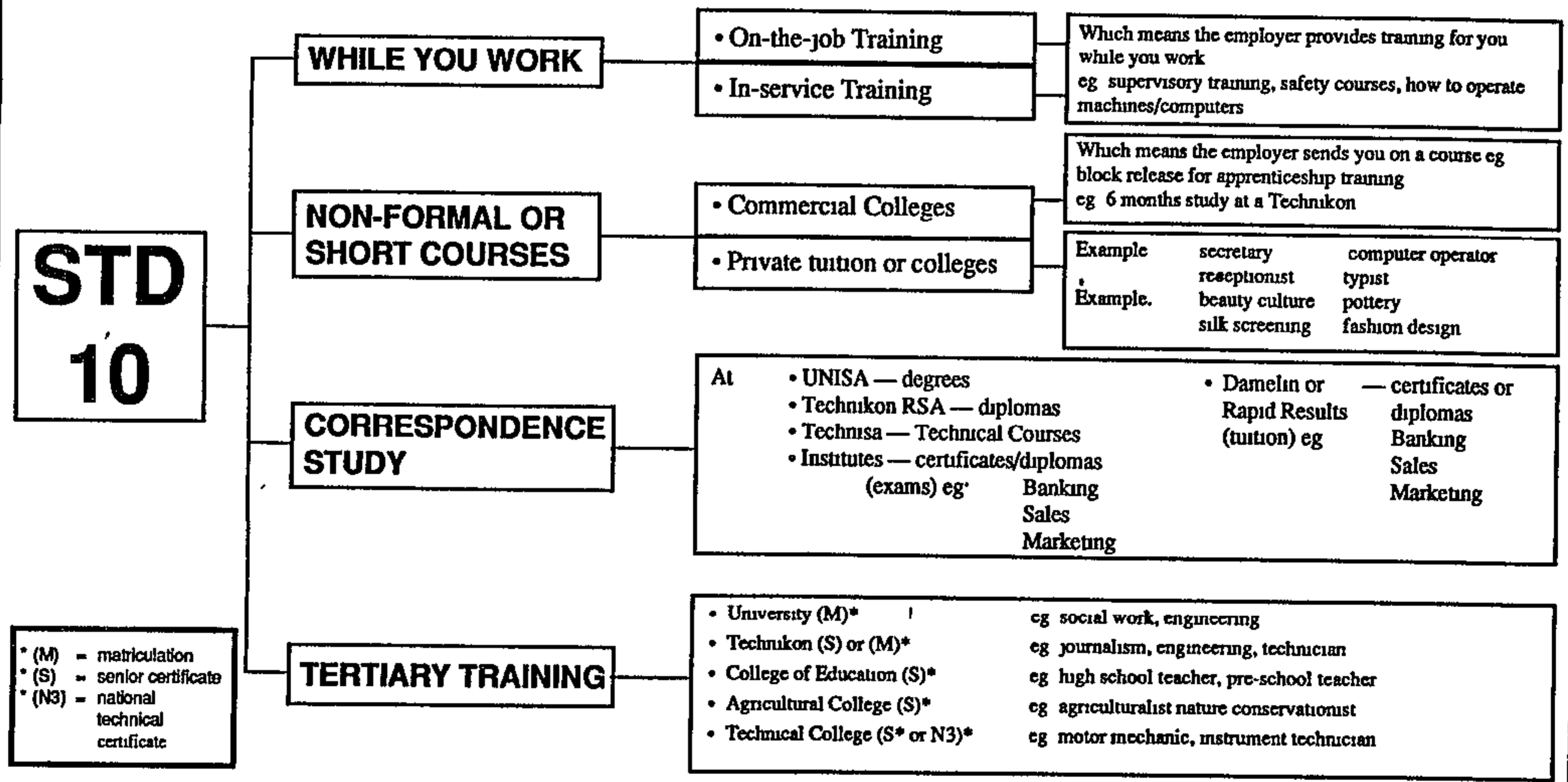
Career Resources — Career Centres

New Nation (Learning Nation) 21/2-27/2/92 (179)

CRIC Phuti Tsukudu (6831751) Tahir Sale P O Box 378 ATHLONE 7760 Tel (021) 637 8040/1/2	Careers Centre Dan Monyemore Thembi Mapetla (9850360) H P O Box 154 DIEPKLOOF SOWETO 1804 Tel (011) 9381439 9387884	Mthozami Xiphu 12 Badela Street KWA-MAGXAKI 6241 Tel (041) 631425 (H)	YOUTH DEVELOPMENT AND GUIDANCE PROGRAMME Nomvuyo Nile P O Box 12190 CHLOORKOP 1624 Tel (011) 3933883	TEMBISA CAREER GUIDANCE CENTRE Pat Moloka P O Box 276 OLIFANTSPONTEIN 1665 Fax (012) 9201985	MELMOTH CAREER CENTRE Blessing Ngema P O Box 493 MELMOTH 3838 c/o Melmoth Inn Tel (03545) 2074
KAROO RESOURCE CENTRE Melvin de Klerk P O Box 748 Beaufort West 6970 Tel. (0201) 2890	EIC Getti Merconio (6141298) H Mpho Mothopeng P O Box 62270 MARSHALLTOWN 2017	VOCATIONAL EDUCATION CENTRE Lindelwa Ximuya P O Box 292 New Brighton PORT ELIZABETH 6200 Tel (041) 414690	WENTWORTH CAREER CENTRE Felicity Schreiber Calvin Forbay P O Box 14088 AUSTERVILLE 4052 Tel: (031) 486738	LOWVELD CAREER INFO John Baloyi Mojapelo P O Box 2405 NELSPRUIT 1200 Tel: (01311) 53734	ESHOWE CAREER CENTRE Bridget Gibson (0353) 311264 H P/Bag X503 3815 Tel. (0354) 42131
SHARE (SELF HELP AND RESOURCE) Nomanise Gogo P O Box 1400 UITENHAGE 6230 Tel (0422) 9227755 c/o Edwin Ngcula	OR 3rd Floor Khotso House 62 Marshall Street JOHANNESBURG 2001 Tel: (011) 8347861 (016) 224036 Vaal office	SIYAKHANYISA Billy Mashushi P O Box 97034 PRESAS 0114 Tel (012) 3204800 (012) 3204801 Fax: (012) 3225181	MARITZBURG CAREER RESOURCE CENTRE Lara Kay (0331) 63998 H St. Nicholas School Cnr Loof & West Streets PIETERMARITZBURG 3201 Tel (0331) 945416	MIDDELBURG CAREER CENTRE Kathide Masina c/o P O Box 1962 MIDDELBURG 1050 ESHOWE Tel (0132) 29463	
UITENHAGE RESEARCH INFO CENTRE (UCAREC) Mollatse Makononyane c/o SHARE	ALEXSON KOPANO CAREERS PROJECT Dave Jackson P O Box 570 BERGVLEI 2012 Tel (011) 7838130	MAMELODI CAREERS GUIDANCE PROJECT Aubrey Khumbane P O Box 77133 MAMELODI 0101 Tel (012) 8055019/18 Fax (012) 8054500		CAREER INFORMATION CENTRE Thembi Nene Sunjay Panday (825494) H Davine Thaw (252114) H 36 Ecumenical Centre 20 St. Andrews Street DURBAN 4001 Tel (031) 3012097 (031) 3016611	

WHAT CAN YOU STUDY AFTER STD 10?

New Nation (Learning Nation) 21/2-27/2/92 (179)



■ THE Education Development Trust is to start training courses in career planning during March and April. The course to be run by an industrial psychologist, cover self-assessment, study and choice of career options, self-development and job-seeking. For further information contact Muriel Connell at (011) 976-4788.

26/12/92
27/12/92
21/12

Career Resources

New Nation (Learning Nation)

Universities in Southern Africa 25/2 - 5/3/92

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Univ Bophuthatswana
P/B X2046
Mmabatho
8681
Tel (0140)89 2111

Univ Botswana
P/B X0022
Gaborone
Tel (09267)35 1151

Univ Cape Town
P/B Rondebosch
7700
Tel (021)650 9111

Univ Durban Westville
P/B X54001
Durban
4000
Tel (031)820-9111

Univ Fort Hare
P/B X1314
Alice
5700
Tel (0404)32011

Medical University
SA (MEDUNSA)
P O Medunsa
0204
Tel (012)529-4111

National Univ Lesotho
P O Roma 180
Lesotho
Tel (09266)340601

Univ Natal(Dbn)
King George V Ave
Durban
4001
Tel (031)816 9111

Univ Natal(Medical)
Box 17039
Congella
4013
Tel (031)250 4111

Univ Natal(PmBurg)
Box 375
Pietermaritzburg
3200
Tel (0331)955911

Univ North
P/B X1106
Sovenga
0727
Tel (01521)689111

Univ North(QwaQwa)
P/B X13
Phuthaditjhaba
9866
Tel (01438)302111

Univ O.F.S.
Box 339
Bloemfontein
9300
Tel (051)401-9111
(Information Offices)
Kimberley Tel (0531)811716
Welkom Tel (0171)3575270
Jhb Tel (011)726-6223

Univ P.E.
Box 1600
Port Elizabeth
6000
Tel (041)504 2111

Univ Potchefstroom(C.H.E.)
P/B X0001
Potchefstroom
2520
Tel (01401)991111

(Vaal Triangle Campus)
Box 1174
Vanderbijl Park
1900
Tel (016) 073111

Univ Pretoria
Pretoria
0002
Tel (012)420 9111

Rand Afrikaanse Univ
Box 524
Johannesburg
2000
Tel (011)489 2911

Univ Rhodes
Box 94
Grahamstown
6140
Tel (0461)22023
(Information Office)7
Johannesburg
Tel (011)788-5544

Univ South Africa
Box 392
Pretoria
0001
Tel (012)429-4116

Univ Swaziland
P/B X4
Kwa Luseni
Swaziland
Tel 09268 84011

Univ Stellenbosch
P/B X5018
Stellenbosch
7600
Tel (02231)779111

Univ Transkei
P/B X1
Umtata
Transkei
5100
Tel (0471)3022111

Univ Venda
P/B X2220
Phohoyandou
Venda
Tel (0159)21071

Univ Western Cape
P/B X17
Bellville
7535
Tel (021)959 2911

Univ Witwatersrand
P/B 3
Wits
2050
Tel (011)716 1111

Univ Zimbabwe
Box MP167
MT Pleasant
Harare
Tel (092634)303211

(Bulawayo Office)
Box 1885
Bulawayo
Tel (092639)63043/72077

Univ Zululand
P/B X1001
Kwa Dlangezwa
3886
Tel (0351)93911
(Umlazi Campus)
P/B X10
Isipingo
4110
Tel (031)907 5055

Univ Vista
P/B X634
Pretoria
0001
Tel (012)322 8967

VISTA UNIV CAMPUSES BELOW

(Bloemfontein)
Box 380
Bloemfontein
9300
Tel (051)354 914

(Mamelodi)
P/B X1311
Silverton
0127
Tel (012)805-4026

(East Rand)
P/B X025
Benoni
1500
Tel (011)969-4930

(Sobokeng)
P/B X050
Vanderbijlpark
1900
Tel (016)881360/1

(Soweto)
P/B X09
Bertsham
2013
Tel (011)9381701

(Port Elizabeth)
P/B X613
Port Elizabeth
6000
Tel (041)644 200

Technikons in Southern Africa

Cape Technikon
P O Box 652
Cape Town
8000
Tel (021)4616220

OFS Technikon
P/B X20539
Bloemfontein
9300
Tel (051)4073911

Ciskei Technikon
P/B X1421
East London
5200
Tel (0403)631491

Peninsula Technikon
Box 1906
Bellville
7535
Tel (021)9596911

Mangosuthu
Technikon
Box 12363
Jacobs
4026
Tel (031)9071855

Port Elizabeth
Technikon
P/B X6011
Port Elizabeth
6000
Tel (041)5043911

ML Sultan Technikon
Box 1334
Durban
4000
Tel (031)30947819

Pretoria Technikon
P/B X680
Pretoria
0001
Tel (012)2838:1

Namibia Technikon
P/B 13301
Windhoek
9000
Tel (061)3079111

RSA Technikon
P/B X6
Ficksburg
1710
Tel 471-2000

N Tvl Technikon
P/B X7
Pretoria North
0116
Tel (012)14200510

Seifogelo Technikon
P/B X1022
Ga-Rankuwa
0208
Tel (0146)132251

Natal Technikon
Box 953
Durban
4000
Tel (031)2252111

(Campus Borea)
Box 953
Durban
4000
Tel 031-2252111

Umtata Technikon
P/B X3183
Bulwerworth
4060
Tel (0474)620700

(Campus City)
Box 953
Durban
4000
Tel 031-3018933
031-3017823

Vaal Triangle
Technikon
P/B X021
Vanderbijlpark
1900
Tel (016)852221

Wits Technikon
Box 17011
Doornfontein
2028
Tel (011)297136

(Campus Eloff)
Box 17011
Doornfontein
2028
Tel (011)297136

(Doornfontein Campus)
Box 17011
Doornfontein
2028
Tel (011)4062911



SBDC introduces new courses

179
27/2/92

THE Small Business Development Corporation is introducing new courses in its skills' training programme to cater more fully for the needs of the small and medium enterprise sector in South Africa.

In addition to two courses introduced in 1985, one elementary course on basic business skills and one advanced course on starting a new small business, the SBDC's training centres countrywide will be offering three courses aimed at improving the efficiency of established businesses

Relations

The first of the new courses, "How to manage and improve your business" starts next week. The other two courses, one on retail management and the other on labour relations starts in the next few months

SBDC's senior general manager, Mr Tom Kedzierski, said an urgent need for business training, focused on improving already established businesses, emerged from more than 1 000 public queries dealt with daily by the corporation's 46 offices countrywide

He said "We decided to introduce a course on how to manage and improve a small business, which includes stock and debtors' control, time management,

costing and increasing sales and margins."

Because there were a large number of clients in retailing, a management course was acquired to cater for their specific needs. The course on labour relations for SMEs was included as the corporation's experience over the past 10 years had shown how crucial effective staff management was.

Budgeting

The retail management course consists of shop design and layout, purchasing and pricing, merchandising, managing your workers, retailing principles and basic budgeting and elementary bookkeeping

The labour relations' course introduces small business owners to issues such as discipline, dismissal and termination of contract procedures, group consultations, conducting of inquiries and dealing with grievances, trade un-

ions and strikes.

"Apart from needs established through public inquiries, we get feedback from the 328 retired business people taking part in our Mentor Advisory Programme. The new courses cover those issues which SME entrepreneurs have found to be vital for the efficient running of their businesses"

The two original courses - elementary Trident One-up Business training and the advanced "How to start your own business" - are still very much in demand and will be offered more frequently than in the past.

Classes are presented after hours once or twice a week for periods varying from seven to 14 weeks at reasonable prices

Inquiries can be directed to Linbro Park Training Centre in Johannesburg, telephone (011) 608-3795/6 or 608-4052 or from any of the SBDC's six regional offices in all major cities.

BUYING OR BUILDING YOUR HOME INVEST OR LOSS?

NEED TO KNOW MORE ABOUT STANDS, DESIGN, FINANCE CONTRACTS ETC., (A GUIDE TO OWNING YOUR IDEAL HOME) GIVES ALL YOU NEED TO KNOW AND MORE. SEND R25 CHEQUE OR POSTAL ORDER

TO TIM MARTHINUSEN, PO BOX 2722, CRESTA 2118:

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3rd FLOOR, CONLYN HOUSE,
156 PRESIDENT STREET, JOHANNESBURG. S4573

Property

Firm to run courses for small builders

THE new Marketing Builders Services Ltd is to embark on training courses for small black builders, especially young matriculants, to economically empower them and create jobs.

The courses, to start in Isando on March 1, will also create services for small builders and related contractors, manufacturers, suppliers, builders and organisations in the property market

out students to become builders comes in the wake of the poor black matric results announced by the Department of Education and Training in January

An estimated 293 000 pupils wrote matric last year and 39,4 percent of them passed either by obtaining exemption or a school leaving certificate

After the results were announced, economists and businessmen forecast a bleak future for job opportunities, especially in the wake of the downturn in the economy and lack of foreign investment as a result of violence and sanctions

Dlamini said the pupils applying for the courses should have studied and passed mathematics at school Applicants can telephone him at (011) 315 1873/4 or 315 1894 or write to MBS PO Box 1781, Midrand, 1685

He said they were concerned about the plight of black builders who often did not get work opportunities at a time when there was a crucial need for homes in South Africa

"We want to create stable communities in South Africa through the provision of employment and homes in a manner that will enhance the dignity of the individual and meet the aspirations of the community as a whole," he said

The trainees would take courses in home improvement, including using materials like timber to build double-storey homes which would create more space by letting out extra rooms on top

They would also be expected to upgrade house in terms of painting, re-roofing over the existing rooms and painting in most metropolitan areas

"We want to collectively join a pool of skills and resources that will be available to the members and others outside the group who may need such skills and resources

"We also want to obtain building contracts for members and individuals and allocate them on a fair and reasonable basis considering skills," he said

Geared

The company's managing director, Mr Ken Dlamini, said yesterday they were geared to creating jobs for small builders, including the unemployed

He invited most students who have failed or obtained a school leaving certificate in matric, to be trained as builders so that they could get jobs as the country's unemployment rate continues to soar at an alarming proportion

Poor

Unofficial sources put the unemployment figure at more than 6 million while official data estimated it at just over one million.

The call for young drop-

The illustration shows a man wearing a cap and holding a pencil, looking towards the right. Below him is a diamond-shaped sign with the word 'SALE' inside. Further down, the word 'APRIL' is written in large, bold, slanted letters. The background of the illustration is a simple line drawing of a building or structure.

SIT
INT
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JR

Careers 8 Job Seeking Skills

179

New Nation (Learn in Nation) 28/2-5/3/92

Last week we began to look at Job Seeking Skills. We continue this week, looking at application forms and job interviews.

Filling in Application Forms

Filling in your application form correctly and neatly is very important. A neat and correctly filled in application form often impresses employers and could help you get the job

BEFORE YOU START

- Read through the form carefully
- Make sure that you understand all the questions. If you do not, ask someone else to help you. Do not fill in questions that you do not understand.
- Take your time reading the application form. Think about your answers and don't hurry this task as it is important.

FILLING IN THE FORM

You can start off by completing the form in pencil. Then you can rub out any mistakes.

- You should make sure that when you are ready to fill in with your pen that the pen writes well and that it does not smudge.
- Use the same pen for the whole form, do not change colours half way through as it looks untidy.
- Try to keep your form clean and do not crumple it.
- When writing use block capitals unless your handwriting is easy to read
- Use black or blue ink
- Answer all the questions, but keep your answers short and to the point. Remember that the person who reads your application form has to read many others as well and if yours is too long and confusing they may throw it out. If you have special work experience and there is no room for it on the form, use a plain sheet of paper and attach it to the back of the form

WHEN YOU HAVE FILLED IN YOUR FORM YOU SHOULD DO THE FOLLOWING

- Check through your answers carefully
- Make sure that the information that you have given is correct.
- When you give a record of your education and work experience be sure that you say what you have done every year. Don't have unexplained gaps between different jobs. Make sure that the employer knows what job you are applying for. If it is a big company they could easily be advertising for more than one job at the same time
- Make sure that your application is in before the closing date

Letters Accompanying the Form

You should send a letter with your form. This is called a covering letter

The letter should be short.

Put the letter and the application form into an envelope that fits. Don't force it into an envelope that is too small



Applying for a job on the mines

The Job Interview

PREPARING FOR YOUR INTERVIEW

This is the last step for a job. If it is your first interview you will probably be very scared. Even if it is not your first interview you will probably be feeling a bit nervous. It may help you to know that most people are very nervous when they are going for an interview. Try and do something to make you feel a bit better. You will know what helps you! Taking deep breaths will often calm a person down. The other thing that will make you feel confident is to be well prepared!

- Make sure that you know the time and place of the interview and allow yourself a bit of extra time to get there. You should never be late for an interview
- Make sure that your clothes are suitable as well as being comfortable
- Try to find out more about the company or organisation before you go to the interview
- Work out the questions that you would like to ask and also think about what the employer may ask you
- Spend time thinking about your interview and go well prepared
- Ask a friend to practise some of the questions with you
- Don't forget your folder with all your information

YOUR INTERVIEW

- Arrive at your interview a few minutes early
- Be ready to shake hands (firmly) and look people in the eye when you greet them
- Be prepared to be interviewed by more than one person
- If there is an interviewing team make sure that you make eye contact with all the people on the team as they are all there to interview you
- Don't sit down before you are asked to!
- Try not to be nervous. Be polite and friendly. Try to be confident
- Concentrate on the questions asked. If you do not understand what they mean do not be afraid to ask them to explain the question to you
- When you respond to a question look at the person who asked it and answer the question as fully as possible
- Try not to be distracted by people taking notes
- If you have done similar work before let them know. If you have not, let them know that you are keen to try

- Never give a half-hearted response like "I don't mind", you must say yes or no.
- Show an interest in the job and ask all the questions that you want to
- Don't criticise former employers
- Don't smoke unless you are invited to

TYPICAL QUESTIONS THAT YOU MAY BE ASKED AT AN INTERVIEW

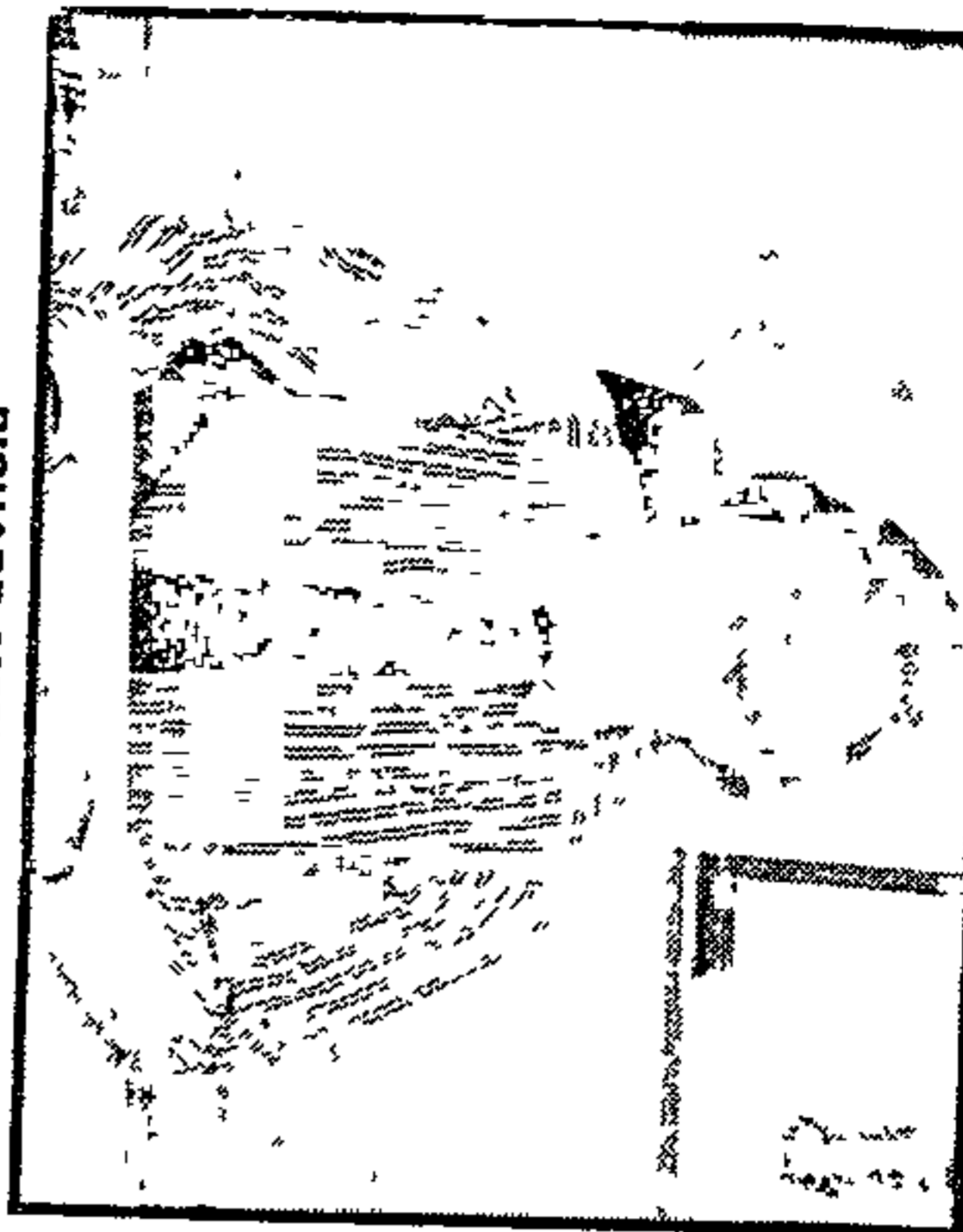
(These are not in any order and you may only be asked one or two of them. They are just a helpful guide. You could spend some time thinking about them before you go to an interview)

- Why are you interested in working for us?
- What do you expect to be doing 10 years from now?
- What salary do you have in mind?
- What are your goals?
- Why are you applying for this position?
- Do you think that your education prepared you well for this job?
- Why are you leaving your present job?
- What can you offer this company?
- What kinds of people do you like working with?
- Do you like working on your own? Do you find it easy to work with other people?
- Tell us what you know about this firm
- Tell us about yourself
- What does success mean to you?
- What kind of job are you looking for?

POSSIBLE QUESTIONS THAT YOU MAY LIKE TO ASK

- Please can I have a look around the office or the work area?
- What exactly does the job entail?
- When will you let me know if I have been successful or not?
- What will my responsibilities be in the job?
- What are the prospects for promotion?
- What kind of fringe benefits does the company offer?
- What kind of public transportation is available for getting to and from work?
- What leave is allowed each year?

This material has been adapted from the booklet "Help Yourself to Find a Job", produced by EIC (Education Information Centre) EIC's address is: Third floor, Khotso House, 62 Marshall St, Johannesburg, 2001. P.O. Box 62270, Marshalltown, 2107. Telephone (011) 834-7861



RICHARD MCBRIDE

Time-based training division is still group's shop

MAST SA, whose name stands for management and skills training, was the group's first business.

It is now the only time-based division to remain in the group following its strategic decision to place emphasis on product rather than time-based businesses.

When the group was listed in 1987, it comprised only MAST SA, Fact and Time/System

MAST SA, which contributed about 70% to group profit, now contributes around 25%

But it remains the shop window of the group and operates in a growth area given the critical levels of skills shortages in the country, says MAST SA MD Richard McBride

The company, which emanated from Mast UK, started out as a training company used by schools for study methods and reading techniques

The division's growth into other areas of training arose from requests by schoolchildren's parents for business courses.

Now, most of MAST SA's work comprises training within companies, from supervisory skills upwards

These include communication skills, developing management abilities, team effectiveness, middle management development and financial workshops.

MAST SA's management courses teach management skill and ways to improve the bottom line.

Communication to win is another training area, teaching the ability to in-

teract through knowledge of individuals and through feedback from subordinates and peers.

McBride says another thrust is consulting to companies.

This includes bursary management and the selection of students for bursaries.

MAST SA is also instrumental in the selection of pupils for certain schools on an annual basis

In addition to corporate training, MAST SA man-

ages some literacy programmes

McBride says a problem in terms of training in SA is that "there has been a lot of lip service paid to advancing managers, and not much training", whereas in countries like France and Australia, a certain percentage of the payroll is spent on training

There is an enormous skills shortage in SA, and this realisation by businessmen will mean a huge growth in training in the country

He says other benefits come from MAST SA's position in the group

MAST SA has access to Mast Video Training's library for material to be used on its training courses

Another success factor is MAST SA's consultants.

"The sellers of our products are the trainers, who establish a long-term relationship with the clients and develop it."

This means this division can expect 60% of its revenue to repeat each year

Window

Lexpress takes training into the 21st century

LEXPRESS Data, a recent addition to the Mast fold, is set to take the group into the 21st century

The company specialises in technology-based multimedia programmes for the training, education and business markets, quite unlike most training programmes seen in South Africa

Lexpress combines the video and audio elements of TV with the text and graphics of computers to provide a hi-tech product stored in a computer, which is sent electronically to the trainee.

This allows the trainee not only to interact with the programme, but also to test and score, choose parts of a course or revise certain areas from his or her own desk

Variety

Sales director Toby Chance says Lexpress will choose the variety of media depending on the training needed

Some training programmes — like telephone techniques — might only require video, but text and graphics will be used in other circumstances

Technology-based training allows for ongoing or additional training when new systems are introduced into a company.

Also, computer training can assess the results of the course and tell a trainee what sections need to be revised

Chairman Anthony Crosby says there is a necessity for "classroom" training and computer-based training.

Lexpress' training is useful in large organisations which need to train a number of people in different parts of the country.

While tutors may vary in their approach and effectiveness, this system provides a standard form where all employees can learn the same thing.

Lexpress, which started in 1982, was incorporated in 1987 when Lexicon Publishers bought a majority stake in Express Data

Establishing

From 1987 to 1990 the company grew fivefold in sales and revenue and personnel, establishing itself as a major player in the technology-based training market

In 1990, Lexicon decided to refocus on book publishing, and its shares in Lexpress were bought by Mast Holdings in July of that year

Since then, Lexpress has grown from a company making losses to one where turnover and profits equal those of the other divisions

It offers off-the-shelf packages, tailor made computer-based training and interactive video courses, depending on the need.

A major use is for large corporations, banks or insurance organisations, which can train employees nationally via their computers

Crosby says the course for the Post Office counter staff "is the largest interactive video project ever undertaken in SA"

Demystifying basic financial concepts

10/10 179 113
B/Day 28/2/92
FINANCIAL training forms an important part in three of Mast Holdings' divisions.

Chairman Stephen Dallamore says Mast feels strongly about offering financial training, as businesses geared for the future should be totally confident with all aspects of financial management.

A problem in most companies is that people move through the ranks over the years and find themselves in middle management positions without any knowledge of basic financial management.

Mast offers off-the-shelf and tailor-made programmes to address these problems and improve competence and efficiency in the workplace.

Some of its numerous courses include finance for non-financial managers, an introduction to budgeting, the use of working capital, discounted cashflows and how business works.

Dallamore says it is important to understand the make-up of profit and the benefit of cash in a business, and Mast's orientation is to put simple concepts into practice.

"Many sales and administration people do not understand the ramifications of discounts and margin on cost of sales."

"Our aim is to demystify these concepts," he says. Finance training consultant Elmare Maurin says the courses are aimed at non-financial people.

Most of the training is done at the companies, involving courses from one or two days up to 10 days.

Courses are often used by companies where people have come up through the ranks into a middle management position, she said.

Courses are mutually basic and include understanding income statements, balance sheets and ratio analysis.

These are followed up by courses on topics such as basic budgeting, managing working capital and cost analysis.

Maurin says there are obvious synergies with Mast Video Training in that its material is often used in the various finance courses.

If companies are interested in financial training but indicate there is not enough time for the course, they are often referred to Lexpress, where employees can receive computer-based training.

Mast company MaST SA also holds open courses of a generic nature every month for two days.

Maurin says courses held in companies are tailor made.

Major expansion is a top priority for Mast

MAST Holdings chairman Stephen Dallamore intends to double the size of the group soon

Mast, which is involved in training, education and knowledge businesses, will look to doing this through an acquisition fitting in with its product strategy, says Dallamore

Mast, whose subsidiaries include training company MaST SA, Mast Video Training (MVT), technology-based training company Lexpress Data, magazine subscription company Universitas and time planning division Time Systems, is not purely involved in education and training, but rather in the knowledge business

This broadens its range of interest to include books and magazines

Mast has cash resources of over R5m, so it is well poised to make a large acquisition

Dallamore says it is a

cash rich business, with no borrowings and no debt, so it is poised to make a major acquisition in the knowledge area

Whatever it buys, Mast is well placed in the areas of training and knowledge

Financial director Richard McBride says Mast is in the right business, as training is a huge growth area in SA.

"We can offer hi-tech business solutions to schools' training level or from basic literacy to top management, or from training at one's own pace to mass training," he says

In many training situations, MaST SA will give stand-up training, which will often be followed by video support systems — rented or bought — through MVT or Lexpress Data.

In the case of its Time Systems division, time management training on video can be combined with

the group's time management system

Many companies have begun to use Mast as a training arm, as opposed to traditional in-house training divisions

This helped Mast to establish long-term relationships with clients where a training strategy is implemented over a number of years.

Strategic

Apart from training, Mast's strategic move into knowledge business provides synergies between the group's data bases in Time Systems, Universitas and MVT

While an acquisition is a priority for the group, McBride says Mast has also identified opportunities in Africa, where MVT is already represented in certain areas

Although Mast is poised for growth into Africa, he

says the local market is still largely untapped

Organisations need to allocate more funds to training, even in tight times.

"We have spent a lot of time, effort and money branding the Mast name

"We wish to be seen as a powerhouse of knowledge with the best product and people to spearhead the upgrading of people and their businesses"

Other options open to the group include internal opportunities and the development of local products

MVT is in the process of negotiating a series of local training videos which will feature Pieter Dirk Uys

The trend towards screen-based training and education, further influenced by the fact that the skills shortage in SA can not be solved by traditional methods, is important for MVT and Lexpress Data

Mast would also like to become more involved in exports and overseas expansion.

An important opportunity is joint ventures which could involve the export of Mast's know-how.

Dallamore says Mast intends to distance itself from its competitors through its strong product base, its innovative approach and attention to the requirements of the new SA

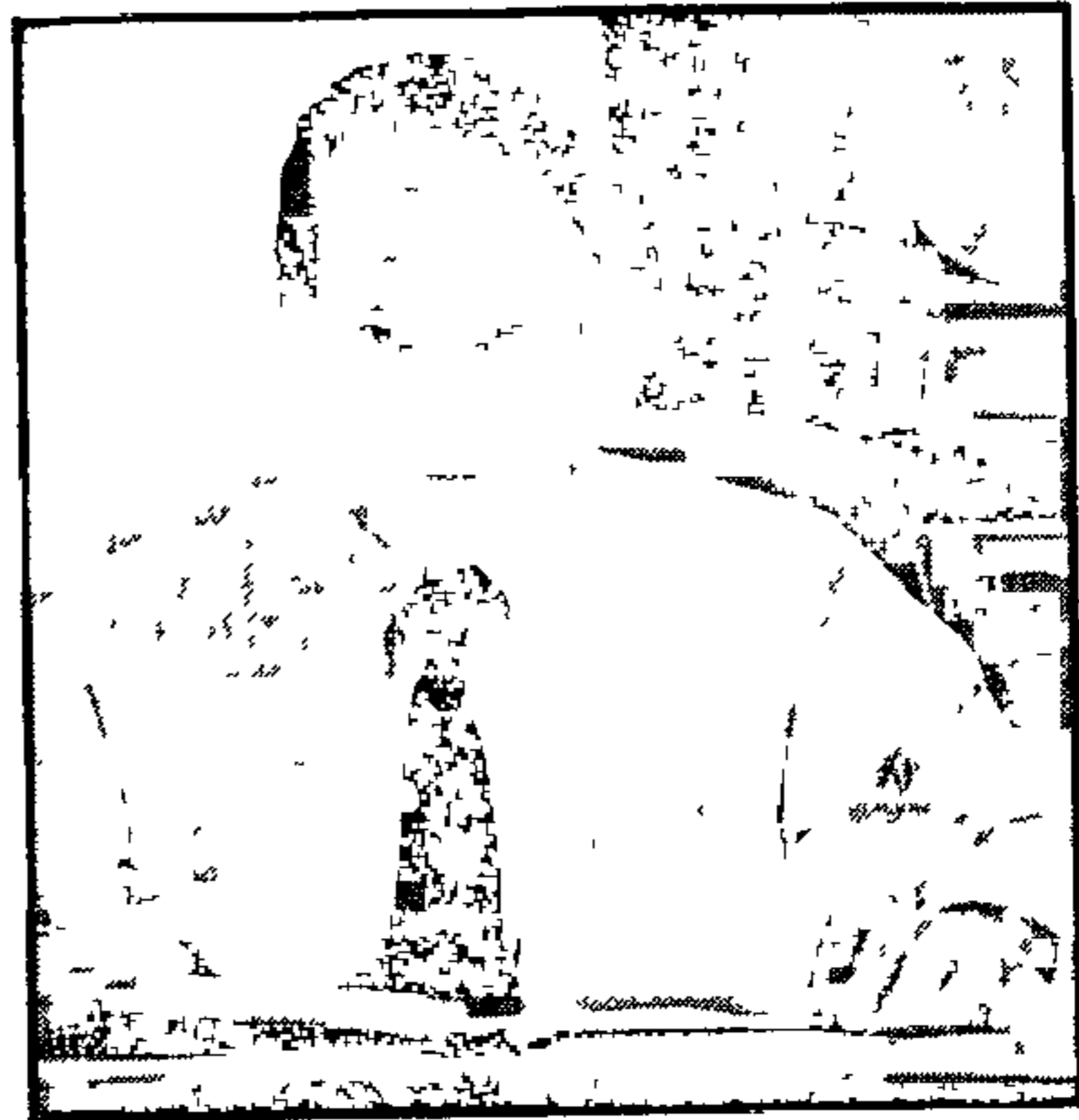
Business Day

B1 Day 28/2/91

SURVEY

(190) (179) (1012) (1513)
Mast Holdings, a group involved in
training, education and business
knowledge, is poised to make an
acquisition in the knowledge area.

While acquisition is a priority, this
cash rich group has also identified
significant growth opportunities in
Africa. MARCIA KLEIN reports



STEPHEN DALLAMORE

Over 2 000 titles for corporate market

MAST Video Training (MVT) is an example of the group's successful move into product-based businesses. *Bidan*

Previously Gallo Vision, MVT represents the major national and international producers of screen based training and is South Africa's largest distributor of training, education and information videos, says MD Clifford Bird. *28/2/92*

About 80% of MVT's market is corporate bodies, while less than 20% is educational.

It has over 2 000 titles, covering hundreds of topics, including customer relations, salesmanship, motivation, communication and basic business and technical skills.

MVT has branches in Cape Town, Port Elizabeth and Durban, and is represented in Bloemfontain, Windhoek and Gaborone

Bird says MVT has exclusive distributorship in SA of training videos from the BBC, Video Arts (which include the John Cleese training videos), the US's Video Publishing (Tom Peters), Longman Training and Melrose Films

MVT has a collection of top training material worldwide — mainly from the UK and US — but has recently sourced a lot from local training material in response to customers' needs

Through a company called Eduskills, MVT produces videos for artisan training

These include basic skills in welding, electricity, automotive maintenance, driving, bookkeeping and health and hygiene.

By JOSHUA
RABOROKO

The South African Brewery has opened a R30-million technical training centre - probably one of the most advanced brewing training institutes in the world - aimed at developing its staff.

The centre, built on an 11,8 ha site at Midrand near Kempton Park, has sophisticated facilities which may also be offered to brewing industries in Africa and overseas

It has its own 500-litre brewery, packaging hall, computer centre and laboratory, to blend practice with theory in providing programmes for technical staff involved in brewing, packaging, engineering and quality *(172)*

SAB's managing director, Mr Graham Mackay, said "South Africa's brewing industry has grown rapidly since the mid-1960s and we recognise the need to keep developing skills

"The training technology we use must be relevant to growth and change into the next century," said Mackay *(179)*

He said that by training people to brew and package quality beer, the institute will play a big role in redressing South Africa's shortage of skills

SAB's manager of technological training and development Mr Lionel Maule, who will head the institute, said it would operate a "partnership" with suppliers of raw material, plant, equipment, and the many other products used in brewing and packaging, not only in providing training but in giving exposure to new products, processes and equipment

It will draw lecturers, not only from the company itself, but from local universities and technikons, where necessary, from overseas

"We also have links with local and international bodies in the Institutes of Brewing, Packaging and Profes-

sional Engineers," Maule said

Courses will cover management, supervisor training, certification programmes, apprenticeships, microbiology and analytical techniques, laboratory management, production management and various refresher programmes

Some courses will lead to the licensing of technical

trainers, and the institute's staff will also offer consultancy training

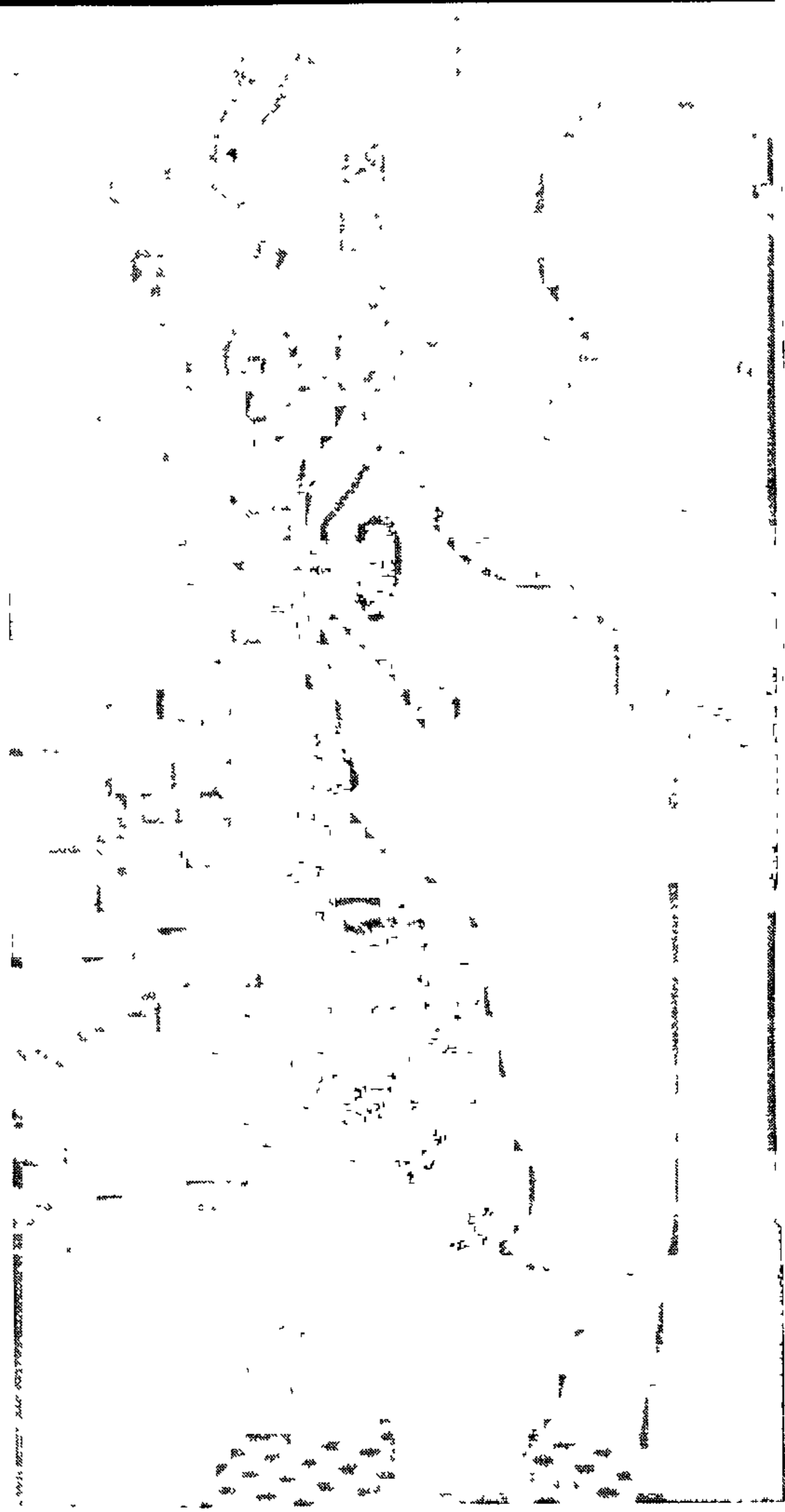
"As an environmentally aware company," he adds, "SAB used the opportunity to blend the institute's buildings with the natural surroundings. The complex takes up only slightly more than 10 percent of the site"

Since courses will be

full-time, to ensure optimum interchange of ideas between delegates and lecturers, the institute has accommodation for 102 people, with a dining room, lounge and pub, and recreational facilities, including a pool, squash court, tennis courts, soccer/cricket field and games room

The advanced training institute is aimed at developing staff.

Sowetan 5/3/92



BUSINESS

EDITED BY FRED ROFFEY

SBDCC steps in to help small businesses manage workforce

SMALL businesses can produce the right product at the right time and work hard at marketing it — but many have failed because they lack the vital skill of managing a labour force or dealing with trade unions

This has led the Small Business Development Corporation (SBDCC) in the Western Cape to present an in-depth course on "Labour relations for the small business" for entrepreneurs in need of basic labour relations training. It will be held in the SBDCC Small Business Centre at 60 Sir Lowry Road in Cape Town, every Tuesday and Thursday evening for five weeks, starting on March 17.

"A tremendous need for training in labour relations among small businesses has prompted us to present this course," said Adv Johan Naudé, senior manager at SBDCC Western Cape

"The successful running of a business and the ability to manage a work force are closely related to knowledge and skills in dealing with aspects such as grievances, dismissals and trade union negotiations.

"The course is suitable for smaller businesses employing five persons, or medium sized enterprises employing up to 100."

He warned that the SBDCC had encountered many examples of small businesses that had failed to make the grade merely because they had neglected to give sufficient attention to accepted labour practice, or the legal framework within which they had to operate as employers.

SBDCC case studies indicate that the ability to manage a labour force effectively is a pre-requisite for a successful business. The studies show

● A dismissal done incorrectly can paralyse a business when trade union action follows

● A businessman insufficiently acquainted with the requirements of an Industrial Council agreement can find himself at the wrong end of a claim for wages and contributions due

● A clear contract of employment may in many instances prevent misunderstandings between employer and employee

● Cultivating a constructive relationship with employees and ensuring open channels of communication can only benefit a business

The SBDCC course will be conducted by experienced, professional teachers working in the field of small business development.

It aims to give delegates knowledge, skills and guidelines in discipline, dismissal and termination procedures, addressing employee

problems, what to do and what not to do in strike situations, and preparing confidently for industrial relations negotiations

The course is also designed to give an understanding of the concepts of fairness and relationship building, the inherent nature of conflict, why employees join trade unions, what role trade unions play, and the benefits of constructive agreement and collective bargaining

It will include group discussions, case studies, role playing and video material based on actual incidents to supplement the course content

Delegates who pass the examination at the end of the 10-session course get a certificate. The course fee of R600 includes a full training manual with notes. Payment terms are available

Further details are available on (021) 462 1910

SA must do more with less ¹⁷⁹Godsell

USING existing human resources more effectively would help SA to multiply existing wealth four or five times, Anglo executive director (industrial relations and public affairs) Bobby Godsell said yesterday.

Opening the Instructor '92 education and training exhibition at Nasrec, Johannesburg, Godsell said SA needed to do more with less, and there was potential for adding value to the labour of South Africans.

SA needed to invest in human competence and should set itself the goal of eliminating functional illiteracy and innumeracy in at least the formally employed workforce by the

~~THEO RAWANA~~
THEO RAWANA

year 2000 *Blay 11/3/92*

"If literacy and numeracy training were seen as central to employment, remuneration and promotion, if it focused on industrial needs, if employers would invest now in the expectation of a medium-term return, we could do this," Godsell said.

The other goal should be to ensure that every supervisor at work (irrespective of race) had received adequate supervisor training, had acquired some skills in achieving results through others "Just imagine the impact on labour productivity"

Companies also needed to take technology seriously, to plan for the constant upgrading of human skills, "just as we constantly upgrade physical technology" They should also plan for labourers to become operators, operators to become artisans, and artisans, technologists.

"These are some of the challenges facing training and development professionals. It calls them to not just do more, but rather to do better; to place less reliance on imported packages and imported gurus, to acquire good knowledge and good technique. Derived from good research and good development, here is one of the richest people laboratories in the world"

GERALD REILLY

PRETORIA — The millions of young people without education were a time bomb waiting to explode, Manpower Department deputy director-general for training G M Haasbroek said yesterday.

Speaking at the education conference at Nasrec, Haasbroek said that with such a huge problem, the aim should be functional literacy and numeracy.

In meeting challenges and aspirations in a new

Crisis in schooling 'a time bomb'

constitutional dispensation, the focus had to be on economic growth and political empowerment of all.

The high level of illiteracy in the economically active population was a threat to the advancement of the economy.

The fact that training was not seen as an investment in human capital but as a cost was a drawback.

Haasbroek said a lack of structured training programmes for all job cate-

gories was a weakness in the present training system.

"A massive and imaginative effort has to be launched to relieve the problems of illiteracy and innumeracy."

Another grave weakness was inadequate structures to co-ordinate training, a lack of co-operation between industries and a failure to make optimum use of facilities.

There was also inad-

equated co-ordination in training the unemployed to meet the needs of an informal employment sector, Haasbroek added.

SA's pupil population would increase from 10-million to 14-million in the next four years, Pretoria University principal Prof Flip Smit told the Ophthalmological Society of SA annual congress this week. He said an extra 125 000 teachers would have to be trained by the year 2000.

TLADI TECHNICAL
 was built in response to the country's ever increasing need for skilled artisans.

It was seen by many as an answer to the thousands of pupils who usually find themselves unemployed after passing matric

About 20 percent of Tladi's 900 pupils are studying technical subjects

These boys, who do bricklaying, woodworking, motor mechanics, welding, metal work and electronics literally spend half their school time at another institution, the Molapo Technical College

Tladi does not have the facilities for practical work so it has to send its technical students to Molapo Tech daily for their practicals

While the whole of Tladi Tech was struggling for a timetable for weeks, bricklaying and other technical pupils were chugging along happily with their syllabus

"Molapo Tech didn't change its timetable from last year's. Right from the start of the year we were therefore expected to get down to work," Mr Sam Nakedi, who teaches bricklaying, said "As a result we are on time with our syllabus"

Last year bricklaying pupils achieved a 100 percent pass. There were two pupils in the class, one with an A symbol and the other a B in the subject.

The two teachers of bricklaying, Nakedi and Mr Horatius Kamko, said that the size of their class had helped because the pupils could be given individual attention

"They were good pupils who never

An oasis of sobriety in the skills desert

Sowden 12/3/92 (179)



The Standard 8 bricklaying class with tutor Mr Sam Nakedi. The students are Moeketsi Chokolo, Rudolph Bolkhutso, Wilzen Ramahleka, Prince Nchaupe and Abram Moeketsi.

missed a class and who enjoyed what they were doing," Kamko said

Nakedi said Molapo staff was strict about attendance and this had also helped to draw out the good performance

"Molapo does not accept a class without a teacher," he said

"Once when I could not be in class I was asked to give a written explanation. The principal also demanded a medical certificate to prove that I was really off

sick"

The teachers said strict discipline at Molapo also required pupils to give written explanations when they were absent from school for three consecutive days

“ Once when I could not be in class I was asked to give a written explanation. The principal also demanded a medical certificate to prove that I was really off sick. ”

features

'Funding drought calls for good administration'

South 14/3-19/3/92

decolonise the disadvantaged

Junaid Ahmed, general secretary of the Congress of South African Writers, argues that formal training for arts administrators is needed to make maximum use of available resources while fostering cultural growth at national level:

Grassroots cultural organisations have done valuable work in disadvantaged communities, but much of it was done in isolation

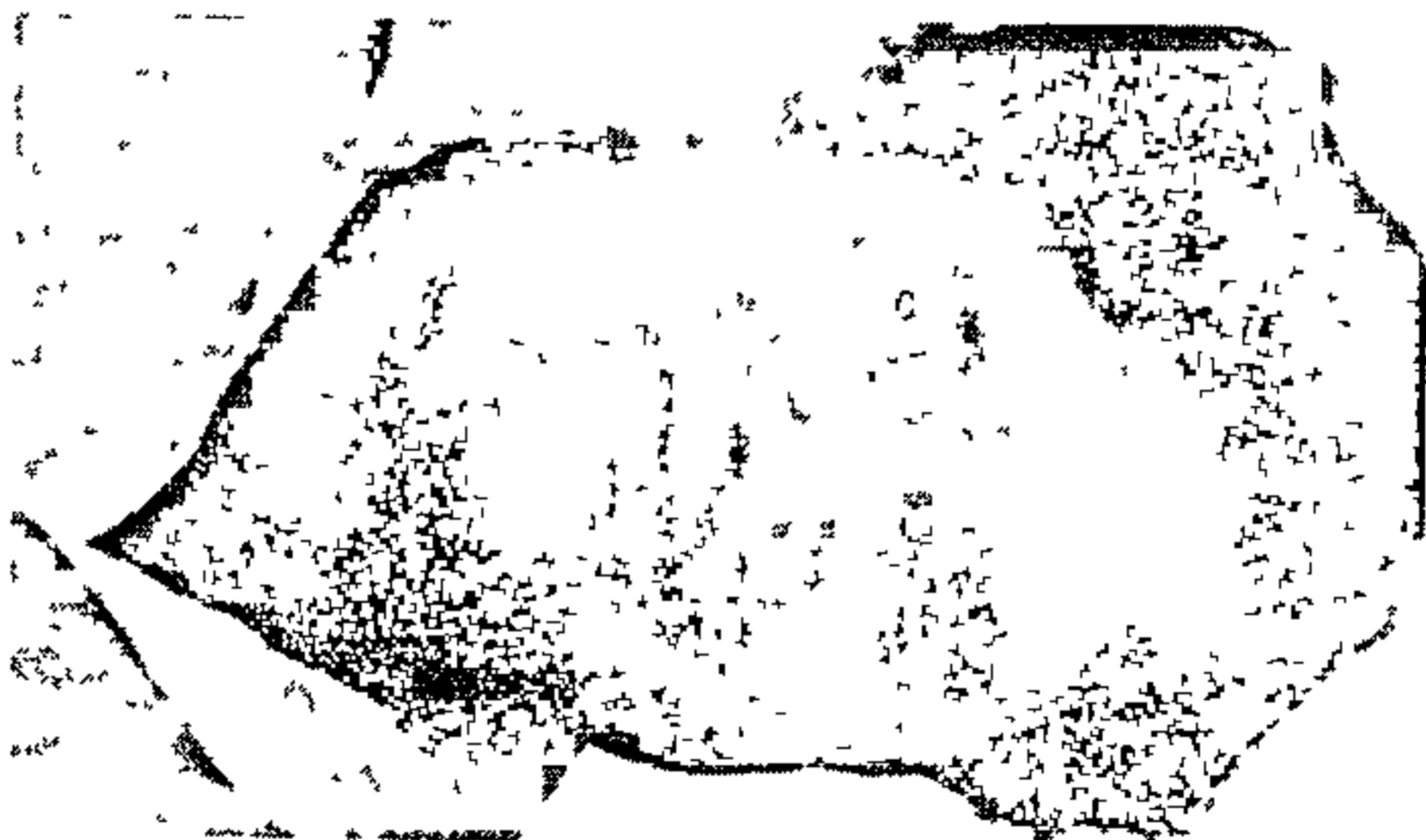
There has been no feeding into a national vision and, as a result, it is extremely difficult to assess and monitor our progress

Ideological differences between cultural organisations have also led to situations where, while involved in similar work, organisations have been extremely reluctant. This leads to unnecessary duplication of work, finances and resources

A forum that sets out a national strategy would have to consider, as immediate and urgent, problems related to skills training. It is evident organisations need to train people in a more vigorous and formalised way.

Many workshops, especially those geared towards empowerment and skills training, have often been devoid of consistent planning.

There is one crucial area in which we lack sufficient expertise, namely arts administration. Good arts administration is crucial to the efficient running of an organisation. As arts administration is essential to all organisations, this can perhaps



Junaid Ahmed

form the basis of a unique proposal by all organisations to establish a formalised centre to train arts administrators

This formalised arts training centre can also operate a correspondence programme, catering for workers who might not have the privilege of studying fulltime

The establishment of a national Translation Centre is another consideration. Beyond the skills training pro-

gramme for translators, the Translation Centre should also promote the development of literary translation and encourage new translations

In relation to funding, grassroots cultural organisations should investigate the concept of sustainable development when implementing national, regional or local culture development projects

We must seriously consider strategies that promote self-reliance and self-sufficiency

It is imperative that grassroots cultural organisations implement programmes that have been thoroughly researched. Very often projects we imitate have been successfully implemented elsewhere, including Africa, Asia and Latin America

However, we take the painfully long process of facilitating programmes without the benefit of having examined and investigated the success/failure/recommendations of similar work done beyond the borders of South Africa, with the result that we then spend more money and time.

To develop some of the ideas tried in other countries would require that grassroots cultural organisations work in a much more co-operative manner with each other, while still retaining their autonomy and independence

The benefits are incredible — creating a vibrant, progressive national culture in all its diversity,

sharing costs, creating employment, understanding one another in our commonalities and differences, mounting an effective counter-culture to racism and sexism, not being allowed to become absorbed in mainstream culture

The funding scenario may look bleak, but there are still some funders committing themselves to supporting grassroots cultural projects, while others are adopting a "wait and see" stance

There have been occasions where funders became unhappy regarding the way money has been spent

I also suggest we move away from a situation where a group of individuals or an organisation controls or sets up the clearing house for funding

Non-government organisations should also be relieved of assessing cultural projects and should be replaced by a representative national cultural structure that interacts with funders regarding funding cultural programmes

It is also important that funds should not be disbursed according to claims as to how big we are on paper but should rather be based on the quality of our work and cultural vision

These are some issues that need intense discussion and active, creative implementation. This will undoubtedly have an impact on our viability as cultural organisations

OVER THE past few months foreign funding, particularly for cultural projects, has been tapering off as the international community awaits a future democratic South Africa

Funding has been diverted to "crucial" areas of the world, which mainly means Eastern Europe

Other funders boldly say they are ravished by the "funding fatigue -flu" prevalent in Africa.

In some cases withdrawal of funding may be based on an assessment that financial aid has failed to

Training and motivation are the keys to success

KEISER and Gentry sales and human resources director Debra Anne Myburgh says the training and motivation of staff are the most important factors in the company. *179*

Attention to training finds its source in K&G MD George Keiser, who comes from one of the world's top tourist destinations — Lucerne — in a country famous for its efficiency and standards of service.

K&G seeks to apply Keiser's standards to all staff.

"Our staff is our company, as the travel industry is a service one, a people industry," says Myburgh.

"The quality and professionalism of our staff affect the service we provide."

K&G's philosophy involves sending staff to courses to update them on local and international products, fares, routings and motivation.

One of K&G's specialities is arranging tours.

The company has staff who converse in various languages and are trained on the requirements for monitoring, organising, negotiating and leading specialist corporate groups into and out of SA.

The staff, says Myburgh, are trained to offer expertise from the initial inquiry to the presentation, launch, ongoing management, departure and the tour through to the return, offering assistance with teasers and promotional items.

Exiles find niche

New life as ANC
men train for
the job market

STAR
21/3/92

BUNTY WEST

179

KRUGERSDORP is Conservative country. But right there in the heart of the town are 82 former African National Congress exiles learning how to re-adjust and adapt to the changing South Africa.

The "returnees" are all taking courses at Krugersdorp's Chamdor Training Centre and they are learning mainly practical subjects such as carpentry, welding, plumbing, brick-laying, painting, vehicle mechanics — and security.

Christopher Majola (29) says he is delighted to be a part of the scheme. "During my 10 years in exile in Zambia I was always homesick. When I returned in January it was wonderful to be back," he says.

Although he completed his education in Zambia he could not get a job in South Africa. So he turned to the National Co-ordinating Committee for Repatriation of South African Exiles (NCCR) for help. They secured him a place at Chamdor.

Monthly payments

Moss Chukane, NCCR's national co-ordinator, with the help of business within and outside South Africa, approached the training centre and arranged for exiles to learn a variety of practical skills.

All meals and accommodation are supplied by the centre during training. Some 7 500 exiles have been repatriated over the past year and while the ANC has provided grants in six monthly payments, the exiles are, in the main, still without work.

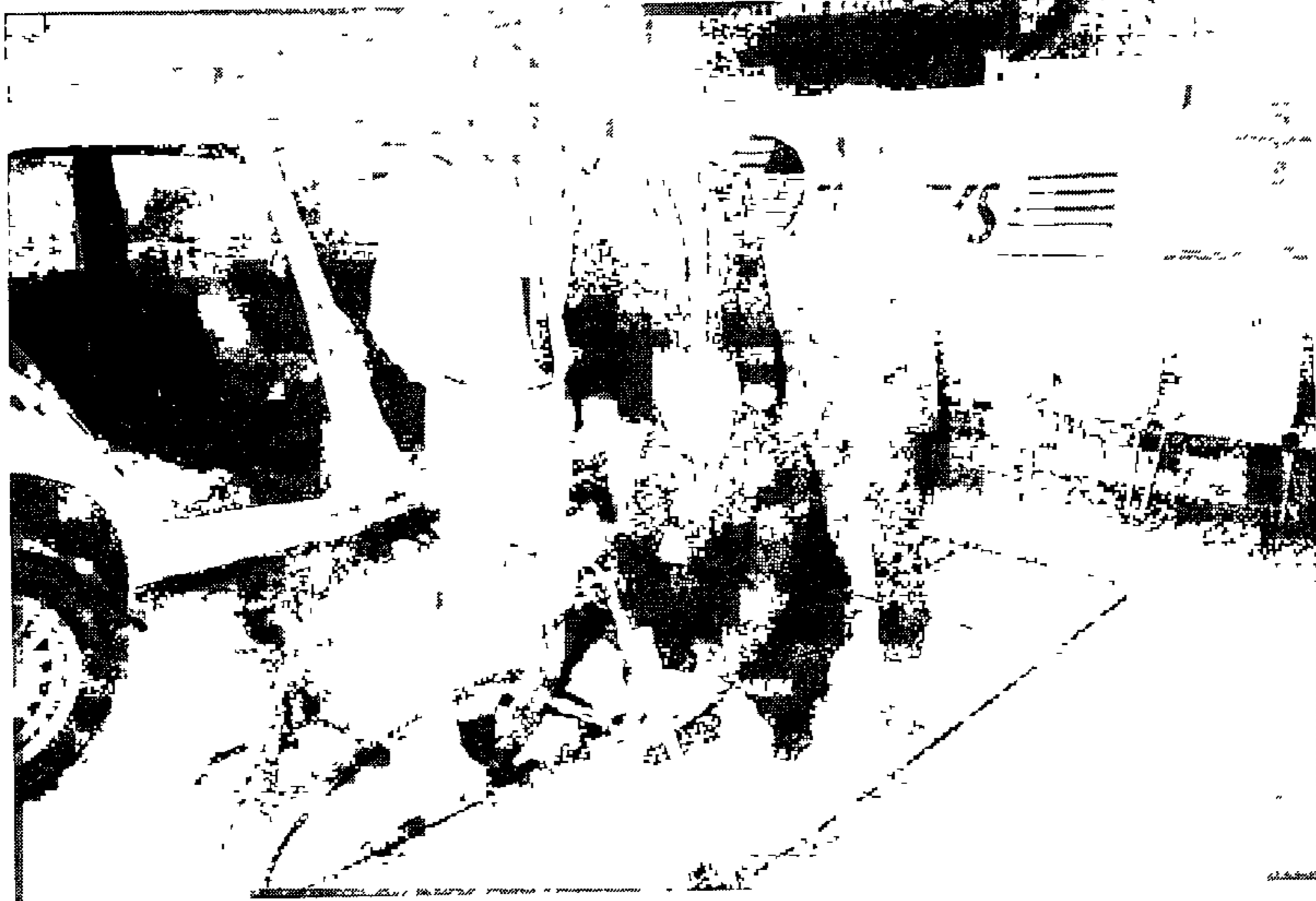
"The courses, while not promising them a job, will give the men confidence — teaching not only much needed job competence, but social skills and time-keeping awareness. We see it as a complete rehabilitation programme," said Chris Kruger the centre's business director.

Bongi 'nKosi Nxumalo (54) fled into exile in Tanzania in 1988, leaving his wife and six children.

"For 2½ years my wife did not know if I was alive or dead because there was no way of getting in touch with her. I arrived back in April 1991, but my life was still in danger so I came to Johannesburg where I worked on a voluntary basis for the ANC."

He has now been appointed leader of the group at Chamdor.

in CP Newsletter



TRAINING PANELBEATERS ... a Blackhawk system for straightening vehicle bodies after accidents has been installed at De Grendel Special School at Milnerton, where it is being used to train panelbeating students. At the installation were, from left, Edgar Messina, instructor from Harveys Equipment Company of Salt River, which supplied the unit, Tim Scarborough, managing director of Harveys; Jacques Hoffman, regional manager of Bosal Blackhawk, and (kneeling) Lenel Van Niekerk, principal of De Grendel

Schools training plan for panelbeaters get support

S/Times (C4) 22/3/92 *(B3)* *(179)*

HARVEYS Equipment Company of Cape Town, the leading automotive refinish distributor in the Western Cape with branches in Salt River, Parow and George, has thrown its weight behind the formation of a training trust which aims to supply panelbeating and spraypainting equipment to schools and training colleges teaching these subjects

This is an extension of the already comprehensive training facilities of Harveys Equipment which, at its Salt River headquarters, provides in-depth theoretical training and "hands on" practical application

Harveys' George branch also holds free training courses for teachers from schools and colleges

The four trustees of the newly-formed Harveys Refinish Training Trust are John van Niekerk, owner of Goodwood Body and Spray, a board member of the Goodwood Rotary Club, and a committee member of the Motor Industries Federation, Lenel van Nie-

kerk, principal of De Grendel Special School at Milnerton, and South Africa's leading authority on special education, Harveys' managing director Tim Scarborough, and sales director Mike Speck.

The trust's first project was the recent installation at De Grendel of a Blackhawk 1-Pull, 1-Anchoring System for straightening vehicle bodies after accidents, which will be used for training panelbeating students

This is part of an ambitious project to supply similar equipment at three other establishments — Westcliffe School at Bellville, Van Kervel School at George and Oudtshoorn Technical College

The total cost of the equipment would normally have been more than R100 000 — "but after a great deal of reasoning, pleading and aggressive lobbying we managed to get it at substantially reduced costs," said Mr Scarborough

"We regard this as a great triumph

for training needs in the New South Africa, because training facilities at all levels of the automotive refinish trade in the country are few and far between

"Since taking on the job of managing director of Harveys in 1982 I have steadily built up our relationship with the schools, technical schools and colleges which provide training for our trade

"During 1991 we spent over R20 000 on sponsorships and annual prizes for the 16 establishments which we support, in addition to providing technical education to them free of charge"

Mr Scarborough pointed out this only satisfied basic appeals for assistance

"There is an urgent need for us to help schools which are literally starved of funds by the Cape Department of Education

"That is what we are doing with the four establishments where the Blackhawk Korek equipment is being installed"

Taking on business world

SD wefan 24/3/92
ABOUT 12 graduate students, armed with a unique MBA from the Information Business Training Trust, (IBTT) will go about making their mark in the business world this week

The qualification has become known as "the township MBA" as it meets the needs of informal sector entrepreneurs

The programme's official name is One-Up Business Training. It is essentially user-friendly, bearing in mind that most trainees come from a severely disadvantaged background. Based on simple workbooks, it consists of eight modules covering the main aspects of informal sector business management.

This momentous day for the graduates has been facilitated by the Nedcor chairman's fund, whose sponsorship of R20 000 has paid for the costs of their tuition.

Perm's public affairs manager Mr Theo Coggin was on hand to present the cheque to Mr Tony Davenport, the

By JOSHUA RABOROKO

IBTT executive trustee Perm, a division of Nedcor, will become involved on the fund's behalf.

"With almost six million people unemployed we need to make a concerted effort to educate the informal sector businessmen with basic skills.

The SBDC estimates that this sector accounts for 30 percent of South Africa's gross national product (GNP), Coggin said at the graduation ceremony.

He said "The One-Up Business Training is not just a course. It covers the basic skills needed for basic numeracy and literacy in the South African context.

"Calculator skills, costing, merchandising, managing cash flow, forms part of this month-long course — skills that are sadly lacking in areas like the spaza shops."

The course costs R300 for each student. The student's fees are covered by sponsorship like that of Nedcor.

Boost for homeless

By JOSHUA RABOROKO

Soweto 26/3/92
MORE than 300 blacks have been trained by the South African Lumber Millers Association to build their own basic timber-frame home units.

Building material depots in or near areas where millions of homeless people have erected temporary shelters were also established

By the end of the year it was expected that a substantial number would be trained, the company's head of community services, Mr Rulf Mahloko, said this week

The Urban Foundation estimates that there is a shortage of about 1.2 million units in major metropolitan areas in South Africa today

The foundation also says in order to eradicate this shortage, more than 61 000 units will have to be erected a month for the next 20 years. About 7 million people are living in informal housing, including backyards and squatters

Urban areas

It contends that the situation might become serious as the population continues to grow as a result of migration into the urban areas. According to the foundation, if the South African population continued to increase at a rate of 2.8 percent each year, by the year 2000 an additional 9 million people would need housing

Mahloko said there were indications that this number might increase

He added: "Only a total effort of all the people of this country as well as the Government and the private sector can eliminate this shocking housing backlog"

"We cannot afford this state of affairs. Unless progress is made with improving housing, a continuous conflict situation will result in our society that was traditionally

(S) *(S)* *(S)* *(S)* *(S)*
 divided along racial lines "

At the request of communities, the company had established training facilities where more than 310 people were trained free of charge to build their own basic home units

Secondly, he said, the company was assisting communities and groups to establish depots countrywide where most people have the greatest needs in terms of decent, affordable building materials

Great interest

Depots have been established in areas such as Soweto, the East Rand, Durban and eastern and western Cape. At the depots people can buy timber at almost cost price

Black communities expressed great interest and many community leaders, especially civic organisations, have visited the company to hear the full story and to see for themselves what the timber frame homes look like

The company's public relations officer, Miss Zagi Rwarwarwa, said that the many families in South Africa who live in informal settlement areas share a common dream that some day, they too would become homeowners

But, she added, for the dream to become a reality, they have to go through a great deal of pain and humiliation. The fact that they do not own land, have no resources or skills, compounds their problem

The dream

She said in that light, Salma decided to join the other actors already involved in the quest for "the dream". The first thing the company did was to consult with the communities as well as getting them to participate from the onset

"This approach has had positive results so far because the communities themselves are actively involved in making their dream a reality "

Although this was still the beginning, she said, 1992 could prove to be a very busy year at Salma as more communities were hoping to participate in the training programme



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AVIATION AFRICA 92

A Business Times Feature

Big expansion plans for Wonderboom

S/Times (Buss) 29/3/92 179

THE new boss at Wonderboom Flying School has big plans for expansion — plans that could make it the premier establishment of its kind in the country.

Andrew McLeod, former SAAF transport and maritime patrol pilot, and general manager of the Pretoria-based flying school, says that although the school is primarily a training establishment with its own maintenance and sales departments, there are plans to start a charter service which will give the school all-round exposure to the aviation market.

Solo

Wonderboom has the only Directorate of Civil Aviation-approved flight training simulator in the country and, with its eight full-time instructors, is the only one that takes students from ab initio standard to the top, which is an airline transport pilot's licence, which includes the commercial and senior commercial licences.

Also on the cards for the school is a plan to move its offices at the airport terminal to the opposite side of the runway, where their own hangars and apron will be constructed at a cost of more than R1-million.

Metres away is the school's accommodation for out-of-town students and lecture rooms.

"At the moment we have 18 students doing the commercial licence, with between 30 and 40 qualifying as private pilots each year, and we send between 70 to 80 students on their first solo each year."

Not all the students are South Africans. "Because of the favourable exchange rate we also attract overseas pilots who would otherwise have to pay in their home countries more than double what we charge."

The school has attracted students from Switzerland, the United Kingdom, France, Netherlands and North Africa, some of whom stay at Wonderboom for up to a year.

THE SUNDAY BUSINESS DE-

"Our high standards, excellent flying weather, relatively uncongested air space and cheap rates are the chief attractions," he said.

A recent advertisement in an international aviation magazine attracted 25 inquiries from licensed pilots who wanted to do instrument ratings and commercial licence validations — all of which are far more expensive in their own countries and warrant the cost of travel to SA and accommodation.

"Essentially what we are offering is a unique service which will take the pilot from ab initio right up to ALTP standard, rather than the student having to chop and change schools and instructors as he attains higher licences.

"We can train students as far as the law allows. Obviously we can't do the instructor's rating, senior commercial or ALTP exams. These must be done by the DCA, but our staff — we are the only school in SA to have a full-time DCA-approved Grade 1 testing officer — have approval to do initial as well as renewal flight tests."

Minimum

So what does the student get for the R15 000 he will pay for his private pilot's licence, the first rung on the ladder to becoming a professional?

"Accommodation aside — which will be an extra R40 a day and includes two meals, washing and ironing — everything, including books and equipment, he will need to complete the course."

It takes the average student a minimum of 40 hours, normally completed in about four weeks, before he can be tested for a private pilot's licence.

Wonderboom's assistant chief flying instructor, Alex Dyason, 26, has a Grade 2 instructor's rating, about 3 000 hours logged and an ALTP — the highest licence obtainable.

His baby at the school is the R1-million simulator, the only general flying simulator in the country approved by DCA for advanced licence renewals.

The benefit to the student is that the instructor can stop the training in flight and sort out mistakes without worrying about keeping the aircraft flying and then take up again where they left off.

Limitations

"If the student was in an aircraft it would be costing him more than twice as much, and he might also not be learning as fast. We can fly whole routes without leaving the ground and programme the simulator so as to concentrate on weak points only," says Alex.

Mr McLeod says the simulator also allows for single- or multi-engine training, depending on which area of flying the student wants to concentrate on.

"The Line Oriented Flight Training (LOFT) system is run by our chief flying instructor. This system is used in recurrency training for instrument renewals as well as to train pilots for certain tasks depending on what field the pilot wants to pursue — be that an instructor's rating, charter work, small airline or large airline preparation. It saves him money and time and gives in-depth training."

Mr McLeod says Wonderboom training is geared to making safety-conscious pilots out of students. "And to be safe the pilot has to know his work and his limitations. For this reason our commercial pilot students are required to maintain a daily average of 70 percent or we don't permit them to write the exams."

Alan Fitzpatrick of Botswana gets a last-minute briefing from Wonderboom manager Andrew McLeod.



Japanese expert visits

AN international sewing and knitting machine company has sent an expert from Japan who will be demonstrating the use of their machines in South Africa.

Miss Takato Ondo arrived in South Africa last week and will be demonstrating Empisal machines throughout the country this month.

"The reason for Miss Ondo's visit is not only to promote the craft of machine knitting, but also to encourage knitters to

use their machines to their fullest," Empisal's Ms Shelley Rosenberg said.

"Knitting, which has traditionally been regarded as a seasonal pastime, is not confined to school jerseys."

According to Rosenberg, Ondo is recognised as a world authority on machine knitting.

For the past 20 years she has travelled the world giving lectures and holding seminars on the art.

Sowetan

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179

**Business
will seek
bigger say
in syllabus**

B. J. Daily 8/4/72
AS community interest in educational issues grow, training institutions will increasingly be required to take cognisance of demands placed on them by their communities, says Interlearn MD Doug Swanson.

This will have to happen within the broad framework laid down by government in the new educational dispensation, he says.

Furthermore, parents want to have a greater say in educational matters — whether from a perspective of contributing more financially or from wanting to ensure the products of education meet the demands of a complex and rapidly changing society.

Build

Equally, business has to build a productive and internationally competitive workforce.

"As a result business will demand greater relevance in curricula in proportion to the extent to which business is going to be involved in funding education," says Swanson.

Business can fund education by acting as a sponsoring body for schools or providing bursaries and scholarships to employees, their children or the community.

"Business, parents, the community and educational authorities are inextricably linked to meet the challenges that lie ahead," he says.

Computers play key role as teaching aid

THE computer has been employed in the field of education and training from the early '70s and with the advent of microcomputer technology, computers have become increasingly successful in this arena over the past five years.

"Computers have application in supplementing the teacher in providing instruction and they also play a central role in the administration of educational institutions. They have also been used in the field of data storage, manipulation and retrieval," Interlearn marketing and client services director Alan Witherden says.

Where computers are used, the teacher's function is changed from that of the source of learning to the facilitator of the learning process.

Blaw 8/4/92 **Effective**

"Instead of the teacher putting all his energies into transmitting information, he would facilitate more effective learning by being able to give each student attention at his particular level of need," he says.

"Technology allows one to individualise to the level of each particular student on the basis that the teacher would define the content of the lesson material for each individual child.

"This enables a child to progress at his own pace according to his ability," Witherden adds.

Computers work well when used for data storage processing in school administration.

Educational administration, which is a classical data processing computer application, has benefited from the data processing capabilities of computers.

"This in turn allows the teacher to allocate more of his time to actual teaching activities."

In the computer's role in information processing, the demands of the modern world are such that the knowledge is expanding dramatically.

It is important that children have access to relevant information data bases.

High quality storage devices, such as compact disk ROMS (CD ROMS), computer networks with fibre optic links and fed from central data bases, satellite communication and other high technologies make information very accessible.

In the corporate training environment, computer technology plays a valuable role in ensuring the standardised presentation of training material.

Teachers take a look at needs of the future

RECENTLY merged Inter-learn will be launched today with a half-day seminar hosted by the company, focusing on the use of technology in the learning and training process. *Blou*

Keynote speaker is Independent Development Trust education director Merlyn Mehl, an expert in technology based education and training. *814192*

Other speakers include Alan Tonkin, a member of the private sector education council and vice-

chairman of the SA Chamber of Business education committee. *(179)*

Soweto education co-ordinating committee member Liz Ngudle will discuss issues affecting education renewal. *(179)*

The last speaker will be Johannesburg College of Education rector Prof Graham Hall, who will discuss the relationship between the education authorities and the private sector regarding education systems development in SA's future

Business taking technology to heart

BUSINESS is beginning to realise the most effective way of providing quality training is through the use of technology-based training systems. ¹⁷⁹

While Interlearn regards technology as important, it does not regard a technology based approach as an end in itself.

Director Herman Ohlhoff. "As a result, Interlearn works closely with a client to determine the relevance of technology to a specific training need," Ohlhoff says.

In association with a client, a knowledge base is developed which will cover the course content. Taking account of the target audience, budget, safety critical applications and the cost benefits that need to accrue, Interlearn will advise the client on the most appropriate media.

This could range from a conventional paper-based video, computer-based training with or without audio, to a full scale multimedia computer-based system incorporating video, audio and computer animated graphics — for example, Digital Video Interactive (DVI).

Having chosen the media, the instructional approach for the programme is selected. The course content will then be converted into the chosen delivery system.

CAREER

Printing industry developments lead to demand for hi-tech skills

STAL 9/14/92 (179)

Phototypesetters are the modern equivalents of the handsetters who used lead letters to set type. The emphasis, today is on very fast typesetting — up to 1 000 letters per minute.

The old system of hot metal composition is slowly being phased out and replaced by paper and film makeup.

The phototypesetter types from a text on to a photoset machine terminal with a keyboard such as those found on electronic typewriters and video display units.

The screen in front of the setter gives the relevant technical information. The photographic process takes place inside the machine. As soon as the bromides (photographic paper) have been developed, they are pasted up into page proofs for a newspaper, magazine or book. Then the pages are photographed by the photo-lithographer.

Phototypesetters work indoors in rooms equipped with various types of typeset machinery which may be noisy. The rooms are usually well-lit and air-conditioned and conditions are comfortable and clean. Overtime may be

The print industry employs people with various skills. Today, we focus on the phototypesetter, a sought-after skill in the industry. Phototypesetters operate and tend machines that provide typeset matter, used to prepare printing plates, for pressroom workers who print newspapers, magazines and various other publications.

required at times to meet deadlines.

A phototypesetter needs good eyesight, as well as good eye-hand co-ordination. Manual dexterity and the ability to work fast and accurately are also important factors to consider.

Candidates must be 16 years old and have a Std 8 Certificate. Electronic phototypesetters are required to have a Senior Certificate. A pass in Afrikaans, English, mathematics and at least one other subject is a prerequisite for apprentices to continue their theoretical studies at a technical college.

The period of apprenticeship in the printing industry is four years. They can shorten this period to two-and-a-half years by attaining the National Printer's Certificate

III (NPC III)

The successful candidates obtain immediate artisan status and pay. Further tests may be undertaken if the initial trade test is unsuccessful.

Compulsory block release classes (11 weeks full-time) at a technical college are required for the National Printer's Certificate. Full wages are paid while studying for such courses.

After obtaining the NPC III Certificate, the person is eligible for a bursary from the printing industry to study for the National Diploma Printing Management.

This course is offered at the Peninsula Technikon and Technikon RSA. It is a three-year course, and includes subjects like accounting and

Estimating and costing

While strong competition for the available apprenticeships in the different divisions of this trade may be expected (vacancy rate = 0,0 percent) the same may be expected for tradesmen (vacancy rate = 0,7 percent). The strongest competition may be expected for phototypesetters followed by electronic setters, hand setters and other electronic setters (vacancy rate = 2,2, 0,5, 0,3 and 0,1 percent respectively).

Phototypesetters are employed by newspapers, commercial printing companies, book and magazine publishers. Phototypesetters with experience and ability may advance to supervisory positions or even to managerial positions provided that they continue with the necessary training.

Information concerning the phototypesetter can be obtained from:

- The Government Printer, Private Bag X85, Pretoria 0001
- Printing, Newspaper and Packaging Industries Training Board, Box 6776, Roggebaai 8012

From *My Career by The Department of Manpower*



Past era linotype engineer Dave Gerandt (now retired) with one of the Star's old hot-lead typesetting machines — long since replaced by modern technology

Computer skills courses on offer

THE Open Learning Systems Education Trust (Olset) has taken on its first students at its newly-established Education and Training Advancement Centre (Etac) in Johannesburg. ¹⁷⁹

The centre aims to provide "affordable and accessible" computer-based education and training programmes to community and non-governmental organisations (NGOs). ⁸³

Workers from the education desk of the African National Congress and National Education Crisis Co-ordinating Committee are currently training at Etac. ^{New Nation Learning Nation}

First-time computer courses, basic computer literacy, typing and word processing, communications, networking systems and other courses are on offer. The courses can be taken on a full-time basis or on evenings or weekends for periods ranging from a few days to a few weeks.

Etac's training and resource manager, Vanessa Rothquel, said the centre was geared to educating as many representatives from organisations as possible at the lowest possible price. ¹⁰¹⁴⁻¹⁵¹⁴¹⁹²

For more information phone (011) 834-5312 during working hours. * * * *

PENTTECH has gone hi-tech

Learning to type was never like this before, say students at the Peninsula Technikon, beneficiaries of the new system

It's fun to learn to handle a computer when graphics gallop across the screen, and sound effects bleep and buzz as you tap away at the keyboard.

The excitement is due to the Australian government — which has also previously sponsored South's training initiatives.

Thanks to Canberra, 32 Amiga computers have recently been installed in Pentech's School of Art,

Turning typing into fun-games

Design and Journalism

For the school, the colour screens enhance the typing, word-processing and desk-top publishing facilities for the training of aspirant media workers

Says senior lecturer Mr David Bleazard "There is a crying need in the communications industry for people trained in journalism skills and desktop publishing skills and we are now well-placed to fill that need."

Says

11/4 - 16/4/92

The department now boasts state-of-the art teaching technology way ahead of other journalism schools and courses around the country.

The computers also mean that classes can be held in generating graphic computer-aided design and animated cartoon images.

Students can also use the equipment to generate titles and graphics for use in audio-visual production

The computer studio links up with an audio and video studio, plus

control room and editing suite, which are used in teaching students broadcast journalism

Students demonstrated their interviewing abilities on screen at a function to open the facility last month.

Opening the facility Australian ambassador Mr Colin McDonald, said his country's sponsorship demonstrated its belief in contributing to a representative and free press in South Africa

There are 77 students currently

Registered for the Pentech journalism course, with 17 of them doing in-service training off-campus

Thirty of them have bursaries from the Australian government

South's own Vukani training programme for young journalists was originally sponsored by the Australians.

● A new player on the verge of entering into hi-tech journalism training is an institute being set up at Wits University by prominent journalist Mr Allister Sparks

Backed by Canada, the institute will be linked to the prestigious international Pointer Institute



Good ammunition for the job hunt

Job Hunting by Ben Vesagie (Perskor) - R7.95c
(incl VAT). *Open 12/4/92* (179)

VESAGIE has written a neat little book on a subject which still baffles a lot of people - job hunting.

With a number of South Africans losing their jobs because of recession and others entering the job market in great numbers, only those with insight and strategies into looking for a job succeed.

Vesagie's language and marshalling of facts makes this slim volume easy to read and understand.

The best part of this 32-page book is when the author shows the potential workseeker how to write and prepare a curriculum vitae (CV).

So is the art of the job interview, which the author ably handles.

Struggle to make a living

FOCUS ON



EXILES

The following profiles of returned exiles reflect the intensity of the unemployment problem they face. Many of them are qualified or skilled in various crafts. Very few have found jobs, the rest are struggling to make ends meet. **PEARL MAJOLA** spoke to some of them, and found that they do not want pity but jobs.

Sowetan 14/4/92



SBUSISO Mazibuko was a third-year BA administration degree student at the University of Zululand when he gave up everything and went into exile in 1984. He was only 22 years old.

He returned last June with a wife and a child, now they are expecting a second one.

By December all the excitement of returning home had subsided. It was time for Mazibuko to face up to the reality that he had a family to feed and no job - a fact of life for many South Africans.

Instead of sitting back in self-pity, he rented a stall at the Market Theatre flea market. He now sells handicrafts and leather jackets and bags which he imports from Madagascar.

But life has not been all that simple for Mazibuko.

While in exile he had worked for Radio Freedom in Madagascar, where he met and married his wife.

"We were getting an allowance and not a salary, so I could not save," explained Mazibuko.

"When we returned we relied on the NCCR grant, which was then R700 spread over two months.

My wife and I saved what we could from the grant to rent the stall and buy the goods. But that was not enough capital to get the business going as well as it should.

"There is a demand for the goods we sell but we cannot keep up with it because of insufficient funds. We no longer qualify for the grant and from what we make we must eat, pay rent, clothe ourselves and the child, pay maternity fees for my wife and still buy stock. We cannot manage," he said.

According to Mazibuko, banks and other funding institutions have not been helpful.

"I need about R10 000 capital but these institutions want a guarantee that I will be able to pay them back. I do not own any property and I am unemployed, so I cannot provide them with that security.

"On the other hand, the rate of unemployment is high among exiles despite our skills, because of employer attitudes. They see us as communists and a threat to stability in their companies," he said.



FLASHBACK... The jubilation of returning home does not always last

TSHIDI Majela has been luckier. After 16 years in exile, he has an attractive curriculum vitae, speaks over 12 languages and found a job only a month after he returned last year.

Sowetan 14/4/92

Majela is communications development officer for the Education Opportunities Council.

He was doing matric when he skipped the country with four friends in 1976. A few months later he was sent to a school of diplomacy in Romania, where he studied for a year.

"I had a choice to take up military training first and study later or the other way round. I went for education first," he explained.

Majela (37) worked in Cuba in 1978 and served as general secretary of the youth wing of the ANC until 1981, when he went to Tanzania to study journalism. He worked for The Chronicle in Zimbabwe for a year.

After graduating he enrolled for a degree in political and

public administration in Zimbabwe. He completed an honours degree and was on the road again, this time to the United States, where he did a masters in development communication and journalism.

He worked for the Drug Control Policy in Washington DC as public affairs manager before becoming public affairs manager and resident consultant for Africare. He was also staff assistant to the ANC mission in the US based in Washington DC.

"I think the fact that I am in the media field made it easier for me to get a job," he said.

"Through a programme called Career Development Institute, with which I worked while in Washington, I networked with many South African organisations like the EOC.

"I sympathise with fellow comrades who are struggling to get jobs. Some of them are highly qualified and should have no problem finding work if it were not for the attitude of some whites. The majority of them still live in the 'old' South Africa," he charged.

SIZA Nxasana is a highly qualified and experienced welder trained in East Germany.

Since he returned last year he has looked for work in vain and as his grant approaches an end his only hope is the loan he might get from the NCCR to start a business of his own. He is married to another returned exile and they have a seven-year-old daughter.

"The NCCR grant is too little for me to look after my family and my mother, whose pension was suddenly stopped for no reason last September," said Nxasana.

"Now I am proposing a project for a small welding business which will help me make a living. Otherwise my family is going to starve.

"I am hoping that I will get a loan from the NCCR to start the business. The project will also provide employment for a few

other exiles who will work with me as welders.

Nxasana is the second of two children left in his family. His two sisters and their father died while he was away. He and his brother, who also has his own family, share the responsibility of maintaining their aged mother.

As soon as I returned, I looked for work. It has been a problem because I have a certificate from a college in the German Democratic Republic and I was using a different name then.

To change that I have to send it back to Germany. The biggest problem is that the country is now the Republic of Germany. I know of people who qualified there and are having problems changing their certificates," he explained.

"I want to start my business in Duduza but there is no electricity there so I will have to look for premises elsewhere in that area," he said.



Sowetan 14/4/92



Examinations pupils who study hard pass well enough to get places at universities

The options after completing matric

STAR 15/4/92 (179)

The key to success is to work hard. Remember this golden rule, whether you choose to further your studies after matric or enter into a field where there is no academic requirement needed.

You may be apprehensive about facing the future after matric, especially if you are not certain what you would like to do.

The following is a guide to options available to matriculants.

University

It takes at least three years to get a university degree. University places are restricted and you have to have good matric symbols, often in a certain combination of subjects, to be accepted.

Some people think university is like school, but easier because there is more freedom. This is wrong. Of those who do get in — and that means they are top students — nearly half drop out or fail in the first year.

If you want to go to university you must desire knowledge for the sake of knowledge. You will sometimes have to study things that you have no interest in and read textbooks that seem irrelevant to you.

University graduates do not necessarily earn a lot of money. Many are employed in government and academic environments where salaries are low.

Having a degree means you have the theoretical background for a professional job but you will need additional training.

Technikon

To learn how to do a job you should go to a technikon. Every profession for which you would have to study at university has corresponding technical jobs that you can train for at a technikon.

Entrance require-

ments are lower than those for university (usually standard grade matric passes). Often there are different diploma levels, depending on how many years of study are completed.

In most cases theoretical learning is alternated with practical training, so you will already have experience in your job when you finish studying, and possibly a job too.

There is a worldwide shortage of skills, so obtaining a technical qualification through technikon almost guarantees you a job and a good salary.

Technical colleges
Certificate and diploma courses are offered by technical colleges, which combine high school and tertiary education.

Colleges
Non technical diploma courses, for example secretarial and computer programming diplomas, can also be done through a private college.

Institutes
Studies can be fulltime, part-time or by correspondence. Institutes serve particular industries and have their own examining bodies, for example the Chartered Insurance Institute and the Institute of Marketing Management.

Tuition is usually through correspondence, so you can work to get practical experience at the same time.

On the-job training
It is possible to start in a junior position and work your way up to the top levels of your job without having any

tertiary qualifications. Employers usually provide training courses and skills training for people who work for them. If a degree or diploma course is needed, the employer may even pay for it.

Years of experience in a job can be worth more than a diploma or degree.

Adult education centres

If you have a talent that you would like to use to make money, you may be able to develop your techniques and skills at an adult education centre or a local recreation centre.

Ask at your library about courses and special-interest groups in your area.

Delayed training

Another option is to delay your career decision for a year or two after leaving school. In fact, if you are not absolutely certain of what you want to study or where this would lead you, it is unlikely you have the motivation to complete a long degree or diploma course.

This is not to suggest that you sit around at home, hoping the right job will suggest itself to you. During the "delay" period you could:

- Find a job, particularly in a large corporation that employs all kinds of people and where you can look around for what sort of job suits you.

- Do a course in something you can always fall back on, eg computer programming, secretarial work.

SOWETAN - B

Boost for job seekers

A JOHANNESBURG computer consultant is set to play a role in creating jobs in the townships

Mrs Renes Adele Mverson has volunteered to train business people in typing, word-processing and computer operating

"Knowledge of typing will be the only prerequisite required from operators," Mverson said

She said on-the-job training was essential for applicants to secure employment in the open labour market.

Mverson said she was encouraged to start the project

By JOSHUA RABOROKO

after the overwhelming "yes" vote in the March 17 whites-only referendum

"The harsh realities of life for black school-leavers who come into the real world clutching a certificate in their hands is that they cannot find employment," she added

Mverson can be contacted at (011) 888-2359 (after hours) or (011) 837-4312 (during office hours)

Sowetan 16/4/92

(179)



Soweto gets surprise visit

By NOMVULA KHALO

DEPUTY Justice Minister, Danie Schutte paid a surprise visit to Soweto on Friday and dropped in at the Sechaba Training Centre in Mofolo, where a number of unemployed people are involved in self-help projects.

He came to the centre quietly and unannounced, without the usual Ministerial fanfare.

He said for the past two years his wife, Alpha, had been nagging him to visit Soweto, particularly the Sechaba Training Centre.

179
"Now that I am here, I can see the good work that is being done. I am impressed and I think I want to help where I can. I am happy about the work Mary Sechaba has done in helping the community," he said.

Mary Sechaba, who wanted the visit kept secret, finally gave in to reporters and said: "I am extremely happy that the Minister came and saw the training centre. I thank God for listening to my prayers to bring all South Africans together to fight poverty."

Successful job-huntings

STAR 2/15/92

(179)

YOU have just graduated from high school, college or university. You are now ready to look for your first full-time job. In many instances it will be a harrowing experience.

Alternatively, you are stuck in a dreary, dead-end job with no prospects for future promotion.

How do you begin to find a job? Where do you start looking? How do you approach your first job interview? How do you write a job resumé and what information should it include?

The first rule when you are looking for alternative employment is to stay employed. Obviously this does not apply to first-time employment seekers.

According to seasoned personnel practitioners, nothing ranks as negatively as saying that you are unemployed.

Not only does this cast doubt on your employability, but it puts you in a disadvantageous position when it comes to bargaining for salary and perks. A seasoned personnel manager will know that someone who is unemployed will, in most cases, accept a much lower offer than would someone who is still employed.

Continue to do your job as best you can while you plan your departure on your terms. Retain as many options as possible, including a good reference if you need it. Remember, you are most employable when you are employed.

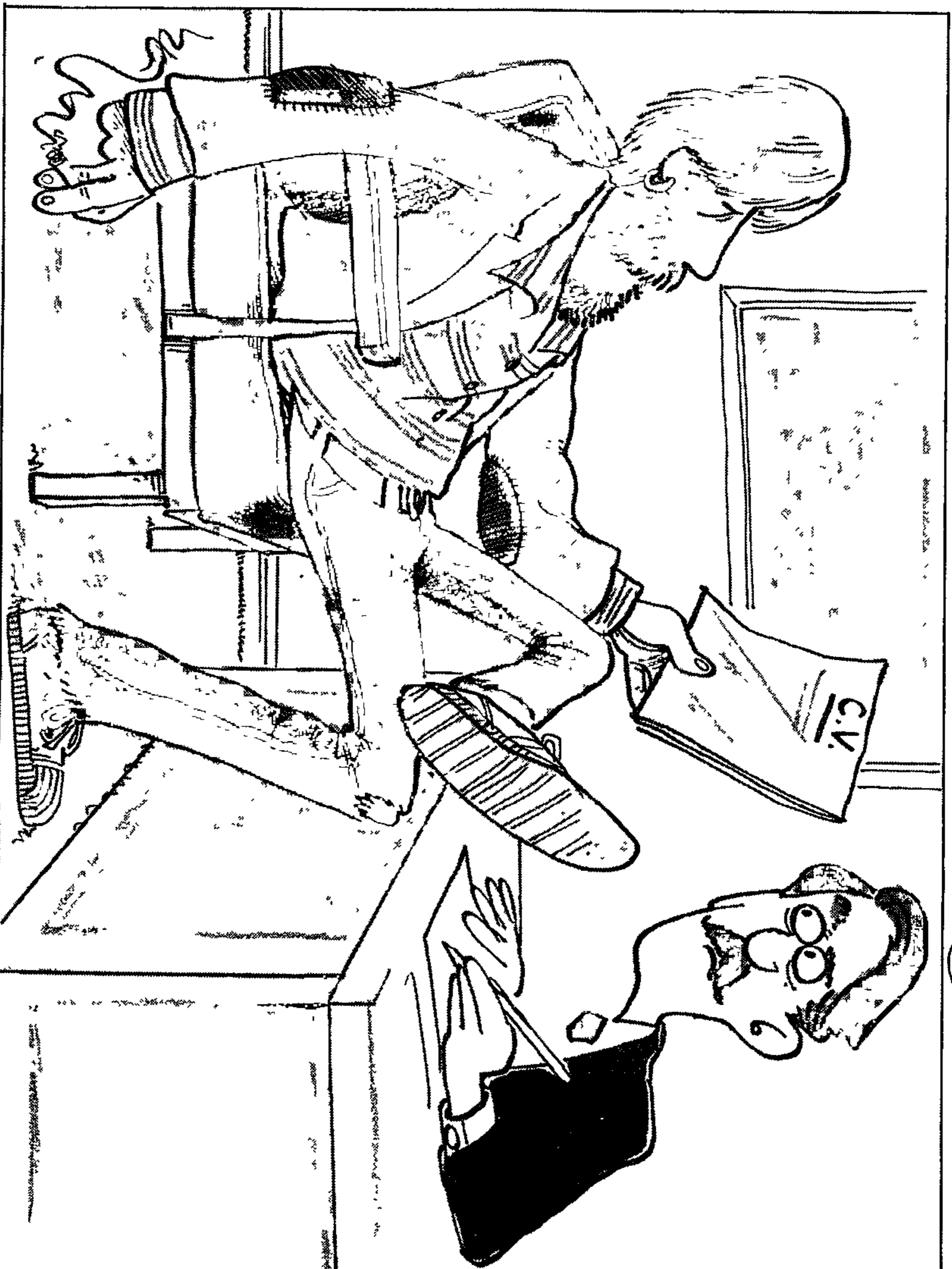
Your resumé: The next step in pursuing your dreams is to compile a resumé of yourself and your experience. Often this is the key to getting that appointment, but it's quite staggering how few people know how to write a good resumé.

You must know what to include — as well as exclude. Remember, you are selling yourself to a complete stranger.

Keep the resumé, often also called a CV (curriculum vitae), as short and concise as possible — not more than two pages long.

Needless to say, it must be neatly typed without any spelling mistakes.

Include the following information about yourself:



FIRST IMPRESSIONS COUNT: Remember, you will probably be competing against several other candidates.

NAME
ADDRESS
MARITAL STATUS
DEPENDANTS
CONDITION OF HEALTH
MILITARY TRAINING (if applicable)

Education: Start from the highest, working you way through the lowest. University degree or college diploma is more important than where you concluded your

primary school education

Work experience: Give concise information on your previous places of employment, starting with your last employer first. Include name of employer, address, length of employment and type of work performed. Make this section impressive. This is what the prospective employer will be looking at very carefully.

General: List all other relevant

experiences, such as membership of community or other organizations, special skills or unusual accomplishments, volunteer activities, etc.

References: References are not always obligatory, but if you have to hand in some, give three or four that reflect favourably on you. Try to obtain a number of references from previous employers and colleagues, even though

you might never use them. It's a good idea to obtain a reference from a superior who has been promoted or transferred.

Having several such references handy, you might avoid alerting your present employer to the fact that you intend leaving.

Your resumé should be as perfect as you can make it. Write it six times before you finally hand it in. Make absolutely sure there

are no spelling mistakes. Write it, put it away for a day and then have a fresh look at it. Do this at least six times, then you be sure that at least it will be as close to perfect as possible.

Your letter of application: In addition to a resumé, you should also know how to write a letter of application, which is not the same thing.

Here are a few hints on how to write such a letter which will accompany any resumé you may have written.

Address the letter to a specific individual — the head of personnel, the managing director, etc.

Try to find out exactly how to spell his or her name. You're off to a bad start the minute you misspell someone's name. They may think that you could be just as sloppy in your work one day.

Apply for a specific job. Remember, impressions count and you are likely to be competing against several candidates.

Keep your letter of application short, preferably not more than one page. Let your CV give all the details.

Do not send a duplicated letter to several employers. This is insulting and suggests an "assembly-line" approach. You must make the prospective employers feel that they should be honoured that you have chosen them to apply for a position.

Normally it's not advisable to give details of former salaries you may have earned. But at some stage you will have to give an indication of what kind of salary you are expecting.

This is normally the tricky part. Don't overrate yourself, nor should you underrate yourself. Try to get a good idea beforehand what kind of salary you should be aiming for.

Be sure to include a return address for yourself, including a phone number where you can be reached at short notice.

Make and keep a photostat copy of each letter you write. If the employer sends you an application form in response to your letter, fill it out neatly and completely.

(Extracted from "World of Money" by Magnus Heystek).

Call to fund social upliftment

CAPE TOWN — The private sector could not rely on economic growth to achieve a redistribution of wealth in SA and would have to become strategically involved at the highest level in social upliftment projects, Independent Development Trust chairman Jan Steyn said yesterday.

He told the congress that to substantially reduce unemployment, the economy would have to grow at levels which were probably unattainable in the short term.

Political parties would be faced with a pressure of expectations from the discontented.

"We cannot expect the emergent political parties in SA to ignore these pressures," he said, adding political survival would oblige them to be seen to address these needs and to do so dramatically.

Steyn said it was essential that the private sector address the danger of excessive state intervention and high taxation not by simply pointing to the benefits of economic growth, but by prioritising appropriate initiatives.

He urged the corporate sector to give substantial support to post-matric and post-graduate management development programmes.

The private sector could also support technical and vocational training to create self-sufficiency in small-scale production to counteract the overemphasis on retailing activity in the informal sector.

The private sector could also support low cost housing initiatives.

Shell International Western hemisphere and African regional coordinator Maarten van den Bergh said a clarification of the future economic environment for investment in SA was urgently required.

"By addressing this issue and by sending strong, consistent signals of good politics and good economics, the new SA could improve the climate for foreign and local investors."

He said raising taxes, especially corporate taxes, could be a disincentive to investors.

Wits chamber to meet over demands

THE Central Witwatersrand Metropolitan Chamber will meet next week in spite of negotiations to overcome the conflict which has threatened to scuttle the forum.

Following the collapse last month of the Greater Soweto Principal Parties (GSPP) group, formed to sort out the rates and tariffs crisis in Soweto, all activities of the metropolitan chamber were suspended.

The Soweto Civic Association (SCA), whose withdrawal from the GSPP precipitated the local government crisis, demanded the resignation of all black councillors, greater involvement of the Johannesburg

ADRIAN HADLAND

city council in the administration of Soweto's affairs and an end to township violence and the worker hostel system.

Chamber CEO Vic Milne said yesterday the forum would be meeting next week.

The Soweto rent boycott called for by the SCA, meanwhile, was gaining ground, TPA officials said.

TPA figures indicate that only 31,3% of Soweto residents paid rent in March this year — compared to 60% in December last year.

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- C1 Well, you just can't spend all your money that way
- C Why not?
- C1 You wouldn't have any money left
- C So—
- C1 You'd starve!
- C Oh?
- C1 I know, there are other needs that we have to satisfy, besides being pretty

- C "You've told me about your family as though you were a disinterested observer. What do you feel when you are with them?"
- Another example
- C "You've several times lost the train of thought as you got around to the topic of your mother's death, I wonder if you're hesitant to show how deeply it still affects you?"

Education 'must be geared to industry'

B/day 6/5/92

Reports by LINDA ENSOR

CAPE TOWN — A closer working relationship between the private sector and education officials had to be forged to enable SA to proceed on a path of automation, Pepkor chairman Christo Wiese said at the SA Institute of Chartered Accountants conference yesterday.

He said it was necessary to create an educational infrastructure better suited to an advanced economy.

Wiese said SA would have to embark on a two-pronged strategy of automation to meet the demands of international competitiveness and job creation to deal with the unemployment crisis. Both First World and Third World strategies would be necessary to achieve sustained economic recovery.

and growth.

Automation would require a restructuring and refocusing of the "hopelessly" underskilled and underproductive labour force. Education and training would have to be provided on a vast scale at institutional level and in the private sector.

Furthermore, Wiese said, there would have to be an overhaul of the education system to produce sufficient numbers of qualified staff to make greater automation possible.

He said research showed SA was 40% short of engineers, engineering management, scientists, managers with a knowledge of advanced information systems and some other professionals. Of the total population about 3,2% were entrepreneurs, managers or executives, 11% were highly skilled and 38% were semi-skilled, leaving 47% who were either unskilled, engaged in the informal sector or unemployed.

"We can say that 85% of our population is at best semi-skilled. The comparable figure for industrialised nations is around 60%. Clearly then, we are faced

with an imbalance in our labour force which has to be addressed and soon.

"What we need is a closer relationship between the teaching institutions and the private sector to ensure that what and how people are taught will equip them to satisfy the needs of a growing economy.

"The private sector needs to take a more active role in informing the new generation of work seekers of the nature and demands of the workplace and in setting educational objectives and targets. In turn, the educational authorities need to consult more with commerce and industry in the preparation of their courses."

To address the unemployment crisis the private sector and government needed to train, employ and empower people. Wiese said the private sector, together with the Department of Manpower, had started a number of outreach programmes aimed at providing essential skills in key areas such as building, handicrafts and the establishment of community centres.

He said employment targets complemented by training programmes also had to be evolved.

Illustrative Styles of Interpretation

Interpretation Methods in the Actualizing Model

As described in this section usually come later in the relationship is well established and the counselor has goal of all interpretive actions in this section is to nation of manipulative and character styles into actualities—the most functional in the hierarchy of behaviors. Discussion is based on the Actualizing Counseling and described in Chapters 3 and 4.

Manipulative Styles As people grow they need to feel influences threaten this feeling as people are manipulated. Significant others. Through these experiences, they learn and to manipulate for survival. Manipulations are based on survival by which people adapt to their environment. Figure 16 shows some manipulative patterns with eight illustrative manipulative styles.

Manipulation Analysis Description of primary manipulation is the first step in manipulation analysis. As the client talks the therapist begins to see a pattern emerging in which the individual is utilizing one or two of the basic manipulative patterns shown in Figure 16. For example, the client may continuously resort to the patterns of helplessness and stupidity or he may utilize power plays and blackmailing techniques. Once the pattern becomes clear the counselor describes to the client what seems to be his primary manipulative game or style. Manipulations are then analyzed from the standpoint of "gains" or payoffs. The active manipulations are seen to have possible coercive controlling values, and the passive manipulations to have possible seductive values. Gains are analyzed from a short range, as well as from a long-range viewpoint. The client is asked to state what he sees as the short-range gains received from the particular manipulation. For example, manipulations are most often used for control of others, exploiting others, avoiding situations, structuring time, and seducing others to work for one. From the long-range point of view however they can be shown to be self-defeating, because they alienate

Utilization of accurate emotional involvement

On the other side of the above argument it should be emphasized that there is a tendency on the part of many counselors to think that interpretation is simply intellectual. This is not so because many counselors and therapists are most effective in utilizing interpretation to get emotional involvement. The following response is an example.

Without training we sink⁽¹⁹⁾

Business Editor

SA does not have to make a choice between automation and providing more jobs, Christo Wiese, chairman of Pepkor, told the chartered accountants' annual conference at the Cape Sun yesterday. CT6/5/92

It must do both to become internationally competitive

But in order to use automation effectively it is essential to improve education and training on a vast scale

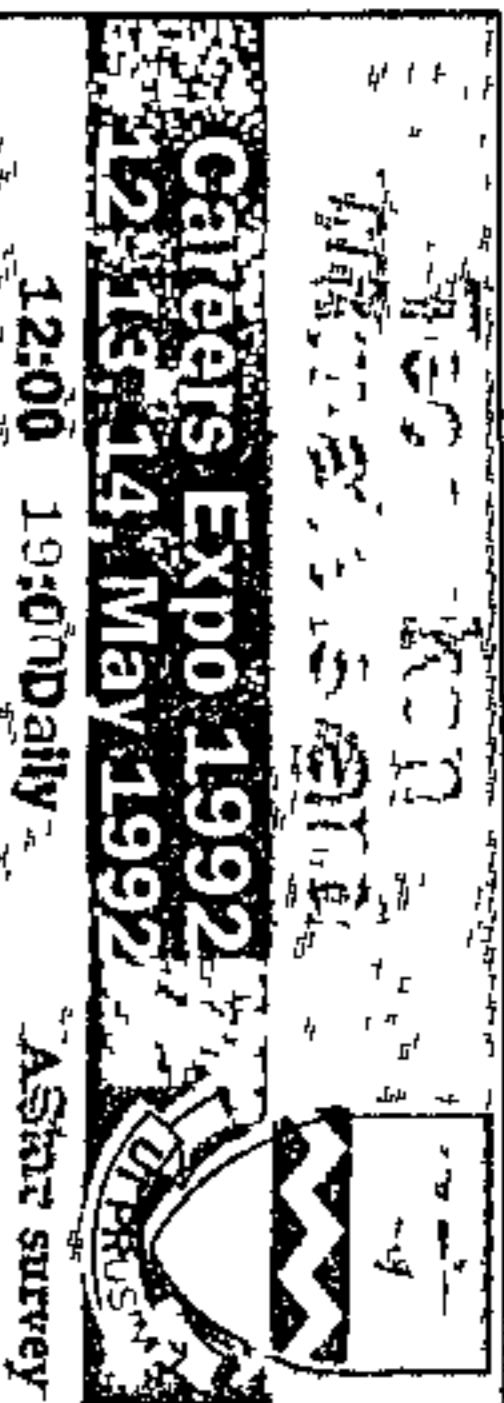
"We shall have to restructure our labour force, which is hopelessly underskilled for the task that awaits it and hopelessly under-productive in international terms"

This would require "innovative strategies for education and training. These must not only be at institutional level but also in the private sector

"We need to adopt both first and third world strategies to sustain recovery and growth

"We shall have to rectify a major weakness in our education system if we are to produce the number of sufficiently qualified staff needed to make automation possible"

There must be a closer relation between the teaching institutions and the private sector "to ensure that what and how people are taught will equip them to satisfy the needs of a growing economy"



Colleges Expo 1992
 12, 13, 14 May 1992
 12:00 - 19:00 Daily
 ASAT survey

The Technikon Witwatersrand is running a career programme next week to help matric pupils.

The beauty business looks good

The beauty therapy industry is in a phase of growth and development and is currently re-evaluating the importance of well-trained therapists.

People are required to walk into a job situation and combine theoretical knowledge with practical skills. For this reason, technikon diploma-holders are preferred as opposed to those training at private institutions.

Technikon-qualified therapists (National Diploma in Beauty Technology) are in high demand and job opportunities include positions at beauty salons, health spas, gymnasiums, electrolysis clinics and cosmetics companies.

Wits Technikon graduates have a good relationship with related paramedical and medical professions.

They can broaden their scope by liaising with plastic surgeons performing treatments such as manual lymph drainage, soft infra-red laser therapy, cosmetic camouflage and other general pre and post-operative maintenance treatments.

Dermatologists may benefit from working closely with a beauty technologist performing highly skilled facial maintenance treatments to improve healing, reduce scarring and enhance recovery.

The prospects and advancement in pursuing a career in Beauty Technology are almost endless.

Excellent mining opportunities

The mining industry is by far the most important industry in the South African economy and offers excellent career opportunities.

The school offers courses in Coal Mining, Economic Geology, Extraction Metallurgy and Mine Surveying.

The diplomas provide students with both the theoretical and practical knowledge skills applicable to the middle management position on mines.

At the National Diploma level all the necessary practical and theoretical knowledge

required for an individual to competently carry out supervisory positions in the production mining discipline are catered for.

At National Higher Diploma level advanced practical and theoretical knowledge is gained, sufficient to competently carry out the job requirements of a middle management position on a mine.

Entry requirements

- A matric certificate with a D in mathematics (Standard Grade) or E symbol (Higher Grade) A science subject at this level

level is a distinct advantage

- Medical fitness
- Good communication skills - decisions and enjoy a challenging job

Students usually have some form of experience in their chosen careers.

Before being accepted you must try to obtain employment as a "student mine official" at a mining house or obtain sponsorship from the mining house that will include the initial introduction to the industry and a conditional promise of practical learning.

Private students may be accepted on the understanding that they cannot proceed to second year before obtaining their first level practical learning opportunities available only through mining institutions.

Prospective students should contact the Manpower Department of the Mining Organisation to obtain employment or bursary opportunities. If this is not successful you can contact the Head of the Mining Department at the Technikon Witwatersrand.

These technologists help to build future

The field of expertise of the qualified architectural technologists is mainly in construction methods and materials.

This expertise is employed to translate architectural designs into technical drawings and specifications used for the construction of buildings.

Employment opportunities exist with architectural practices, government institutions, property developers and others.

The technologist communicates by graphic means and prepares drawings for building contracts.

A technologist's job is mainly

to advise and make decisions about building materials and elements and how they are assembled to form effective buildings. Other skills include presentation drawing, surveying (using optical instruments) of site management, building site supervision negotiations with local authorities and application of building regulations.

The first and third year of the Architectural Technology course require full-time study. The second year entails working for a firm of architects whilst studying part time.

Entrance requirements include matric with mathematics and the successful completion of a one-day selection programme.

Classes commence in January of each year. Applications should be made before August 15 of the preceding year and selection is done in December.

Other courses are offered in Building Mechanical Engineering, Civil Engineering, Chemical Engineering, Construction Management and Quantity Surveying, Electrical Engineering, Metallurgical Engineering, Town and Regional Planning.

Making the right choice

Matric pupils in South Africa are currently faced with the single most important decision at this point in their lives - choosing a career.

Their future happiness because of the satisfaction and fulfilment they will derive from their jobs will depend on this decision.

To help the country's matric pupils make informed decisions about this all important matter the Technikon Witwatersrand (TWR) will host a careers exhibition - Career Expo 92 - at its Doornfontein campus from Tuesday May 12 to Thursday May 14.

On display will be no fewer than 50 possible careers - with academic staff at hand to give

expert first hand information and advice. Visitors will also receive informative brochures to study at home.

An additional 14 stalls will be manned by companies to give much needed information about career opportunities, bursaries, student loans, practical training and many more aspects of your chosen career.

Moreover a series of 50 lectures will be presented daily to explain the career opportunities offered by TWR. Question and answer sessions will help to clear up uncertainty.

Groups of pupils and teachers will be taken on tours of the campus and be shown such facilities as laboratories, architectural and art studios.



Where to go, and when, to clear up confusion about your career

Time	Venue 5309	Venue 4309	Venue 1309	Venue 5407	Venue 2407	Venue 1407
2 pm	Student Counselling	Beauty Technology	Mechanical Engineering	Production Management	Analytical Chemistry	Metallurgical Engineering
3 pm	Company Administration	Dental Technology	Electrical Engineering (L/C)	Purchasing Management	Podiatry	Student Counselling
4 pm	Information Technology	Food Technology	Electrical Engineering (H/C)	Retail Business Management	Environmental Health	Secretarial Training and Office Administration
5:30 pm		Architectural and Town and Regional Planning	Industrial Engineering	Travel and Tourism	Radiotherapy	Public Relations
6:15 pm						
7 pm						
8 pm						
9 pm						
10 pm						
11 pm						
12 pm						
1 pm						
2 pm						
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5 pm						
6 pm						
7 pm						
8 pm						
9 pm						
10 pm						
11 pm						
12 pm						

Reach for the sky

In the field of further qualifications the Technikon Witwatersrand offers the National Higher Diploma (one year), Masters Diploma in Technology (one year) and the Laureatus in Technology (Masters plus one year).

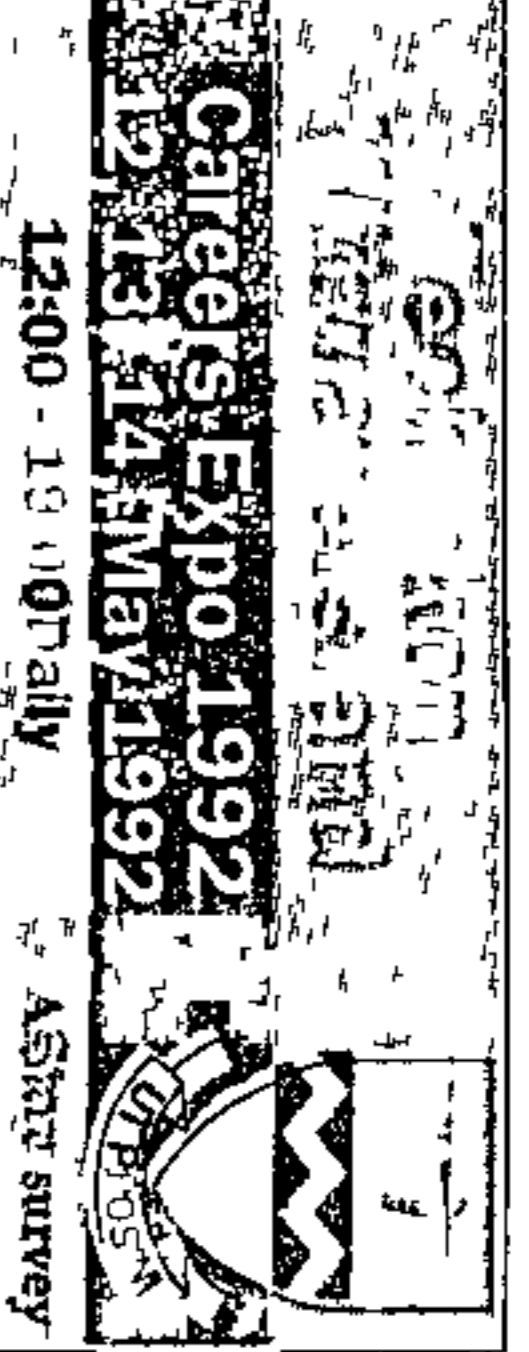
Competitive environment

The Clothing Technology department offers two courses National Diploma in Clothing Design (three years) and the National Diploma in Clothing Production (three years).

The South African fashion and clothing industry is the second largest employer after the mining industry.

It is moving through a period of rapid technological change that creates a competitive trading environment.

The fashion diploma holders are expected to be commercially viable and productive from the onset.



Career's Expo 1992
 May 12-13-14, 1992
 12:00 - 13:00 Daily
 ASIST survey

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 STAR 715792

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learning.

'Private' students may be accepted on the understanding that they cannot proceed to second year before obtaining their first level practical learning opportunities available only through mining institutions.

Prospective students should contact the Manpower Department of the Mining Organisation to obtain employment or bursary opportunities. If this is not successful you can contact the Head of the Mining Department at the Technikon Witwatersrand.

These technologists help to build future
 STAR 715792

The field of expertise of the qualified architectural technologists is mainly in construction methods and materials.

This expertise is employed to translate architectural designs into technical drawings and specifications used for the construction of buildings.

Employment opportunities exist with architectural practices, government institutions, property developers and others.

The technologist communicates by graphic means and prepares drawings for building contracts. A technologist's job is mainly

to advise and make decisions about building materials and elements and how they are assembled to form effective buildings. Other skills include presentation drawing, surveying (using optical instruments) of site management, building supervision negotiations with local authorities and application of building regulations.

The first and third year of the Architectural Technology course require full-time study. The second year entails working for a firm of architects whilst studying part-time.

Entrance requirements include matric with mathematics and the successful completion of a one day selection programme.

Classes commence in January of each year. Applications should be made before August 15 of the preceding year and selection is done in December.

Other courses are offered in Building, Mechanical Engineering, Civil Engineering, Construction Management and Quantity Surveying, Electrical Engineering, Metallurgical Engineering, Town and Regional Planning.

Making the right choice

Matric pupils in South Africa are currently faced with the single most important decision at this point in their lives - choosing a career.

Their future happiness because of the satisfaction and fulfilment they will derive from their jobs will depend on this decision.

To help the country's matric pupils make informed decisions about this all important matter the Technikon Witwatersrand (TWR) will host a careers exhibition - Career Expo 92 - at its Doornfontein campus from Tuesday May 12 to Thursday May 14.

On display will be no fewer than 50 possible careers - with academic staff at hand to give

expert first-hand information and advice. Visitors will also receive informative brochures to study at home.

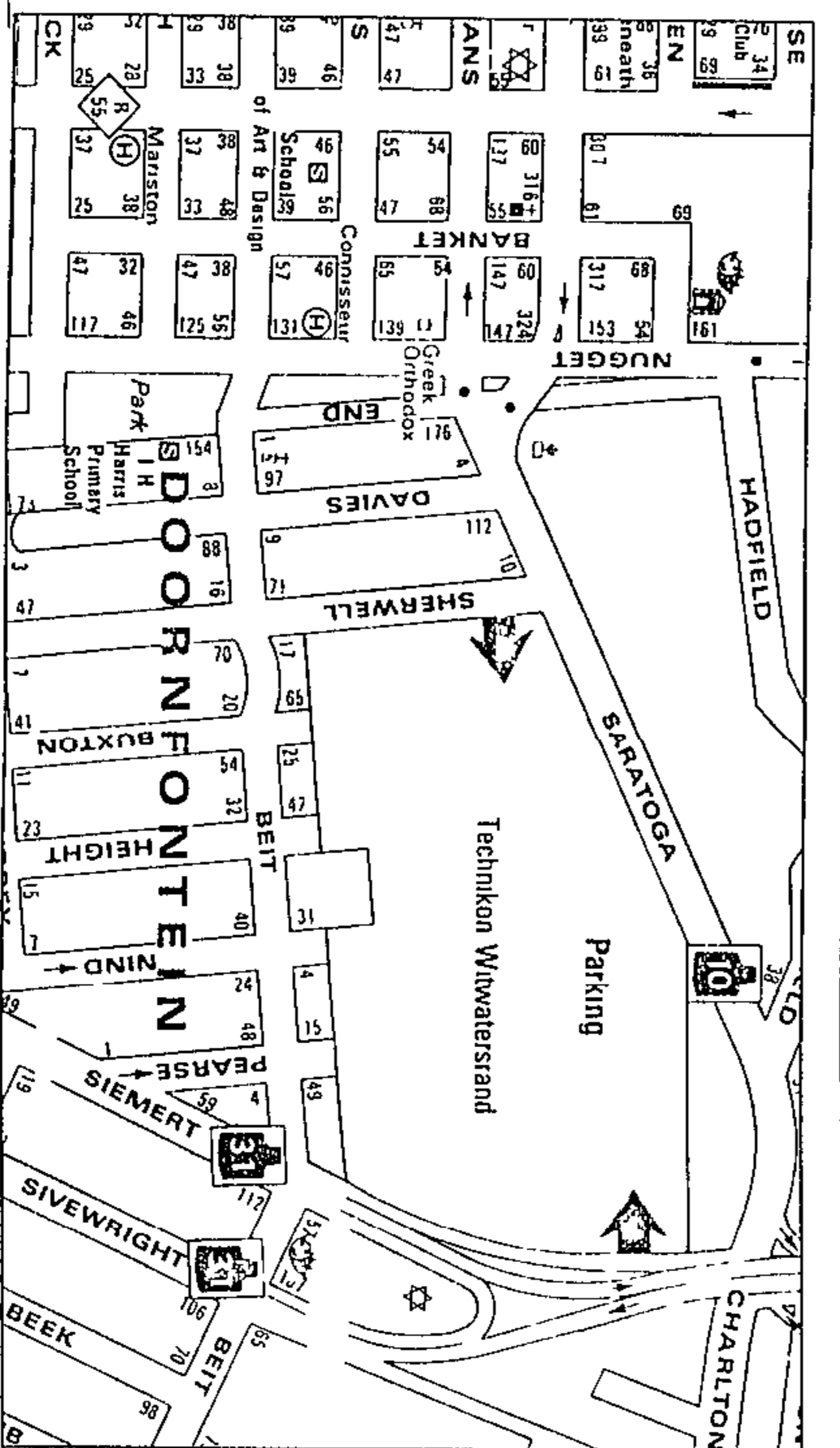
An additional 14 stalls will be manned by companies to give much-needed information about career opportunities, bursaries, student loans, practical training and many more aspects of your chosen career.

Moreover a series of 50 lectures will be presented daily to explain the career opportunities offered by TWR. Questions and answer sessions will help to clear up uncertainty.

Groups of pupils and teachers will be taken on tours of the campus and be shown such facilities as laboratories, architectural and art studios.

Where to go, and when, to clear up confusion about your career

Time	Venue	5:30 pm	18:15	3 pm	4:45 pm	5:30 pm	6:15 pm	2 pm	3 pm	4 pm	4:45 pm	5:30 pm	6:15 pm	2 pm	3 pm	4 pm	4:45 pm	5:30 pm	6:15 pm	2 pm	3 pm	4 pm	4:45 pm	5:30 pm	6:15 pm	2 pm	3 pm	4 pm	4:45 pm	5:30 pm	6:15 pm	2 pm	3 pm	4 pm	4:45 pm	5:30 pm	6:15 pm		
Are you interested in studying but confused about how to go about it or what direction to follow? Attend the lectures on May 12, 13 and 14 to find out more about the following programmes	Student Counselling (May 13 and 14 only)	Company Administration	Information Technology	Management (May 13 and 14 only)	Marketing	Mechanical Engineering (I/C)	Electrical Engineering (I/C)	Electrical Engineering (II/C)	Architecture and Town and Regional Planning	Industrial Engineering	Production Management	Purchasing Management	Retail Business Management	Analytical Chemistry	Podiatry	Environmental Health	Radiography	Travel and Tourism	Hotel and Catering Management	Building	Civil Engineering	Community College	Metallurgical Engineering	Student Counselling (May 13 and 14 only)	Secretarial Training and Office Administration	Public Relations	Personnel Management	Graphic Design	Packaging Management	Organisation and Work Study	Food Service Management and	Personnel Management	Graphic Design	Travel and Tourism	Food Service Management and	Personnel Management	Graphic Design	Travel and Tourism	Food Service Management and



Reach for the sky

In the field of further qualifications the Technikon Witwatersrand offers the National Higher Diploma (one year), Masters Diploma in Technology (one year) and the Laureatus in Technology (Masters plus one year).

Competitive environment
 STAR 715792

The Clothing Technology department offers two courses National Diploma in Clothing Design (three years) and the National Diploma in Clothing Production (three years).

The South African fashion and clothing industry is the second largest employer after the mining industry.

It is moving through a period that rapid technological change that creates a competitive trading environment.

The fashion and clothing industry expects diploma-holders to be commercially viable and productive from the onset.

Technikon Witwatersrand
Careers Expo 1992
 May 12, 13, 14, 15, 1992
 12:00 - 19:00 Daily
 ASB Survey

The Technikon Witwatersrand is running a careers programme next week to help matric pupils.

The beauty business looks good

The beauty therapy industry is in a phase of growth and development and is currently re-evaluating the importance of well-trained therapists.

People are required to walk into a job situation and combine theoretical knowledge with practical skills. For this reason, technikon diploma holders are preferred as opposed to those training at private institutions.

Technikon-qualified therapists (National Diploma in Beauty Technology) are in high demand and job opportunities include positions at beauty salons, health spas, gyms, spas, electrolysis clinics and cosmetics companies.

Wits Technikon graduates have a good relationship with related paramedical and medical professions.

They can broaden their scope by liaising with plastic surgeons, performing treatments such as manual lymph drainage, soft infra-red laser therapy, cosmetic camouflage and other general pre and post-operative maintenance treatments.

Dermatologists may benefit from working closely with a beauty technologist performing highly skilled facial maintenance treatments to improve healing, reduce scarring and enhance recovery.

The prospects and advancement in pursuing a career in Beauty Technology are almost endless.

Excellent mining opportunities

The mining industry is by far the most important industry in the South African economy and offers excellent career opportunities.

The school offers courses in Coal Mining, Economic Geology, Extraction Metallurgy and Mine Surveying.

The diplomas provide students with both the theoretical and practical knowledge skills applicable to the middle management position on mines.

At the National Diploma level all the necessary practical and theoretical knowledge

required for an individual to competently carry out supervisory positions in the production mining discipline are catered for.

At National Higher Diploma level advanced practical and theoretical knowledge is gained sufficient to competently carry out the job requirements of a middle management position on a mine.

Entry requirements

- A matric certificate with a D in mathematics (Standard Grade) or E symbol (Higher Grade). A science subject at this level is a distinct advantage.
- Medical fitness.
- Good communication skills - be able to make unsupervised decisions and enjoy a challenging job.

Students usually have some form of experience in their chosen careers.

Before being accepted, you must try to obtain employment at a mining house or obtain sponsorship from the mining house that will include the initial introduction to the industry and a conditional promise of practical

These technologists help to build future

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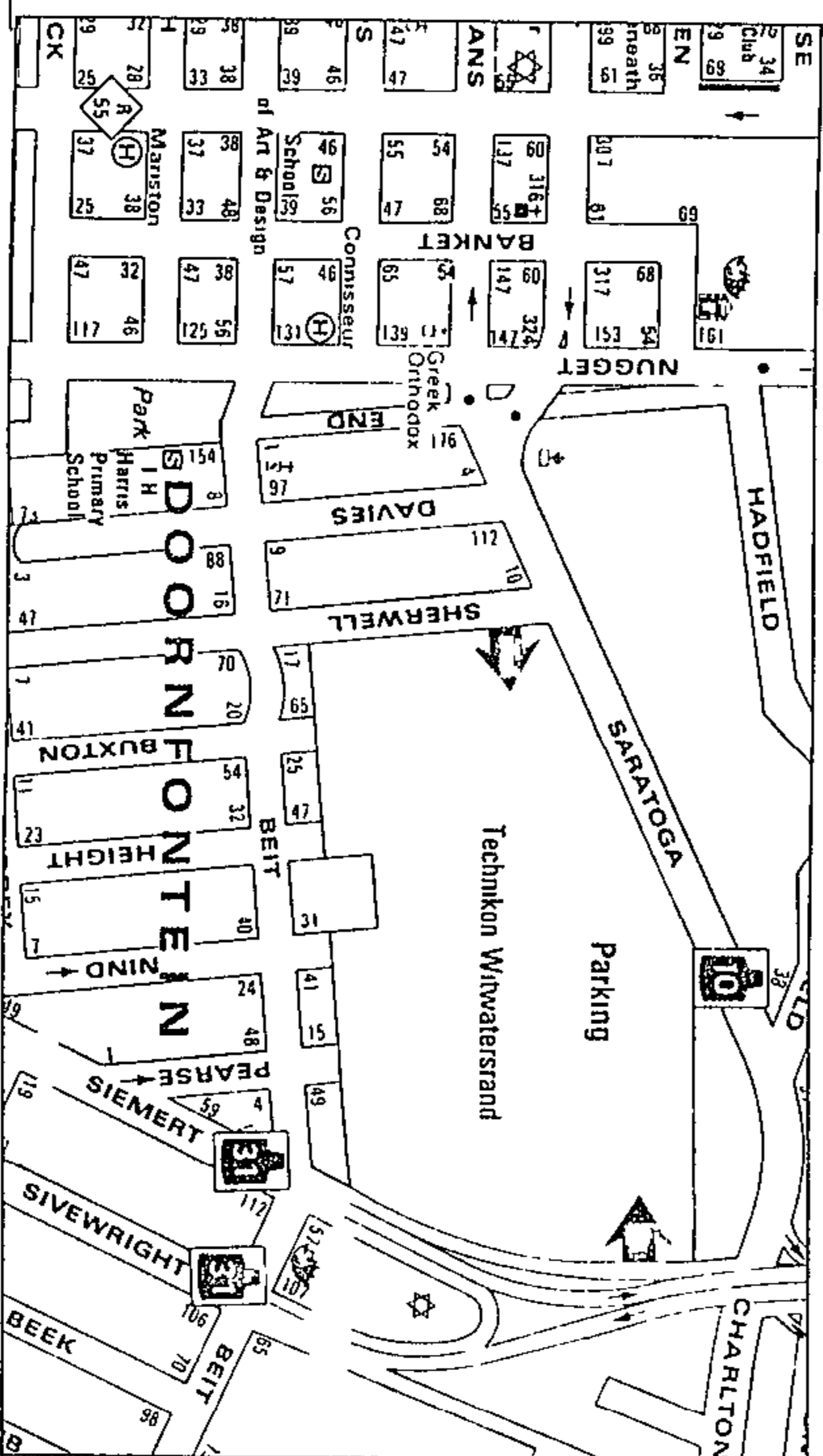
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Moreover a series of 50 lectures will be presented daily to explain the career opportunities offered by TYWR. Question and answer sessions will help to clear up uncertainty.

Groups of pupils and teachers will be taken on tours of the campus and be shown such facilities as laboratories, architectural and art studios.



Where to go, and when, to clear up confusion about your career

Time	Venue	5:30 pm	18:15	2 pm	3 pm	4 pm	4:45 pm	5:30 pm	6:15 pm	7 pm	8 pm	8:45 pm	9:30 pm
2 pm	Student Counselling	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
3 pm	Company Administration Information Technology	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
4 pm	Student Counselling	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
4:45 pm	Student Counselling	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
5:30 pm	Company Administration Information Technology	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
6:15 pm	Company Administration Information Technology	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
7 pm	Company Administration Information Technology	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
8 pm	Company Administration Information Technology	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
8:45 pm	Company Administration Information Technology	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering
9:30 pm	Company Administration Information Technology	Management (May 13 and 14 only)	Marketing	Beauty Technology	Dental Technology	Food Technology	Medical Technology	Biotechnology	Chemical Engineering	Mechanical Engineering (L, C) and (H)	Electrical Engineering (H, C)	Architecture and Town and Regional Planning	Industrial Engineering

Competitive environment
 STAR 7/15/92

The Clothing Technology department offers two courses: National Diploma in Clothing Design (three years) and the National Diploma in Clothing Production (three years). The South African fashion and clothing industry is the second largest employer after the mining industry. It is moving through a period of rapid technological change that creates a competitive trading environment. The fashion and clothing industry expects diploma-holders to be commercially viable and productive from the onset.

Fund 'will cope' with rise in unemployment

CAPE TOWN — About 74 000 people had claimed unemployment benefits each month this year, 12 000 more than in 1991, Deputy Manpower Minister Glen Carelse said yesterday.

There was no cause for worry that the Unemployment Insurance Fund would not cope, despite the flood of applications, he said during the manpower budget vote debate.

Contributions to the fund would be increased soon.

The maximum annual income for contributors to qualify for unemployment insurance had been raised to R53 044 on May 1 from R46 332.

A new building costing about R50m was to be built to accommodate the administration of the fund as the Laboria Building in Pretoria was too small. Construction was expected to be completed by the second half of 1994.

UIF claims were paid out within four weeks of application and delays were caused mostly by employers who did not comply with the Unemployment Insurance Act.

Manpower Minister Piet Marais said the department intended combining its job creation and unemployment training schemes.

It was decisively important that the

training of unemployed people be fitted into the country's total training structure, he said.

About 1,4-million unemployed people had been trained between 1985 and 1991. Of these, about 25% had been employed immediately and another 15% entered the informal sector or were given jobs later.

The job-creation programme had given work to unemployed people for short periods, mainly to create fixed assets for local authorities. Once the work had been completed they were left jobless.

The department had found that lack of suitable jobs created false expectations on completion of training.

The erosion of new-found skills of people who could not immediately be placed in employment raised the question of whether training funds were being spent effectively. Courses were "ad hoc" and did not contribute significantly to an individual's market value.

The department was trying to lay the ground for structured qualifications. Training for the formal sector would be based on institutional training and training on the job.

It was envisaged that it would be financed from the Fund for the Training of Unemployed Persons and from funds released by Parliament. — Sapa.

Jewellery craftsmen in demand

The Jewellery Design and Manufacture programme has been offered at the Technikon Witwatersrand from January 1992 to meet the huge demand for competent locally trained jewellery craftsmen

The Technikon Witwatersrand course is a three-year full-time programme structured as follows

First year: Jewellery Design 1 (major), Jewellery Drawing 1, History of Art and Jewellery 1, Jewellery Techniques and Practical 1 and

Jewellery Metallurgy

Second year: Jewellery design 2 (major), Jewellery Drawing 2, Jewellery Business Management (Module A), Jewellery Techniques and Practical 2 (major) and Gemmology (Module A)

Third Year Jewellery Design 3, Jewellery Drawing 3, Jewellery Techniques and Practical (major), Jewellery Business Management (Module B) and Gemmology (Module B)

Graduates may further their knowledge in Gemmology through the

Gemmological Institute of America and become qualified Gemmologists and work as "in-house" gemmologists for retail outlets. This entails buying and selling gemstones, identifying stones and dealing directly with clients

They could also become "in-house" designer salesmen for retailers and deal directly with the end consumers and their particular needs

They could also work as craftsmen behind the bench, making jewellery for the customer. The in-

dividual could work progressively on more difficult pieces and perhaps move on to become a workshop foreman. Good craftsmen are paid handsomely

With experience, the graduate can open his own workshop or business — from which point opportunities are endless.

Students are trained in the required skills which will meet the demands of the industry and allow diploma-holders to be immediately useful to the employer

STAR 715792

(179)

The suspect is expected to appear in the Brakpan Magistrate's Court today on a murder charge.

moured to contain traces of gold.

A spokesman yesterday denied that the coin had any gold

British pound, was 1986 to mark the coronation of Swaziland's King Mswati. Visitors noted that

R115-m allocated for training 179

CAPE TOWN — Some 38 percent of the Department of Manpower's budget — R115 million — had been set aside for training and development, Minister Piet Marais said in Parliament yesterday

Replied to debate on its vote, he said this included R93 million available immediately for training the unemployed.

Requests that the Unemployment Insurance Fund (UIF) be used for job creation could not be met. There were serious objections to the fund being used to benefit non-contributors.

The agricultural sec-

tor would soon become a UIF contributor.

Mr Marais said the Government was committed to sticking to the finest detail of the Laboria Minute, which bound it to extending basic labour rights to all workers, based on a consensual process

South Africa's domestic workers could rely on his deputy, Glen Carelse, as their ally.

On claims that the Government was dragging its feet in extending labour laws to farm and domestic workers, he said it had to be taken into account that it took nine years for Australian

farmworkers to be covered by labour laws

The Government could not force through legislation and ignore the Laboria Minute

He expected the International Labour Organisation's report on its visit to SA in February to reach him soon

Mr Marais said a conference would be held on June 2 to discuss the restructuring of the National Manpower Commission. Consensus had clearly not been reached on the NMC's restructuring and the conference was aimed at achieving this. — Sapa.

The Star

YOUR NAME COULD BE WORTH R1 000

Ex-editor Sargent dies

A former editor of The Pretoria News, Denis Sargent (66), has died in Britain.

He started his career

SAPA 2/15/82

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Ramaphosa urges change from profits to economic growth

South Africa 9/15-19/5/92



'A key principle is the need for a comprehensive education and training system for adults rather than the piecemeal training of individuals'



FINGER ON THE FIGURES ANC secretary-general Cyril Ramaphosa at a congress of chartered accountants

A congress of chartered accountants was told to look beyond tables of figures and to focus on the need to restructure the economy **Quentin Wilson** reports

EMPLOYERS should 'change their attitudes' from short-term profits to long-term economic growth, ANC secretary-general Mr Cyril Ramaphosa said at a congress of chartered accountants this week.

Ramaphosa said employers and accountants have to review their practice of regulating businesses only by financial ratios and short-term targets.

"Chartered accountants need to look beyond their tables of figures to the need for a planned restructuring of the economy."

"They have to understand the potential that exists for union participation to promote the effective re-structuring of our economy towards economic growth and development," he said.

Ramaphosa predicted that collective bargaining "will be one of the cornerstones of a new South Africa", even though "it is a very new process" as far as most African workers are concerned.

Defining collective bargaining as a process for resolving disputes and agreeing on solutions, he said the concept implies that people often have different interests, that conflict is a part of daily life, but that it provides an avenue to resolve these differences by agreeing on rules and procedures.

He warned it would not guarantee an automatic solution to every problem or an end to militancy. Strike action, picketing, boycotts and lock-outs could be included in the bargaining process.

Ramaphosa said collective bargaining will include more people and deal with more issues.

"Mass participation will allow issues that most closely touch ordinary people to be the subject of

debate and discussion in preparation for framing bargaining positions.

"There will also need to be a new emphasis on report-backs during the negotiations so that people feel involved in the process and become committed to what is finally agreed on," he said.

For more people and issues to be involved, Ramaphosa outlined a few changes that must occur, like work-

er education, which was considered vital.

"A key principle is the need for a comprehensive education and training system for adults rather than the piecemeal training of individuals. This system would have to be agreed upon at a national level and included in government policy, but negotiations will settle such issues as payment for educational leave and the provision of training courses and re-training programmes," he said.

All factories would need to provide these facilities for basic adult education and plan paths for the acquisition of new skills, he said. Ramaphosa said employers should share all the information at their disposal with workers, which would enable effective worker participation in all company planning.

"The disclosure of information will become important in collective bargaining. This cannot consist of just referring unions to published accounts — usually the published accounts cover far more than the bargaining units and are too aggregated to be useful.

"Union negotiating teams need to be put in a position in which they can understand the information or expert reports on it," he said.

SA businessmen told to become world players

S/Times [Cape metro] 10/5/92

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SOUTH AFRICA needs to throw off its inward-looking attitudes and become a world player if it wants to build a strong economy, expand opportunities and help the democratisation process, speakers emphasised at the national congress of the South African Institute of Chartered Accountants in Cape Town this week.

Mike Levett, chairman of Old Mutual, who gave the keynote address, said a "democracy of results" in terms of incomes and opportunities should be striven for in the same way that democracy of political rights was being accomplished, while Bas Kardol, executive chairman of Investec, urged South Africans to become more outward looking after "trading through the back door" for years.

"The past economic strategy was consumption-oriented as well as inward looking, with borrowing financing the rising consumption, by households as well as by government, and not rising investment," said Mr Levett.

"We need to switch economic policy from its traditional inward-looking, resource and commodity oriented focus to one which is outward-looking and manufacturing oriented."

South Africans had to become world players — which in the long term would have a "decisive impact on the rate of economic growth which is sustainable and thus the total size of the pie which South Africans will have available to divide."

However, Mr Levett warned that at present even the most optimistic "business as usual" scenario yielded an economic performance which, according to international experience, was inconsistent with a successful

transition

"Furthermore, the continued deterioration of the social fabric in some communities, including the escalation of violence implicit in 'mass mobilisation', can also derail the process.

"Hence the economic and social analysis suggests there are no scenarios in the present framework which have a high probability of a successful outcome.

"South Africa desperately needs much higher growth which must, at the same time, be consistent with more visible redistribution of opportunities and incomes.

"Success is possible, but it should not be taken for granted. It will have to be achieved.

"We need to enhance the capabilities of all our people both individually and collectively.

"We need to invest in educational systems that teach skills and attitudes which will permit workers to achieve increased productivity and thus increased incomes over time."

Jan Steyn, chairman of the Independent Development Trust, also stressed the importance of education.

He told congress delegates that the corporate sector should consider giving substantial support to post-matric and post-graduate initiatives for management development.

"These should be linked to existing tertiary initiatives, especially to technical colleges or technikons, in which courses in administration, finance, other business subjects, certain technical subjects and computing courses and thorough orientation courses on the nature and functioning of business organisations, can be offered.

"For those employees who cannot attend the high level courses at university, such 'finishing' initiatives might make a substantial difference to the adaptation of new employees in our organisations," said Mr Steyn.

Mr Kardol urged South African business people to be concerned with the impact of Europe 1992 on evolving trade patterns.

"Intra-European assistance, necessary to narrow the gap between the rich north and the less affluent south, may 'crowd out' the appetite for involvement in developing regions like Southern Africa."

Also, Europe would be helping its eastern neighbours, struggling with the burden of their communist past.

South Africa could not therefore expect too much "soft money."

"We shall have to compete for European investment on hard commercial grounds," said Mr Kardol.

"A sad legacy of the sanctions period is that South Africans have become accustomed to trading through the back door.

"Many of our companies will have to develop knowledge of rules and standards set for products traded via normal channels."

South African companies knew "surprisingly little" about European product quality, packaging, conditions of manufacture, legislation, and the methods of decision-making in the corridors of Brussels and the debating chambers of Strasbourg.

"South African companies who desire to expand into Europe should internationalise their management teams as fast as possible."

Blacks must ensure control

Sowetan 11/5/92

179



Mr Sam Phupheli, his wife Thidinalei (right) and his sister Marubini, after receiving his masters diploma in technology at Technikon Witwatersrand last week.

By MATHATHA TSEDU

TECHNICAL education among blacks has been ignored for decades and unless this was reversed, liberation would still leave whites in charge of running the country

This is the view of Mr Sam Phupheli, a senior official in the Venda government, who last week received a masters diploma in technology at the Technikon Witwatersrand

Phupheli was the only black among 10 students who received a masters. In the national diploma categories, of the 1 492 conferred, less than 100 were for blacks. His thesis was development of appropriate road construction technology for Venda

Skilled manpower

He said while the country needed skilled manpower, "it is lamentable that our universities and technikons have done very little to produce enough technologists, technicians, and engineers. In black schools, technical education is hardly mentioned

"Blacks were virtually barred from entering the engineering profession. The apartheid system had designed the whole education system in such a manner that it made it difficult if not impossible for a black matriculant to study engineering. The status quo has not changed much as witnessed by the number of blacks who graduated today," he said

Phupheli said the regime had designed the black curriculums in such a way that students were encouraged to go for academic options that rendered them unemployable

He said the prevalent boycotts and "indolence amongst students and teachers" were further obstacles to the education of black people, thus making them "perpetually uneducated and useless in the marketplace"

15/12/1992

Self-employment call

SA should change from a country of employees to one of entrepreneurs, Manpower Minister Piet Marais said in Pretoria yesterday.

Opening the Careers 2000 exhibition in Pretoria, he said many underqualified workseekers would be unable to find jobs in the formal sector and would have to turn to self-employment

(179)

Building boost for matriculants

Sowetan 14/5/92

(179)

By JOSHUA RABOROKO

A low cost opportunity in the building industry has been provided for young black Matric school leavers by the Engineering Management Services (EMS) in Germiston.

The company is offering draughtmanship courses to individuals who are aspiring to become entrepreneurs in the townships at a time when unemployment and poverty are rife in the country.

The course may enable young and old to acquire jobs and skills in township planning, home improvements and other housing related projects.

The housing backlog in the country is estimated by the Urban Foundation to be 1,2 million units.

EMS' manager Mr Geoff Cooke said apprentices needed effective training. The building industry needed cost effective training methods.

He said "The EMS draughting training centre in Germiston satisfies those needs. If you cannot obtain an apprenticeship then this is for you."

"It may be the only route open to you."

The company draughtmanship training school has places available on its courses and is looking for companies within Murray and Roberts to sponsor either their employees or private individuals.

At present there are about 100 black and white students who are doing more advanced courses including mechanical materials handling, civils, piping, electrical, structural steelwork including reinforcing, township services and form work - to a level not catered for at colleges and technikons.

One of the students, Mr Buti Mastlela, who obtained a school leaving certificate in 1987 and could not find

employment, told *Sowetan* Property that he was aspiring to become a township planner and to create jobs.

He was optimistic that after completing his course he would become self-employed, he said, adding, "not all of us can be lawyers and doctors. Some have to exploit other avenues."

Another student, Mr Abiel Phosisi, from Katlehong, said that the course was an eye-opener to many.

Training was intensive and disciplined, on a full-time five days a week. Potential candidates were screened by the manager, using aptitude tests and interviews, Cooke said.

The school became a private training centre in 1981. It had trained 450 apprentices from over 100 companies other than Murray and Roberts, another 150 under the Mossgas contract, and has also trained 250 private individuals.

On average in the past years there were 80 trainees from over 100 companies at any one time in the school. However, the recession during the mid-1980s reduced the intake from industry to a trickle, a situation which showed no sign of changing for the better.

"Due to this reduction in corporate sponsorship, the only route left to young South Africans wishing to obtain skills is privately, paying their own fees."

Any interested parties should contact Cooke directly on (011) 825-6847. Alternatively write to him at PO Box 585, Bedfordview 2008, or visit the school, corner President and Simmer Streets, Germiston.

Need for change in SA's workforce

SOUTH Africa should change from a country of employees to one of entrepreneurs, Manpower Minister Mr Piet Marais said in Pretoria on Monday

Opening the Careers 2 000 exhibition in Pretoria, he said many underqualified work seekers would be unable to find jobs in the formal sector and would have to turn to self-employment.

"The question more young men and women should ask is not 'Where will I find a job?' but rather 'How can I start my own business?'" Marais said

"To be able to compete we will have to market goods of quality

"If we want to compete, skills alone will not be enough

"A country's competitive edge is determined by how people apply their training skills," said Marais

The poor economic results the past few years had boosted the unemployment crisis, and only seven jobs were being created for every 10 new entrants to the labour market - *Sapa*

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Sowetan 13/5/92

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Training centre for small business

8/10/92 20/5/92

A SMALL and medium enterprise training institute has been established by the Small Business Development Corporation to meet SA's urgent need for business training, MD Ben Vosloo said yesterday.

He told the International Council for Small Business of Southern Africa conference in Johannesburg that insufficient attention had been paid to the self-employed owners and managers of small and medium enterprises. These were major stimulators and creators of job opportunities and economic growth.

The SME Training Institute would focus on developing entrepreneurial, administrative, business and management skills.

Vosloo said the SBDC had tried to create an "entrepreneurship culture" over the past 10 years and to do this training had to be accessible, affordable and relevant to the needs of the community.

JONG WATERS

SBDC Cape senior GM Wolfgang Thomas said the pendulum in Africa was swinging away from state intervention towards private enterprise, decentralised government and self-employment and had dramatically increased interest in the role of the entrepreneur. But, to grow, Africa needed a larger reservoir of experienced, self-confident and well motivated entrepreneurs.

The stock of non-African entrepreneurs was also inadequate and their role in development was still impaired by the "inadequate integration between them and the African entrepreneurial groups".

Enterprise magazine reports the SBDC has granted more than 36 000 loans totalling more than R1,3bn over the past 11 years.

FOCUS ON THE PUSH FOR A NEW CIVIL SERVICE

By BARBARA LUDMAN
 AMONG cabinet ministers talking about level playing fields is administration and tourism minister Dr Org Marais, who said last month his department was introducing a special bursary scheme "to assist the needy student of colour to attain qualifications"

A new scheme would appear to be needed. According to the results of a study done by the head of the School of Public Management at Stellenbosch University, Professor Erwin Schwella, blacks are getting very little out of the current one.
 Every year, the Public Service

Subsidies solve skills shortage

Bursary Scheme advertises bursaries for medical, engineering and economics students and other aspirant professionals willing to join the civil service.

In 1988, the scheme received 957 applications from blacks qualified according to the scheme's criteria the code word was "acceptable", 2 585 from whites, 427 from coloured applicants, and 304 from Asians.
 Guess who got the bursaries? Only 101 blacks — or 10,5 percent of those

whose applications were accepted — but 705 whites, or 27,3 percent, 82 coloured applicants (19,2 percent), and 86 Asians (28,3 percent).

The following year there was much less money, so fewer bursaries were offered — a pity, as many more applications were found acceptable. Only 24 of the 1 504 applications from blacks were successful — a rate of 1,6 percent. Whites didn't do much better, with a 1,9 percent success rate. Those statistics aren't easy to get

any more, because the Commission for Administration, which runs the central government civil service, no longer keeps racial breakdowns.

But there's another batch of numbers. Schwella finds significant the number of blacks receiving commerce and administration degrees has soared from 43 in 1975 to 173 in 1986, and is still rising. Clearly the interest is there.

toy past as well as the relative affluence of whites and their capacity to finance their own way".

"Affirmative action training is not merely a slogan or a piece of ideological rhetoric," he says. "Given the relative shortages of highly qualified human resources in South Africa — which will be exacerbated by any pattern of growth in our economy — we will have a tremendous shortage of managerial personnel coming from the traditional sources, mainly white." "Affirmative action is not only a necessity for moral reasons but also for utilitarian reasons."

Chefs to share secrets with trainees

TOURISM and training will in future become important for the SA Chefs Association, says chairman Billy Gallagher

The Chefs Association currently has 2 000 members, of which about 100 are top chefs, Gallagher says

"What that could mean for our less privileged members is 100 teachers and 100 classrooms"

He says training programmes have already started and if employers

come to see the training of black staff who have not had the opportunity for further education as a boon, they could take the procedure a step further and be encouraged to send aspirant chefs to school

Gallagher says in-house training is vital because SA does not otherwise have the facilities to train new chefs.

The association's other role is to promote tourism in SA

Bibby 22/5/92
"There is no better way to sell a country than through its food, wine and culture, and we are doing that abroad" (179)

He is confident that he and his colleagues can play a role in encouraging tourists to come to SA by tempting them with the culinary delights they expect from this country

Gallagher says the association has an important part to play in the future of the SA hospitality industry

Reading and writing classes for Eskom

SI Times (BUSS) 24/5/92 (179)

MORE than 8 000 Eskom employees have received literacy training since 1989

The company expects that in five years all employees will be "functionally literate" — able to apply language, numeracy, business and learning skills corresponding to a schooling level not lower than Standard V

Eskom's Joos du Plessis says the company is moving from literacy training to adult basic development (ABD)

He envisages ABD will link up with other educational and training programmes and be integrated with the principles and standards of the National Training Body. It is hoped that trade unions will play an integral part in planning ABD strategies in Eskom.

The accreditation board is likely to comprise 50% management and 50% union representation

By ADRIAN HERSCH

Mr Du Plessis spoke at an Institute of Personnel Management (IPM) literacy group seminar this week

Ed French, of the Zenex Adult Literacy Unit at Wits University, says the Private Sector Education Council (Prisec) has to some extent designated adult basic education (ABE) as a subset of vo-

ational training

"It is dismissed fairly briefly from major national (government) policy, being seen as an unaffordable luxury for the State and primarily the responsibility of employers"

But Cosatu and also the Joint Education Trust "which represents an alliance of private sector and liberation parties" are concerned that a future government "should not be let off the hook for responsibility for ABE"

Here journalists for the new SA will be moulded

WHEN Allister Sparks was fired as editor of the Rand Daily Mail in 1981 he found that honourable journalistic service could be done on the foreign front of the struggle for democracy in SA, as foreign correspondent, author and, occasionally, university lecturer

Come the watershed of February 2 1990 and "everything shifted back internally" Being a foreign correspondent — even for respected papers in the power centres of the West — was simply less vital

Mr Sparks had a sense that there was a job to be done infinitely closer to the heart of democratic transformation That sense has led to the creation of the Institute for the Advancement of Journalism, which swings into action on Monday

Housed in a mansion on Johannesburg's Parktown Ridge, the institute will be run in association with the University of the Witwatersrand, under the directorship of Mr Sparks and the management of an independent board, chaired by writer and academic Mbulelo Mzama, who is due home from exile in a few months

The purpose of the institute is to help wipe apartheid's stamp from the face of journalism, to take stock of the damage done by years of official press-bashing, to reverse declining standards by intense skills-upgrading programmes, and to assist media institutions to effectively tackle the racial bias in their editorial and management hierarchies.

And, Mr Sparks insists, the matter of upgrading journalistic skills is not a parochial media concern

"The media are going to be a major factor in whether we get a successful democracy in this land or not There is no democracy in the world which does not have with it a free and vig-

A one-person crusade by former newspaper editor Allister Sparks has given rise to Johannesburg's first autonomous training centre for journalists.

STAR

28/5/92

JO-ANNE COLLINGE reports.

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orous media And there is no country which has a free and vigorous media which isn't a democracy"

He foresees that "a transitional government is going to feel somewhat insecure" and that, under such circumstances, bad journalism might invite a crackdown

"One of the most crucial things to ensure the survival of a free press is a high standard of professionalism Reporters have to get it right It's got to be accurate, it's got to be balanced, it's got to be fair — otherwise it won't survive a transitional regime"

Mr Sparks's focus on skills is coupled with a certitude that the institutions of the media must change during the course of political transformation

The overwhelming dominance of the broadcast media by the SABC, and the print media by newspapers which are either " beholden to the National Party" or "view the world through the prism of the white English-speaking business establishment", cannot hold

"That structure will inevitably change — whether there's going to be an unbundling of monopoly control or it is done through some other pressure"

There will be pressure for black journalists to forsake their posts as "foot soldiers" of the newsrooms and assume positions as editorial decision-makers, he says

With intensive talent-scouting and skills-upgrading programmes, Mr Sparks argues, it should be possible to meet this

demand — not only without lowering standards but with an appreciable improvement in journalistic quality

Despite its Wits linkage, the institute will offer "hands-on courses, dealing with the practicalities of this profession"

Teachers — or "coaches" — will be drawn from outside the institute In fact, next week's launching course will be an intensive course for senior journalists, to begin transforming them into "coaches". It will be run by Donald Fry of the Poynter Institute in Florida, US

With a glint in his eye, Mr Sparks relates the success of the Poynter Institute and the newspaper associated with it, the St Petersburg Times

He tells how the late Nelson Poynter, as publisher of the Times, brought in English professors to enhance his journalists' power over words, how this initiative grew to become the Poynter Institute, forging unique ways of teaching writing.

"Nelson Poynter proved, among other things, that quality can pay handsomely in journalism," is Mr Sparks's ever-so-slightly barbed conclusion "His newspaper is now valued at \$500 million (R1,4 billion)"

Short, targeted courses to upgrade the skills of print journalists will come into operation soon In time, the institute will expand to offer comparable courses in the electronic media

But Mr Sparks believes this is not enough for those destined to inherit key media jobs There is a need to overcome a peculiar

South African "introversion and to develop a world view"

In the pipeline — but not yet ready to run — are plans for internships on foreign papers in several countries and for a local equivalent of the famed Nieman Fellowship The latter would give selected journalists the chance of a year's unrestricted study at Wits

Finally, there's the question of talent scouting What Mr Sparks has in mind is to stimulate the founding of newspapers in black and nonracial high schools around Johannesburg; to provide pupils with access to technology to produce their papers, and to offer advice and criticism as needed

School newspapers will yield a great by-product, Mr Sparks believes "It will be an education in democracy for kids to be criticising their own managements, finding out how far they can go, learning that you get into trouble if you get it wrong"

But for the few with a real nose for news and talent for writing, the school newspaper could be the key to summer schools run by the institute; sponsorship to university and recommendations for admission to media training courses.

The institute is funded by grants from the European Community, various United States foundations, the Argus Group and the Washington Post It has influential names on its local and foreign boards

It starts out life in a national monument, a gracious relic from a troubled past. If the intentions of its sponsors and planners are realised, the institute's mansion-home will become a symbol of a future democracy, an embodiment of the endless individual strivings which underpin government by the people □

R58-m spent in a year ⁽¹⁷⁹⁾ on the training of jobless

SHARON SOROUR
Labour Reporter

APR 29/5/92

THE Department of Manpower spent more than R58 million last year on training jobless people for employment in the formal and informal sectors, the latest edition of SA Labour News reports.

Quoting figures from the department's annual report, the Labour Affairs Digest said more than R27 million was spent on training people for

formal sector employment and more than R31 million on skills training for people in the informal sector.

A total of 550 185 people were assisted by the Unemployment Insurance Fund during the year, compared to 438 292 the previous year.

The report, tabled in parliament last month, said the fund paid out more than R891 million in benefits — an increase of 51 percent over 1990

Institute to hone business skills

THE Small Business Development Corporation has launched a training in-

By JOSHUA RABOROKO

stitute to look into business and management skills in this sector.

The aim of the institute is to expand current business and management skills training facilities and opportunities aimed at potential and existing enterprises in the informal, semi-formal and formal sector of the community

SBDC's managing director Dr Ben Vosloo said: "There is a vast need for appropriate training for entrepreneurship and skills involved in creating and running a successful business. Such training has to be accessible, affordable and relevant to the needs of the community."

Training

He emphasised the importance of such training being directed at all the appropriate stages of business creation.

"The institute will try to cover the whole spectrum from creating an awareness of self-employment as a career option to starting a business, running or maintaining a business and expanding a business," said Vosloo.

The institute's activities will comprise three key components. These are entrepreneurial development, business and management skills development and administrative skills development.

Entrepreneurial develop-

ment will focus on harnessing motivation, developing creativity and problem-solving and negotiating skills.

The business and management skills development will include business planning, marketing, costing and pricing, accounting, cashflow analysis, operations management and human resource management.

Book-keeping, record keeping, office technology, basic legal requirements are some of the aspects which will be addressed under administrative skills development.

The institute presently offers five formal courses on how to start an own business, the one-up course for informal small business, how to manage and improve your own business, labour relations and retail management.

The institute will operate under the auspices of the Small Business Training and Education Foundation, which was established in 1991 by the SBDC as the founding donor.

The foundation has already received the support of many companies.

"We hope that donors will see investment in this institute as an opportunity to play a significant role in promoting the entrepreneurial activities and competency required in making South Africa a prosperous country," Vosloo said.

Small business to get help in crucial labour relations field

SMALL and medium size businesses are losing money because they lack labour relations skills, says Mr John Naudé of the Western Cape region of the Small Business Development Corporation (SBDC)

He says the most apparent areas are badly motivated workforces, low productivity, time wasting from inadequate disciplinary and grievance procedures, and the resultant costly legal and other expenses in the event of disputes

"Indications that unions have targeted small and medium businesses for membership drives have heightened the need for employers to improve their basic labour relations skills," says Mr Naudé

"It is unfortunate that many businesses still do not appreciate that proper techniques can, for example, prevent industrial court litigation and contribute to an improved bottom line"

The SBDC has now developed a training course "Labour relations for the small business" which is suitable for businesses employing between five and 100 people

The next course will be held on Mondays and Wednesdays each week, from 6pm to 9pm, running from June 8 to July 8

It will be presented in the SBDC offices at 60 Sir Lowry Road, Cape Town

Participants will receive a comprehensive course manual on registration and a certificate of achievement upon successful completion of the course

Further details are obtainable on ☎ (021) 462 1910

Inkatha takes joint blame for unrest

LONDON — Inkatha president Mangosuthu Buthelezi acknowledged yesterday that ANC-Inkatha rivalry was the cause of township violence, saying last week's Goldstone report contained nothing new.

"He wasn't telling us something we didn't know because, after all, it takes two to tango," Buthelezi said.

Judge Richard Goldstone this week accused government of distorting his report. Government had highlighted a finding that there was no evidence to back ANC charges that much of the violence was instigated by a third force.

Speaking at Heathrow Airport en route to the US, Buthelezi urged ANC president Nelson Mandela to respond to a call he

made last weekend for them to "stand together" and address mass rallies in a bid to end township violence.

He said there had to date been no response from Mandela.

Buthelezi criticised the ANC for threatening mass action to force government concessions in negotiations, and urged Mandela to return to talks with president F W de Klerk. "I would urge them to be calm. The threat of mass action is just going to tear the country apart."

Aides said Buthelezi, who flies to Los Angeles today, would give lectures for the SA Educational Foundation and meet former president Ronald Reagan and business leaders — Sapa-Reuter-AP

State 'should take control of training'

THE state had to take control of and responsibility for industrial training because 20 years of experience had highlighted the inadequacies of its being left to market forces, two University of Cape Town researchers have concluded.

Businesses tended to train only for their immediate needs. It was clear that despite generous tax concessions for training, industry had not trained sufficient skilled workers, said researchers Shireen Mohamed and Zaid Kimmie.

Although it was still too early to assess the success of 1990 legislation, the 1981 Act had failed for a number of reasons.

Employment of apprentices remained contingent upon the business cycle "as employers were loath to invest money in training during periods of recession", and employers were reluctant to commit themselves to the lengthy contractual obligations which accompanied the employment of an apprentice.

Only 10% of SA's workforce was being trained in technical fields, while it was estimated that 75% should be trained to meet economic requirements.

The researchers said SA's industrial training strategy should aim to provide a skilled workforce to meet the requirements of economic development.

They found that an industrial training system "left to the mercies of market forces" performed inadequately. "Unless control and responsibility for training revert back to the state and become part of an overall centralised plan for long-term economic development" the problems could not be addressed, they said.

NEWS IN BRIEF

Insurance laws to change

INVESTORS should be wary of investment opportunities offering high interest rates and attractive conditions, Deputy Finance Minister Theo Alant said yesterday.

Replying to a second reading debate on the Financial Institutions Amendment Bill, Alant said legislation would be introduced next year to regulate the short- and long-term insurance industries. Current legislation on pension funds dated back to 1943 and was antiquated in many respects.

Prosecutions delayed

LESS than 10% of the prosecutions of conscripts who failed to report for national service or camps last year had been completed, Defence Minister Gene Louw said yesterday.

Replying to a question tabled in Parliament by Gen Bob Rogers (DP, Walmer), he said "The prosecution action is an ongoing and time-consuming process. All cases of failure to report are investigated."

Afrikaner homeland poll

A QUARTER of black women believe an Afrikaner homeland should be discussed at Codesa but two-thirds disagree, a survey has found.

The poll conducted by Research Surveys among 800 black women in the middle of April found 23% agreed an Afrikaner homeland should be discussed at Codesa, 45% did not agree and 33% said they did not know.

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Small business in a crucial position

Sowetan

4/6/92

By JOSHUA RABOROKO

SMALL business is a crucial part of economic development

However, in South Africa small business was very limited in number and in scope as opposed to other countries in Africa such as Kenya

Addressing a seminar on labour relations on small business, Cosatu's Dr Bennie Fanaroff said the trade union's view was that "we should achieve economic growth through redistribution".

He said that meant "we must stimulate the economy and create jobs by providing the basic goods and services which people do not have".

The two most crucial projects are housing and electrification, he added

The building of houses and the installation of electricity must be done in a way which encompassed the community

It must create opportunities for work and for local entrepreneurs in the community, so that both money and skills were left in the community. Building must not just be done by big companies using industrial

methods

The electrification programmes, for example, should be able to have a spin-off of new job opportunities and there must be small business development programmes to take advantage of new opportunities created by electrification

Fanaroff said it had been proven overseas that electrification projects create job opportunities. Local electrification projects should be done in a way which involved many entrepreneurs

There should be self-managed work teams by Eskom. In that way the company would not only provide electricity, but would contribute to community skills

"Cosatu, Nactu and the civic association have driven the development of the National Housing Forum and the National Electrification Committee

"The civic association together with some unions have proposed the establishment of a Bank of Re-

construction which may be able to offer finance to small business initiatives. This bank will not be dominated by big business and Government," he said

The unions were also fighting for a very large programme of training and skills development which must be based on modules, and there must also be adult basic education together with the technical training

"Workers who are retrenched must be retrained so that they have skills to take into the community," he added.

Cosatu recognised the existence of small businesses. However, "we are not prepared to see a development of small businesses based on exploitation

"The trade unions are fighting for a ban on retrenchments and against job losses. They are negotiating to restructure the industries to create more jobs

"We believe that the time has now come for the labour movement to talk formally with small business in order to support each other instead of being in opposition to each other," he said



PRINTING

Learning a trade

It's a far cry from the good old hot metal days. When the new Southern African Printing College opens at Honeydew, Roodepoort, in February, young apprentices in the newspaper, printing and packaging industries will be taught their trade using state-of-the-art technology.

The Printing Industries Federation of SA and the Newspaper Press Union have bought a 9,3 ha site for the college and construction begins this month. Some of the most up-to-date origination, printing and finishing

equipment will be installed with most of it being donated or lent to the college by printing companies, manufacturers or their agents.

The total investment, including accommodation for up to 260 apprentices, is about R23m. It is being financed by the printing industry.

Executive director-designate Wilhe Uys says that due to the rapid advances in technology, the old, time-based system of apprentice training had become too cumbersome, so it was decided to establish a college where both theoretical and practical training could take place. The training will be run in parallel with the Competency Based Modu-

lar Training system introduced this year.

To ensure that standards are acceptable, the entire training package was presented to the City & Guilds of London Institute for its opinion. As a result, a Joint Certification Agreement was signed in January to give apprentices who qualify worldwide recognition of their skills.

Initially there will be 260 live-in apprentices and a further 100 day apprentices drawn from the PWV area. There have been enrolment inquiries from as far as Nigeria. Courses will be offered in origination, printing and finishing, and apprentices will be able to qualify in a variety of trades in these categories. ■

Producing students that industry can use



John Maree is the chairman of Eskom and Denel. This is an extract from a recent speech he gave to the Secretariat of the Economic Community of Southern Africa in Durban

Many observers have pointed out that, though no single policy or formula can guarantee economic development, there is one fundamental requirement for success education leading to general competence

And that is where we fall short in SA.

We need institutions that turn out educated people employers can use. There is an alarming mismatch between what our schools and colleges produce and what commerce and industry need. This gap must be bridged if we are to achieve the economic growth on which to base any political dispensation.

More than 300 000 students are studying at SA universities. Only about 12% are studying sciences or engineering compared with between 40% and 50% of university students in nations such as Germany, Japan and South Korea.

The remainder of our university students — 264 000 — are studying "soft" subjects and will be competing for a limited number of jobs.

On the other hand, our technikons — where the emphasis should be — have a combined total of more than 100 000 students. Even at these institutions, only 40% of the students are studying engineering or the sciences.

It is estimated that 100 000 students could be removed from our universities today without in any way decreasing the economic skills potential of our country — a sobering thought if one considers the resources invested in the students.

We should not be calling for more expenditure on education. We should rather be

asking harder questions about the objectives of our education system and what we are getting for our investment. Are the objectives synchronised with our economic development needs? I don't think so.

The responsibility for addressing this mismatch has to be twofold. The education establishment and the private sector need to work together. FM 516192

One example of how this works in practice is the experiment at Fort Worth, Texas. There the local Chamber of Commerce and the school district have devised a programme to help match what the companies need and what the schools produce. A forum has been established to identify specific and general skills that will be in most demand and how best the schools can equip the students with them.

We can also gain by being more innovative in using the resources we have, for instance by

□ Setting up formal channels for involving commerce and industry in setting educational objectives, providing a business perspective for pupils in the classroom, helping with preparation of syllabi for technikons and universities. This is already happening overseas and a healthy interaction that can only benefit all involved is being developed between the business sector and the classroom. It is good to see that this is beginning to happen in SA,

□ Encouraging a much greater involvement by the private sector in adult education by building further on the existing education of employees and helping them to acquire numeracy and workplace language skills; and

□ Using our sophisticated electronic media for accelerated long-distance education that could make the world of difference to children in far-flung areas where teaching skills may be lacking. But, for this, we need a massive drive to electrify urban and rural low-income areas.

At the end of the day, we must get education on track in SA. And, if we are going to succeed, we have to overcome structural

weaknesses such as the lack of properly trained teachers, especially in the hard subjects of mathematics and science.

Companies have long been concerned at the small number of blacks emerging in management. We have done well in involving black people on the shopfloor but we have generally failed to carry this through to management.

One reason, unfortunately, is that we have tended to bring blacks into our organisations in low-level jobs, with no intention that they should ever rise above a certain level.

We have not had any real expectations for black employees. They have simply been there. We have not selected for talent or intelligence because we have not selected for advancement.

That is one reason for blacks not having advanced and for there being no significant black management corps today.

This will change as companies are put under increasing pressure to promote equal opportunity right to the top of our organisations. Either we can drive this ourselves or legislation will force us to drive it in the future.

There is no doubt that we are going to have to put a significant percentage of our payrolls into retraining and education initiatives in the new SA in order to make up for the often appallingly poor results in our schools.

We will have to help people of talent and application to acquire the knowledge and skills that our school system failed to provide.

All this shows me that we need plenty of rethinking, a willingness to try new approaches, much greater involvement by the private sector and real openness from the education authorities.

The Japanese have a word for the sort of approach we need. It's called *keiretsu*, or co-operation. For SA, co-operation is a matter of survival. Our resources are too limited and our needs too great for us to stick with our past, often-exclusive and rigid mindsets.

Ibec's micro-loans put businesses on their feet

By Ferial Haffajee

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AT the end of 1990, four destitute women from the Eastern Cape approached the Informal Business Enrichment Centre (Ibec) for loans of R1 500 each

They got the loans and bought shoes from a wholesale outlet. Then they set up a colourful shoe stall on the highway to Mdantsane, a sprawling township near East London. Business flourished and at the end of January 1991, they managed to repay their loans and needed a further loan to expand.

The story of these women illustrates Ibec's mission. "We deal at a grassroots level and make access to finance easier," says Ibec executive director Reggie Naidoo.

Ibec's success rate speaks for itself. Its bad debt rate is only two percent and more than 90 percent of the 420 businesses it helped start continue to flourish.

Ibec is geared to assisting mainly informal and emerging businesses. 350 informal businesses got start-up loans from Ibec and 70 emerging or manufacturing businesses were also helped by the organisation.

Most of the country's unemployed live in the Border region. Ibec was started in December 1990 specifically to find some solution to the unemployment crisis in that region.

Mercedes Benz provided funding of R200 000, Mobil Foundation gave R40 000 and Tiger Oats gave money toward infrastructural costs.

Ibec's loan book is small (only R500 000) and its access to funds even smaller. For this reason, it gives only micro-loans, the average loan is R1 000 but it can go up to R5 000 if the business does well.

Behind the success of this small enterprise is the motto that "we are a development not an assistance organisation", says Naidoo. Education is central to the programme.

All successful applicants must go through a variety of courses run by Ibec before they are given a cent. "If applicants don't pass the test, they have to start again," says Naidoo.

Education for the entrepreneurs includes motivational courses, business awareness classes, skills training and commercial courses run in conjunction with the Fort Hare Institute of Management.

And while Naidoo is proud of Ibec's reputation as a non-governmental organisation, it is run along strict business principles. "We are not a hand-out organisation," says Naidoo, explaining Ibec's strict feasibility studies.

The Mobil Foundation says "The Ibec has made exceptional progress over the past year." The foundation is particularly impressed with the careful and successful links Ibec has launched with the formal sector.

In addition to arranging training from a variety of businesses for its clients, Ibec has also brokered a number of mutually beneficial contracts between formal eastern Cape businesses and its clients.

Naidoo attributes the success of the organisation to the fact that it closes its offices every three months and goes into the field to evaluate all the businesses it has funded. It also has regular audits and costs are watched carefully.

Ibec's success has persuaded the organisation to go national and during this year it opened offices in Johannesburg and Durban.

Southbousiness 15

The path to a fairer business climate and more prosperous economy was charted at a recent accountants' congress, reports

Quentin Wilson:

EDUCATION and training could not be left to the free market. If it were, a few elite groups would continue to monopolise the market.

Professor Jakes Gerwel told a recent congress of chartered accountants.

The University of the Western Cape rector said state intervention was necessary to avoid the perpetuation of an unequal system.

"But a highly centralised, bureaucratic state operating in a comman-

State should 'spread the skills' — Gerwel

dist fashion is not the answer," he told the congress held at a Cape Town hotel.

Rather, a large degree of "decentralisation" was needed. Schools should be given more power and "popular participation" in the run-

ning of their affairs.

Gerwel also said that "Whether we adopt the ANC-Cosatu starting point of 'growth through redistribution' or the corporate sector's 'redistribution through growth', the priority is the provision of enough

highly-trained professional and technological human resources".

He said the training of blacks in these categories would start a process which could result in a deracialisation of these occupations.

But he warned though that "this privileging of the skilled" would still leave Africans at the lower levels of the system. Women would remain in inferior positions compared to men "at all levels of the hierarchy".

"It would be utopian and unrealistic to assume that the eradication of social inequalities will be possible in a post-apartheid South Africa. This is because the mixed economy which will continue to exist, however modified, will be dominated by the private corporate sector".

The vice-president and secretary of the World Bank, Mr Timothy Thahane, said privatisation would be a key to economic growth.

"Few governments have embarked on privatisation for purely ideological reasons".

Thahane, state enterprises have been inefficient, over-staffed and poorly controlled financially.

"Their costs are a weighty burden on governments and taxpayers — the very group expected to benefit.

"In Sub-Saharan Africa, cumulative losses by state-owned enterprises reached five percent of Gross Domestic Product from 1989 to 1991."

He said growth was likely to accelerate when governments and markets complemented each other with their respective strengths.

The private sector had proved to be the most efficient generator of incomes, employment, managerial expertise and technological innovation, he said.

The state should supply public services that the private sector generally could not perform well, such as security, the judiciary and education, Thahane said.

Peppor group chairman Mr Christo Wise said South Africa should become less dependent on capital and more so on labour.

It was essential to recognise the dual nature of South Africa's economy and to adopt both First World and Third World strategies to achieve sustained economic recovery and growth, Wise said.

Making youth business wise

Sowetan 8/6/92



By JOSHUA
RABOROKO

THE Young Entrepreneur Foundation has been formed to promote business culture among the youth.

The YEF's policy is to create a culture of business among the thousands who leave school every year.

Executive director Mr Oscar Mamba said their aim is motivate youth to be active in the mainstream of the economy.

"We want to develop with the local people, progressive youth structures and schools, create a cul-

ture of entrepreneurship as a model in building a growing and prosperous economy in a free and democratic South Africa.

"One of our objectives is to facilitate the provision of training, counselling and advisory services related to commerce, industry, engineering and agriculture," Mamba said.

The formation of the foundation comes in the wake of the surging number

of unemployed youths, the majority matric dropouts and school leavers.

Statistics provided by the Research Institute for Education Planning in July 1991 showed that the dropout rate among African pupils in 1990 was the highest at primary level.

Statistics

The statistics showed that the total number of dropouts in 1990 (814 562) was 10 percent of the total 7 924 991 pupils enrolled from sub A to Standard 10.

"The queues are swell-

ing and these children cannot find work. The situation is getting worse as the recession takes its toll and the drought begins to bite. We need to do something for them," Mamba said.

A seminar is scheduled to take place at the Johannesburg Stock Exchange Auditorium on July 14-17.

The foundation is also offering bursaries to high school pupils and university students. All enquiries should be directed to YEF at telephone number (011) 483-3280 or Fax (011) 483-3282.

Property education a major contribution

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ONE of Sapo's major contributions to the property industry is its advancement of property education.

It has continually sourced the market for its needs and adapted and expanded its courses to cater for this. Five courses are offered at present, says executive director Brian Kirchmann.

"The best known of the courses is the property development programme, which is now in its 17th year.

"It has released more

than 1 000 participants into the industry," he says.

The programme is a joint venture between the University of Cape Town Graduate School of Business and Sapo, and is held in Cape Town over two weeks in July and August of each year.

It caters for 64 participants and covers the principles of finance, valuation and property law, negotiations, marketing and management.

Draws

Designed for executive management, the "live-in" course draws participants from all disciplines of the property industry.

The next bi-annual property executive programme will be run in September.

The course caters for about 40 participants, drawn mainly from senior executive positions.

Matters like the local political and economic climate and the international scenario are examined.

The course is designed to encourage group participation, Kirchmann says.

As a result of investigations by the industry among school leavers and the public, a three-year property course has been devised.

Starting in January 1993 and administered by Technikon RSA, the course intends to promote vocational training.

"This is the first time that a local Technikon is presenting formal tertiary education in real estate, and we hope that the course will eventually be developed so it can be presented by any university," he says.

A new basic property programme will be launched in October.

It will be an introduction to property, covering elementary economics, law, marketing, finance and a basic understanding of the industry.

The property introductory programme was run for the second time last month. It is designed to improve participants' basic knowledge of the many aspects of the industry.

Shopping centre management and development courses, planned for

August this year, will be handled by Chris Cloete from the University of Pretoria. Each course will be limited to 25 participants, will be three days in duration and an examination will be written at the end.

The shopping management centre course participants will have to carry out a spot analysis of a shopping centre.

Background research of the viability of development on a possible site will also be required.

It is planned that both courses will have to be passed before acceptance is granted for a proposed two-year course.

"One of our aims is to continue to identify the educational needs of both the industry and the general public and to find ways of catering for these.

"Our courses have been innovative, and we intend to go from strength to strength in this sphere," Kirchmann says.

RTNERS
T S
Development

Industry has had to adapt to radical technology change

178 ~~11/11/92~~ ~~11/11/92~~
BUILDING Industry changes during the past 57 years have been revolutionary.

A gentleman's agreement is now defunct terminology and restrictive

More university graduates have moved across to work with building firms in project management, and there is generally a higher level of professionalism in



18 Southbusiness

June 13 to June 17 1992

Looking for a job? Why not become a boss?

By Johan Naude

MUCH IS MADE of the benefits of a strong and vigorous small business sector to the economy of a country. In recent years countries where an "enterprise culture" exists have been at the forefront in terms of economic growth and job creation — examples that come to

mind are Taiwan, South Korea and Italy.

Great emphasis is placed on entrepreneurship education in order to provide the necessary skills that people are going to need for success in business.

In South Africa we have to be more successful in generating entrepreneurs — with our employment problem we need more

employers, not employees!

Most scholars and students about to enter the job market traditionally envisage themselves as being employed by someone — a government department, city council, large company or factory and in a professional capacity as an accountant or attorney.

It is apparent not enough job opportunities exist here. The self-

employment option therefore warrants serious attention.

This of course also applies to those that have lost their jobs because of businesses closing down or retrenchments.

What steps could be considered when preparing for self-employment?

Get a good basic education at school, and, if possible, at a col-

lege, technician or university. It should give you general skills and strengthen your self-confidence.

Acquire some specialised skill, craft or profession — something you are good at in competition with others. It can be a simple craft or something requiring more practice, anything from the repair of motor cars or computers to skilful dressmaking or running training sessions.

Use every opportunity available in holidays or over weekends — at school or during training — to practise self-employment, participate in business games or learn while doing odd jobs for small businesses.

Confidence in enterprise management comes from practical learning, and diversity strengthens one's experience.

Continuously scan the market for business opportunities — once again starting as young as you can.

How do people get into business? Why are some successful and why do others fail? What makes this or that small business tick? What do you need to enter a particular business? Where can you get capital, licences, raw materials, markets, advice, etc? With whom can you exchange your dreams?

Do not discourage your idealism about a future self-employment career, but build up your self-discipline, drive and tenacity to be able to tackle the problems and challenges likely to confront you when you are on your own.

Finally, systematically build up a network of friends and contacts, bearing in mind that access to such contacts constitutes one of the most critical factors in successful business start-up.

You'll never be able to solve all the problems yourself — but you shouldn't take too long to find out where you can get help or information.

The Small Business Development Corporation offers a wide range of services which assist people embarking on self-employment. These include:

- Basic information and business advice
- Publications on starting a small business
- Training and consultation services
- Financing

For further enquiries call (021) 462-1910

SBDC

OUR INVOLVEMENT IN THE COMMUNITY

The Small Business Development Corporation (SBDC) has been actively involved in the Cape's Townships, offering a variety of services to both existing and prospective entrepreneurs.

Commercial Premises

Eyona Centre, Khaya Bazaar Centre, Eyethu Centre, Temban and Mitchells Plain Shopping Centres

Industrial Hives

Philippi Small Business Centre, Mitchells Plain Hive, Guguletu Craft Shops

Financing

Mini-loans (R300-R50000) for viable enterprises, as well as larger, general financing for amounts up to R1million

Training Courses and Business Publications

"How to start your own small business"

"Township MBA"

Special topic workshops and seminars

Information pamphlets on how to run a business successfully

Information and Advice

Information centres at Mitchells Plain Hive, Philippi Small Business Centre and Eyona Centre

Marketing and Sub-contracting assistance

Advertising and promoting of hive/centre projects and encouraging contact between "Big" and "Small" business

Deregulation assistance

Legal representations and negotiations with authorities on behalf of small business

For more information, contact:

Ruth Penxa, Cape Town office Tel 462 1910 • Rubin Japhta, Philippi Centre Tel 317 114/5

Derek Bell, Mitchells Plain Tel 376 1217/8

HARNESSING THE POWER OF ENTREPRENEURSHIP



18 Southbousiness

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How to become a top secretary

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74/6/92

A GOOD secretary is a potent business weapon, says London's *Daily Mail*.

No matter what your trade, first impressions count most.

However good the idea, keen the salesman, or well-organised the workshop, all can be lost if that first phone call puts the customer off.

So choosing the right personal assistant should be a top priority for the small businessman.

It is not enough to rope in the wife or another relative on the grounds that they are available and cheap. It is better to employ a stranger who is both well trained and efficient. Even though this will cost more, it will pay surprising dividends in increased business, provided you know what you are looking for.

Astrid Simpson, 28, for the past 10 months personal assistant to a director at the British National Space Centre, offers positive advice for budding personal assistants.

"A large part of my work demands a good telephone technique, dealing with a wide range of distinguished and well qualified people," she says. "They expect you to grasp their meaning quickly, and there is no problem with status provided you are prepared to be flexible."

"Perhaps the real secret of being an effective personal assistant is the ability to get on with people across the board, be prepared to work late, and not begrudge the extra money it costs to dress fittingly."

Diana Smith has a law degree, is currently engaged as a senior secretary with the Department of Energy, and is on her 102nd "assignment" as a high-grade professional temp. She has worked both in private industry and up to ministerial level in the Civil Service.

"Ultimately, whether or not I get satisfaction from my work depends on the boss," she says. "When you work in the higher levels of the Civil Service, responsibility and initiative go without saying, though you must exercise both with due respect for the status of the people with, and for whom, you are working."

"Dress properly and work efficiently would be my two tips for a personal assistant aiming for the top. When a secretary has all the necessary qualities to be a top PA, she should be paid accordingly," she concludes.

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Wanted: Black go-getters

By ZB MOLEFFE

THE black child has a far better chance of being employed in the future than a white child, an industrial psychologist and career guidance expert has warned.

Louise Holman argues that "because there are so many companies that have affirmative action policies and because of external overseas influence" most companies will be pushing for a black and white balance in their employees in proportion to the South African population.

"There is such a gap to be made up that I think in two years' time the white child is going to find it difficult to find a job.

"While any black child who has any sort of initiative or shows ambition is going to be taken for the job," says Holman.

From a black perspective it is more important that black children "be given a chance to find out where they should be, so they can grasp this opportunity and not let it go", continues the Umsa-edu-cated industrial psychologist who is also a Chartered Insurance Institute



PREPARATION STATION... "The well-prepared prospective black employee is the person who is going to be taken on," says a career guidance expert.

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On the other hand Holman is not sure how long the "black employee boom is going to last

However, she is convinced that that for the next five or six years there will be a visible bias towards employing black school-leavers rather than their white counterparts. She continues, "There are so many people trying

for a limited number of jobs at the moment. The well-prepared prospective black employee is the person who is going to be taken (for these limited jobs)

This is where Holman endorses her recently published career guidance book *But Will I Like My Job? A practical guide for school leavers*. It means the black school

leavers who have followed her book stand a better chance of employment.

Otherwise employers will opt to employ white school-leavers. This, the employers will argue, is because suitably qualified blacks will be in short supply.

On the other hand, employers will still employ black school-leavers "who are not coming with right (career) answers and motivation, and don't know what it (the job market) is all about".

Holman should know. After working with a number of white schools she started career guidance workshops in 1989 in Mamelodi outside Pretoria.

This was after she found that in the townships "they have nobody trained in vocational guidance".

Talking about the township career guidance problems, Holman, who is also a holder of the British Institute of Management Services work study and organisation and methods certificates, says the township problems are rooted in an atmosphere where parents want their children to be doctors or

domestic workers.

"Anything in the middle they don't know about. They don't put any meaning to it. We have to bring the idea of jobs and what they entail, particularly to the people who will be doing the jobs. I was working with those people in Mamelodi," Holman says.

That is why Holman thinks her book is filling a gap. She thinks there is no career guidance book "that gives information on work in terms a teenager can understand" on the market at the moment.

She also believes she is well-versed in her subject: "I had a lot of training in observing work, industrial psychology and finding out how paper flows (in the workplace)."

Holman says that generally there are two tests psychologists use for school-leavers on the verge of embarking on careers. However, she has developed (career guidance) tests running against conventional psychological tests.

She got better results - "better than what comes out of American and South African universities". This has led to the Education Development Trust, which is run closely with the Alexandra Koppo Trust.

Holman explains further: "We are taking career guidance principles right through SA - blacks, whites, youth leaders, teachers. We are training them all in career guidance principles so that they can take them to their schools."

When should a black parent and student start worrying and preparing for a career?

The first step is in Std 7, according to Holman, who has found that many black parents are locked into the belief that their children must go to university if they are to have a meaningful and proper career.

"I don't think that is necessarily true, bearing in mind that black children are going to get more jobs than white children in the future.

"I have worked out that seven percent of jobs in SA needed a university or technikon diploma," Holman points out.

Then comes another time in a child's schooling when parents must take charge in the planning of their careers - the first part of Std 9 "just before the child starts motivating himself/herself to acquiring a matric examination pass."

That is where the schoolchild will sort himself/herself out. Particularly in the choice of ideal subjects for higher learning. Also there is a chance that the child can change subjects and direction.

"A good matric pass doesn't mean good subjects but preparation for a career," Holman says.

What are the strategies required for a good career choice?

First Holman points out that it is important to have a strategy if you are starting out in the career stakes. You have to know where you are going and how you are going to get there, insists Holman.

"That is important, that is a straightforward strategy."

This is helpful when things start going wrong in your career path. Or maybe the school-leaver meets obstacles straight away.

"What I'm trying to say in the book is: you will always have obstacles, it is a fact of life.

"A successful person who meets obstacles says: 'Right, how will I pick up myself after I had a failure?' That is where (career path) strategies come in.

"If you overcome them (obstacles), you can still become great."

Keeping the

And who better to take this message across than Tiger's community relations development consultant Elias Moeng?

"The reason is simple," says Moeng, "in our talks with a number of black business chambers countrywide we constantly meet the complaint that big white business does not put its money where its mouth is."

What Moeng means is that most black businesses feel established business does not go beyond occasionally helping out with money for small, mundane business problems.

"The 'constant complaint from black business is that established business is not keen to dirty its hands. All established business seems to be keen on doing is to write cheques in the hope that black business problems will go away. It is our philosophy in Tiger Oats not to be in the cheque-writing business," Moeng continues.

The picture becomes clearer. What Tiger Oats has done is to look at black business training, particularly in business skills which will arm black business people for the future post-apartheid A.

This is to be a business world where competition the name of the game, and in which the ill-prepared will not survive.

Township businesses in particular will find themselves the little people in a battle for survival against Goliaths. In this battle they must make sure that they are the Davids, not the Goliaths.

Wheel rolling

CP/News
14/6/92



JET JUNGLE... Tiger Oats' community relations development consultant Elias Moeng is a man with a plan of action for township business training.

■ PLOI ANDRIKS MCINERKA

Moeng is quick to point out that black business training is not something new. What he and Tiger Oats will be doing is nothing out of this world.

Their training will be based on the well-travelled but effective road of empowerment.

Of course, he does not hide the fact that although his company will be taking the plunge, it will do so with its back well covered.

Since last year Tiger Oats has been poring over the problems that plague black business. The company has paid attention to what solid research from places such as Unisa's School of Business has

been saying. "We found that training, distribution and finance is the bugbear of black business. In short, we want to encourage black business entrepreneurship," Moeng points out.

Moeng also explained how his company will put its training scheme into operation. It is called the Ace Business School (ABS). But any resemblance to your conventional school ends there because the ABS will take a few innovative approaches.

For instance, the ABS will be a mobile operation. Moeng points out that this training approach was adopted after his company discovered that in the main, the township business person can ill afford to be away from his business at any given time.

"We shall take the training to traders in the townships. But, I must warn that we will not come to the traders with ready-made programmes," added Moeng. Training will be conducted on an on-the-job basis.

Moeng is a University of the North history and psychology major and former teacher who worked his way through a number of important industrial relations jobs with Eskom and Nestlé before coming to Tiger Oats.

by ZB MOLEFE
WHEN Tiger Oats, one of the country's biggest food companies, says it does not want to reinvent the wheel when it comes to black business training, a statement anchored in reality.

Take care when choosing a job

CP Reporter

CHOOSING a career is a difficult, long-term process.

It involves, among other things:

- The gathering of information about yourself;
 - Collecting information about careers; and
 - Integrating these two sources of information in a meaningful way.
- Information or knowledge about yourself can be obtained by reflecting on and noting your preferences and dislikes as well as your achievements in your subjects, the values which are important to you, your interests, abilities and personality make-up.
- Information about careers can be gathered in various ways. The following are some examples:
- You can read up on it in publications such as *My Career* which is

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supplied to schools;

- You can talk to people who do jobs that interest you; and
- You can obtain information about different careers at careers exhibitions.

Your subjects and how you perform in them can give an indication of your interests and abilities.

One's values represent some of the things which are likely to be important to you in a career.

One must ask oneself what factors would influence your career choice.

- For example:
- Material wealth (making money, profits);
 - Rendering service (working with people and helping them);
 - Status (esteem);
 - Religion (according to religious convictions);
 - Security (certainty and stability);
 - Family life (time for family);
 - Independence (working on your

own); and

- Leadership (to lead others).

Your interests are those things you are fond of and therefore enjoy doing. Eleven fields of interest are described below. Read through the descriptions and underline the fields that appeal to you most of all:

- Technical: anything to do with building, construction, the manufacture of or repair of useful things, large or small; skilful work you do with your hands and with tools, machines or apparatus; anything to do with trades or skilled work
- Nature: this interest concerns working with plants, animals and insects. Relevant subjects and careers are biology, ecology, oceanography, forestry and nature conservation
- Science: experimenting, analysing, discovering the laws of nature or underlying principles, work based on observation, research, theory.
- Art: anything that is concerned with beautification or the provision of pleasure through the senses (eyes, ears and so forth); that which makes an appeal as a result of rhythm, symmetry, shape, colour, form or sound; that which is concerned with the aesthetics of life
- Language: work that stresses the correct use of the spoken, written or printed word and the transmission of thoughts; the ability to speak convincingly or write imaginatively; vocabulary, grammar and so forth.
- People: work that involves meeting, mixing with or dealing with people in some way. Work involving human relations, talking to people or planning with them in solving their problems.
- Business: anything concerning buying and selling, salesmanship, economic activities in the world of commerce.
- Clerical/administrative: work in which it is important to be methodical and systematic. This includes work which demands neatness or orderli-

ness.

- Numerical: work of a mathematical and/or numerical nature where calculations are done and where you work with figures.
- Law: the study and application of laws and legal principles.
- Domestic: interest in housekeeping, the making of clothes, home making, interior decorating, health and nutrition.

Your abilities or skills are those things in which you excel. They would also include undiscovered or undeveloped aptitudes. Seven abilities are discussed below.

- Practical ability: to be skilled with your hands, apparatus, tools and machinery. To do precise work with one's hands or with implements and the ability to solve practical problems.
- Numerical ability: to be able to work quickly and accurately with numbers, to excel in mathematics and to solve problems logically.
- Artistic ability: to create new things in an original way and in so doing to present facts or express ideas and feelings in an artistic manner.
- Language ability: to possess an extensive vocabulary, to master languages easily. To use language competently.
- Social ability: to have an understanding of others, to be at ease among people, to communicate easily and to be able to handle all kinds of social situations skilfully.
- Methodical ability: to be neat, punctual, orderly and organised.
- Physical ability: to be physically fit, and able to perform physical actions quickly, accurately or powerfully.

Every person possesses characteristics which distinguish him from other persons. It is important to pay attention to personality characteristics in the choice of a career, because people with certain personalities are better suited to some careers than to others.

Careers

Help for SA

Job Seekers

CP Reporter

LESS than 10 percent of last year's matriculants will find employment in the formal sector.

This shock statement, combined with the observation that an increasing number of graduates are being forced to seek menial employment, is perhaps one of the most tragic and frightening consequences of the current recession.

What is to be the fate of these young people?

Against this background, a new, non-profit making organisation, "Future Finders", seeks to launch the largest and most comprehensive careers exhibition ever staged in this country why?

Sydney Carton, co-ordinator of the Future Finders project, explains "One must first clarify the true aim of a careers exhibition.

"It is to motivate young people to aspire towards a career, thereby committing themselves to self-improvement and further studies. For those who know where they are going, we offer comprehensive information on how best to get there.

"For the undecided, we

provide meaningful help, and steer them towards occupations which suit their academic abilities, interests, personalities and values. We also have a moral obligation to temper the reality of limited vacancies. Instead we guide them towards other occupations predicted by the National Manpower Commission as facing shortages."

The Small Business Development Corporation (SBD), known for its advice and financial assistance to entrepreneurs, supports fully the Future Finders project.

The Future Finders Roadshow will carry this message to school leavers, graduates and national servicemen as well as re-

trenched and unemployed adults in some 40 towns and cities across SA this year

Future Finders Fair not only extends its coverage nationwide but offers many interesting innovations. Not the least of these is a revolutionary new computer-based information system. With access to ultimately over 160 databases, it offers visitors the most comprehensive collection of careers information ever assembled.

Whether looking for appropriate subject choices, the right college to study at; where to apply for bursaries; employer's training facilities; starting salaries, the number of annual vacancies in

a given field or an insight into what the job is actually about, this database provides the answers

In addition, Future Finders will be transporting nationwide several hundred careers videos compiled by the National Film Library. An adequate supply of video machines and monitors will ensure that every young visitor has a chance to view the videos of his or her choice.

Being a Section 21 company, Future Finders depends on support from the private sector. Our success in obtaining it is a measure of a widely perceived need for the unique and vital service we offer to the nation's youth. The extent to

which we can help avert the grim prospects facing SA's youth will be governed by the extent to which the private sector accepts this social responsibility.

It seems therefore that a recession is in fact a particularly appropriate time for a careers exhibition. If putting a freeze on recruitment and training causes us to overlook the current needs of youth, we guarantee that, come the next economic upswing, we shall be as ill-prepared as we were for the last one. We shall once again be forced to spend a fortune in last-minute crisis measures.

A final word from Carton: "Any organisation which feels disinclined to

exhibit due to current recruitment policies may need to take a slightly longer term view.

"Clearly a careers exhibition is not a mere cut-price recruiting drive but a corporate social investment. The young person who can't talk to your company this year may be lost to you two or three years down the line when you most need him.

"If you really can't be present why not assist South African youth by financing one of Future FINDER's many services? Their future is your future and the nation's."

For all queries concerning Future Finders Fair, contact Mel Dunkin on (011) 643-8471 x 275.

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Keep rolling the wheel

Wheel rolling

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By ZB MOLEFE
WHEN Tiger Oats, one of the country's biggest food companies, says it does not want to reinvent the wheel when it comes to black business training, it is a statement anchored in hard reality.

And who better to take this message across than Tiger's community relations development consultant Elias Moeng?
"The reason is simple," says Moeng, "in our talks with a number of black business chambers countrywide we constantly meet the complaint that big white business does not put its money where its mouth is."

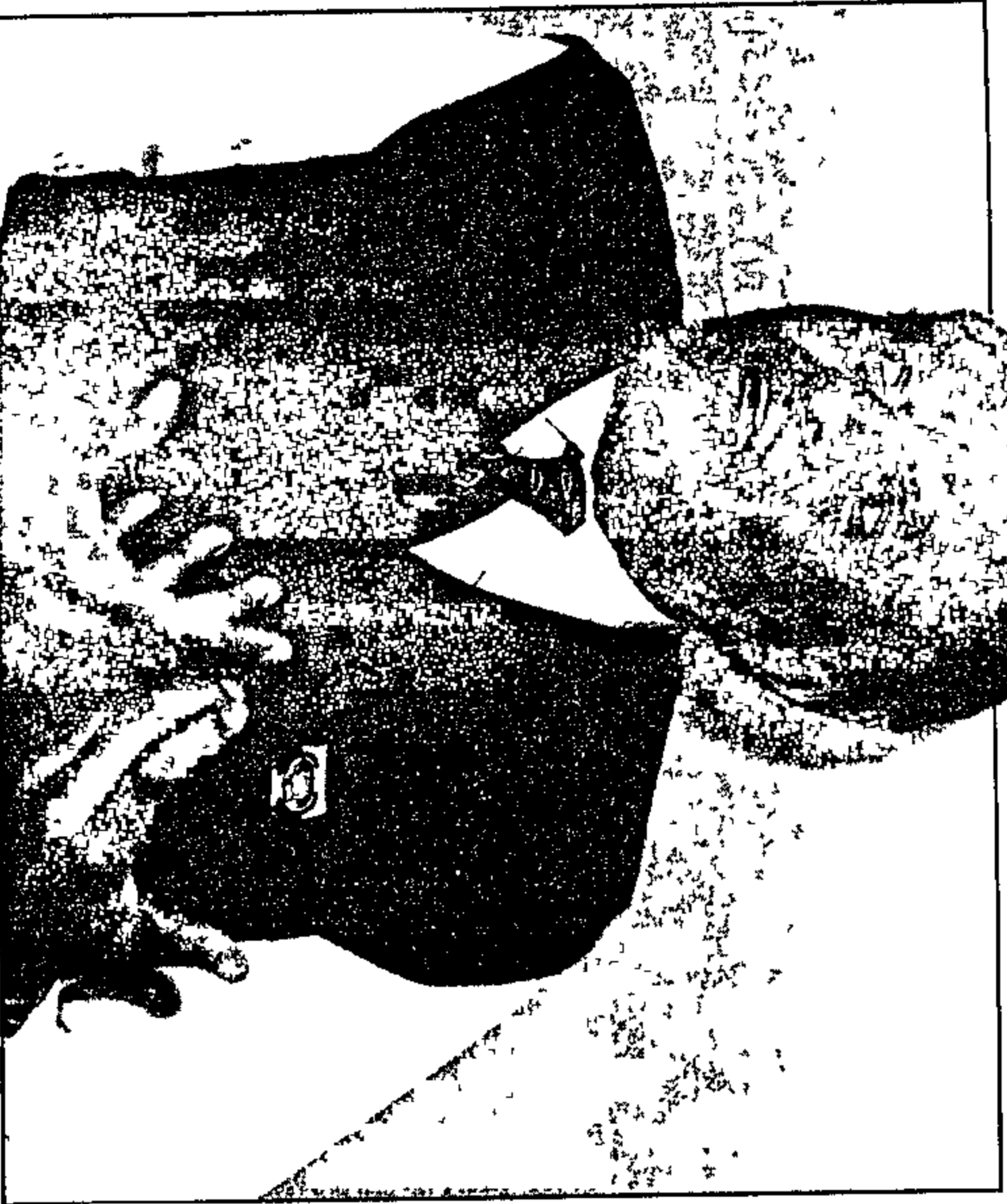
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This is to be a business world where competition is the name of the game, and in which the ill-prepared will not survive.

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JET JUNGLE... Tiger Oats' community relations development consultant Elias Moeng is a man with a plan of action for township business training.

Moeng is quick to point out that black business training is not something new. What he and Tiger Oats will be doing is nothing out of this world. Their training will be based on the well-trodden but effective road of empowerment. Of course, he does not hide the fact that although his company will be taking the plunge, it will do so with its back well covered. Since last year Tiger Oats has been pouring over the problems that plague black business. The company has paid attention to what solid research from places such as Unisa's School of Business has

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Moeng is a University of the North history and psychology major and former teacher who worked his way through a number of important industrial relations jobs with Edkon and Nedlê before coming to Tiger Oats.

He keeps good account of himself

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(179)

By LEN MALANE
SOWETO Chamber of Commerce treasurer Mokgotlu Samuel Noge is by all accounts a money-minded character. He hasn't done anything in his working life that doesn't entail monetary deals.



He is now on his own, running a bookkeeping outlet at the Orlando West industrial park where his main task is to teach other Soweto traders how to make a profit.

"Many Soweto traders count their wealth by the money they have in their pockets. They can't distinguish between profit and the initial capital they have put into the business. My job is to teach about profit, making more money and so on," said the bespectacled Noge whose first job way back in 1962 was that of a general office clerk at a banking institution.

He has come a long way to where he is today. Leaving the bank he went on to join a dairy products factory where he worked for a year as a sales representative.

For the next 11 years Noge ventured into the unknown. He tried hawking and moved from factory to factory selling clothing. The June 16 students riots affected his business which he ultimately abandoned in 1979.

He went back to the corporate world and worked as an internal auditor for an engineering company dealing in heavy equipment. In 1980 he switched jobs to be a bookkeeper for a chemical company.

"Business people started visiting me over weekends asking me to do their books for them. I then realised there was a need for a bookkeeper operating in Soweto for Soweto traders," said Noge.

GOING BY THE BOOK... Mokgotlu Samuel Noge runs the only formal bookkeeping business in Soweto.

PIA TLAZI KHUVELA
Soweto Chamber of Commerce is an affiliate of the man riding the crest of the wave, is also a member of the Association of Black Accountants of SA. He is also a member of the Institute of Accounts Technicians.

If you're talking money, Noge is your man.

Look to the Far East for the future

AN INCREASED response in the form of a turer had confirmed its shown a keen interest in

Call for SA to implement national manpower plan

810 am 15/6/92
THE total overhaul of SA's vocational education and training system and implementation of a "meaningful" national manpower plan were needed to improve its skills base, a top Eskom official said last week.

Technical skills development manager Ryno Verster was speaking at the fourth national conference of the human resources development division of the Institute of Personnel Management in Sandton.

He said the quality of the present end-product of SA's vocational education and training system did not compare favourably with winning nations such as Singapore, Korea, Hong Kong and Taiwan.

"To become a winning nation, SA would have to restructure its vocational education and training system... if SA wants to establish itself in the global economy, its skills base should be addressed as a national priority," Verster said.

He said the first step — as an analysis of the vocational education and training systems of winning nations suggested — should be to link economic and technological development plans to derive a "meaningful national manpower plan".

Two Witwatersrand University academics — sociology of work programme director Prof Eddie Webster and his deputy Jean Leger — told the conference that categorising workers as unskilled, semi-skilled and skilled de-

WILSON ZWANE

meant them and often downgraded the skills they did possess.

To develop skills in the workplace there was a need to recognise the existence of "tacit skills". These were 'tricks of the trade' which were essential to production but which received no formal acknowledgement — and endeavours should be made to enhance them.

Webster and Leger said their research showed that miners used "tacit skills" to prevent injuries due to underground rockfalls in SA's gold mines. Such skills involved knowledge of a range of precursors to rockfalls and an ability to recognise potentially hazardous conditions.

Their research into underground rockfalls had shown that white miners had learnt most of their tacit skills from black miners.

"If the skills of all sectors of the workforce are to be fully developed, it is crucial to recognise that all workers exercise skills, and to work out ways to enhance these skills."

They said artificial categorisation of miners into unskilled, semi-skilled and skilled was an obstacle to the skill development.

"A fundamental property of workers is their skill. Trade unions and employers have a mutual interest in ensuring workers' skills are enhanced throughout their life through training and career development."

Business

Edsa in Entrepreneurial Training

THE increased number and distribution of courses displays the growing demand for entrepreneurial training from small builders.

And in turn it shows the Entrepreneurial Development of Southern Africa's ability to respond to the demand.

Citing all this, Edsa chairman Mr Neville Davies says a training contract awarded to the African Builders was a further endorsement of the relevance of the association's training to the needs of its members.

During the year pilot entrepreneurial courses were also introduced for small civil engineering contractors and manufacturers of building related materials. These initiatives have the potential to support the future development of viable enterprises in these areas.

Market conditions have led to a

By JOSHUA RABOROKO

low level of activity for the Small Builders' Bridging Finance Programme. *Sowetan 18/6/92*

A review took place to assess its internal efficiency and its relevance in a changing market environment.

Entrepreneurial Development helped in networking with other organisations to mobilise resources for small builder development.

The Action Forum, in particular, is addressing a number of macro issues which would not otherwise be effectively tackled by any single organisation.

The report says during the year Dr Gordon Sibiyi resigned from the Edsa due to the pressure of other commitments.



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ARC 18/6/92

R1,3-m trust fund for retraining of metal workers

SHARON SOROUR, Labour Reporter

METAL industry employers — locked in wage negotiations which affect 320 000 workers — have agreed to put R1,3 million into a trust to finance the retraining of retrenched employees

This year's wage talks, which resume today, have been dominated by demands by the 12 unions for a moratorium on retrenchments, which employers initially said was "impractical".

More than 35 000 workers were retrenched last year and more than 6 000 this year

The talks, between the unions and the Steel and Engineering Industries Federation of SA (Seifsa), deadlocked when all the unions, except the whites-only SA Iron and Steel, declared disputes.

At the first dispute meeting last week, employers tabled various proposals about the high level of retrenchments in the industry.

Seifsa said these included the setting up of a jointly-funded trust to finance regional training centred for retrenched employees

"Employers indicated their willingness to utilise R1,3 million held in reserve in the industry's now defunct supplementary training fund and to investigate additional sources of funding for the trust," Seifsa said

Employers also increased their wage offer of a 6,4 percent increase to eight percent on condition the unions withdrew all their substantive demands.

Trade unions modified their wage demands, with the National Union of Metalworkers of SA (Numsa) — the largest union in the talks — reducing its demand from a 42,6 percent increase to 20 percent.

Seifsa said employers presented a code of conduct to promote non-discrimination in response to an earlier initiative by Numsa

Business

New plan to combat crime



Sowetan 18/6/92

By JOSHUA RABOROKO

A black human resources consultant says he has a "revolutionary idea" to combat crime and ease the housing shortage in Soweto.

Mr Martin Sebesho said his solution was to "dragoon Soweto's millions of drop-outs and jobless into the SADF, teach them trade skills, and then put them to work on special community development and upliftment projects".

Sebesho, a prominent member of the South African Board for Personnel Practice, said the plan was "no hairbrained scheme" and said "perhaps 80 percent of Soweto's lost generation could be reclaimed in this way".

Sebesho, who is human resources consultant for a number of major companies, estimated there were about 3 million young blacks who could qualify

for a compulsory call-up.

"They are aged between 18 and 30 - the older ones are veterans of the township troubles of 1976," he said. "These would be among the first to be recruited

"Of course all of them could not be called up at once.

"But it would produce an entirely new class citizen.

"It would also be one of the most striking examples of affirmative action I can think of."

He said the idea could shock "die-hard military traditionalists".

But Sebesho believes "a little bit of military discipline" would help black youths living in squalor, crime and hopelessness.

His scenario envisaged a year-long stint in the army. Initially, that would involve typical military induction training: discipline and fitness regimes

"But these young men would be trained not to kill but to build," Sebesho said. "They would be trained in a variety of basic trade skills - as electricians, plumbers, bricklayers and carpenters - which could be developed by formal technikon or technical college training when they leave the service

"With a disciplined battalion of such men moving in, Soweto could be clean tomorrow.

"The whole of the township could be electrified, everyone would have running water and the squatter problem could be sorted out because there would be a pool of cheap manpower to help build the houses."

It is widely accepted that SA has a skills shortage which can be overcome only by a massive programme of skills training. But what is often taken for granted is the definition of skill and how skills are formed.

Conventional definitions of skill generally see it as comprising two components — manual skill, or dexterity, combined with knowledge. If we define skill in these terms, and do not define skill in terms of a quantity, then all workers possess skill.

However, when we talk about a skilled worker, we clearly are not talking about a worker who simply has skill. The term "skilled" generally implies that a worker has passed through some barrier to entry into an occupation, whether it be an apprenticeship, an examination, or a formal training course.

Barriers to entry reflect not only the degree of knowledge required in a particular occupation but also the organisational power of the occupational group. These barriers — in SA the closed shop and apprenticeship systems — are clearly artificial constructs that may, or may not, relate to the skills actually practised by workers. Our research conducted at SA gold mines illustrates a different concept of skill — tacit skill.

We have learnt through our research into the skills miners use to prevent injuries due to rockfalls underground, that these involve a knowledge of a range of precursors to rockfalls and an ability to recognise conditions which are potentially hazardous. The research involved in-depth interviews with a sample of 147 miners at a large gold mine.

These skills are an example of tacit skills, the tricks of the trade that workers use in carrying out production. These skills are generally not mentioned in the technical literature, yet without them production could not be accomplished. Following the terminology of British colliers, we use the term "pit sense" to describe the tacit skills miners have about rockfall accidents.

Not even a quarter of any of the occupational groups interviewed cited the mine's formal training as

Training must aim to tap workers' hidden skills

BIDC 19/6/92

EDDIE WEBSTER and JEAN LEGER

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the most important manner in which they had learnt their pit sense.

No team member, driller or team leader said that the most important source of his pit sense had been stoppers or officials. While some black miners mentioned the role of individuals in their training — for example, a team member who recalled "there was an old man who taught me very well at the training centre" — none of the persons mentioned by black miners was white.

This result was unexpected since the much greater formal training of stoppers and officials means they should be the people in the workplace with the greatest knowledge.

Black miners clearly provided the most important training in pit sense. The overwhelming majority of team members (76%), drillers (77%) and team leaders (93%) said they had learnt their pit sense from black colleagues, either their team leaders or the "mining team members with whom I have always worked".

An overseer provided some insight into how the learning process occurred. "I think it is mostly the team leaders and the black people who constantly work underground. You see, they usually give you a warning if you are still inexperienced and you go into a place where they might expect a rockfall could take place. Then they will say to you 'Watch out'."

because the hanging is doing this, shifting or something of that nature, then they will give you a warning. It comes with time. When something happens and you are in those circumstances then you learn that trick."

A stopper referred to the importance of knowledge from black miners complementing what had been learned during formal training. "Actually, the black people teach you an enormous amount, because they have the experience of many years. You, yourself also develop a lot of experience over the years. The black workers have also spent many years underground, they know what they are doing. As they say, when you pass through the training centre they just lay a foundation. You build upon what they laid down for you."

These results pose some important questions. Firstly, there is a need to recognise the existence of tacit skills and endeavours should be made to enhance them.

Secondly, conventional ideas about formal training mechanisms need to be reconsidered. Only a small proportion of workers mentioned the mine's training centre as their most important source of

knowledge. Although black workers did not have the formal training or status of being skilled, the crucial point that was frequently mentioned by white interviewees was how black workers had valuable in-depth experience. There is a need to re-examine how skills are actually acquired in the workplace, and how best the actual trainers should be trained.

Thirdly, the artificial categorisation of workers into unskilled, semi-skilled and skilled is an obstacle to the development of skill. In our research, the persons who were regarded as having the best tacit skills — team leaders — were not recognised as having these skills. Instead they were categorised as semi-skilled.

Fourthly, the black to white one-way learning path that this example illustrates has to be confronted. Racism in the mine workplace is an obstacle to skill development. Clearly white miners, who generally have a far better formal and theoretical background, have a great deal of knowledge to offer. But in practice it seems that little of this knowledge is being transferred. Ways in which informal training by stoppers and officials may be encouraged should be investigated.

Fifthly, racial discrimination has led to the ideology that only white workers are s...

In drawing on these new ideas on skill formation, it is important to recognise that knowledge is also acquired informally. Although tacit skills have been identified in other countries, the racial nature of the division of labour has given tacit skills greater significance in SA.

Trade unions and employers have a mutual interest in ensuring that workers' skills are enhanced throughout their lifetimes through training and career development. As part of these initiatives, there is a need to develop new occupational categories which encourage workers to acquire skills. To provide specific examples, job titles such as "drill operator" could be replaced by "rockface worker", while "press operator" could be replaced by "metal parts fabricator". Rather than envying the worker as an "appendage" to a machine, they pave the way for a broader scope of activities for the workers concerned, thus facilitating a concern to gain further skills.

Finally, skills training needs to recognise the existence of tacit skills and to build upon them through greater worker participation in enterprises. Those countries which today dominate world production, in particular Japan, have successfully drawn upon their workers through effectively harnessing their tacit skills. As Robert Thomas found in a comparative study of the US and Japanese motor vehicle industries part of the competitive advantage of the Japanese has been their ability to draw upon workers' informal knowledge of the production process.

If workers' hidden knowledge is to be effectively pooled, then new forms of work organisation will be required which increase worker participation and encourage production upon the basis of teamwork. What is needed is a new workplace culture of participation.

Webster is sociology professor at Wits University and Leger is director of the department's Sociology of Work Programme. This is an edited version of an article to appear in the journal *Perspectives on Education*.

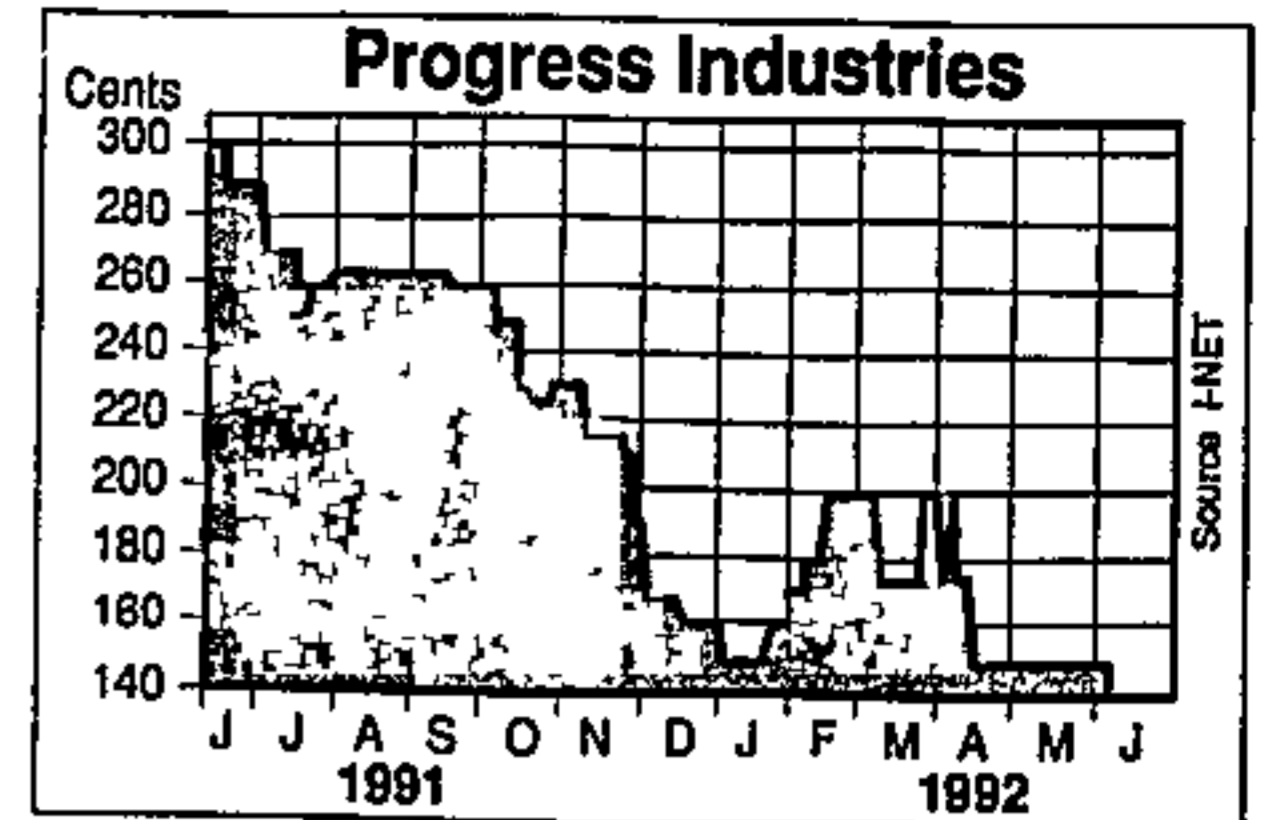
FM 19/6/92

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COMPANIES

Activities: Makes knitted clothing and fabrics
Control: Vizoma 24,7%
Chairman: D Aronovsky, CE P Jacobson
Capital structure: 2,8m ords Market capitalisation R5,6m
Share market: Price 200c Yield 5,5% on dividend 12-month high, 300c, low, 150c
 Trading volume last quarter, 71 000 shares

Year to Dec 31	'88	'89	'90	'91
ST debt (Rm)	0,6	0,5	2,4	3,8
LT debt (Rm)	9,9	8,1	10,9	9,3
Debt equity ratio	0,59	0,4	0,5	0,52
Shareholders' interest	0,43	0,49	0,49	0,48
Int & leasing cover	5,5	4,2	1,9	0,9
Return on cap (%)	18,3	21,4	10,9	5,2
Turnover (Rm)	50,8	65,3	61,7	65,1
Pre-int profit (Rm)	7,6	10,3	6,0	2,8
Pre-int margin (%)	15,0	15,8	9,7	4,3
Earnings (c)	158,0	191,7	102,3	(31,2)
Dividends (c)	42	48	34	11
Net worth (c)	631	774	947	905



PROGRESS INDUSTRIES

FM 19/6/92
Stained with red dye

Earnings broke into the red and an upturn this year is unlikely. Management blames the huge increase in imports as well as the economic situation for poor trading margins.

But CE Peter Jacobson believes the financial ratios are satisfactory. He says that though gearing did not meet the target 50%, it is still manageable at 59,3% (1990 57,6%).

Jacobson says the Hammarsdale sweater division lacks orders but "some success has been achieved and (it) should achieve export

volumes this year in excess of 10% of last year's production." He claims that the first quarter for 1992 has been "the most difficult period anyone can remember" since 1945.

Jacobson says it's no longer viable to run two separate factories 500 km apart. The Swaziland operation was closed at end-1991. The property is being offered for sale, proceeds will be used to reduce debt of R13,1m.

Progress is relying on exports and government's new textile proposals to take it back into the black. It does not expect this to happen until the last quarter of 1992. Till then the share must remain speculative.

Kate Rushton

■ South Africa's population is booming and fewer unskilled jobs are available as the result of technological advancement. Work-based training is being looked at as a panacea which will generate wealth for all. Weekend Argus report by DALE KNEEN.

ADULT education in the workplace is about to undergo a revolution to ensure economic growth in the new South Africa

The state, trade unions and employers are looking at ways to improve workers' education, especially those disadvantaged by apartheid

However, before a national initiative can be launched they need to agree on what training is to be provided, by whom and who will pay for it

Codesa-style negotiations have been suggested to look at legislation and how it should be changed

Legislation before 1981 was based on racial criteria and blacks were barred from certain types of training

The Labour Relations Act, which gave legal recognition to black trade unions, and the Manpower Training Act (MTA) were passed in 1981 and these removed all references to race

The MTA covered the training of apprentices, in-service training, group centres, private ones and the training of the unemployed

It also established, within the Department of Manpower, the National Training Board (NTB), which has powers to advise the minister

The present NTB is composed of eight state, seven employer and seven trade-union representatives. A full-time chairman and vice-chairman were appointed by the minister.

The NTB, together with the Human Sciences Research Council (HSRC), undertook an investigation into the training of artisans in the mid-1980s which resulted in extensive amendments to the Manpower Training Act in 1990

The central changes were that training of apprentices was changed to "modular performance-based institutional training" and apprentices had to pass a trade test rather than qualify by the passage of time

Provision also was made for the establishment of industry training boards and observers saw this as the state devolution of power from itself to industries.

The Act also provides for the funding of training with the creation of the Manpower Development Fund which grants loans to training centres and industrial council schemes for capital expenditure

It also allows industrial councils or groups of employers to impose levies on employers to raise funds for training schemes. Until 1990, employers who ran training schemes received tax advantages

Training SA's key to future



Picture DOUG PITHEY, Weekend Argus

□ **ADULT EDUCATION:** Employees of The Board of Executors at a certification ceremony after a training course. They are, from left, senior general manager Mr Brian Béchet, Mr Colin Kretschmer, Ms Graciela Bell, Ms Nicolette Martens, Ms Rughsonna Noordien, trainer Mr Charles Metcalf, Ms Michelle Beckerleg, Ms Shirley Gustafson, Mr Steven Wright, Ms Soemeyia Waggle and Ms Janice Peffer.

Many academics, politicians and trade union officials feel training legislation needs to be re-evaluated in the new South Africa to address the demands of the future and correct imbalances created by apartheid.

The fourth Cosatu National Congress in July last year called for "the total restructuring of the training system" linked to "a nationwide adult basic education programme"

Cosatu's principles for an education and training strategy are

■ Unions should play a central role in planning, implementing and monitoring training, with agreed procedures for selection and testing. Existing training boards should be restructured with union assistance,

■ All workers have a right to paid education and training leave. Retrenched or unemployed workers have a right to re-training to help them get work,

■ Education and training should continue throughout a worker's life to enable them to keep pace with technological change. There must be links between schooling, adult education and industrial training; and

■ Courses should provide basic education based on clear standards allowing advancement from one course to the next with nationally recognised certificates. These must be linked to grading and pay

Cosatu does not believe these principles can be implemented within present legislation, but it has placed training on negotiation forums with the National Training Board (NTB) and on pay talks agendas with employers

Cosatu's representative on the NTB Ms Adrienne Bird said "The MTA has failed to link education, training and economic development which makes it impossible to plan coherently for growth."

There is no obligation for industry training boards to be half employer, half trade union in structure, with the result that in certain industries, employers have set up boards on their own

Unions which are "progressive" and represent the majority of workers can be excluded, which does not provide a forum for central bargaining.

The NTB should be restructured to become a democratic negotiating forum where significant national organisations are represented broadly in proportion to their size

A nationally co-ordinated strategy is needed — one in which roles are defined for national as well as regional and local policy makers — and which forms part of an economic strategy for social transformation

At the moment, there are no formal links between the NTB, the NMC and the Economic Advisory Council

Ms Bird said "The present board has advisory powers only and, therefore, even if consensus is reached between all members on the board, the minister has the power to completely ignore it"

The amendment to the Act in 1990 was a narrow adaptation essentially designed to govern only the training of artisans and no provision was made for determining national standards

A national strategy would need to be supplemented by a systematic programme of job creation.

Linked to this is strong resistance of employers to consider questions of general education within the scope of industry training boards as they argue this is a state responsibility

Not enough training is taking place and current training is job-specific rather than linked to career paths, and women and blacks often are denied this training

"Drastic upgrading of the skills of workers and the unemployed is necessary for economic growth and to generate employment and employment security," said Ms Bird

Unions, employers and workers agree that the training system should be based on 100 percent competency rather than "norm-based" training which allows for certification of workers who are only 50 percent competent in their jobs

According to Ms Ruth Mattison, human resources and strategic planning assistant general manager at the Board of Executors, competency-based training (CBT) is difficult to implement among employees who are not artisans

"CBT originated in technical training, where it works well. But, for jobs of a more general nature it is a little more difficult to determine if someone is 100 percent proficient

"It is easy, for example, to gauge if someone knows everything there is to know about welding, but it's a whole lot more complex to determine if someone knows everything about being a manager," she said

Plan to teach job skills to street children

SITimes 21/6/92

(179)

By DIANA STREAK

THE Child Welfare Society is to teach street children employment skills to make them "marketable" in the informal sector

Director Alan Jackson said the society had seen a need several years ago to extend their services to the street children beyond simple residential care

An alternative school was set up by the Salesian Order of the Catholic Church to educate street children

"But we also recognise," said Mr Jackson, "that many children we are accommodating and caring for will never be able to obtain a job in the formal sector. So what we are launching is a training programme to teach street children skills which they would be able to market in the informal sector."

He said these would be largely skills requiring the children to use their hands in fields such as building, making wooden toys, and washing cars

He said the training would depend on the individual child's capabilities and the society would have to check in the open market what skills people were looking for, particularly in self-run businesses.

In terms of the Child Care Act any child under 15 may not be employed or provide work and Mr Jackson said his organisation would be very careful not to employ children under age

"We are not in the business of child labour," he said. To be able to train younger children they would need more flexibility of the law. He said the minister may, under certain conditions, give permission

He said the street children were very keen to learn practical skills which would gear them for employment. Although formal education was available at shelters not all children were capable or interested in learning

"We will move as many as we can through normal schooling but many won't be, so we need the Job Creation Skills Programme"

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Beer-swilling women not for SA

TV visuals of women sipping beer are still a no-no for local viewers

According to recent research, beer-swilling women are not acceptable to black South Africans, who account for 80% of the R4,5bn-a-year beer market. As a result, advertising agencies have excluded women from their campaigns, account executives say.

SA Breweries (SAB) public affairs manager Adrian Botha says black and white women account for an estimated 20% of beer drinkers in metropolitan areas but there is no advertising directed at this market.

A recent Markinor survey commissioned by SAB found that most blacks objected to advertisements showing women drinking beer.

Of respondents, 52% said they found it unacceptable for women to drink

Asked if they found it ac-

DUMA GOUBULE

ceptable for women to be shown drinking in advertisements, 56% said they did not while 13,4% said they did.

Partnership account executive Marc Spriestersbach says there has never been any deliberate intention to exclude women from beer advertisements.

Spriestersbach, who handles the account for SAB's Castle Lager, says traditional values have dictated that women should be excluded and introducing them into advertisements might mean sales being adversely affected.

Botha says the situation could change as SA women became more liberated. "But the change so far has been much slower than I would have expected."

Another account executive says a further reason for not showing women in advertisements is that beer

is a masculine drink "We do not want to compromise on the masculinity of beer."

The executive, who did not wish to be named, said his agency had already introduced an advertisement that shows women in a social environment. But the woman is not actually drinking beer nor is she as prominent as the males in the advertisement.

UK publication Advertising Age says most beer campaigns use blatantly sexist advertising to titillate male beer drinkers. This is especially so in the US, it says.

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Firm suited to meet power needs

^{Biday}
ROSHERVILLE Engineering believes it is ideally placed to serve Africa's power industry
Since the early 1900s, Johannesburg-based Rosherville Engineering has dealt with the complex maintenance of power generating equipment, including turbines, transformers and switchgear
Recent visits to and from neighbouring countries have shown that there is a keen interest in establishing co-operation agreements or joint ventures with SA companies like Rosherville

It says the recent World Energy Council meeting highlighted the fact that the

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eyes of the First World are focused on eastern Europe, forcing African countries to acknowledge their interdependence

They have also realised that the costs of using overseas expertise are enormous

It has therefore become vital to use local resources and develop local skills

Rosherville is the perfect partner, having realised early on that rehabilitation of well-tried equipment to prolong its life held advantages over buying new equipment

Rehabilitation costs a fraction of the cost of capital goods and existing staff do not need to be re-trained

Spares can be manufactured locally, again at greatly reduced costs And spares can be upgraded by using more sophisticated materials

Rosherville has created a large infrastructure of equipment and skills

It has also developed a pool of diverse experience in problems relating directly to the African environment, for example unique weather conditions

Rosherville hopes that its ideal positioning to service southern African needs will allow it to play a role in maintaining heavy power equipment but also in upgrading the sub-continent's skills levels

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Resorts oppose levy-funded training

MEMBERS of the self-catering resort industry met Manpower Minister Piet Marais yesterday to ask him to suspend a levy-funded training scheme. *Blom 24/6/92*

Club Caraville chairman Rus Tungay said the Hospitality Industry Training Board levies had been imposed without consulting "a significant majority" of the industry.

The scheme proposes a 1% levy on salary bills in the tourism trade.

Tungay said the move would benefit only major players.

He said he favoured training, but not in the current discriminatory and

GAVIN DU VENAGE

dictatorial manner.

Tourism Association of Natal and KwaZulu chairman Ted Hirst said yesterday the training board did not adequately meet the training needs of the small operator.

Self-catering resorts like caravan parks would get little out of a training programme geared towards the hotel trade.

Spokesmen for Fedhasa and the Hospitality Industry Training Board were not available for comment yesterday

Silicon Valley development is on the agenda

SA's very own Silicon Valley is quietly taking off in Pretoria

Negotiations on the establishment of Pretoria University's (Tukkies) Persequor Technopark only started in 1987 and already its developers are looking to the day when it will house some 6 000 people, all involved in high technology work.

Today 14 companies are based at the park, all of them housed in buildings belonging to two major property developers

Assured

According to technopark director Hugo Meyer, four companies are busy with plans to set up their own buildings and, despite the recession, the park's future seems assured. The park is a university-linked low density development which consists of a collection of high technology businesses and research bodies.

It is located, like similar parks elsewhere in the world, in attractive, park-like surroundings.

The park consists of 66 ha set among the koppies on the eastern side of Pretoria where the Pietersburg and Witbank highways cross.

It is surrounded by a concentration of some of the country's leading research and development bodies, including Tukkies, Unisa, the Atomic Energy Corporation, Armscor, the SA Bureau of Standards, the CSIR, and the Human Sciences Research Council.

The first phase of the technopark consists of about 30 stands over 19 ha. A luxury hotel and another 70 stands are planned for the second phase.

The primary services it will offer are high tech research, development and manufacture of prototype products, specialised consulting services and confer-

ence, training and office facilities

It is also envisaged that specialised manufacturing and various professional services will be provided, including consulting, banking and personal ones.

Pretoria's concentration of highly skilled manpower makes the city the ideal location for a technopark such as Persequor, says Meyer. As such, Pretoria is the city most likely to spearhead SA's evolving high-tech industry, while similar developments in neighbouring Verwoerdburg will boost the region's status as the high-tech centre of the country.

Its links with Tukkies give it an added, distinct advantage over other similar parks elsewhere in SA.

The park's mission is to establish a technological exchange between the academic community and industry. The university — with its 12 faculties and 14

institutes offer scientific, technical and management consultation, specialised courses, computer services, library and even sporting facilities.

He says the university is aiming at a "close, mutually beneficial relationship in which both sides will be of service to each other."

Expert

Meyer mentions the example of one company based at Persequor which recently wanted to find out more about protecting equipment from lightning strikes. The university was able to almost immediately put them in touch with an expert in the field.

"If you were outside the technopark, or outside the city, you might not know where to find that kind of information. People at Persequor have ready access to a wide variety of valuable research and information."

No. R. 1712

26 Junie 1992

WET OP MANNEKRAGOPLEIDING, 1981

OPLEIDINGSKEMA VIR DIE ELEKTROTEGNIESE
AANNEMINGSNYWERHEID

Ek, Glen Morris Edwin Carelse, Adjunkminister van Mannekrag, verklaar hierby kragtens artikel 39 (5) van die Wet op Mannekragopleiding, 1981, dat die bepalinge van die Skema wat in die Bylae hiervan verskyn, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing, bindend is vir alle werkgewers en werknemers wat betrokke is by of in diens is in die Elektrotegniese Aannemingsnywerheid in die Republiek van Suid-Afrika en sal eindig op die datum van intrekking van die Skema ingevolge artikel 39 (3) van bovermelde Wet.

G. M. E. CARELSE,

Adjunkminister van Mannekrag.

BYLAE

Die Opleidingskema vir die Elektrotegniese Aannemingsnywerheid, hierna die Nywerheid genoem, is ingestel deur die Elektrotegniese Aannemersvereniging (Suid-Afrika) vir die opleiding van werkgewers en werknemers in die Nywerheid, en maak voorsiening vir die stigting van 'n fonds vir die doeleindes van die Skema en die betaling van bydraes aan die Fonds deur werkgewers in die Nywerheid en die daarstelling van 'n Opleidingsraad om die Fonds genoem die "Elektiese Ontwikkelings- en Opleidingsfonds" van die Elektrotegniese Aannemingsnywerheid, te bestuur.

1. Naam van die Skema

Die naam van die Skema is "Die Opleidingskema vir die Elektrotegniese Aannemingsnywerheid"

2. Toepassingsbestek van die Skema

Die bepalinge van die Skema moet nagekom word deur alle werkgewers en werknemers wat betrokke is by of in diens is, in die Elektrotegniese Aannemingsnywerheid in die Republiek van Suid-Afrika.

3. Woordomskrywing

Alle uitdrukkings wat in hierdie Skema gebesig en in die Wet op Mannekragopleiding, 1981, omskryf word, het dieselfde betekenis as in die Wet en alle verwysings na die Wet omvat alle wysigings van die Wet en enige regulasies kragtens die Wet uitgevaardig en tensy onbestaanbaar met die sinsverband, beteken—

"Wet" die Wet op Mannekragopleiding, 1981 (Wet 56 van 1981),

"Vereniging" die Elektrotegniese Aannemersvereniging (Suid-Afrika);

"Raad" die Elektrotegniese Aannemingsnywerheid se Opleidingsraad soos ingestel by klousule 6,

"Elektrotegniese Aannemingsnywerheid" die nywerheid waarin werkgewers en werknemers geassosieer is vir—

- (a) die ontwerp, voorbereiding, oprigting, installasie, herstel en onderhoud van alle elektriese toerusting wat 'n integrale en permanente deel vorm van geboue en/of strukture, insluitend enige bedrading, die las en die lê van

No. R. 1712

26 June 1992

MANPOWER TRAINING ACT, 1981

TRAINING SCHEME FOR THE ELECTRICAL
CONTRACTING INDUSTRY

I, Glen Morris Edwin Carelse, Deputy Minister of Manpower, hereby, in terms of section 39 (5) of the Manpower Training Act, 1981, declare that the provisions of the Scheme which appear in the Schedule hereto, shall be binding, with effect from the second Monday after the publication of this notice and shall terminate on the date of withdrawal of the Scheme in terms of section 39 (3) of the above-mentioned Act upon all employers and employees who are engaged or employed in the Electrical Contracting Industry in the Republic of South Africa

G. M. E. CARELSE,

Deputy Minister of Manpower.

SCHEDULE

The Training Scheme for the Electrical Contracting Industry, hereinafter referred to as the Industry, has been created by the Electrical Contractors' Association (South Africa) for the training of employers and employees in the Industry, and provides for the establishment of a Fund for the purposes of the Scheme and the payment of contribution to the Fund by employers in the Industry and the establishment of a Council to administer the Fund to be termed the "Electrical Development and Training Fund" of the Electrical Contracting Industry.

1. Name of the Scheme

The name of the Scheme shall be "The Training Scheme for the Electrical Contracting Industry".

2. Scope of application of the Scheme

The provisions of the Scheme shall be observed by all employers and employees who are engaged or employed in the Electrical Contracting Industry in the Republic of South Africa

3. Definitions

Any expressions used in this Scheme which are defined in the Manpower Training Act, 1981, shall have the same meaning as in the Act, any reference to the Act shall include any amendments to the Act and any regulations made in terms of the Act and, unless inconsistent with the context—

"Act" means the Manpower Training Act, 1981 (Act 56 of 1981),

"Association" means the Electrical Contractors' Association (South Africa);

"Council" means the Electrical Contracting Industry Training Council established by clause 6;

"Electrical Contracting Industry" means the industry in which employers and employees are associated with—

- (a) the design, preparation, erection, installation, repair and maintenance of all electrical equipment forming an integral and permanent part of buildings and/or structures, including any wiring, cable jointing and laying, electrical

kabels, oorhoofse elektriese lynkonstruksie en alle ander werksaamhede daarmee gepaardgaande, hetsy die werk gedoen of die materiaal voorberei word op die terrein van die geboue of strukture, of elders,

- (b) die ontwerp, voorbereiding, oprigting, installasie, herstel en onderhoud van alle elektriese toerusting daarmee gepaardgaande vir die doel waarvoor 'n gebou en/of struktuur gebruik word, insluitend enige bedrading, die las en lê van kabels, elektriese oorhoofse-lynkonstruksie en alle werksaamhede daarmee gepaardgaande, hetsy die werk gedoen of die materiaal voorberei word op die terrein van die geboue of strukture, of elders,
- (c) die ontwerp, voorbereiding, oprigting, installasie, herstel en onderhoud van alle elektriese toerusting gepaardgaande met konstruksie, verandering, herstel en onderhoud van geboue en/of strukture, insluitend enige bedrading, die las en lê van kabels, elektriese oorhoofse-lynkonstruksie en alle ander werksaamhede daarmee gepaardgaande, hetsy die werk gedoen of die materiaal voorberei word op die terrein van die geboue of strukture, of elders;
- (d) die ontwerp, voorbereiding, oprigting, installasie, herstel en onderhoud van alle elektriese toerusting nie gedek deur (a), (b) en (c) hierbo nie, insluitend enige bedrading, die las en lê van die kabels, elektriese oorhoofselynkonstruksie en alle ander werksaamhede daarmee gepaardgaande, hetsy die werk gedoen of die materiaal voorberei word op die terrein van die geboue of strukture, of elders;

en vir die doel van hierdie woordomskriving omvat "elektriese toerusting"—

- (i) elektriese kabels en oorhoofse lyne,
- (ii) ontwikkelaars, motors, omsitters, skakel- en beheertuie (insluitend relê's, kontakters, elektriese instrumente en toerusting daarmee geassosieer), elektriese beligting-, verhitting-, kook-, verkoelings- en afkoelingstoerusting, primêre en sekondêre selle en batterye, transformators, hoogoonstoerusting, radiostelle en verwante elektriese apparaat, seintoerusting en ander toerusting wat berus op die beginsels wat gebruik word in die werking van radio of elektroniese toerusting;

en verder vir die doel van hierdie woordomskriving, sluit "ontwerp, voorbereiding, oprigting, installasie, herstel en onderhoud" nie die volgende in nie.

- (i) Die vervaardiging, installasie, herstel en/of onderhoud van hysbakke en roltrappe,
- (ii) die vervaardiging deur herhalende metodes van voorgenoemde toerusting of onderdele daarvan;
- (iii) die bedrading van of installasie van beligting, verhitting of ander toerusting of vaste toebehoorsels, hetsy permanent of andersins, in motorvoertuie;

overhead line construction and all other operations incidental thereto, whether the work is performed or the material prepared on the site of the buildings or structures or elsewhere,

- (b) the design, preparation, erection, installation, repair and maintenance of all electrical equipment incidental to the purpose for which a building and/or structure is used, including any wiring, cable jointing and laying, electrical overhead line construction and all other operations incidental thereto, whether the work is performed or the material prepared on the site of the buildings or structures or elsewhere;
- (c) the design, preparation, erection, installation, repair and maintenance of all electrical equipment incidental to the construction, alteration, repair and maintenance of buildings, and/or structures, including any wiring, cable jointing and laying, electrical overhead line construction and all other operations incidental thereto, whether the work is performed or the material prepared on the site of the buildings or structures or elsewhere; and
- (d) the design, preparation, erection, installation, repair and maintenance of all electrical equipment not covered by (a), (b) and (c) above, including any wiring, cable jointing and laying, electrical overhead line construction and all other operations incidental thereto, whether the work is performed or the material prepared on the site of the buildings or structures or elsewhere;

and for the purpose of this definition "electrical equipment" includes—

- (i) electrical cables and overhead lines;
- (ii) generators, motors, converters, switch and control gear (including relays, contactors, electrical instruments and equipment associated therewith), electrical lighting, heating, cooking, refrigeration and cooling equipment, primary and secondary cells and batteries, transformers, furnace equipment, radio sets and allied electrical apparatus, signalling equipment, and other equipment utilising the principles used in the operation of radio or electronic equipment;

and further for the purpose of this definition "design, preparation, erection, installation, repair and maintenance" does not include the following:

- (i) The manufacture, installation, repair and/or maintenance of lifts and escalators;
- (ii) the manufacture by repetitive methods of the aforementioned equipment or component parts thereof;
- (iii) the wiring of/or installation in motor vehicles of lighting, heating or other equipment or fixtures, whether permanent or otherwise,

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- (iv) die vervaardiging, herstel en diens van motorvoertuigbatterye, die vervaardiging van loodsuur batterye en die herstel, onderhoud en installasie van sodanige batterye wanneer deur die vervaardigers daarvan gedoen; en
- (v) die verkoop en/of herstel en/of diens van hand- en/of elektriese-werkende tikmasjiene en/of elektromeganiese kantoormasjiene en toerusting:

Met dien verstande dat die Elektrotegniese Aannemingsnywerheid soos hierbo omskryf nie die elektrotegniese Ingenieursbedryf, die Inligtingstechnologiesnywerheid en die Plaaslike Owerheidsonderneming insluit nie.

Vir hierdie doel sal—

- (i) "Elektrotegniese Ingenieursnywerheid" die gesamentlike onderneming beteken waarn werkgewers en werknemers verbonde is vir een of meer van die volgende:
 - (a) Die vervaardiging en/of montering van komponentdele van elektriese toerusting, naamlik ontwikkelaars, motors, omsitters, skakel- en beheertuie (insluitende relê's, kontakors, elektriese instrumente en toerusting daarmee geassosieer), elektriese beligting-, verhitting-, kook-, verkoeling- en afkoelingstoerusting, transformators, hoogspanningstoerusting, seintoerusting, radio of elektroniese toerusting en ander toerusting wat berus op die beginsels wat gebruik word in die werking van radio of elektroniese toerusting, gloeilampe en elektriese kables en huishoudelike elektriese toebehore, en sluit die vervaardiging van komponentdele van vooraangenoemde toerusting in;
 - (b) die installasie, onderhoud en herstel van die toerusting waarna verwys word in paragraaf (a) hierbo, maar sluit nie die Elektrotegniese Aannemingsnywerheid in nie; en
 - (c) die vervaardiging en/of montering en/of installasie en/of onderhoud van hysbakke en roltrappe;
- (ii) "Inligtingstechnologiesnywerheid" beteken—
 - (a) die montering en/of diensing en/of installasie en/of onderhoud en/of herstel van enige een of meer van die toebehore, masjiene, toestelle of apparaat waarna verwys word in (b) hieronder, indien deur die vervaardigers of deur hul behoorlik aangestelde agente uitgevoer;
 - (b) die bemarking van toebehore, toerusting, masjiene, toestelle en apparaat hetsy dit hand-, fotografiese, meganiese, elektriese, elektrostatische of elektroniese beginsels of 'n kombinasie van sodanige beginsels benut, primêr beoog vir gebruik in rekeningkundige en/of besigheids- en/of berekenings- en/of kantoorprosedures, waar sodanige bemarking uitgevoer word in samewerking met een of meer van die aktiwiteite waarna in (a) hierbo verwys

- (iv) the manufacture, repair and servicing of motor vehicle batteries, the manufacture of lead-acid batteries and the repair, maintenance and installation of such batteries when performed by the manufacturers thereof; and (179)
- (v) the sale and/or repair and/or servicing of manually and/or electrically operated typewriters and/or electromechanical office machines and equipment:

Provided that the Electrical Contracting Industry as defined above shall not include the Electrotechnical Engineering Industry, the Information Technology Industry and the Local Authority Undertaking.

For the purpose hereof—

- (i) "Electrotechnical Engineering Industry" means the joint enterprise in which employers and employees are associated for the purpose of one or more of the following:
 - (a) The manufacture and/or assembly from component parts of electrical equipment, namely generators, motors, converters, switch and control gear (including relays, contactors, electrical instruments and equipment associated therewith), electrical lightning, heating, cooking, refrigeration and cooling equipment, transformers, furnace equipment, signalling equipment, radio or electronic equipment and other equipment utilising the principles used in the operation of radio and electronic equipment, incandescent lamps and electric cables and domestic electrical appliances, and includes the manufacture of component parts of the aforementioned equipment;
 - (b) the installation, maintenance and repair of the equipment referred to in paragraph (a) above, but does not include the Electrical Contracting Industry, and
 - (c) the manufacture and/or assembly and/or installation and/or repair and/or maintenance of lifts and escalators;
- (ii) "Information Technology Industry" means—
 - (a) the assembling and/or servicing and/or installation and/or maintenance and/or repair of any one or more of the appliances, equipment, machines, devices or apparatus referred to in (b) below when performed by the manufacturers thereof or by their duly appointed agents;
 - (b) the marketing of appliances, equipment, machines, devices and apparatus, whether utilising manual, photographic, mechanical, electrical, electrostatic or electronic principles or any combination of such principles, primarily intended for use in accounting and/or business and/or calculating and/or office procedures, wherever such marketing is carried on in conjunction with any one or more of the activities

word, maar uitsluitend die verbinding van sodanige toebehore, toerusting, masjiene, toestelle en apparaat met die bedrading van 'n gebou of struktuur anders as deur middel van 'n sok of soortgelyke opening vir so 'n doel;

- (iii) "Plaaslike Owerheidsonderneming" beteken die onderneming waarin werkgewers en hul werknemers geassosieer is vir die instelling, voortsetting of voltooiing van enige aksie, skema of aktiwiteit wat deur 'n plaaslike owerheid onderneem word: Met dien verstande dat die Elektrotegniese Aannemingsnywerheid, soos hierbo omskryf, vir die doeleindes hiervan nie werk sal insluit nie, wat deur 'n plaaslike owerheid gedoen word uitsluitlik vir plaaslike owerheidsdoeleindes (behuising uitgesluit) maar alle werk sal insluit wat op die eiendom van die plaaslike owerheid gedoen word deur 'n geregistreerde elektrotegniese aannemer of sy werknemers of enige ander persoon wat nie 'n werknemer van 'n plaaslike owerheid is nie en verder mits die Plaaslike Owerheidsonderneming nie die aktiwiteite van die Elektrotegniese Aannemingsnywerheid sal insluit nie. Vir die doeleindes van die Skema sal die Elektrotegniese Aannemingsnywerheid die Telefoon-installeringnywerheid insluit wat die nywerheid beteken waarin werkgewers en werknemers geassosieer is met die doel van die oprigting, installasie en onderhoud van telefoonroetes, insluitend gepaardgaande werksaamhede soos opmeting, uitgraving, lê van kables, plant van pale, plant van ankers, die oprigting van dwarsarms, die aansit van insulators en bedrading van die telefoonroetes, installasie en onderhoud van die outomatiese skakel en multikernkabel interne telefoonstelsels, die installasie en privaat outomatiese taksakelborde en die installasie en onderhoud van roepstelsels wat luidsprekerstelsels insluit;
- "**werknemer**" enige persoon in die voltydse diens van 'n werkgewer;
- "**Fonds**" die Elektrese Ontwikkelings- en Opleidingsfonds waarna in klousule 5 verwys word;
- "**Nywerheid**" die Elektrotegniese Aannemingsnywerheid;
- "**Nasionale Uitvoerende Komitee**" die Nasionale Uitvoerende Komitee van die Vereniging;
- "**salarisse en lone**" die bruto betalings vir werk wat in die nywerheid gedoen word, insluitend gewone betaling, bonusse, betaling vir oortyd, siekte en vakansies en betaling in goedere, maar uitsluitend kontanttoelaes vir reis en verblyf of direkteursfooi;
- "**Skema**" die Opleidingskema vir die Elektrotegniese Aannemingsnywerheid; en
- "**opleidingsaansporing**" beteken enige skenking, subsidie, prys of ander voordeel, hetsy finansiële of andersins, betaal of verkry van die Fonds of geskenk kragtens die Skema, aan 'n werkgewer vir die voorsiening van opleiding.

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referred to in (a) above, but excluding the connection of such appliances, equipment, machines, devices and apparatus to the wiring of a building or structure other than by means of a socket or similar outlet provided for such purpose,

- (iii) "Local Authority Undertaking" means the undertaking in which employers and their employees are associated for the introduction, continuation or completion of any action, scheme or activity undertaken by a Local Authority: Provided that for the purposes hereof the Electrical Contracting Industry as defined above shall not include work performed by a Local Authority exclusively for local authority purposes (housing excluded), but shall include all work performed on the property of a Local Authority by a registered electrical contractor or his employees or any other person who is not an employee of a Local Authority and provided further that the Local Authority Undertaking shall not include the activities of the Electrical Contracting Industry. For the purpose of the Scheme the Electrical Contracting Industry shall also include the Telephone Installation Industry which means the industry in which employers and employees are associated for the purpose of the erection, installation and maintenance of telephone routes, including incidental operations such as surveying, excavating, laying of cables, planting of poles, planting of stays, erection of cross-arms, fitting of insulators and wiring of the telephone routes, installation and maintenance of automatic dialling and multicores cable internal telephone systems, the installation of private branch exchanges and the installation and maintenance of paging systems including loudspeaker systems;
- "**employee**" means any person who is in the full-time employment of an employer;
- "**Fund**" means the Electrical Development and Training Fund referred to in Clause 5;
- "**Industry**" means the Electrical Contracting Industry;
- "**National Executive Committee**" means the National Executive Committee of the Association;
- "**salaries and wages**" means the gross payments for work done in the Industry, including normal pay, bonuses, payments for overtime, sickness and holidays and payments in kind, but excluding cash allowances for travel and subsistence or director's fees;
- "**Scheme**" means the Training Scheme for the Electrical Contracting Industry; and
- "**training incentive**" means any grant, subsidy, bounty or other benefit, whether financial or otherwise, paid or obtained from the Fund or granted in terms of the Scheme, to an employer for providing training.

4. Doelstellings van die Skema

Die doelstellings van die Skema is—

- (1) om die nodige fondse te voorsien om 'n voldoende bron van arbeid vir die Nywerheid te verseker deur behulpsaam te wees met die opleiding en ontwikkeling van sodanige arbeid vir die Nywerheid op alle vlakke, sodat alle bydraende werkgewers gelyke geleenthede sal hê, en om behulpsaam te wees met die finansiering van werkgewersbetrokkenheid spruitend uit sodanige opleiding en ontwikkeling,
- (2) om studietoere onder regverdige omstandighede te borg;
- (3) om opleidingsentra daar te stel en om te leen, belê, uit te leen of andersins geld na die diskresie van die Raad by te dra of te skenk vir sodanige doel of vir enige ander wettige doel om hierdie doelstellings te bereik;
- (4) om deur koop, huur of andersins, enige roerende of onroerende eiendom te verkry, en ook om roerende of onroerende eiendom of enige ander bates wat aan die Fonds behoort, te verkoop, te verhuur, 'n verband op te neem of daarmee op enige ander wyse te handel vir sodanige doeleindes as wat kragtens die Grondwet goedgekeur mag word;
- (5) om 'n praktiese belangstelling in tegniese en wetenskaplike struikelblokke wat maksimum doeltreffendheid in die Nywerheid verhinder, te bevorder, en met die doel bedryfsnavorsing en toetsing te bevorder en te finansier, hetsy deur die Vereniging onderneem of deur middel van hulpskenkings aan erkende inrigtings, wat opvoedkundige instellings insluit;
- (6) om ontwikkeling binne die bedryf te bevorder deur geriewe vir akademiese, wetenskaplike en tegniese opleiding te voorsien deur hulpskenkings aan universiteite en ander goedgekeurde opvoedkundige inrigtings;
- (7) om opleidingskursusse vir werkgewers en senior personeel in die Nywerheid onafhanklik of in samewerking met goedgekeurde opvoedkundige inrigtings in te stel en te bevorder;
- (8) om die Nywerheid op hoogte te hou van veranderende metodes en tegnieke, om instruksies en opleiding te voorsien vir die aanpassing en vaardighede by sodanige veranderende vereistes;
- (9) om verdienstelike pogings te erken in die vorm van vakleerlingtoekennings, beurse vir verdere opleiding of op ander wyses wat as geskik beskou word om maksimum doeltreffendheid in die belang van die Nywerheid te bevorder;
- (10) om die belange van die Nywerheid op 'n langtermyn grondslag te bevorder deur gedetailleerde studies, navrae of ondersoeke in gepaste rigtings in samewerking met belangstellende liggame, inrigtings en organisasies te borg;
- (11) om veiligheidsmaatreëls in die Nywerheid te bevorder en om met liggame wat reeds by die bevordering van ongeluksvoorkoming betrokke is, saam te werk;

4. Objects of the Scheme

The objects of the Scheme are to—

- (1) provide the necessary funds to ensure an adequate supply of labour for the Industry, by assisting with the training and development of such labour for the Industry at all levels, in order that all contributing employers will have equal opportunities, and to assist with the financing of employer commitments arising out of such training and development;
- (2) sponsor study tours in justifiable circumstances;
- (3) establish training centres and to borrow, invest, lend or otherwise subscribe or donate money at the discretion of the Council for such purpose or for any other lawful purpose to achieve these objects;
- (4) acquire by purchase, lease or otherwise, any movable or immovable property and also to sell, let, mortgage, or otherwise deal with or dispose of movable or immovable property or other assets belonging to the Fund or use such property for such other purposes as may be approved in terms of the Constitution;
- (5) encourage a practical interest in technical and scientific obstacles preventing maximum efficiency in the Industry and, to this end, to promote and finance industrial research and testing, whether undertaken by the Association or by means of grants-in-aid to recognised institutions, including educational establishments;
- (6) promote development within the Industry by providing facilities for academic, scientific and technical training by means of grants-in-aid to universities and other approved educational institutions,
- (7) introduce and promote independently or in collaboration with approved educational institutions, training courses for employers and senior personnel in the Industry;
- (8) keep the Industry informed of changing methods and techniques and to provide instructions and training to facilitate the adaptation of skills to such changing requirements;
- (9) recognise meritorious effort in the form of apprenticeship awards, bursaries for further education or by such other means as may be deemed to be suitable to promote maximum efficiency in the interest of the Industry;
- (10) promote the interests of the Industry on a long-term basis by sponsoring detailed studies, enquiries or investigations in suitable directions in collaboration with interested bodies, institutions and organisations,
- (11) promote safety measures in the Industry and to collaborate with bodies already engaged in the promotion of accident prevention;

- (12) om 'n adviesdiens vir die Nywerheid te borg, met as doelwit die bevordering van bestuurs- en administrasiedoeltreffendheid, die verbetering van menseverhoudings binne die Nywerheid en die minimalisering van die uitwerking van tegniese en wetenskaplike probleme wat in die Nywerheid teekom word;
- (13) om voorstelle wat die bevordering van die belange van die Nywerheid as 'n geheel beoog, van belanghebbende liggame, inrigtings en organisasies te ontvang en te oorweeg;
- (14) om reklame te maak vir die beroepsgeleenthede wat die Nywerheid op alle terreine bied;
- (15) om deelname van die Nywerheid aan die bevordering van die belange van Suid-Afrika as geheel op die vlak van internasionale verhoudings ten opsigte van tegnologiese ontwikkeling in die nywerheid te borg;
- (16) om die aard en belange van die Nywerheid as 'n ekonomiese entiteit te vestig, en ter wille daarvan—
- (i) samewerking tussen verskillende belange, nywerheidsektore en/of die groepe wat die nywerheid vorm of daarmee op enige wyse geassosieer is, te bevorder; en
 - (ii) verteenwoordiging vir die Nywerheid in ander liggame te verseker, waarvan die funksies en doelstellings of deels of in die geheel binne die raamwerk van die doelstellings val;
- (17) om bydraes, fooie, donasies en erflatings met die oog op die bevordering van die doelstellings hiern uiteengesit, te ontvang en sodanige fondse in ooreenstemming met die doelstellings te bestee;
- (18) om die arbeidsmag teen die moontlike nadelige uitwerking van toenemende meganisering/tegnologiese ontwikkeling te beskerm deur geriewe vir alternatiewe werkseleenthede in die Nywerheid te skep;
- (19) om die opleiding op alle vlakke in die Elektrotegniese Aannemingsnywerheid te bevorder en te finansier;
- (20) om uitvoering te gee aan die beginsels soos in die Wet op Mannekragopleiding, 1981, uiteengesit;
- (21) om werkgewers in die nywerheid van opleidingsaanspoenings te voorsien; en
- (22) om te doen wat nodig is om die doelstellings hierbo uiteengesit, te bereik.
- 5. Elektriese Ontwikkelings- en Opleidingsfonds**
- (1) Hierby word 'n fonds gestig wat bekend staan as die Elektriese Ontwikkelings- en Opleidingsfonds.
- (2) Die Fonds bestaan uit—
- (a) bydraes en heffings wat ingevolge klousule 8 in die Fonds gestort word; en
 - (b) rente en/of kapitaalappresiasie verkry uit die belegging van enige gelde van die Fonds; en
 - (c) enige ander bedrae waarop die Fonds geregtig mag word.
- (3) Die Fonds word deur die Raad geadministreer.
- (4) Die gelde van die Fonds word aangewend vir die bereiking van die doelwitte van die Skema soos vervat in klousule 4.
- (12) sponsor an advisory service for the Industry aimed at promoting management and administration efficiency, the improvement of human relations within the Industry and at minimising the effect of technical and scientific problems encountered in the Industry, 179
- (13) receive and consider suggestions from interested bodies, institutions and organisations which are aimed at furthering the interests of the Industry as a whole;
- (14) publicise vocational opportunities offered by the Industry in all fields;
- (15) sponsor participation by the Industry in the promotion of the interests of Southern Africa as a whole, at the level of international relationship in respect of technological developments in the Industry;
- (16) secure the character and interests of the Industry as an economic entity and, to that end—
- (i) to promote collaboration between various interests, industrial sections and/or groups constituting the Industry or associated with the Industry in any way; and
 - (ii) to secure representation for the Industry on other bodies, the functions and objectives of which fall either partially or fully within the scope of these objects;
- (17) receive contributions, fees, donations and legacies for the purpose of furthering the objects detailed herein, and to spend such funds in accordance with these objects;
- (18) safeguard the labour force against the possible adverse effects of increased mechanisation/technological developments by means of facilities to qualify for alternative employment in the Industry;
- (19) promote and finance the training at all levels in the Electrical Contracting Industry;
- (20) give effect to the principles as set out in the Manpower Training Act, 1981;
- (21) provide employers in the Industry with training incentives; and
- (22) do whatever may be necessary to achieve the objects set out above.
- 5. Electrical Development and Training Fund**
- (1) There is hereby established a fund to be known as the Electrical Development and Training Fund.
- (2) The Fund shall consist of—
- (a) levies and contributions paid into the Fund in terms of clause 8;
 - (b) interest and/or capital appreciation derived from the investment of any moneys of the Fund; and
 - (c) any other sums to which the Fund may become entitled.
- (3) The Fund shall be administered by the Council
- (4) The moneys of the Fund shall be applied to the attainment of the objects of the Scheme as set out in clause 4.

6. *Instelling en werking van die Opleidingsraad vir die Elektrotegniese Aannemingsnywerheid*

(1) Die Skema word deur die Raad geadminestreer wat bestaan uit 'n Voorsitter en nie minder nie as vier en nie meer nie as tien lede wat soos volg deur die Vereniging aangewys word:

- (a) Die Voorsitter word aangewys alleenlik op grond van sy kennis en ondervinding van die Nywerheid.
- (b) Lede wat aangewys word om op die Raad te dien sal behoorlik verteenwoordigend van die Nywerheid wees en kennis dra en ondervinding hê van die belange van die Nywerheid
- (c) Verdere lede mag aangewys word op grond van hulle spesiale kennis of ondervinding van sake verbandhoudend met die doelstellings van die Skema.

(2) Die Raad het die reg om sodanige ander persone as wat hy nodig ag, in adviserende hoedanigheid te koöpteer.

(3) Die Raad het die mag om alle sake te hanteer wat binne die bestek val van die doelstellings soos uiteengesit in klousule 4.

(4) Die kworum wat nodig is vir die afhandeling van die Raad se sake sal bestaan uit die helfte van die lede van die Raad.

(5) Die Raad vergader normaalweg minstens vier keer per jaar.

(6) Die bestuur van die sake van die Raad tussen gewone vergaderings berus, onderhewig aan die algemene leiding en beheer oor die Raad, by die Uitvoerende Komitee bestaande uit die Voorsitter, die Vise-voorsitter en die Tesourer. Die lede van die Uitvoerende Komitee beklee hulle ampte vir 'n tydperk van 12 maande en daarna totdat hulle opvolgers amp aanvaar.

7. *Komitees van die Fonds*

(1) Elke komitee wat deur die Raad aangestel word, word saamgestel soos deur die Raad gelas.

(2) Die voorsitter van komitees kan deur die Raad benoem word, maar word deur die lede van elke komitee uit sy eie geledere verkies by die eerste vergadering, indien die Raad in gebreke bly om sy reg uit te oefen vir die maak van die nodige aanstelling.

(3) Persone genooi om in komitees te dien, word gekeur met inagneming van die aard van die spesiale take of funksies wat verrig moet word.

(4) Lede van komitees hoef nie noodwendig lede van die Raad te wees nie en kan ook verteenwoordigers van vakverenigings en ander belanghebbende organisasies en partye insluit

(5) Streekkomitees kan aangestel word waar, na die mening van die Raad, een of almal van die doelstellings van die Skema, op hierdie wyse die beste daarby kan baat

(6) Die funksies van komitees word deur die Raad bepaal. Komitees gelas om navrae en ondersoeke te doen en studies te onderneem moet hulle bevindings en aanbevelings by die eerste moontlike geleentheid aan die Raad voorlê. Komitees sal net so oorweging skenk aan en rapporteer oor sake wat deur die Raad na hulle terugverwys word vir verdere ondersoek of verduideliking.

6. *Establishment and functioning of the Electrical Contracting Industry Training Council* (179)

(1) The Scheme shall be administered by the Council, which shall consist of a Chairman and not less than four and not more than ten members appointed as follows by the Association.

- (a) The Chairman shall be appointed solely on the grounds of his knowledge and experience of the Industry
- (b) Members appointed to serve on the Council shall be properly representative of the Industry and shall be knowledgeable and experienced in the interests comprising the Industry.
- (c) Further members may be appointed on account of their special knowledge or experience of matters pertaining to the objects of the Scheme

(2) The Council shall have the right to co-opt, in an advisory capacity, such other persons as it may deem necessary

(3) The Council shall have the power to deal with all matters falling within the scope of the objects of the Scheme as set out in clause 4.

(4) The quorum necessary for the transaction of the business of the Council shall be one half of the number of members of the Council.

(5) The Council shall ordinarily meet at least four times a year.

(6) The management of the affairs of the Council between ordinary meetings shall, subject to the general direction and control of the Council, be vested in an Executive Committee consisting of at least the Chairman, the Vice-Chairman and the Treasurer. The members of the Executive Committee shall hold office for a period of 12 months and thereafter until their successors assume duty

7. *Committees of the Fund*

(1) Every committee appointed by the Council shall be constituted as directed by the Council.

(2) The chairman of committees may be appointed by the Council but shall be elected by the members of each committee from amongst its members at its first meeting in the event of the Council not exercising its right to make the requisite appointment.

(3) Persons invited to serve on committees shall be selected with due regard to the nature of the special tasks or functions to be performed.

(4) Members of committees need not necessarily be members of the Council and may include representatives of trade unions and other interested organisations or parties.

(5) Regional committees may be appointed where, in the opinion of the Council, all or any of the objects of the Scheme can best be served in this matter.

(6) The functions of committees shall be determined by the Council. Committees directed to conduct inquiries, investigations and studies shall report their findings and recommendations to the Council at the earliest possible opportunity. Committees shall likewise consider and report upon matters referred back to them by the Council for further investigation or clarification

(7) Komitees mag nie die Fonds onkoste laat aangaan sonder spesifieke magtiging deur die Raad nie of onkoste laat aangaan wat die bedrag gemagtig deur die Raad oorskry nie

(8) Nieteenstaande enigiets wat die teendeel is, sal hierdie klousule nie van toepassing wees op die Uitvoerende Komitee soos beoog deur klousule 6 (7) nie.

8. Opgawes en bydraes tot die Fonds

(1) Elke werkgewer in die Nywerheid moet aan die Fonds by die Vereniging se Hoofkantoor, Posbus 33367, Jeppetown, 2043, of enige sodanige ander adres as waarvan van tyd tot tyd aan die werkgewer kennis gegee mag word, teen die 21ste dag van elke maand, 'n opgawe indien waarin die totale salarisse en lone deur hom betaal gedurende die voorafgaande maand en die getal werknemers in sy diens gedurende dieselfde maand aangetoon word en die werkgewer moet sodanige opgawes jaarliks laat sertifiseer deur 'n openbare ouditeur en moet 'n afskrif van sodanige sertifikaat indien tesame met die eerste opgawe wat ingedien word na die uitreiking van sodanige sertifikaat.

(2) Elke werkgewer in die Nywerheid moet aan die Fonds, teen die 21ste dag van elke maand ten opsigte van die voorafgaande maand, 'n heffing betaal—

- (a) in die geval van 'n werkgewer werksaam in 'n gebied wat buite die gesagsgebied van 'n Nywerheidsraad vir die Elektrotegniese Aannemingsnywerheid val, gebaseer op 1,5% (een komma vyf persent) van die totale salarisse en lone deur hom in die voorafgaande maand betaal soos aangetoon in die betrokke opgawe bedoel in subklousule (1), of
- (b) in die geval van 'n werkgewer binne die gesagsgebied van 'n Nywerheidsraad vir die Elektrotegniese Aannemingsnywerheid, gebaseer op R3,50 (drie rand vyftig sent) per week per werknemer wat ingesluit is in die betrokke opgawe bedoel in subklousule (1),

welke betaling die genoemde opgawe moet vergesel

(3) Vanaf die inwerkingtreding van die Skema moet elke werkgewer ten opsigte van elke werknemer 'n rekord hou wat die volgende bevat—

- (a) die naam van die werknemer;
- (b) die woon- en posadresse van die werknemer;
- (c) die nasionale registrasienommer van die werknemer;
- (d) die datum van aanstelling;
- (e) die benaming van die hoedanigheid waarin aangestel;
- (f) die opleiding wat die werknemer ontvang het terwyl hy in die werkgewer se diens was, en
- (g) enige opvoedkundige kursusse deur die werknemer voltooi terwyl hy in diens van die werkgewer is en enige eksamens geslaag tesame met die graad of standaard van die slaagpunt.

(7) Committees shall not involve the Fund in expenditure without specific authority from or to an extend beyond that authorised by the Council

(8) Notwithstanding anything to the contrary this clause shall not apply to the Executive Committee as contemplated in clause 6 (7).

8. Returns and contributions to the Fund

(1) Every employer in the Industry shall submit to the Fund at the Association's Head Office, P.O. Box 33367, Jeppetown, 2043, or any such other address as may be notified to the employer from time to time, by the 21st day of each month, a return showing the total salaries and wages paid by him in the preceding month and the number of employees employed by him during the same month and the employer shall have such returns certified annually by a public auditor and shall submit a copy of such certificate together with the first return to be submitted after the issue of such certificate

(2) Every employer in the Industry shall pay to the Fund by the 21st day of each month in respect of the preceding month a levy—

- (a) in the case of an employer operating in an area falling outside the jurisdiction of an Industrial Council for the Electrical Contracting Industry, based on 1,5% (one comma five per cent) of the total salaries and wages paid by him in the preceding month as reflected in the relevant return referred to in subclause (1); or
- (b) in the case of an employer operating inside the area of jurisdiction of an Industrial Council for the Electrical Contracting Industry, based on R3,50 (three rand fifty cents) per week per employee included in the relevant return referred to in subclause (1),

which payment must accompany the said return

(3) From the date of the coming into operation of the Scheme, every employer shall in respect of every employee keep record which contains—

- (a) the name of the employee;
- (b) the residential and postal addresses of the employee,
- (c) the national registration number of the employee,
- (d) the date of appointment;
- (e) the designation of the position for which appointed;
- (f) the training received by the employee while employed by the employer, and
- (g) any educational courses completed by the employee while in the employ of the employer and any examinations passed together with the grade or standard of pass

(4) Vanaf die inwerkingtreding van die Skema moet die werkgewer die Fonds teen die 15de dag van die tweede maand volgende op die einde van elke kwartaal, voorsien van 'n kennisgewing van enige verandering in die naam, adres, hoedanigheid, opleiding, opvoedkundige kwalifikasies van elke werknemer, tesame met enige aanstellings, verplasings, bedankings of ontslagte van sulke werknemers.

(5) Vanaf die inwerkingtreding van die Skema, waar sulke werknemers gedeeltelik in enige ander nywerheid in diens is, moet die verhouding van die totale salarisse en lone van hierdie werknemers waarop 'n heffing kragtens subklousule (2) toegepas sal word, dieselfde verhouding wees as die verhouding van werk gedoen in die Elektrotegniese Annemingsnywerheid tot die totale werk wat deur die werknemer gedoen word.

(6) Die koste verbonde aan die insameling van laat bydraes of heffings word verhaal van en betaal deur die betrokke werkgewer.

9. Inligting

(1) Die Raad moet elke werkgewer in die Nywerheid voorsien van besonderhede betreffende die Skema in die vorm wat die Raad van tyd tot tyd bepaal. Met dien verstande dat sodanige besonderhede minstens die grondwet van die Raad, die heffings of bydraes wat tot die Fonds gemaak moet word, die opleidingsaanspoeringsmiddels wat deur die Skema verskaf moet word en die prosedure wat gevolg moet word wanneer eise teen die Skema ingestel word, moet insluit en enige sodanige ander besonderhede wat nodig geag mag word.

(2) Die Raad moet, binne drie maande na die sluiting van die finansiële jaar, aan die Direkteur-generaal Mannekrag en die Vereniging 'n volledige verslag van sy aktiwiteite gedurende daardie finansiële jaar voorlê asook 'n afskrif van die geouditeerde staat van die inkomste en uitgawes.

10. Finansies

(1) Alle gelde wat in die Fonds inbetaal word, word gestort in 'n bankrekening wat in die naam van die Fonds geopen moet word. Betalings uit die Fonds geskied per tjek of debietorder geteken deur sodanige persone wat van tyd tot tyd deur die Raad daartoe gemagtig word.

(2) Alle gelde wat nie nodig is vir lopende uitbetaling van uitgawes van die Raad vir die Skema nie, min 'n redelike bedryfsbalans, moet belê word in—

- (a) binnelandse geregistreerde effekte binne die bedoeling van artikel 21 van die Skatkiswet, 1975 (Wet No. 66 van 1975),
- (b) Nasionale Spaarsertifikate;
- (c) Posspaarbank spaarrekeninge of -sertifikate;
- (d) spaarrekeninge, permanente aandele of vaste deposito's in bouverenigings of banke,

of op sodanige ander wyse as wat die Registrateur mag goedkeur

(3) Die aankoop van eiendom, hetsy roerend of onroerend, sal vir hierdie doeleindes nie as 'n belegging beskou word nie as dit slegs of hoofsaaklik aangekoop word vir gebruik deur die Skema in die nastrewing van sy doelstellings

(4) From the date of the coming into operation of the Scheme, the employer shall furnish the Fund by the 15th day of the second month following the end of each quarter with a notice of any change in the name, address, position, training, educational qualifications of each employee, together with any appointments, transfers, resignations or dismissals of such employees

(5) From the date of the coming into operation of the Scheme, where such employees are employed partly in any other industry, the proportion of the total salaries and wages of these employees to which a levy or contribution in terms of subclause (2) is to be applied shall be the same proportion as the ratio of work done in the Electrical Contracting Industry to the total work done by the employee

(6) Costs invested in collecting late levies or contributions shall be charged to and be paid by the employer concerned.

9. Information

(1) The Council shall furnish every employer in the Industry with details concerning the Training Scheme in such form as it may from time to time determine: Provided that such details shall include at least the constitution of the Council, the levies or contributions payable to the Fund, the training incentives to be provided by the Scheme and the procedure to be followed for the lodging of claims against the Scheme and any such other details as may be deemed necessary.

(2) The Council shall within three months after the close of each financial year submit to the Director-General: Manpower and to the Association a detail report on its activities during that financial year together with a copy of the audited statement of income and expenditure.

10. Finance

(1) All moneys paid into the Fund shall be deposited in a bank account to be opened in the name of the Fund. Payments from the Fund shall be by cheque or debit order signed by such persons as may from time to time be authorised by the Council

(2) All moneys not required to meet current payments of the expenses of the Council for the Scheme, less a reasonable operating balance, shall be invested in—

- (a) internal registered stock within the meaning of section 21 of the Exchequer Act, 1975 (Act No 66 of 1975),
- (b) National Savings Certificates;
- (c) Post Office savings accounts or certificates;
- (d) savings accounts, permanent shares or fixed deposits in building societies or banks,

or in such other manner as may be approved by the Registrar

(3) The purchase of property, whether movable or immovable, shall not be regarded as an investment for this purpose if it is purchased solely or mainly for use by the Scheme in pursuing its objectives

(4) Die Raad moet 'n openbare ouditeur aanstel en uit die Fonds vergoed. Die rekeninge moet jaarliks geouditeer word vir die tydperk wat op 30 Junie eindig.

11. *Ontbinding van die Fonds*

(1) In die geval van die beëindiging van die Skema om watter rede ook al, stel die lede van die Raad, of die Vereniging, in die afwesigheid van die lede van die Raad, onverwyld 'n trustee of trustees aan om voort te gaan om die Fonds te administreer in ooreenstemming met die doelstellings van die Skema, totdat alle beskikbare gelde uitgeput is. Tydens die administrasie van die Fonds beskik die trustee of trustees oor al die magte van die Raad.

(2) Alle administrasiekoste word teen die Fonds geëis.

12. *Agente*

Die Raad kan agente aanstel om uitvoering te gee aan die doelstellings van die Skema, op sodanige voorwaardes en met sodanige voorbehoude as wat die Raad goeddink. Die aanstelling van 'n agent kan te eniger tyd en om enige rede deur die Raad teruggetrek word. Die agent is geregtig om enige instelling binne te gaan en kan die werkgewer of enige werknemer ondervra met die doel om vas te stel of die bepalings van klousule 8 nagekom word al dan nie.

13. *Verwysing na ander wetgewing*

Enige verwysing na 'n opleidingskema vir die Elektrotegniese Aannemingsnywerheid in bestaande nywerheidsraadooreenkomste sal beskou word as 'n verwysing na die opleidingskema geregistreer kragtens hierdie kennisgewing.

14. *Vrywaring*

Die lede van die Raad is nie aanspreeklik vir verliese uit die Fonds as gevolg van onbehoorlike belegging wat te goeder trou gedoen is, of as gevolg van 'n daad tydens hul *bona fide*-administrasie van die Fonds, of as gevolg van die nalatigheid of bedrog van 'n persoon in diens van die Raad, of as gevolg van 'n daad of versuim van lede, of as gevolg van 'n ander saak of ding nie, uitgesonderd individuele opsetlike of bedrieglike optrede van die kant van sodanige lede wat aanspreeklik gehou kan word. Elke sodanige lid moet deur die Fonds vergoed word vir aanspreeklikheid wat hy opgeloopt het en om hom te verweer in 'n geding, hetsy siviele of krimineel, wat voortspruit uit 'n bewering dat daar te kwader trou gehandel is en waarin die uitspraak in sy guns is of waarin hy onskuldig bevind word.

15. *Vrystelling*

(1) Die Minister of enige beampte in die diens van die Departement van Mannekrag aan wie die mag gedelegeer is om vrystelling van 'n opleidingskema ingevolge artikel 39 (4) van die Wet te verleen, kan na konsultasie met die Raad vrystelling verleen van enige bepaling van klousule 8 van die Skema.

(2) Enige aansoek om vrystelling moet by die Elektrotegniese Aannemingsnywerheid se Opleidingsraad, Posbus 33367, Jeppesstown, 2043, ingedien word wat sodanige aansoek tesame met die Raad se aanbeveling moet deurstuur na die Direkteur-generaal Mannekrag.

(4) The Council shall appoint a public auditor who shall be paid out of the Fund. The accounts shall be audited annually for the period ending 30 June.

11. *Dissolution of the Fund*

(1) In the event of the termination of the Scheme for any reason whatsoever, the Council members or the Association, in the absence of the members of the Council, shall forthwith appoint a trustee or trustees to continue to administer the Fund in accordance with the objects of the Scheme until all available moneys have been expended. In the administration of the Fund the trustee or trustees shall have all the powers of the Council.

(2) All administrative charges shall be charged against the Fund.

12. *Agents*

The Council may appoint agents to give effect to the objects of the Scheme on such terms and under such conditions as the Council may deem fit. The appointment of an agent may be revoked by the Council at any time and for any reason. The agent shall be entitled to enter any establishment and may question the employer or any employee for the purpose of ascertaining whether or not clause 8 in its entirety is being observed.

13. *Reference to other legislation*

Any reference to a training scheme for the Electrical Contracting Industry in existing industrial council agreements shall be deemed to be a reference to the training scheme registered in terms of this notice.

14. *Indemnity*

The members of the Council shall not be liable for any loss to the Fund arising from any improper investment made in good faith, or by any act in their *bona fide* administration of the Fund, or by negligence or fraud by any person employed by the Council, or by reason of any act or omission by members or by reason of any other matter or thing, save individual wilful or fraudulent wrongdoing on the part of such members who can be made liable. Any such member shall be reimbursed by the Fund for any liability incurred by him in defending any proceedings, whether civil or criminal, arising out of an allegation involving bad faith in which judgment is given in his favour or in which he is acquitted.

15. *Exemptions*

(1) The Minister or any officer in the service of the Department of Manpower to whom any power to grant exemption from a training scheme in terms of section 39 (4) of the Act has been granted may grant exemption from any provision of clause 8 of the Scheme after consultation with the Council.

(2) Any application for exemption must be lodged with the Electrical Contracting Industry Training Council, P.O. Box 33367, Jeppesstown, 2043, which shall forward such application, together with any recommendation by the Council to the Director-General: Manpower.

**ANC, Cosatu
condemn Bill**

THE ANC and Cosatu condemned the tabling of the Technikon Amendment Bill in Parliament and demanded it be withdrawn immediately.

The ANC and Cosatu in a joint statement yesterday also demanded an "unconditional undertaking" from government not to proceed with the Bill without proper consultation being held.

The Bill was another unilateral act by government, they said.

The ANC and Cosatu supported the Committee of Technikon Principals in its concerns raised regarding the Bill — Sapa

Technikon takes pride in offering flexible education

IF YOU cannot get to the Technikon Pretoria, the technikon may well come to you

The technikon — the largest residential one in SA with 16 000 students — has recently embarked on a programme to create a climate of entrepreneurship among its students and to identify entrepreneurial projects within itself

This resulted in the establishment of the first five "centres of excellence", each geared towards becoming financially self-supportive and generating their own income

The Centre for Medical Orthotics and Prosthetics is the only training centre for orthotists and prosthetists (people who make aids to the human body and artificial limbs) in the country

It has extended its services to the underprivileged to give students the opportunity to work with patients on a consultation basis and at the same time provide a service which would otherwise have been unaffordable. Hospital patients and out-patients are the main clients

The Centre for Explo-

sives Technology undertakes consultation work for the military, arms and commercial explosives industry, including high-speed photography, engineering and surface blasting, vibration analysis, metal cladding and tube welding

Tailor-made short courses are presented, even at the premises of the client, while various research projects are carried out on behalf of industry

The Centre for Language Dynamics will soon be extending its services from Africa to Europe and the Far East

Language dynamics aims to sell language as a negotiable product to reach specific goals, to verbalise group thinking, interpret the aspirations of a new SA society and to "decode the media message"

The Centre for Analytical Technology trains technicians for industry and renders specialist analytical services to various industries, government departments and neighbouring countries

Services include specialist training courses in col-

laboration with distributors and users of analytical apparatus, consultations, contract work and even bridging courses in physics, chemistry and maths

Current problem-solving projects include the analysis of chemicals used in the plating of mints and the investigation into analytical methods used in the preparation of export minerals.

The Centre for Polymer Technology has become a household name in the plastics and rubber industry and offers a free technical advisory service, while technical service is offered at a minimum cost on a consultation basis

One project recently undertaken by the centre was the development and manufacture of paddles of high-quality lightweight carbon fibre tubes at the request of an internationally renowned Hungarian canoeing trainer.

Apart from reaching out to the business sector, the technikon is also spreading its wings to reach new students through satellite campuses in Witbank and in Nelspruit.

Unlimited opportunity in banking

CAREER

STAR 26/6/92

The most visible banking official, the teller, is to most customers the personification of banking, followed closely by the dignified person of the bank manager in the inner recesses of his important and sometimes slightly intimidating office.

But this is only the tip of the banking iceberg as far as careers are concerned. There are lots of other rewarding and exciting positions in the frontline-section and behind the scenes in every branch of a bank

The many different departments in a bank form the branch structure, with the manager at the top. He is responsible for the lending of money to customers, making sure his staff are trained, competent and motivated, carrying out banking policies, and assuring efficient service to customers.

He also sells the bank's products by assisting and interviewing customers about their banking requirements, visiting potential customers and promoting the bank's

Modern banking has many facets. A future banker does not need to have only money in mind to choose a suitable career in banking.

The branch administrator/controller/departmental head sees to the efficient running of the branch, which includes supervising and motivating staff, arranging for staff training and career development, making sure rules are kept, and interviewing customers on complex money matters

Closely linked to the manager is the securities department, with staff functions such as the buying and selling of shares (that is, investing in a company listed on the Stock Exchange) through an authorised person (a stockbroker) on behalf of a customer; safeguarding valuables in the bank vault, taking collateral security for loans and overdrafts, and accepting applications for wills to the trust and will department on behalf of a customer.

The frontline section employs the staff who deal directly with customers. Here the teller mirrors the image of the branch and the bank. He or she must be friendly, courteous and efficient in dealing with customers, cashing their cheques, giving change, taking in deposits and using opportunities to introduce new products.

The inquiries department is the work area for people with excellent communication skills. This is where customers must get prompt attention to their needs, can be redirected to correct departments and where cheque books and statements are handed out.

The department functions along with the public relations officer, who reinforces the interest and co-operation of the frontline section.

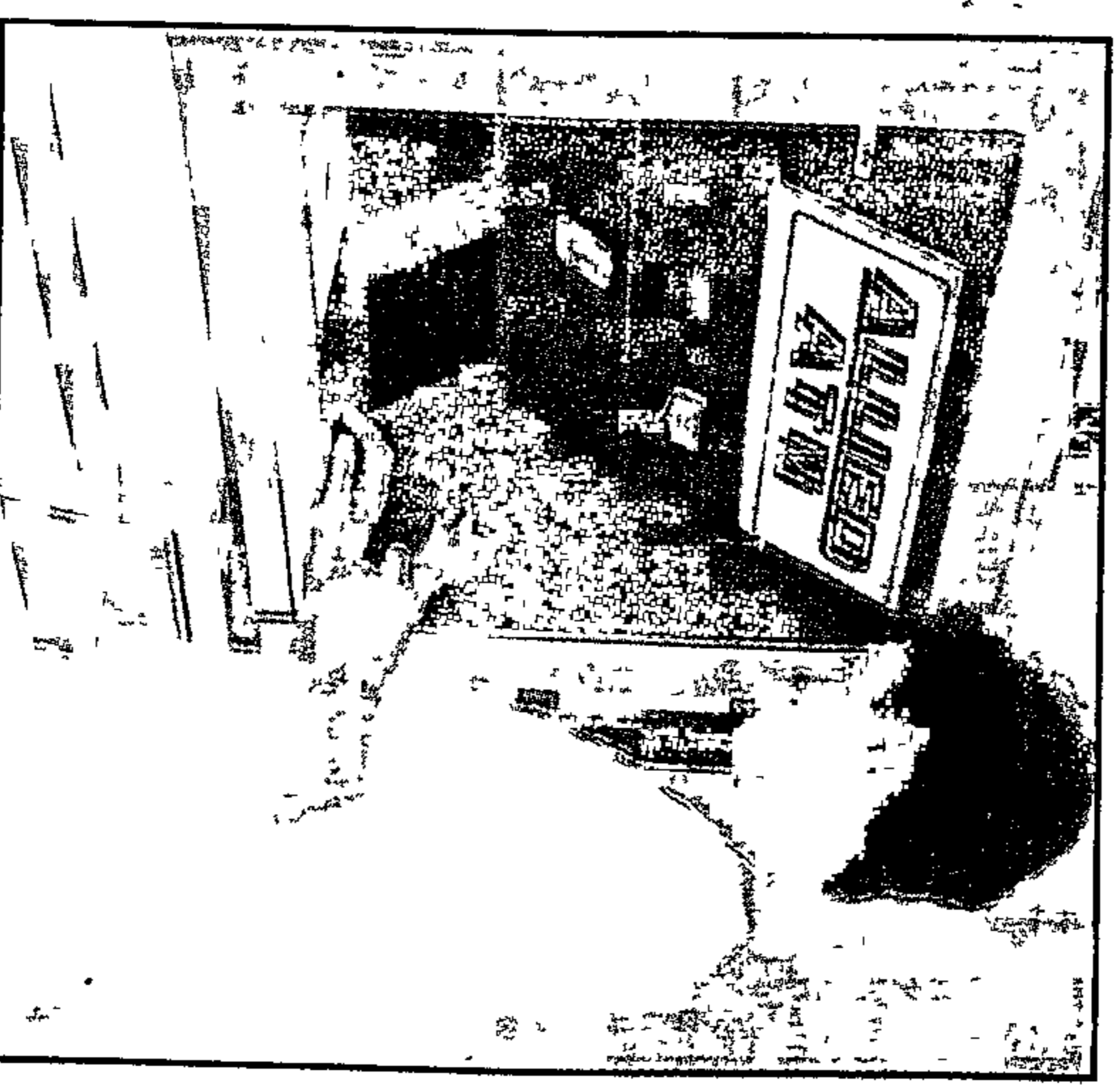
The ATM official is the person who keeps money flowing by checking on the automated teller machine, which we all use frequently, by seeing that the machine is working; attending to transaction queries of customers, and showing new customers how to use the machine correctly.

Behind the scenes in the cheque account section is the ledger department, where staff handle all routine matters concerned with cheque accounts

The mandates department staff are responsible for taking, holding and keeping up to date the authority from customers who wish someone else to withdraw funds from their accounts or act on their behalf

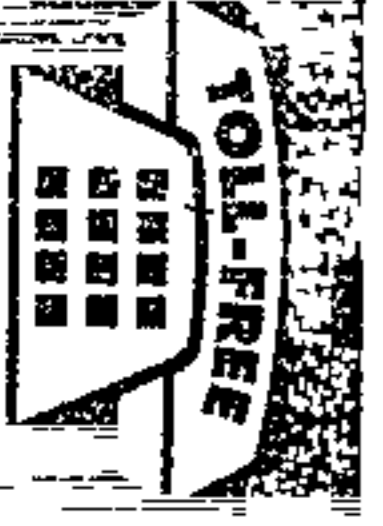
The foreign exchange (forex) section, which has a romantic sound about it, deals with the buying and selling of foreign currency in any form as long as it complies with exchange control regulations. This is the place where traveller's cheques are issued, foreign notes are bought and sold, and foreign cheques are made out

To operate forex, the exchange control department sees to it that the rules of the South African Reserve Bank, which controls the movement



Ready cash . . . making sure automatic teller machines run smoothly is just one of many jobs in the banking sector.

of money in and out of the country, are met
From Lantern Cultural Journal



92 OR WHILE STOCKS LAST



HIVE OF ACTIVITY - At Zolani Centre in Nyanga

Yes! There is hope!

SOUTH 27/6-1/7/92

THE Triple Trust organisation is an independent, autonomous private sector body, governed by a board of business people and community workers. Their vision is to help the poor and unemployed by enabling them to become self-employed in the informal sector.

According to Jill Ritchie, Funding and Public Relations Manager for Triple Trust, their message is that there is hope!

"We are not a charity and we don't provide self-help workshops. We create entrepreneurs," says Jill.

The organisation's policy is fulfilled by a threefold approach - training, financing and marketing. They implement this programme through three non-profit trusts.

The Neighbourhood Trust

The poor and unemployed are selected and trained, in their own language and by members of their own community, in an appropriate skill. Each is given full-time training for eight weeks, followed by assistance and mentoring as required.

Courses include sewing, flower

arranging, sheepskin slipper making, knitting and leather painting.

Costing, market research and cashflow management are also taught.

Triple Trust constantly investigates new courses but, as it is market-led, these are only implemented if there is a demand for the product.

The organisation recognises the destitute, especially those with families to care for.

The Self-Help Financing Trust

Here successful trainees are given unsecured loans to buy the equipment and materials to start a small business. Loans are also intended as a learning experience for trainees and are repayable over 12 to 24 months.

The Africa Trading Co-Operative Trust

This includes a retail outlet in Michigan Street, Airport Industria (near Crossroads). The shop, which is open to the public, does bulk buying of equipment and raw materials as well as the marketing, on behalf of the entrepreneurs, of goods which cannot be sold in the townships.

Strict quality control maintains the high standard of all products accepted for marketing. All entrepreneurs are paid cash for their goods to enable them to purchase raw materials immediately.

An addition to the original three trusts, closely co-ordinated and with the same directors, is Triple Trust Community Enterprise Services. Besides acting as a consultancy to other community organisations, enabling them to benefit from Triple Trust's three years of experience, the trust trains Community Business Consultants to mentor ex-trainees. The trust envisages training about 200 CBC's during 1992 and volunteers, from students to company directors, are welcome.

In the past 42 months Triple Trust has trained over 2 700 people in 15 training centres which include Crossroads, Elsie's River, Gugulethu, Nyanga, Manenburg and the Khayalitsha/Harare area. The organisation will be expanding to nearby rural areas, where thousands of people have suffered due to long droughts.

Being autonomous, Triple Trust has no state sponsorship and depends on donations, mainly from the private sector. Contributions are fully tax-deductible and exempt from donations tax and estate duty.

● For further information contact Triple Trust (Tel 448-7341)

Social investment is our business...

not only a matter of conscience.



Development Bank of Southern Africa

EDUCATION AND BURSARIES

Fulfilling work in communications

Sowetan 30/6/92.

ARE you a teacher, a nurse, a social worker or a matriculant with a warm, compassionate nature and an urge to help members of your community who have communication problems?

The University of Witwatersrand has just the thing for you - a Diploma in Speech and Hearing Therapy

It is a two-year diploma that is offered by the Department of Speech Pathology and Audiology

The fact that about 12 percent of the total population suffer from hearing, speech and language disorders, makes it urgent to have professionally trained community workers in speech and hearing therapy

Disorders

This community work is concerned with identifying and managing speech, hearing and language disorders in children and adults within a community-based framework

These disorders lead to children having learning disabilities, adolescents maladjusted socially and adults losing their jobs.

They will deal with about three million South Africans who have a communications problem including stuttering, hearing loss, voice disorders, speech problems associated with cerebral palsy, cleft palate and articulation defects

Community speech and hearing work involves

Recognising and assessing speech and hearing disorders,

Treatment

Providing elementary treatment,

Providing basic information to the person concerned, his family, associates and teachers,

Consulting with speech and hearing therapists,

Educating the community in primary health care aspects of the work, emphasising the prevention of speech and hearing disorders,

Working in a team with doctors, therapists and teachers, and

Establishing services where there are none

Watch out for sowetan schools material for Standards 8, 9 and 10 published every Thursday to supplement television lessons given daily between 3 and 5 pm.

A worker should be warm, compassionate, sensitive to other people's problems and have good organisational skills

Nurses

To apply for admission a matriculation pass with a university entrance is needed although applicants who have worked with people, such as nurses and teachers stand a better chance

On qualifying you may work in community clinics, hospitals or in Departments of Education and Special Education

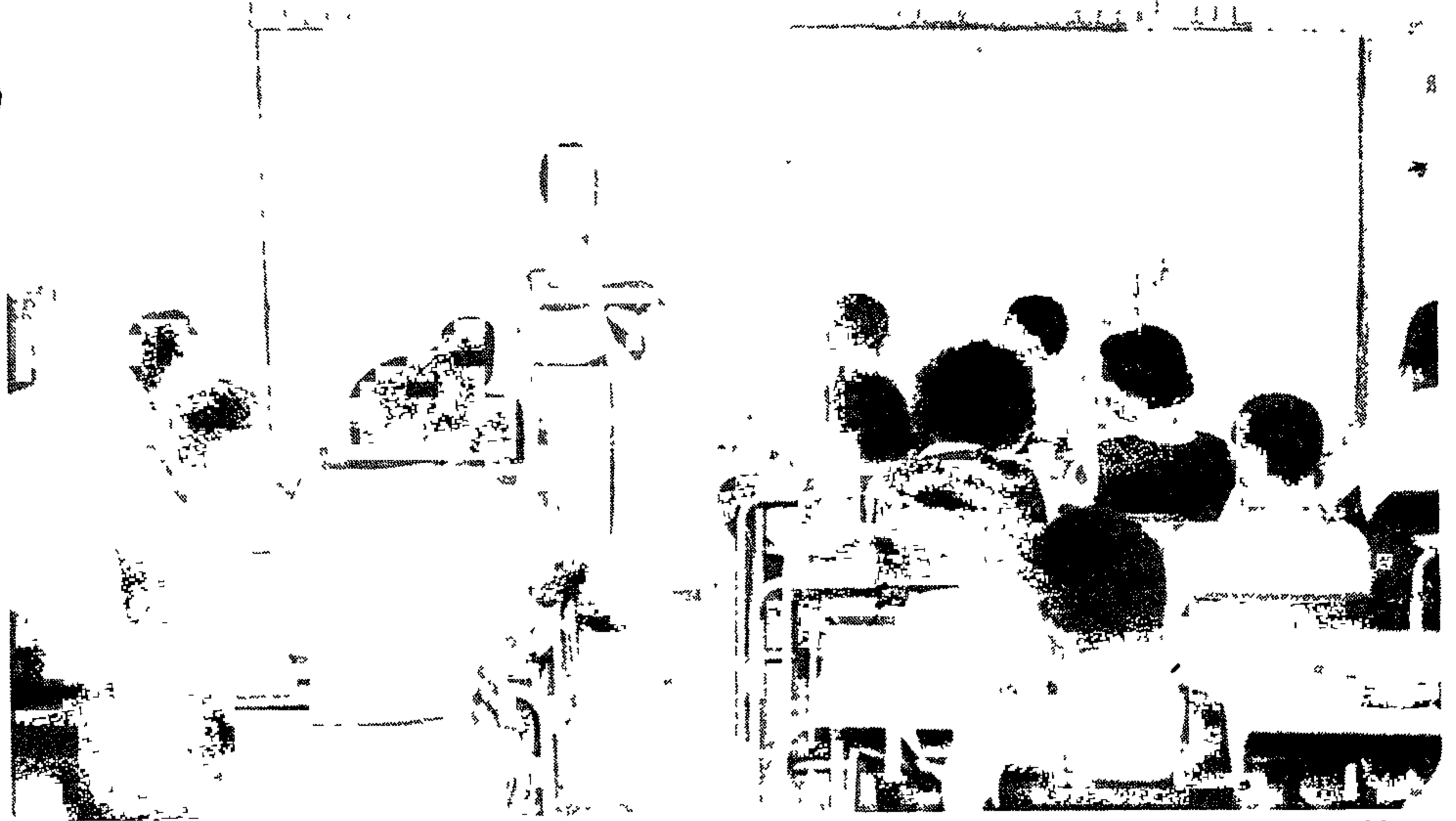
Community Speech and Hearing Workers are required to register with the South African Medical and Dental Council and take the Hippocratic Oath as modified for them

Application for admission close at the end of August.

Wits Division of Specialised Education also offers a number of degree and diploma programmes to train people for different helping professions with education

Two of them are:

Diploma in Specialised



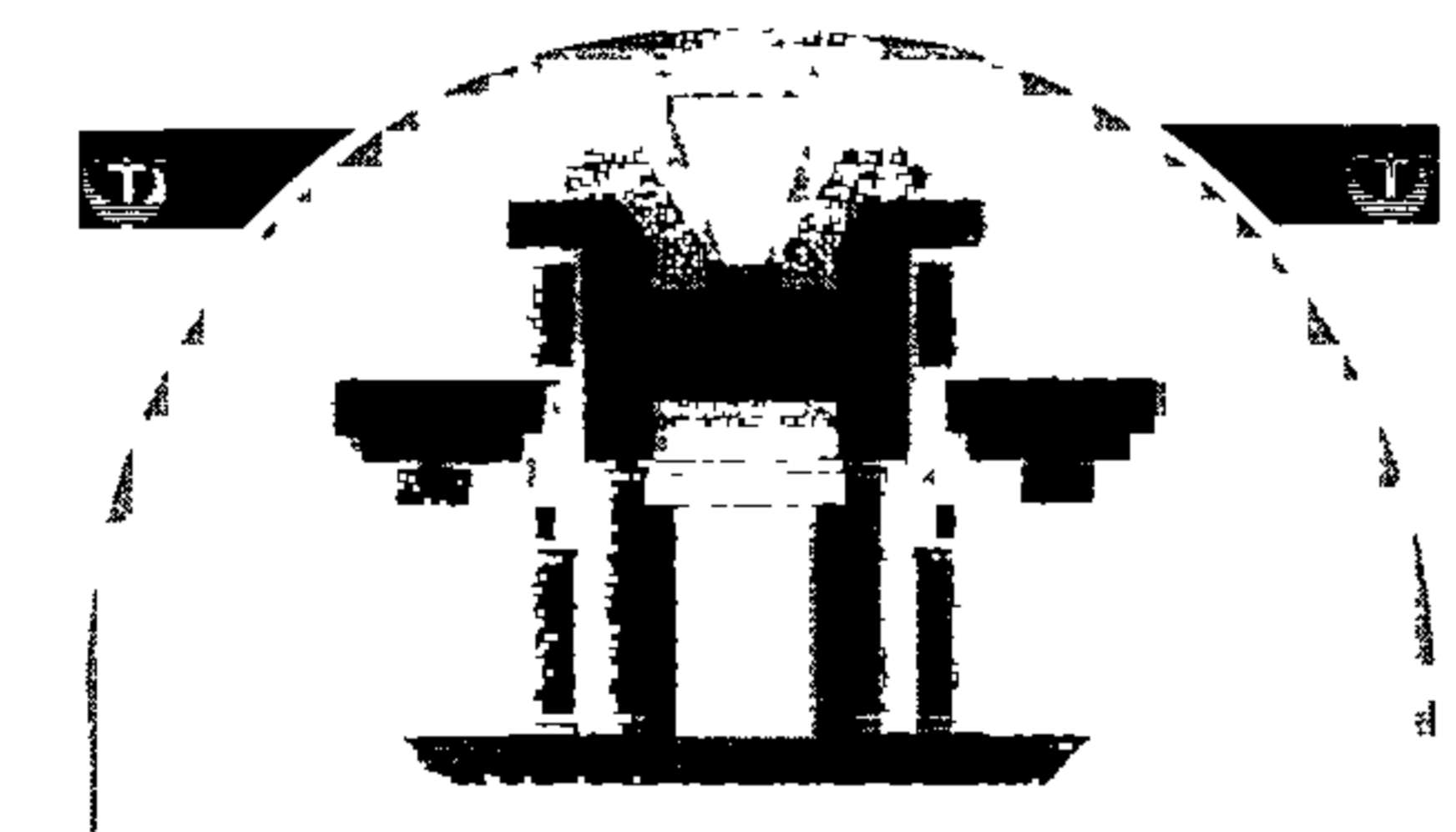
A teacher gives a history lesson to Ikemeng Remedial School pupils who need teachers with more more than teaching skills but understanding for their learning difficulties.

Education - Remedial Education for qualified teachers with a full matriculation exemption and two years experience

Diploma in Remedial Education - a part-time two-year programme open

to university graduates with at least three years experience in education

For application forms contact the Central Admissions Office, PO Wits, 2050 or telephone (011) 716 3187



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- School readiness programmes
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0800-11-77-33



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(Monday to Sunday)

ADVICE LINE

8.30am - 4.30pm

(Monday to Friday)

EDUCATION AND BURSARIES

SO you want a career in health? And you do not have the money and time to study medicine to become a doctor surgeon.

All is not lost There are a number of health related careers you can follow after matric

You can be a dental assistant It entails relaxing patients relax before going for examination

She prepares instruments, fillings and impression material, assist in taking dental X-rays and developing the films You also do some clerical job like recording patients particulars

Entrance to the field can be through a one year technikon course or on-the-job training by working with or for a dentist

To qualify, a person must be neat, accurate and able to communicate clearly

There are more women dental assistants than men The conditions are good with normal hours

There are no promotion prospects but there is security

Since there is a reasonable demand for dentists in South Africa, there is a need for dental assistants

For more information contact your local Technikon

Electro-Encephalograph (EEG) Technician

He works in a hospital laboratory He attaches the EEG - an apparatus to measure the activity in the human brain to find out the nature and severity of the disease - on the patient's head to the machine with electrodes

He also orders and maintain all the lab equipment

A Standard 10 certificate and good passes in maths, physics and biology is the minimum entry requirement

A person may train for a year at a hospital or do a two-week course with Division of Neurophysiology at the NIPR plus four years of practical work

A student must also register with the

Careers in health

Sowetan 30/6/92

SA Medical and Dental Council
Patience and understanding are needed to deal with difficult and often scared patients

An EEG technician can study further in the field of neurophysiology to become a clinical technologist although there are few posts available

For information contact the neurophysiology department of any teaching hospital or the Division of Neurophysiology, NIPR, Box 10319, Johannesburg, 2000

A Medical Laboratory Technologist

He does tests to find out the nature of disease which may be found in blood, urine or tissue specimens The results are used by doctors and pathologists for treatment Lab technologists work in four branches of clinical pathology

1 Chemical pathology to measure the chemical imbalance in body fluids to help show diseases at early stages

2 Microbiology to study bacteria and viruses extracted from infected patients, water or food under the microscope to develop medicines to fight infections in people or living cells

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4 Histopathology is the study of patient's tissue during an operation The tissue is dyed for the cell culture to stand out under the microscope Certain kinds of cancer, for instance, are discovered by these technologists

Aspiring technologists need a Standard 10 certificate and a good pass in maths and science to be accepted for a

four-year National Diploma in Medical Technology at all technikons except the RSA

The first three years are theory and practical and the last year is spent training in an approved hospital After graduating, a technician must register with SAMDC

There is an increasing demand for medical technologists

The ability to concentrate and be alert is a must

For more information contact your nearest technikon or the Department of Health, Private bag X88, Pretoria 0001

Audiometrician

An audiometrician, also called a neurological technician, tests hearing using electronic equipment. He also tests the organs of balance in the ear, supplies and fits hearing aids for those with problems

A higher grade pass in maths, biology and physical science in matric are required

Groote Schuur Hospital, in Cape Town, is the institution that offers training in audiometry locally

It is a two year course with an optional two more years A certificate of competency is issued after theory and practical training Trainees are paid as they train

It is a fairly new career but audiometricians work closely with the ear, nose and throat specialists in private practice, clinics and hospitals

There is a reasonable demand for this service in hospitals although Groote Schuur guarantees a two year position after completing studies

For more information contact The

ENT Department or Audiology Unit of any large hospital or write to The Head, Department of Otolaryngology, Groote Schuur Hospital, Observatory 7925

System analyst

A system analyst is responsible for planning and developing appropriate computer applications for the medicine field

In hospitals, computers are



A sophisticated tooth X-Ray that dental assistants must be familiar with. It enables dentists to detect if a root of a tooth has anything wrong.

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can get in-service training at Groote Schuur, Tygerberg and Red Cross hospitals

The use of computers in medicine is a new and fast growing field There is an increasing demand for computer application in medicine

For more details contact Computer Society of South Africa, Box 1207, Johannesburg 2000 or a Computer Department of Groote Schuur, Tygerberg and Red Cross hospitals

BUILDING A DEMOCRATIC NATION

Prominent South Africans speak out

A series of discussions on the future democratic options every two weeks

starting June 27 1992

Time: 14h30

Venue: Funda Centre

Introductory speakers

Dr Aggrey Klaaste

and DP leader Dr Zach de Beer



Democratic Party

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EDUCATION and BURSARIES

Preparing for the future

Sowetan 30/6/92 (179)

By PHANGISILE MTSHALI

YOU can do a number of things after passing matric although the ideal is to further your studies.

If you decide to further your studies you need to know

- Courses available for the career you are interested in.
- Required subjects.
- The duration of the course.
- Whether you need an exemption pass, and
- Whether you can get a loan or bursary for the course.

An informed career choice can allow you financial security and job satisfaction. There are other tougher situations to confront you immediately after graduating from high school. You may have to work. In this case, you must research the work market for jobs available to a person with your level of education. You must assess skills you can offer.

You may have better chances with technical subjects, typing or home economics.

You must also know what you want from a job - money, job satisfaction or to develop your community. Will the colour of your skin or sex limit your choices? You may have to work and study.

This means you will have an income as you pursue your studies. You must plan your time very well. You must ask yourself whether you can study effectively after a hard day's work, meet social and personal obligations satisfactorily and elevate your studies to your work. For this option, self discipline is important. You may be jobless.

This is in the light of a 1991 independent research which found that nine in 10 matriculants would not be able to find jobs.

This can result from socio-economic and political factors, lack of work experience and bad choice of subjects. Unemployment is a reality and here's what you may have to consider when faced with it.

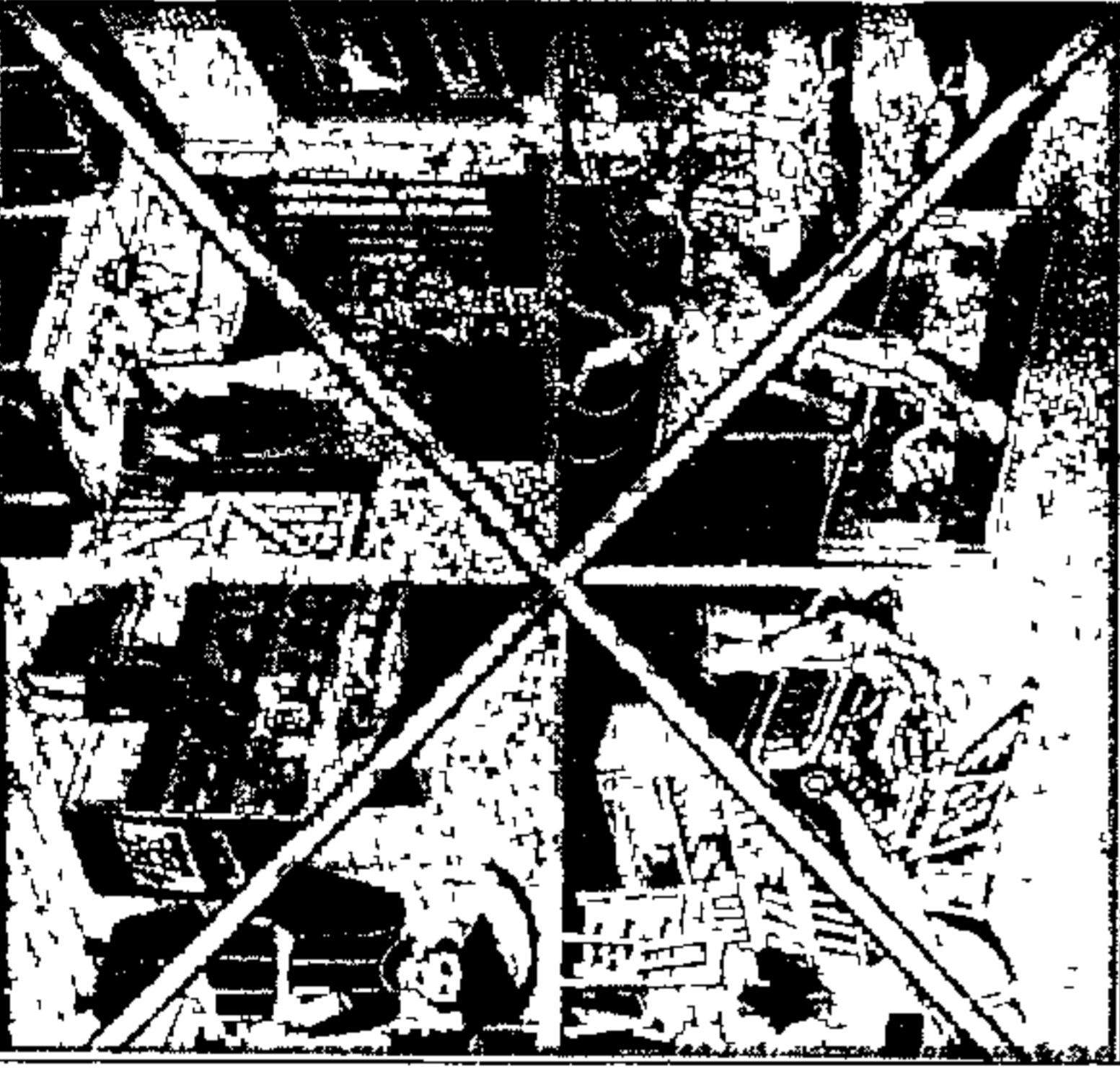
- How will you meet your financial obligations?
- Your chances of becoming self employed?
- Would you be forced to take any job that is available?
- How you can earn some money?

Today's career

- What you need to know about financing your education
- Career in the health field
- Watch out for more information on bursaries and accredited careers on Thursday.



UNEMPLOYMENT - today's reality: Without proper career planning you may find yourself joining the ever swelling ranks of the jobless.



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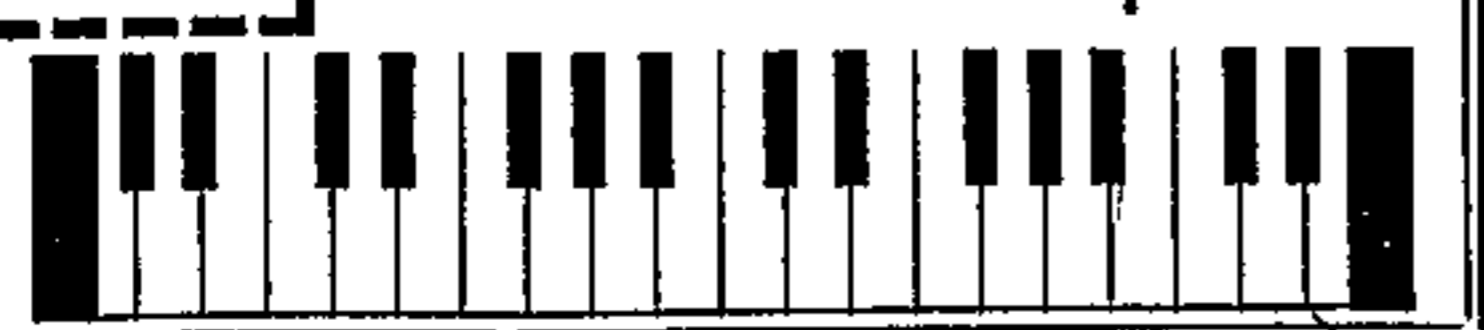
(55 Van Zyl Slobben Street, Pietersburg)

S 8738

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ADDRESS _____

Enclosed please find postal order/cheque for the amount of R21,00. Please forward the course as soon as possible.



EDUCATION AND BURSARIES

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BUILDING A DEMOCRATIC NATION

Prominent South Africans speak out



Customer care has sustained close ties

30/6/92
IN THE fast moving world of computers, a business relationship that has endured for 20 years is certainly unusual and speaks volumes for the level of customer satisfaction achieved.

Nasionale Colleges, part of the Nasionale Pers group, comprises two major correspondence colleges — Sukses and Lyceum — and Mentor Business and Computer School.

With 150 000 students, it is the largest private training establishment in the country. In addition to basic education courses from Standard 8 upwards, the group provides a wide range of diploma courses and has exclusive rights to training SA's traffic police.

Twenty years ago one of the elements of the group, Sukses Kollege, approached the then NCR bureau for help with writing a system to administer the requirements of its growing student body.

Ongoing

Since then UCS has developed many other programs for the group, which now boasts a 64-user Olivetti 486 system, and provides ongoing software support.

"We have stayed with UCS because they offer a very fast and efficient service," says group accountant Solly Solomon. "The programs they have written for us are very good — they have to be, for we depend on them."

In addition, he says the relationship is such that Nasionale can call on UCS for advice at any time.

UCS has often replaced older, less efficient computerised systems, but not so in Nasionale's case.

"What we had before was a lot of red tape," says Solomon. "UCS has helped us cut that out, enabling us to concentrate our resources on what really matter — education and training."

EDUCATION AND BURSARIES

The field of advertising

Savefern 2/7/92
THE purpose of advertising is to make a product known to the general public or specific section of the public

There are three main players in the advertising field These are the production industry (client), the advertising agency, which launches the product on behalf of the client, and the media, where the advertisement is placed

- The accounts executive is the link between agency and client He should be able to start and maintain good relations with all those he comes into contact
- The media manager must be conversant with available ways to advertise These are radio, TV, daily, weekly, monthly and periodical Press, outdoor advertising and bumper stickers
- The copywriter is the person who has a way with words and language He composes the wording which has to be punchy, attention-grabbing, concise and to the point.
- The advertising artist designs the illustrations and lettering of adverts.
- The administrative personnel is made up of typists, accountants, clerks and other staffers

Free career guide booklet

A PRACTICAL career booklet, Rainbow - your guide to a bright future volume 2 hit the streets last week

The revised edition of the book on careers and job opportunities was first published last year is available free of charge in public, school and tertiary institutions libraries

The revised edition of the book on careers and job opportunities was first published last year is available free of charge in public, school and tertiary institutions libraries

dedicated to study skills and tips, drawing up of a study time table and the do's and don'ts of study. Besides giving careers and school-related information, the book also equips and encourages students to know themselves - their abilities and weaknesses

This edition also includes chapters on starting your own business, Aids, alcohol and drug abuse, and the importance of environmental awareness

Future in Science

Sowden 2/1/92 (179)

STUDENTS whose majors are in the field of science are important for any country that wants to become a fully-fledged industrial society

There are various science careers a student who matriculates with an emphasis and a good pass in mathematics, physical science and chemistry can choose

Students can obtain a Bachelor of Science degree at local and reputable foreign universities

Here are a few science careers in brief

● **Field Actuarial Science -**

Job opportunities Life assurance, pension fund consulting, investment consulting and general insurance

Contact The Actuarial Association of South Africa, PO Box 4464, Cape Town, 8000

● **Field Chemistry and Chemical Science -**

Job opportunities Commercial and industrial researcher, teaching at high school or tertiary level and technical laboratory work.

May be used as a foundation to study in other specialised science fields such as botany, geology and biochemistry

BY PHANGSILE MTSALI

Contact your local university

● **Field Botany -**

Job opportunities Teaching, research in other specialised plant-oriented fields, industrial research in foodstuffs, brewing, forestry, fertilisers and water purification, nature conservation, horticulture and environmental planning

Contact South African Association of Botanists, Private Bag X101, Pretoria, 0001

● **Field Computer Science -**

Job opportunities Computer manufacturing research, commercially applied computing, teaching and research, and mining and industrial computing

Contact your local university and computer manufacturer

● **Field Biochemistry -**

Job opportunities Academic teaching and research, medical, agricultural and veterinary services and research, industrial research, and manufacture of foodstuffs, fertilisers, drugs and insecticides

Contact your local university

● **Field Microbiology -**

Job opportunities Medical, agricultural, veterinary research, industrial research in brewing, wine industry, dairy industry, foodstuffs, pharmaceuticals, water purification and petroleum products, academic teaching, marketing of scientific products, and diagnostic microbiology

Contact your local university

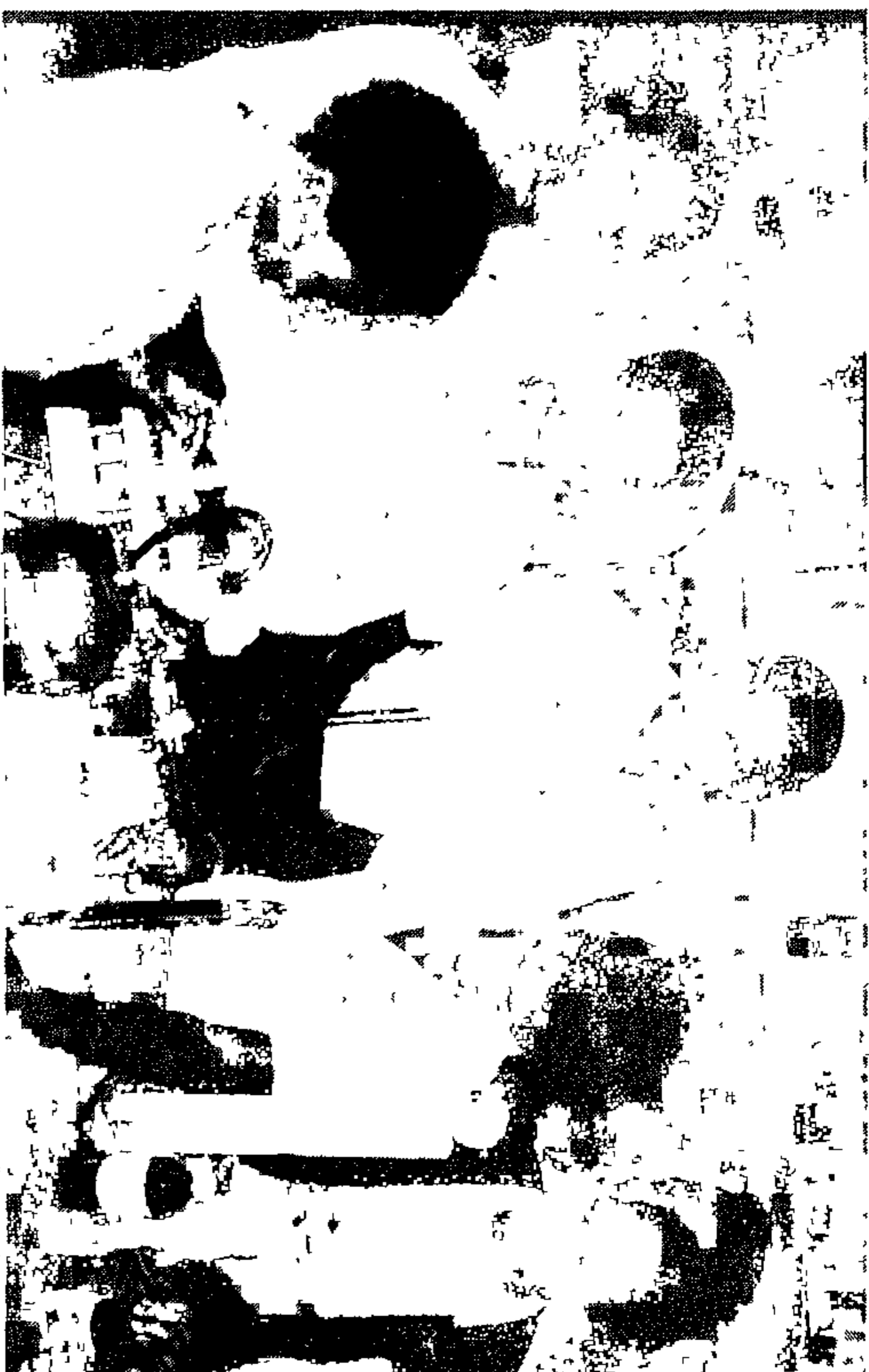
● **Field Computational and Applied Mathematics -**

Job opportunities Mathematical modelling in industry and ecology, numerical analysis in science, industry and commerce, operations research, mining industry and chamber of mines, general relativity and astrology, consult in applied mathematics, and apply mathematical problems to science and engineering

Contact your nearby university

● **Field. Physiology -**

Job opportunities Teaching, medical veterinary and agricultural research; industrial and pharmaceutical research, sport and fitness work; zoology



Tomorrow's scientists are among these matric students from Mbilwi High School.

Guides to a good career

EVERY pupil knows he must get a matric exemption and choose his subjects carefully to enter university. But how to go about it?

Scholars must group their subjects in a way which will make it easier for them to study for their chosen careers.

Group A is official languages - English, Afrikaans and African (home) language.

Group B is mathematics, C is natural sciences, D is third languages such as French and German, E is Humanities - Biblical Studies, Economics, Geography, History and F is all other subjects including Geography.

For an exemption, examiners consider the following, among other things:

- A Higher Grade pass in (Group A)

- A Higher Grade pass in one of the "official" languages which are marked out of 300.

- Pass three HG subjects from three different groups

- Write examinations in six subjects

- Pass five subjects

- Passes in four subjects from different groups

- Get at least 20 percent in the sixth subject.

● Get a total of at least 950 marks

If you do an African language as first language, you must also do either English or Afrikaans HG as a second language, but you need only to pass one of them at HG.

If you pass both second languages at HG and obtain at least 40 percent for one, this subject can be counted as a HG subject from Group D.

- What is a university education?

A university is a tertiary institution whose emphasis is theoretical.

The minimum entrance for a bachelors degree is a matric exemption.

For some courses, there are additional requirements - certain symbols and grades on subjects.

Some universities offer diploma courses where an exemption is not needed.

In some cases, an additional post-graduate diploma is necessary after a degree before you enter a specific job market.

Minimum length of study is three years.

- What is a Technikon education?

It is a tertiary institution which focuses on practical

education.

The minimum entrance requirement is Standard 10 or an N3 qualification obtained from a technical college plus two languages at matric level.

Most technical, paramedical and science courses require mathematics and science subjects.

Co-operative training which combines academic study with practical training.

Certification is in the form of a diploma and the duration of studying varies.

- What is a Technical Training College?

It teaches trades that enable students to qualify as artisans.

Artisans do work which needs special skills or practical and theoretical training. An ability to work with tools and one's hands is important for trade related jobs.

There are different ways to qualify as an artisan, the most common one is apprenticeship through an employer.

To be an apprentice one must be at least 16 years old but not older than 21 and have proof of passing Standard 7 (some trades need a Standard 8 or 9 certificate)

No. R. 1863

3 Julie 1992

WET OP MANNEKRAGOPLEIDING, 1981

OPLEIDINGSKEMA VIR DIE HAARKAPPERY EN KOSMETOLOGIESE NYWERHEID

Ek, Glen Morris Edwin Carelse, Adjunkminister van Mannekrag, verklaar hierby kragtens artikel 39 (5) van die Wet op Mannekragopleiding, 1981, dat die bepalings van die Skema wat in die Bylae hiervan verskyn met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing bindend is vir alle werkgewers en werknemers wat betrokke is by of in diens is in die Haarkappery en Kosmetologiese Nywerheid en die gebiede soos in die Bylae hiervan bepaal en sal eindig op die datum van intrekking van die Skema in-gevolge artikel 39 (3) van bovermelde Wet.

G. M. E. CARELSE,

Adjunkminister van Mannekrag.

BYLAE

Die Opleidingskema vir die Haarkappery en Kosmetologiese Nywerheid, hierna "die Nywerheid" genoem, is deur die Suid-Afrikaanse Haarkappery en Kosmetologiese Vereniging ingestel vir die opleiding van werknemers in die Nywerheid en maak voorsiening vir die stigting van 'n fonds vir die doeleindes van die Skema, die betaling van bydraes aan die Fonds deur werkgewers in die Nywerheid en die instelling van 'n Opleidingsraad om die Fonds, wat as die "Haarkappery en Kosmetologiese Nywerheidopleidings- en -ontwikkelingsfonds" bekend sal staan, te administreer.

1. Naam van die Skema

Die naam van die Skema is die "Haarkappery en Kosmetologiese Nywerheidsopleidingskema"

2. Toepassingsbestek van die Skema

Die bepalings van die Skema moet nagekom word deur alle werkgewers en werknemers wat in die Haarkappery en Kosmetologiese Nywerheid betrokke of in diens is in die landdrostdistrikte genoem in subklousules (1) tot (6).

- (1) Die landdrostdistrikte Bellville, Goodwood, Simonstad, Die Kaap en Wynberg.
- (2) Die landdrostdistrikte Durban, Inanda, Pietermaritzburg en Pinetown
- (3) Die landdrostdistrik Oos-Londen.
- (4) Die landdrostdistrikte Despatch, Port Elizabeth en Uitenhage.
- (5) Die landdrostdistrikte Pretoria en Wonderboom
- (6) Die landdrostdistrikte Alberton, Benoni, Boksburg, Brakpan, Delmas, Germiston, Johannesburg, Kempton Park, Klerksdorp, Krugersdorp, Potchefstroom, Randburg, Randfontein, Roodepoort, Springs, Vanderbijlpark, Vereeniging en Westonaria

No. R. 1863

3 July 1992

MANPOWER TRAINING ACT, 1981

TRAINING SCHEME FOR THE HAIRDRESSING AND COSMETOLOGY INDUSTRY

I, Glen Morris Edwin Carelse, Deputy Minister of Manpower, hereby, in terms of section 39 (5) of the Manpower Training Act, 1981, declare that the provisions of the Scheme which appear in the Schedule hereto shall be binding with effect from the second Monday after the date of publication of this notice upon all employers and employees who are engaged or employed in the Hairdressing and Cosmetology Industry and in the areas as specified in the Schedule hereto, and shall terminate on the date of withdrawal of the Scheme in terms of section 39 (3) of the above-mentioned Act

G. M. E. CARELSE,

Deputy Minister of Manpower.

SCHEDULE

The Training Scheme for the Hairdressing and Cosmetology Industry, hereinafter referred to as "the Industry", has been established by the South African Hairdressers and Cosmetologists Association for the training of employees in the Industry and provides for the establishment of a fund for the purpose of the Scheme, the payment of contributions to the Fund by employers in the Industry and the establishment of a Training Board to administer the Fund, which shall be called the "Hairdressing and Cosmetology Industry Training and Development Fund".

1. Name of the Scheme

The name of the Scheme shall be the "Hairdressing and Cosmetology Industry Training Scheme"

2. Scope of Application of the Scheme

The provisions of the Scheme shall be observed by all employers and employees who are engaged or employed in the Hairdressing and Cosmetology Industry in the Magisterial Districts referred to in subclauses (1) to (6)

- (1) The Magisterial Districts of Bellville, Goodwood, Simon's Town, The Cape and Wynberg
- (2) The Magisterial Districts of Durban, Inanda, Pietermaritzburg and Pinetown
- (3) The Magisterial District of East London
- (4) The Magisterial Districts of Despatch, Port Elizabeth and Uitenhage
- (5) The Magisterial Districts of Pretoria and Wonderboom
- (6) The Magisterial Districts of Alberton, Benoni, Boksburg, Brakpan, Delmas, Germiston, Johannesburg, Kempton Park, Klerksdorp, Krugersdorp, Potchefstroom, Randburg, Randfontein, Roodepoort, Springs, Vanderbijlpark, Vereeniging and Westonaria

3. WOORDOMSKRYWING

Enige uitdrukking wat in hierdie Skema gebruik word en in die Wet omskryf word, het dieselfde betekenis as in die Wet, en alle verwysings na die Wet omvat alle wysigings van die Wet en enige regulasies kragtens die Wet uitgevaardig, en, tensy onbestaanbaar met die sinsverband, beteken—

“**Fonds**” die Haarkappery en Kosmetologiese Nywerheidopleidings- en -ontwikkelingsfonds in klousule 5 bedoel;

“**Haarkappery en Kosmetologiese Nywerheid**” of “**Nywerheid**”, sonder om die gewone betekenis van die uitdrukking enigszins te beperk, die nywerheid waarin werkgewers en hul werknemers met mekaar geassosieer is vir die doel om toilet dienste in enige inrigting te verskaf,

“**inrigting**” enige onderneming waarin toilet dienste aangebied word of aangebied staan te word;

“**Raad**” die Haarkappery en Kosmetologiese Nywerheidopleidingsraad,

“**Skema**” die Haarkappery en Kosmetologiese Nywerheidopleidingskema,

“**toilet dienste**” enige of meer of 'n kombinasie van die praktyke wat in die reel of gewoonlik verrig word deur en bekend staan as die professie van skoonheidsdeskundiges of kosmetiste of kosmetoloe of haarkappers, en sluit die volgende werksaamhede in, maar word nie daardeur beperk nie:

Haarskikking, haarkapping, haarsny, streepbleiking, skeer, krulling, reiniging,

skroeiing, sjamponeering, bleiking, kleuring, tinting, versteiling, stilering, golwing (permanente golwing, Marcel- of watergolwing) of enige ander behandeling van die hare van die kop of die gesig;

die massering of ander stimulerende behandeling of oefening van die gesig, kop of nek;

manikuring van die naels, en/of naelherbouing, wenkbrouplukking, bordwerk, trichologiese behandeling of verfraaiing; of

die verrigting van enige werksaamheid op enige pruik of haarstuk wat deur enige persoon gedra word,

hetsy enige apparaat, toestel, preparaat of stof in enige van hierdie aktiwiteite gebruik word al dan nie,

“**werkgewer**” enige werkgewer, soos in die Wet omskryf, wat aan enige werknemer werk verskaf of hom in diens neem of wat selfstandig in die Nywerheid werksaam is

“**werknemer**” enige werknemer, soos in die Wet omskryf wat vir 'n werkgewer in die Nywerheid werk of by hom in diens is, en

“**Wet**” die Wet op Mannekrageopleiding, 1981 (Wet No 56 van 1981)

3. DEFINITIONS

Any expression used in this Scheme which is defined in the Act, shall have the same meaning as in the Act and any references to the Act shall include any amendments to the Act and any regulations made in terms of the Act and, unless inconsistent with the context—

“**Act**” means the Manpower Training Act, 1981 (Act No 56 of 1981), (179) ~~209~~

“**Board**” means the Hairdressing and Cosmetology Industry Training Board,

“**employee**”, means any employee, as defined in the Act, who is employed by or who is working for an employer in the Industry,

“**employer**” means any employer, as defined in the Act, who employs or provides work for any employee or is self-employed in the Industry,

“**establishment**” means any premises in which toilet services are rendered or are to be rendered,

“**Fund**” means the Hairdressing and Cosmetology Industry Training and Development Fund referred to in clause 5,

“**Hairdressing and Cosmetology Industry**” or “**Industry**” means, without in any way limiting the ordinary meaning of the expression, the industry in which employers and employees are associated for the purpose of performing toilet services in any establishment;

“**Scheme**” means the Hairdressing and Cosmetology Industry Training Scheme, and

“**toilet services**” means any one or more of a combination of the practises generally and usually performed by and known as the profession of beauty culturists or cosmeticians or cosmetologists or hairdressers, and includes, but is not to be limited to, the following operations:

Hair arranging, hairdressing, haircutting, highlighting, shaving, curling, cleaning,

singeing, shampooing, bleaching, dyeing, colouring, tinting, straightening, styling, waving (permanent waving, Marcel or water waving) or any other treatment of the hair on the head or the face;

the massage or other stimulative treatment or exercise of the face, scalp or neck,

manicuring and/or restructuring of the nails, eyebrow plucking, board work, trichological treatment or beauty culture, or

performing any operation on any wig or hair-piece to be worn by any person,

whether or not any apparatus, appliance, preparation or substance is used in any of these operations.

4. Doelstellings van die Skema

Die hoofdoelstelling van die Skema sal wees om die gemeenskaplike belange van werkgewers en werknemers in die Nywerheid te bevorder deur gesamentlike verantwoordelikheid te aanvaar vir die opleidingsbehoefte van ambagslui en ander werknemers in die Nywerheid en die werksaamhede van die Raad sal geheel en al gerig wees op die bevordering van hierdie hoofdoelstelling deur middel van die volgende doelwitte:

- (a) Om die nodige fondse te voorsien om 'n toereikende bron van opgeleide werknemers vir die Nywerheid te verseker en om die opleiding en ontwikkeling van werknemers in die Nywerheid op alle vlakke finansiëel te ondersteun sodat alle bydraende werkgewers gelyke geleentheid vir die opleiding en ontwikkeling van hul werknemers sal hê, en
- (b) om die administrasie van die Raad en doelwitte van die Raad, soos dit in sy konstitusie uiteengesit is, te finansier.

5. Haarkappery en Kosmetologiese Nywerheidsopleiding- en -ontwikkelingsfonds

- (a) Hierby word 'n fonds gestig, wat bekend staan as die Haarkappery en Kosmetologiese Nywerheids- en -ontwikkelingsfonds.
- (2) Die Fonds sal deur die Haarkappery en Kosmetologiese Opleidingsraad geadministreer word.
- (3) In die Fonds word inbetaal—
 - (a) opleidingsheffings kragtens klousule 7 van hierdie Skema;
 - (b) rente en/of kapitaalaanwas wat uit die belegging van enige gelde van die Fonds verkry word,
 - (c) enige ander gelde waarop die Fonds geregtig mag word.
- (4) Die gelde van die Fonds word vir die bereiking van die doelstellings van die Skema, soos in klousule 4 uiteengesit, aangewend.

6. Instelling en funksies van die Haarkappery en Kosmetologiese Nywerheidsopleidingsraad

(1) Die Haarkappery en Kosmetologiese Nywerheidsopleidingsraad is deur die Suid-Afrikaanse Haarkappery en Kosmetologiese Vereniging en die Suid-Afrikaanse Haarkappersnywerheid Werknemers-unie ooreenkomstig 'n konstitusie, wat deur die Registrateur goedgekeur is, gestig.

(2) Die Raad het die bevoegdheid om met alle sake wat binne die bestek van die doelstellings van hierdie Skema val, soos in klousule 4 vervat, te handel

7. Opgawes en bydraes tot die fonds

(1) Vanaf die datum van inwerkingtreding van die Skema moet elke werkgewer in die Nywerheid wat 'n lid van die Suid-Afrikaanse Haarkappers en Kosmetologiese Vereniging is—

- (a) aan die Raad te Posbus 11092, Aston Manor, 1630, of sodanige ander adres as wat skriftelik en per geregistreerde pos deur die Raad aan die werkgewer verwittig word, teen die veertiende

4. Objects of the Scheme

The principal objective of the Scheme shall be to promote the common interests of employers and employees in the Industry by assuming joint responsibility for the training needs of artisans and other employees in the Industry and the activities of the Board shall be wholly directed to the furtherance of this principal objective through the following objects:

- (a) To provide the necessary funds to ensure an adequate supply of trained employees for the Industry and to financially assist with the training and development of employees for the Industry at all levels in order that all contributing employers will have equal opportunities for the training and development of their employees, and
- (b) to finance the administration of the Board and the objects of the Board as set out in its constitution.

5. Hairdressing and Cosmetology Industry Training and Development Fund

- (a) There is hereby established a fund to be known as the Hairdressing and Cosmetology Industry Training and Development Fund.
- (2) The Fund shall be administered by the Hairdressing and Cosmetology Industry Training Board.
- (3) Into the Fund shall be paid—
 - (a) training levies in terms of clause 7 of this Scheme;
 - (b) interest and/or capital appreciation derived from the investment of any moneys of the Fund;
 - (c) any other moneys to which the Fund may become entitled.
- (4) The moneys of the Fund shall be applied to the attainment of the objects of the Scheme as set out in clause 4.

6. Establishment and functions of the Hairdressing and Cosmetology Industry Training Board

(1) The Hairdressing and Cosmetology Industry Training Board has been established by the South African Hairdressers and Cosmetologists Association and the South African Hairdressers Employees Industrial Union in accordance with a constitution approved by the Registrar.

(2) The Board shall have the power to deal with all matters falling within the scope of the objects of this Scheme, as set out in clause 4

7. Returns and contributions to the fund

(1) From the date of coming into operation of the Scheme, every employer in the industry who is a member of the South African Hairdressers' and Cosmetologists' Association, shall—

- (a) submit to the Board at P O. Box 11092, Aston Manor, 1630, or such other address as may be advised by the Board in writing and by registered post to the employer, by the fourteenth day of

dag van elke maand 'n opgawe verstrek waarin die getal werknemers wat op die laaste dag van die voorafgaande maand in sy diens was ten opsigte van elke afsonderlike inrigting wat deur hom besit of bedryf word in enige gebied bedoel in klousule 2, weergegee word; en

- (b) aan die Fonds 'n heffing betaal, teen R20,00 (twintig Rand) per maand ten opsigte van elke inrigting wat deur die opgawe in paragraaf (a) bedoel, gedek word, welke betaling maandeliks per gekruisde tjek moet geskied wat genoemde opgawe moet vergesel

(2) Die koste verbonde aan die insameling van laat heffings of bydraes word verhaal op en betaal deur die betrokke werkgewer.

8. Inligting

Die Raad moet elke werkgewer in die Nywerheid voorsien van besonderhede betreffende die Skema in die vorm wat die Raad van tyd tot tyd bepaal. Met dien verstande dat sodanige besonderhede minstens die konstitusies van die Skema en die Raad, die bydraes wat gemaak moet word of heffings wat aan die Fonds betaal moet word, die finansiële aansporings wat onder die Skema voorsien word en die prosedure wat gevolg moet word vir die indiening van eise teen die Fonds, sal insluit

9. Finansies

(1) Alle gelde wat ontvang word, moet binne sewe (7) dae na ontvangs daarvan, in 'n bepaalde bankrekening in die Fonds se naam gedeponeer word.

(2) Alle betalings uit die fonds moet per tjek teen die genoemde bankrekening getrek word en deur die Voorsitter van die Raad onderteken word en deur die Hoof Uitvoerende Beampte van die Raad mede-onderteken word, of deur sodanige ander amptenare wat skriftelik deur die Raad aangewys is

(3) Fondse wat nie vir onmiddellike gebruik nodig is nie, moet na goeddunke van die Raad belê word in—

(a) binnelandse geregistreerde effekte bedoel in artikel 21 van die Skatkiswet, 1975 (Wet No 66 van 1975),

(b) Nasionale Spaarsertifikate,

(c) Posspaarbankrekenings of -sertifikate,

(d) spaarrekenings, permanente aandele of vaste deposito's in bougenootskappe of banke,

of op sodanige ander wyse as wat die Registrateur mag goedkeur

(4) Die Raad stel jaarliks 'n openbare ouditeur, wat uit die fonds vergoed word, aan om die rekenings van die Fonds vir die tydperk wat op 31 Desember eindig, te ouditeer. Afskrifte van die geouditeerde rekenings moet aan die Suid-Afrikaanse Haar-kappers en Kosmetologiese Vereniging en die Suid-Afrikaanse haar-kappersnywerheid Werknemersunie beskikbaar gestel word en 'n afskrif moet aan die Registrateur gestuur word. Afskrifte moet ook aan alle bydraers tot die fonds voorsien word

each month, a return reflecting the number of employees in his service on the last day of the preceding month in respect of each separate establishment owned or operated by him in any area referred to in clause 2, and

- (b) pay to the Fund a levy of R20,00 (twenty Rand) per month in respect of each establishment covered by the return referred to in paragraph (a), which payment shall be made monthly by crossed cheque which shall accompany the said return.

(2) Costs incurred in collecting late levies or contributions shall be charged to and paid by the employer concerned.

8. Information

The Board shall furnish every employer in the Industry with details concerning the Scheme in such a form as the Board may from time to time determine. Provided that such details shall include at least the constitutions of the Scheme and the Board, the contributions to be made or the levies payable to the Fund, the financial incentives to be provided under the Scheme and the procedure to be followed for the lodging of claims against the Fund

9. Finance

(1) All moneys received shall be deposited into a specified banking account in the name of the Fund, within seven (7) days of receipt thereof

(2) All payments made on behalf of the Fund shall be made by cheque drawn on the said banking account and shall be signed by the Chairman of the Board and co-signed by the Chief Executive Officer of the Board, or by such other officials as are designated in writing by the Board

(3) Funds which are not required for immediate use shall at the discretion of the board be invested in—

(a) internal registered stock within the meaning of section 21 of the Exchequer Act, 1975 (Act No 66 of 1975),

(b) National Savings Certificates;

(c) Post Office savings accounts or certificates,

(d) savings accounts, permanent shares or fixed deposits in building societies or banks,

or in such other manner as may be approved by the registrar

(4) The Board shall annually appoint a public auditor, who shall be paid out of the Fund, to audit the accounts of the fund for the period ending 31 December. Copies of the audited accounts shall be made available to the South African hairdressers and Cosmetologists Association and the South African Hairdressers Industrial Employees Union and a copy shall be forwarded to the Registrar. Copies shall also be made available to all contributors to the Fund

10. Ontbinding van die fonds

(1) Met die beëindiging van die skema moet die bates van die fonds aan die Raad oorgedra word, wat in ooreenstemming met sy konstitusie daarvoor moet beskik, en die Raad is verantwoordelik vir die vereffening van al die skulde van die Skema.

(2) Die Registrateur moet vroegtydig in kennis gestel word van die beëindiging van die Skema

11. Agente

(1) Die Raad kan agente aanstel op sodanige voorwaardes en met sodanige voorbehoude as wat die Raad goeddunk om uitvoering te gee aan die doelstellings van die Skema.

(2) Die aanstelling van 'n agent kan te eniger tyd en om enige rede deur die Raad ingetrek word

(3) Die agent sal geregtig wees om enige inrigting binne te gaan en kan die werkgewer of enige werknemer ondervra met die doel om vas te stel of die bepalinge van klousule 7 nagekom word al dan nie

12. Vrywaring

Die lede van die Raad is nie aanspreeklik vir verliese uit die Fonds as gevolg van enige onbehoorlike belegging wat te goeder trou gedoen is, of as gevolg van 'n daad tydens hul *bona fide*-administrasie van die Fonds, of as gevolg van die nalatigheid of bedrog van 'n persoon in diens van die Raad, of as gevolg van 'n daad of versuim van lede, of as gevolg van 'n ander saak of ding nie, uitgesonderd individuele opsetlike of bedrieglike optrede van die kant van sodanige lede wat aanspreeklik gehou kan word. Elke sodanige lid sal deur die Fonds vergoed word vir aanspreeklikheid wat hy opgeloop het om hom te verweer in 'n geding, hetsy siviël of strafregtelik, wat voortspruit uit 'n bewering dat daar te kwader trou gehandel is en waarin die uitspraak in sy guns gelewer word of waarvan hy vrygespreek word

13. Vrystellings

Enige aansoek om vrystelling van enige bepaling van hierdie Skema, wat deur die Minister van Mannekrag verleen kan word moet by die Haarkappery en Kosmetologiese Nywerheidsopleidingsraad te Posbus 11092, Aston Manor, 1630, ingedien word, wat sodanige aansoek tesame met die Raad se aanbeveling aan die Direkteur-generaal. Mannekrag moet voorlê

No. R. 1864

3 Julie 1992

WET OP ARBEIDSVERHOUDINGE, 1956

HAARKAPPERSBEDRYF, KAAPSE SKIEREILAND
WYSIGING VAN HOOFOOREENKOMS

Ek, Glen Morris Edwin Carelse, Adjunkminister van Mannekrag, verklaar hierby—

- (a) kragtens artikel 48 (1) (a) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalinge van die Ooreenkoms (hierna die Wysigingsooreenkoms genoem) wat in die Bylae hiervan verskyn en betrekking het op die Onderneming, Nywerheid, Bedryf of Beroep in die opskrif by hierdie kennisgewing vermeld, met ingang van

10. Dissolution of the Scheme

(1) Upon the termination of the Scheme the assets of the Fund shall be transferred to the Board for disposal in accordance with its constitution, and the Board shall be responsible for the satisfaction of all the liabilities of the Scheme

(2) The Registrar shall be notified of the termination of the Scheme in good time

(179) 11. Agents

(1) The Board may appoint agents on such terms and subject to such conditions as the Board may deem fit to give effect to the objects of the Scheme

(2) The appointment of an agent may be revoked by the Board at any time and for any reason

(3) The agent shall be empowered to enter any establishment and may question the employer or any employee for the purpose of ascertaining whether or not the provisions of clause 7 are being observed

12. Indemnity

The members of the Board shall not be liable for any loss to the fund arising from any improper investment made in good faith, or by any act in their *bona fide* administration of the Fund, or by the negligence or fraud of any person employed by the Board, or by reason of any act or commission by members or by reason of any other matter or thing save individual wilful or fraudulent wrong-doing on the part of such members who can be held liable Any such member shall be reimbursed by the Fund for any liability incurred by him in defending any proceedings, whether civil or criminal, arising out of an allegation involving bad faith in which judgement is given in his favour or in which he is acquitted

13. Exemptions

Any application for exemption from any provision of this Scheme, which may be granted by the Minister of Manpower, must be submitted to the Hairdressing and Cosmetology Industry Training Board at P O Box 11092, Aston Manor, 1630, who shall submit such application together with any recommendation by the Board to the Director-General Manpower

No. R. 1864

3 July 1992

LABOUR RELATIONS ACT, 1956

HAIRDRESSING TRADE CAPE PENINSULA
AMENDMENT OF MAIN AGREEMENT

I, Glen Morris Edwin Carelse, Deputy Minister of Manpower, hereby—

- (a) in terms of section 48 (1) (a) of the Labour Relations Act, 1956, declare that the provisions of the Agreement (hereinafter referred to as the Amending Agreement) which appears in the Schedule hereto and which relates to the Undertaking, Industry, Trade or Occupation referred to in the heading to this notice shall be binding,

KENNISGEWING 589 VAN 1992**VERGADERINGS VAN PARLEMENTÊRE
KOMITEES GEDURENDE RESES**

DINSDAG, 7 JULIE 1992

Raadskomitee oor Openbare Rekenings (Raad van
Verteenwoordigers)

MAANDAG, 27 tot WOENSDAG, 29 JULIE 1992

Gesamentlike Komitee oor Justisie (Tweede
Strafproseswysigingswetsontwerp [W 123-91
(AS)]; Wysigingswetsontwerp op die Toelating
van Advokate [W 3-92 (AS)] en Wysigingswets-
ontwerp op Dobbelay [W 126-92 (AS)]).

MAANDAG, 3 tot VRYDAG, 7 AUGUSTUS 1992

Gesamentlike Komitee oor Gesondheid
(Wysigingswetsontwerp op Mediese Skemas
[W 115-92 (AS)])Navrae. Mnr. W. Fourie, Hoof: Komitee-afdeling, Tel
(012) 403-2568 Beltel Bladsyno 3199

(3 Julie 1992)

KENNISGEWING 590 VAN 1992**UITSLAG VAN TUSSENVERKIESING VIR DIE RAAD
VAN VERTEENWOORIGERS: KIESAFDELING DIA-
MANT**Ooreenkomstig artikel 108 en 109 van die Kieswet,
1979 (Wet No. 45 van 1979), word die volgende
besonderhede betreffende die verkiesing van 'n lid
van die Raad van Verteenwoordigers vir die kiesafde-
ling Diamant gehou op 24 Junie 1992 hiermee vir alge-
mene inligting gepubliseer.

Kiesafdeling Electoral Division	(a) Naam van verkose persoon (b) Meerderheidsstemme van verkose persoon (c) Datum met ingang waar- van verkies verklaar (a) Name of person elected (b) Majority of votes of person elected (c) Date with effect from which declared elected	Stemme uitgebring en politieke party verteenwoordig Votes polled for, and political party represented		Getal verworpe- stembrewe Number of ballot papers rejected	(a) Totale getal stemme uit- gebring (b) Stemper- sentasie (a) Total number of votes polled (b) Polling percentage	Totale getal kiesers op kieserslys Number of voters on voters' list
		Kandidaat Candidate	Politieke Party Political Party			
Diamant	(a) H R Isaacs (b) 2 892 (c) 1992-06-24	H R Isaacs 7 175 J Scholtz 4 283	Nasionale Party/National Party Arbeiders Party van SA/Labour Party of SA	72	(a) 11 530 (b) 35,49%	32 481

KENNISGEWING 592 VAN 1992**DEPARTEMENT VAN MANNEKRAG
VOLTYDSE STUDIEBEURSE
VIR 1993****Doel**Die doel van die beursskema is om gekeurde kandi-
date in staat te stel om hulle vir betrekings in toetree-
range in die Departement van Mannekrag te bekwaam.**NOTICE 589 OF 1992****MEETINGS OF PARLIAMENTARY COMMITTEES
DURING RECESS**

TUESDAY, 7 JULY 1992

House Committee on Republic Accounts (House of
Representatives)

MONDAY, 27 to WEDNESDAY, 29 JULY 1992

Joint Committee on Justice (Criminal Procedure
Second Amendment Bill [B 123-91 (GA)], Admis-
sion of Advocates Amendment Bill [B 3-92 (GA)]
and Gambling Amendment Bill [B 126-92 (GA)])

MONDAY, 3 to FRIDAY, 7 AUGUST 1992

Joint Committee on Health (Medical Schemes
Amendment Bill [B 115-92 (GA)])Enquiries: Mr W. Fourie, Head Committee Section,
Tel. (012) 403-2568 Beltel Page No. 3199

(3 July 1992)

NOTICE 590 OF 1992**RESULT OF THE HOUSE OF REPRESENTATIVES
BY-ELECTION ELECTORAL DIVISION OF DIA-
MANT**In accordance with sections 108 and 109 of the Elec-
toral Act, 1979 (Act No. 45 of 1979), the following parti-
culars relating to the election of a member of the House
of Representatives for the Electoral Division of
Diamant held on 24 June 1992 are hereby published
for general information**NOTICE 592 OF 1992****DEPARTMENT OF MANPOWER
FULL-TIME BURSARIES
FOR 1993****Purpose**The purpose of the bursary scheme is to enable
selected candidates to equip themselves for positions
in entry grades in the Department of Manpower.

Algemene inligting

1. Die aantal beurse in elke rigting word bepaal deur Departementele behoeftes aan opgeleide personeel in die onderskeie rigtings en deur die fondse wat daarvoor beskikbaar is.
2. Die beursbedrag word op grond van beskikbare fondse bepaal
3. Beurse vir deeltydse studie is beperk tot dienende personeel van die Departement van Mannekrag
4. Applikante ding volgens meriete om beurse mee.
5. Kandidate mag slegs vir een studierigting om beurse by hierdie Departement aansoek doen.

Hoe om aansoek te doen

Aansoek word op vorm MAN 789 gedoen. Alle aansoeke moet die Departement nie later nie as **15 September 1992** bereik.

Aansoeke en navrae moet gerig word aan:

Die Direkteur: Personeelbestuur
Departement van Mannekrag
Privaat Sak X117
PRETORIA
0001
Tel. (012) 310-6258.

Applikante moet die volgende dokumente by hul aansoeke insluit:

1. 'n Gewaarmerkte afskrif van 'n *amptelike staat van simbole* behaal in die st. 10-eindeksamen, indien die eksamen reeds afgelê is, of 'n gewaarmerkte afskrif van 'n *amptelike staat van simbole* behaal in die st 9-eindeksamen, indien die st 10-eindeksamen gedurende 1992 afgelê word, en
2. 'n gewaarmerkte afskrif van 'n *volledige amptelike studierekord met simbole of eksamenpunte* behaal indien die applikante reeds naskoolse eksamens afgelê het, asook van die uitslae ten opsigte van die eerste semester van die studiejaar waarmee hulle besig is. Waar eerste semestereksamens nie afgelê word nie, moet 'n gewaarmerkte afskrif van toetsuitslae ingedien word.

LW: Aansoeke waarby die vereiste dokumente, soos hierbo vermeld, nie aangeheg is nie, of wat na 15 September 1992 ontvang word, sal nie oorweeg word nie.

Voorwaardes

Van die suksesvolle applikante word verwag om die voorgeskrewe studiekursusse met die hoofvakke soos hierin vermeld te volg en om die vereiste kwalifikasies binne die voorgeskrewe minimum tydsduur te verwerf.

Aangesien dit die oogmerk van die skema is om die personeel van hierdie Departement aan te vul met toepaslik gekwalifiseerde personeel, moet die kandidate bereid wees om 'n ooreenkoms met die Departement van Mannekrag aan te gaan om na die suksesvolle voltooiing van hul kursus die Staat een jaar ten opsigte van elke jaar waarin die beurs benut is, te dien. Indien die diensverpligting nagekom word, is beursgelde nie terugbetaalbaar nie

General information

- 1 The number of bursaries in each field is determined by Departmental requirements as regards trained staff in the various fields and by the available funds.
2. The bursary moneys are determined on the basis of available funds.
3. Bursaries for part-time study are available only to serving officers of the Department of Manpower
4. Applicants compete for bursaries on merit
5. Candidates may apply to this Department for bursaries for only one field of study

How to apply

Applications are made on form MAN 789 All applications should reach the Department not later than **15 September 1992**.

Applications and enquiries should be addressed to.

The Director: Personnel Management
Department of Manpower
Private Bag X117
PRETORIA
0001
Tel. (012) 310-6258.

Applicants should forward the following documents with their applications:

1. A certified copy of an *official statement of symbols* obtained in the Std 10 final examination, if the examination has already been written, or a certified copy of an *official statement of symbols* obtained in the Std 9 final examination, if the Std 10 examination is to be written during 1992; and
2. a certified copy of a complete *official record of study together with symbols or examination marks* obtained if the applicant has already written post-school examinations, and of the results of the first semester of the study year in which the applicant is engaged. If no examinations are written during the first semester, a certified copy of test results should be submitted.

NB: Applications without the required documentation, as set out above, or which are received later than 15 September 1992, will not be considered.

Conditions

Successful applicants will be required to take the prescribed courses of study with the major subjects listed below and to obtain the required qualifications within the minimum period stipulated.

Since the scheme is aimed at augmenting the staff of this Department with suitably qualified persons, candidates must be prepared to enter into an agreement with the Department of Manpower after the successful completion of their studies to serve the State for one year in respect of each year during which the bursary was used. Bursary holders who fulfil their service obligations will not be required to repay bursary moneys

'n Betrekking in die Staatsdiens kan na afstudering egter nie gewaarborg word nie. Indien 'n afgestudeerde beurshouer nie in 'n gepaste pos aangestel kan word nie, is hy ingevolge die beursooreenkoms verplig om die beursskuld terug te betaal

Uitbetaling van beursgelde

Beurse word toegeken vir die minimum voorgeskrewe duur van 'n kursus (of die minimum oorblywende voorgeskrewe duur, waar 'n gedeelte van die betrokke kursus reeds voltooi is). Die uitbetaling van beursgelde geskied (onderhewig aan beskikbare fondse) vanaf April 1993 normaalweg direk aan die universiteit of voor April 1993 normaalweg direk aan die applikant en is onderworpe aan die nakoming van alle vereistes vir die uitbetaling van beursgelde.

Studierigtings waarvoor beurse beskikbaar is

Die studierigtings waarvoor beurse vir 1993 beskikbaar is, word, met die onderskeie hoofvakke daarteenoor, hieronder aangedui.

An appointment in the Public Service on completion of studies can, however, not be guaranteed. If a bursary holder who has completed his/her studies cannot be appointed to a suitable post, he/she is obliged, in terms of the bursary agreement, to repay the bursary

Payment of bursary moneys

Bursaries are granted for the minimum prescribed duration of a course (or the minimum remaining prescribed duration where part of the course concerned has already been completed). Bursary moneys are usually paid (subject to the availability of funds) direct to the university as from April 1993 or direct to the applicant before April 1993 and payment is subject to compliance with all requirements for the payment of bursary moneys

Fields of study for which bursaries are available

The fields of study for which bursaries are available for 1993 are indicated below with the various major subjects opposite each field.

VOORGRAADSE STUDIE

Nommer van studierigting	Studierigting en graad	Hoofvakke/hoofrigting	Betrekking in die Staatsdiens waarin applikant na afstudering aangestel kan word
1	Publieke Administrasie 'n Toepaslike baccalaureusgraad	Publieke Administrasie/Staatsadministrasie plus enige ander vak, maar die volgende vakke sal besliste voorkeur geniet Sosiologie/Bedryfsosiologie Sielkunde/Bedryfsielkunde Personeelbestuur Ekonomie Staatsleer Volkekunde Wysbegeerte Ontwikkelingsadministrasie Munisipale Administrasie Een van die amptelike tale Die leergang moet minstens een kursus in die tweede amptelike taal van die kandidaat (verkieslik die praktiese taalkursus) insluit. Die leergang moet verder verkieslik die volgende insluit Uitleg van Wette of Staats- en Administratiefreg, Handelsreg, Siviele Prosesreg, Arbeidsreg, of 'n ander aanvaarbare regskursus	Verskeie administratiewe poste.
2	Ekonomiese en Bestuurswetenskappe B Com.	Rekeningkunde en Bedryfseconomie Soveel kursusse moontlik in— Statistiek Rekenaarwetenskap, en Informatika	Verskeie poste

UNDERGRADUATE STUDY

(179) ~~178~~

Number of field of study	Field of study and degree	Major subjects/major fields	Post in the Public Service to which applicant may be appointed after successfully completing studies
1	<p>Public Administration An appropriate bachelor's degree</p>	<p>Public Administration plus any other subject but definite preference will be given to the following subjects Sociology/Industrial Sociology Psychology/Industrial Psychology Personnel Management Economics. Political Science Anthropology Philosophy Development Administration Municipal Administration One of the official languages The curriculum must include at least one course in the candidate's second official language (preferably the practical language course) The curriculum should further preferably include the following Interpretation of Statutes or Constitutional and Administrative Law, Mercantile Law, Civil Procedure, Labour Law, or any other acceptable course in law</p>	<p>Various administrative posts</p>
2	<p>Economic and Management Sciences B Com</p>	<p>Accounting and Business Economics As many courses as possible in— Statistics Computer Science and Informatics</p>	<p>Various posts</p>

(3 Julie 1992)/(3 July 1992)

KENNISGEWING 593 VAN 1992

ADMINISTRASIE: VOLKSRAAD

DEPARTEMENT VAN LANDBOU-ONTWIKKELING

KENNISGEWING VAN VERGADERING VAN SKULDEISERS KRAGTENS ARTIKEL 22 (1) VAN DIE WET OP LANDBOUKREDIET, 1966

Hierby word 'n vergadering van ondergenoemde applikant en sy skuldeisers op die plek en datum hieronder genoem, belê, met die doel om skuldeisers in staat te stel om hul vorderings teen die applikant te bewys en 'n skikkingsvoorstel van die Landboukredietraad te oorweeg

J. H. SMIT,

Direkteur Direkoraat Finansiële Bystand,
 Departement van Landbou-ontwikkeling

NOTICE 593 OF 1992

ADMINISTRATION: HOUSE OF ASSEMBLY

DEPARTMENT OF AGRICULTURAL DEVELOPMENT

NOTICE OF MEETING OF CREDITORS IN TERMS OF SECTION 22 (1) OF THE AGRICULTURAL CREDIT ACT, 1966

A meeting of the undermentioned applicant and his creditors is hereby convened at the place and date mentioned hereunder for the purpose of enabling creditors to prove their claims against the applicant and of considering a proposal for a compromise by the Agricultural Credit Board

J. H. SMIT,

Director Directorate Financial Assistance,
 Department of Agricultural Development.

Aansoek van Application by	Plek van byeenkoms Place of meeting	Datum en tyd Date and time
<p>Bernhardt Mader Pohl van Niekerk (Id No 250307 5011 008), van die plaas/of the farm Rietfontein, Posbus/P O Box 542, Schweizer-Reneke, 2780</p>	<p>Kantoor van die Landdros/Magistrate's Office, Schweizer-Reneke</p>	<p>7 Augustus/August 1992 om/at 09 00</p>

(3 Julie 1992)/(3 July 1992)

Effectiveness versus cost is key element

6/10/92 7/7/92
THE ability to justify the cost of training against effectiveness is one of the most common elements missing from many programmes, says Keyboard Productivity manager Eric Cowling

"In SA — a country in great need of productivity improvement through effective training — this factor must be built in to ensure acceptability of the training programme"

Programmes which can be seen to work and can be measured to show return on investment are of great value to management.

Measure 179

With this in mind, the company has recently installed new software on its Keysoft training programme which can be run and managed without frequent calls to consultants.

This enables management to measure progress achieved through keyboard training and to set specific goals through a system of reporting

Keyboard Productivity provides training programmes for improving the performance of operators of PCs, word processors, computer typesetters and other hardware

"After effective keyboard training, productivity increases of between 40%-60% can be expected, with an error reduction rate of 80%-90%."

Top executives need to know more about computer benefits

179
11/192
B.D.S.
THERE is a crying need for top quality executive training in SA, but most generally available courses do not meet senior managers' specific needs, trainers say

Sage Computing Training manager Jane Yeomans says executives have neither the time or inclination to attend scheduled training sessions

Despite this attitude, she says they undoubtedly do need training in many varying fields

"The only successful option is to provide highly relevant, to-the-point courses which cover exact business requirements in as short a time as possible"

Education is essential, especially in the fast-moving computer arena

"Many of today's executives are from the 'born before computers' era and there is an obvious need for them to understand the power and innovations of PCs, as well as the benefits that can be achieved in order to improve the company's performance"

Although the importance of computer training cannot be over-emphasised, the education process must be properly handled or it can be a waste of time and money

However, Yeomans says formal education is only expensive if it is badly managed.

"Professional training is the only method of improving staff productivity and maximising investment in computer equipment

"Inadequately trained employees and executives can cause repercussions all the way through an organisation

Sage Computing Education division provides specialised half-day training sessions tailored to meet the executive's needs.

She says top business people do not need to know which buttons to press, but require a general overview of the technology.

While they are not expected to be experts in the computer field, they must have a broad working knowledge.

Real Systems director Lorraine Cock says more executives are demanding to create their own PC application programs.

"Business users know they have the computing power and facilities at their fingertips — they just don't know how to harness it."

She says writing basic applications on LAN-based computers is actually far easier than many believe

ring

Productivity-boosting sales course on offer

B10 Aug 7/7/92 *(179)*
THE National Productivity Institute (NPI) is planning a bumper productivity-boosting sales training course to be presented in five cities this month.

Statistics show that, on average, sales people in SA spend only 27% of their time in front of clients, with some spending as little as 11%, says NPI marketing and sales manager James Cagney. *(179)*

Thousands of people are expected to attend the course, which will be the largest organised gathering of its kind in SA, he says. *(179)*

Organised in conjunction with the Self Development Foundation, the seminar kicked off yesterday in Cape Town, today it will be held in Port Elizabeth, in Durban on July 9, Johannesburg on July 13 and Bloemfontein on July 16.

The NPI has focused on sales productivity as an area that needs dramatic improvement.

Cagney expects the series of seminars to have a far-reaching effect on the economy since well over 100 000 people are employed in the sales field

"Our problem is not so much the poor sales skills of sales people, but the ineffectiveness of sales management. Most come from the ranks of sales people, with little or no managerial training and told to get on with the job," he says

SA firms demanding more specific curricula

8/10/92 7/17/92

179

LIKE overseas companies, SA firms have become discriminating and are demanding more company-specific management courses — moving away from off-the-shelf programmes open to all-comers

Local management courses supplied by university business schools, including MBA degrees, are thus being increasingly tailored towards corporate needs

Executive courses, as opposed to degree programmes, are also assuming a progressively higher profile in management schools' budgets in order to meet local business conditions

Partly contributing to lessening demand for old type, off-the-peg programmes has been the impact of the recession on company expenditure, with a growing need for value-for-money courses

So says University of Westville Durban business finance specialist Narendra Bhana

Other sources say additional influence stems from a steady rise in professional in-house or contracted training teams employed by companies themselves

Company difficulty in meeting the rising cost of MBAs is exacerbated by the executive student often being detached from his organisation for the normal 12-month period to attend full-time lectures

"Although corporates are still enrolling MBA candidates in good numbers, they want company-related, more practical courses, not MBA programmes that are too general or provide too much theory

Changes

"Gone are the days when instruction was based heavily on case studies from Harvard, the London School of Economics and even multi-national conglomerates like IBM," says Bhana

While local business schools have tended to follow their trendsetting counterparts overseas in recent years, some have instituted changes to meet local management conditions

Westville is among those responding by structuring courses to "provide benefits that can be implemented immediately at company level"

Another is Durban-based Centre for Advanced Man-

agement Development (Camdev), which searched the US and UK before opting for the sole SA distributorship agreement of a distance-learning MBA from Scotland's old Heriot-Watt University

Camdev director Neil Stevenson says a criticism sometimes levelled at the MBA degree is that it is overly theoretical and not sufficiently relevant

"Heriot-Watt has ensured that its distance-learning and modular degree is tailored for people in outlying areas and is highly practical, both in SA and in the UK"

Changes are also afoot to meet expected demands of a new SA where more blacks will be required to take up higher management posts, says Bhana

Yet another trend among more business schools is for part-time courses based on after-hours classes

"Here we have experienced an annual 25% increase in enrolment, particularly in the past two years," says Bhana

Local and overseas company demand is also increasing for "Executive MBAs" (as opposed to the normal MBAs) which allow managers to return to the office for short periods

The University of Stellenbosch's executive MBA is popular and the University of Westville plans to follow suit with a similar programme

Executive MBAs entail fewer lectures and more problem-solving situations

While local demand for all MBAs remains reasonably firm, some UK employers reportedly perceive the typical 28-year-old MBA as being trained for no position less than chief executive of a corporation

Unemployment

They add that the MBA has become a staging post on the way to temporary unemployment amid the recession in Europe

However, most overseas educationists pour scorn on this stereotype

London Business School principal George Bain says growing acceptance of MBAs is evidenced by both the rising number of students and of employers willing to sponsor them

But he concedes that some firms are reluctant to hire freshly-minted MBAs as the number of job offers has dropped by a quarter in the last two years

Business Day SURVEY

Corporations and business schools are paying more attention to management education but some training experts feel not enough is being done for lower management and ordinary employees. One player says companies must commit to investing in staff and acknowledge it is an investment of capital and not an unnecessary cost.

LYNN CARLISLE reports.

Executive courses and staff training

Training should be seen as a capital investment

TRAINING courses and educational programmes are under the spotlight as more businesses and educational institutions reappraise priorities

While corporations and business schools pay greater attention to management education, some say not enough is being done for lower management and ordinary employees

The focus is on executive education as more companies accept that an organisation's competitive edge is related to its business knowledge base, says Wits Business School director Nick Binedell

Business schools are being challenged to empower the individual and the organisation by providing applied knowledge rather than theory.

Another trend is the use of business schools to run in-house programmes — an effective option for putting

management through programmes

SA management has traditionally relied on US and European management principles. However, Binedell says for management education to be effective it must be rooted in the SA context

For years, organised commerce, industry and trade unions have called for better education, career development, vocational training and literacy improvement. Some representative bodies also want conventional ideas about formal training schemes to be reconsidered

However, Africa's largest human resource

training centre, CTU, remains concerned about the general attitude of corporate leaders towards the training and development of SA's human resources

Commit

Assistant manager (management development) Dukes Zondi says this must change or companies "will not forge ahead and effectively employ foreign investment. Companies must commit themselves to investing in staff and acknowledge it is an investment of capital and not an unnecessary cost."

Zondi says training and development budgets are

the first to be cut at the slightest economic hiccup

"Time off for training is a tentative consideration in SA companies' planning. Perhaps we should take heed of other economic communities that consider training as ultra-important and a permanent feature of the company"

He says SA's supervisors and middle managers are inadequately equipped, yet expected to be leaders at operational level

"Senior management is grossly overstretched and cannot accomplish the vital role of strategically positioning companies in SA, let alone in global markets"

Meanwhile, current training trends have apparently undergone a major change in emphasis

Corporate training focus has moved from technical training to holistic development of softer communication skills, says Voice Cling founder Monique Rissen. She says "To empower people with basic communication skills is absolutely essential"

Product knowledge is not enough "It is the way we sell ourselves and our company that is important. Business people at all levels need to speak clearly, put their ideas across effectively and enhance skills of persuasion."

CFA training helps alleviate the shortage of professionals

QUALIFIED CFA members represent a vital tier in the accounting profession, providing greater expertise than unqualified bookkeepers, but not requiring the specialised background of more highly qualified accountants

CFA executive director Bill Shellard says, small businesses, as envisaged in the close corporations legislation, do not necessarily require complex and involved accounting systems to operate efficiently

What they need is a person who is professionally qualified to provide for their accounting needs — a person who is able to consult and advise on a regular and continuing basis

"There is an increasing demand in all business sec-

tors of southern Africa for sound, professionally qualified and technically competent accountants to alleviate the severe shortage of more highly qualified accountants"

Qualified CFAs represent a vital tier in the profession. The CFA trains staff from all sectors of the community.

"Through our diploma course, we produce professional staff who are aware of their obligations to clients and to the community, providing accounting for the future," says Shellard

He says the emergence of the CFA as the second largest accounting institute in SA during 1991 brought with it many increased responsibilities, but the insti-

tute welcomes the opportunities

"Political changes in SA demonstrate the necessity for the CFA to meet many new challenges — not only in the social environment, but also in the business sector

The CFA is also involved with the Future of Accounting Education in SA (Faesa) project commissioned by the Public Accountants and Auditors Board, and continues to work closely with ABASA and the CA's Eden Trust

"Further afield, we've also renewed contact with the UK's AAT and will be presenting a paper at the inaugural conference of technician accountants in Washington in the US in October

Technikon diploma combines academic and practical work

B1 Day 8/7/92

(179)

TRAINING is central to the CFA, with efforts focused on trying to draw all racial groups into the accounting profession

Training manager Cheryl James says "To speed up the process, we decided against setting up our own training scheme or examination system, but identified existing facilities which could provide the right academic qualifications

"The technikons were ideal, and in 1983 the first pilot programme was launched at Wits Technikon with the support of some commercial, industrial and auditing firms. In 1984, the course was converted to national diploma status, with the first students qualifying in 1985

"The National Accounting Diploma is the only technikon diploma in accounting where the student

is required to complete both academic and practical components before qualifying

"The academic course includes 14 subjects and the practical consists of three years of prescribed practical training controlled with a log book and monitoring visits. Here, we visit each student at their place of work at least once a year to assess the student in the presence of the supervisor

Extensive

"The students don't only do training in the offices of accountants, but also work in commerce and industry, as well as in the public sector. The mining houses make extensive use of the CFA training programme for their financial and administration trainees

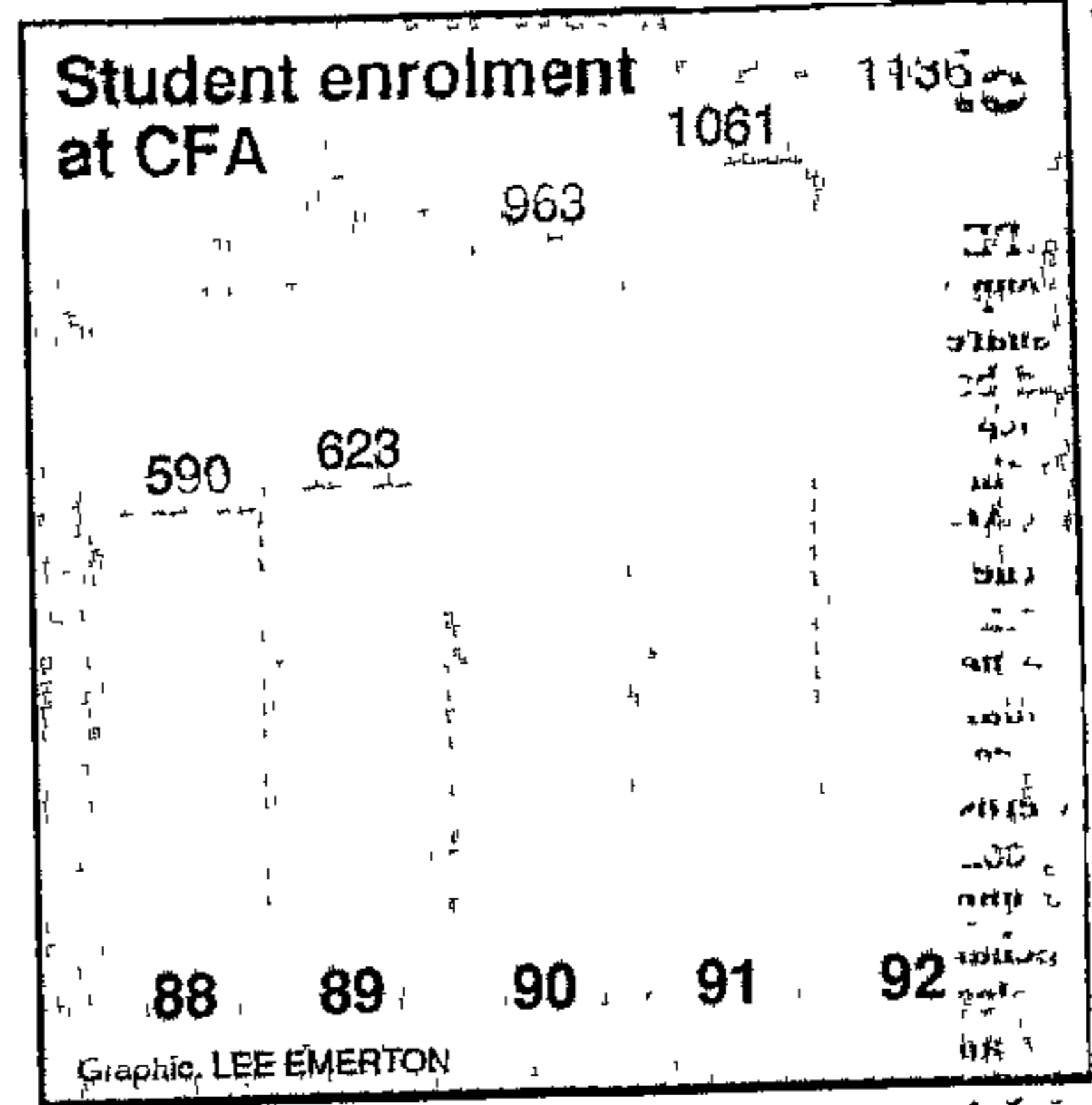
Practical training covers all functions from basic ac-

counting to tax

James says the CFA is rightly seen as a first step up the rung of the ladder for students who cannot become CAs, for example, or students who do not have matric exemption

More recently, the CFA has been seen as a viable career alternative in accounting, specialising in the small and medium business sectors. Importantly, once they qualify as CFA's, students get some credits and a remission of the training period for the CA qualification. For this reason, many see the CFA as the only means of entry into the profession

"Let's face it, there is a massive drop-out rate in the first year B Comm degree, and we provide an alternative for many of these students. Indeed, a rapidly growing proportion of our students are B Comm stu-



dents who sign up to do the practical component of our course"

Also, she says many students realise they will not manage the full CA and do a general B Comm without accounting as a major, but want to belong to a professional body

"The technikons now

have greater autonomy and we currently appoint moderators to assess standards at participating technikons. Looking ahead, we are considering the option of setting our own entrance examinations because it is difficult to effectively maintain a standard across all 14 technikons"



Keen to go home . . . Ed Mutaung can't wait to get his bricklaying certificate and find a job.

Picture: Karen Fletcher

Street youths prepare solid foundation

By Abdul Milazi ¹⁷⁹ STAR 8/7/92

Twelve streetchildren's dream of leading a normal life will come true when they graduate from a bricklaying course in Bertrams, Johannesburg, at the end of this month

With only three weeks to go, the youths, aged between 16 and 20, said they would return home as soon as they received their bricklaying certificates

The bricklaying course, sponsored by mining company Samancor, was the brainchild of Johannesburg volunteer worker Sally Tollin, who started working with streetchildren seven years ago

"Various organisations have fed, clothed and sheltered streetchildren, but when these youngsters become men they can no longer be kept in the shelters

"My dream is to see them going back to their communities and becoming normal citizens," said Mrs Tollin

However, she said the problem was far from over and appealed to building companies to give a "follow-up service" by employing the youths after they have completed the course

"Giving skills alone will not help. Only when these youngsters find jobs will the project be worthwhile. The main aim is to fuse them back into the community," said Mrs Tollin.

She said Samancor had sponsored two bricklaying courses and would sponsor a motor mechanic course later this year

The streetchildren told The Star that poverty and abuse by their step-fathers had made them brave the hardships of Hillbrow

Once in Johannesburg, hungry and without a job, many of them had turned to crime. Some said they had later visited their families, only to return to the streets

No. R. 1943

10 Julie 1992

WET OP MANNEKRAGOPLEIDING, 1981**TEKSTIELNYWERHEID AANWYSING VAN AMBAG EN VOORSKRYWING VAN LEERVOORWAARDES**

Ek, Glen Morris Edwin Carelse, Adjunkminister van Mannekrag—

- (a) wys hierby, kragtens artikel 13 (1) van die Wet op Mannekragopleiding, 1981, die ambag, "Breimasjien Meganikus (Weft)" in die Tekstielnywerheid in die Republiek van Suid-Afrika aan as 'n ambag waarop die bepalings van die Wet van toepassing is;
- (b) skryf hierby kragtens artikel 13 (2) van die Wet die Leervoordes voorgeskryf by Goewerkenskennisgewing No R 2708 van 15 November 1991 voor as leervoordes wat op die ambag "Breimasjien Meganikus (Weft)" in die nywerheid en gebied in paragraaf (a) gemeld van toepassing is,
- (c) vervang hierby, die lys van ambagte wat in paragraaf (a) van die genoemde Goewerkenskennisgewing verskyn deur die volgende

Ambagte

- 1 Breimasjien Meganikus (Weft)
- 2 Spinmasjien Meganikus (Lang vesel)
- 3 Weefmasjien Meganikus (Airjet)
- 4 Weefmasjien Meganikus (Projectile)
- 5 Weefmasjien Meganikus (Rapier)
- 6 Weefmasjien Meganikus (Shuttle), en

- (d) bepaal hierby dat die bepalings van paragrafe (a), (b) en (c) van hierdie kennisgewing op die eerste Maandag na die datum van publikasie van hierdie kennisgewing in werking sal tree en dat "Tekstielnywerheid" soos hierbo vermeld dieselfde betekenis het as in die kennisgewing in paragraaf (b) hiervan bedoel

G. M. E. CARELSE,

Adjunkminister van Mannekrag

No. R. 1944

10 Julie 1992

LOONWET, 1957**INTREKKING VAN LOONVASSTELLING 465 BROOD- EN BANKETNYWERHEID, SEKERE GEBIEDE**

Die Minister van Mannekrag is van voorneme om kragtens artikel 16 van die Loonwet, 1957, Loonvasstelling 465 Brood- en Banketnywerheid, Sekere Gebiede gepubliseer by Goewerkenskennisgewing R 2501 van 24 November 1989, in te trek

Enige persoon wat kommentaar oor die voorgestelde intrekking wil lewer, moet sodanige kommentaar binne 30 dae vanaf die datum van publikasie hiervan aan die Direkteur-generaal Mannekrag, Privaatsak X117, Pretoria, 0001, voorlê

No. R. 1943

10 July 1992

MANPOWER TRAINING ACT, 1981**TEXTILE INDUSTRY DESIGNATION OF TRADE AND PRESCRIPTION OF CONDITIONS OF APPRENTICESHIP**

I, Glen Morris Edwin Carelse, Deputy Minister of Manpower—

- (a) hereby, in terms of section 13 (1) of the Manpower Training Act, 1981, designate the trade "Knitting Machine Mechanician (Weft)" in the Textile Industry in the Republic of South Africa as a trade to which the provisions of the Act shall apply;
- (b) hereby, in terms of section 13 (2) of the Act, prescribe the Conditions of Apprenticeship prescribed by Government Notice No. R. 2708 of 15 November 1991 as Conditions of Apprenticeship applicable to the trade "Knitting Machine Mechanician (Weft)" in the industry and area mentioned in paragraph (a),
- (c) hereby replace, the list of trades that appears in paragraph (a) of the said Government Notice with the following

Trades

- 1 Knitting Machine Mechanician (Weft)
- 2 Spinning Machine Mechanician (Long Staple)
- 3 Weaving Machine Mechanician (Airjet)
- 4 Weaving Machine Mechanician (Projectile)
- 5 Weaving Machine Mechanician (Rapier)
- 6 Weaving Machine Mechanician (Shuttle), and

- (d) hereby determine that the provisions of paragraphs (a), (b), and (c) of this notice shall come into operation with effect from the first Monday after the date of publication of this notice and that "Textile Industry" as mentioned above shall have the same meaning as in the notice referred to in paragraph (b) hereof

G. M. E. CARELSE,

Deputy Minister of Manpower

No. R. 1944

10 July 1992

WAGE ACT, 1957**CANCELLATION OF WAGE DETERMINATION 465 BREAD AND CONFECTIONERY INDUSTRY, CERTAIN AREAS**

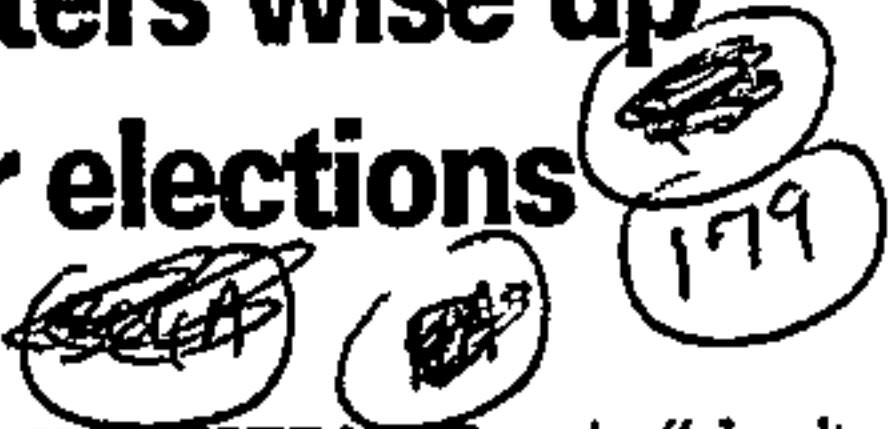
The Minister of Manpower proposes, in terms of section 16 of the Wage Act, 1957, to cancel Wage Determination 465 Bread and Confectionery Industry, Certain Areas published under Government Notice R 2501 of 24 November 1989

Any person who desires to comment on the proposed cancellation should submit such comment within 30 days from the date of publication hereof to the Director-General Manpower, Private Bag X117, Pretoria, 0001

Cape Town

SOUTH 11/7-15/7/92

voters wise up for elections



THE WESTERN Cape's "don't vote" tradition switches track soon when 15 local organisations take part in a voter education course.

The voter training programme, hosted by the Peninsula Technikon's Centre for Continuing Education, forms part of a national programme training 320 people.

The programme is being run by the Johannesburg-based Matla Trust, formed in 1990 to help provide material and financial assistance to prepare for a democratic society in South Africa.

The Western Cape training course will run for two weeks starting on Monday and for another two weeks in August.

It will cover aspects such as canvassing, polling booth organisation, election day strategy, principles of electoral law, proportional representation, publicity, voter registration, budgeting and finance.

CAREER

Diploma opens new doors in the world of computers

STAR 14/7/92

(179)

"This new full-time one-year Diploma in Applied Computing (ApComp) is an entrance level qualification designed to turn school leavers into computer practitioners who not only have the ability to write a computer program, but are also equipped with business skills," says Dameelin principal Jill Hrdliczka.

The course includes practical computing, which covers the use of software business tools, concepts of data processing, COBOL language programming, basic principles of systems analysis, data

communications, business communications and basic accounting.

"In addition, students are given extensive practical business-oriented assignments to complete which will enable them to gain experience and to develop their skills," says Mrs Hrdliczka.

"Employers today need people who can do the job with as little hand-holding as possible, therefore young peo-

ple entering the market must be able to think for themselves, solve problems and apply what they have learnt.

In addition, employers expect them to know how to manage their work and their time."

The diploma in Applied Computing is essentially a programming diploma, but students are also taught how to use a PC for personal productivity, how to go about solving problems and how to

Dameelin College in Johannesburg has launched a training programme that will provide new career opportunities for hundreds of school leavers and give them a better chance of following a successful career in computers.

research and gather information.

It also teaches them how to apply their knowledge so that they are able to solve practical problems and the basic accounting module provides

students with the necessary grounding to perform well in a business environment

Mrs Hrdliczka, who designed the course, says the module on business applications plays a major role in

developing the students, building their skills and preparing them for the computer field.

"Students are set tasks to complete within given deadlines. For example, we set them the task of researching the cost of setting up a new division of a company.

"They are given a budget, and they do the necessary data-gathering to research the cost of staffing, station-

ery, furniture, telephones and other business elements."

Another project is to prepare a report for top management, putting forward a case for moving from a DOS-based word processing system to a Windows environment. To do this they have to arrange a demonstration with a computer company and then research the cost of increasing the power of exist-

ing computer equipment to run the new system

Students must use available software tools to prepare the presentation of the reports, which also builds their skills on PCs and software packages. They are also required to look up items in manuals, interpret the information and use it.

"The basic accounting module, data communications and concepts of data processing provide students with the background for programming," says Mrs Hrdliczka.

Market ready to roll

WSSJ 26/7/92

DIAGONAL STREET by Julie Walker

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Tax rates applicable for investors in shares quoted by the NSE

	Interest	Dividends	Capital gains	Company tax
Namibia	0	10	0	40
S Africa	0	15	0	48
Botswana*	15	15	0	35
Zimbabwe	10	20	30	—
Kenya	12,5	15	0	—
Mauritius*	0	0	0	25

*Company tax rate applies only to listed companies.

Mauritius has a training lesson for SA

THE Mauritian Government takes a percentage of every company's salary and wage bill. But companies can reclaim most of the levy if they spend money on training employees through approved courses.

The levy fund is administered by professionals sitting on the Industrial and Vocational Training Board.

Stephen Dallamore of Mast (Management & Skills Training) expects a similar move in SA when an interim government takes charge.

Mast has opened an office on Mauritius to win a slice of the action.

Mr Dallamore says that even in developed countries there is a growing need for vocational training. In SA, a third of the 11-million-strong workforce has had no education and 45% is functionally illiterate.

Among whites, 10% have had some vocational training, compared with less than 1% of blacks. Arts graduates make up 70% of the total and 90% of graduates are whites. Yet by the year 2000, half of SA's middle management will be black. By that time, unless training takes off, the manager to worker ratio will be one to 80.

SA spent R3-billion in 1990 on training. Only a lack of funds prevents the figure from rising. The education curriculum does not provide the skills business needs.

Mr Dallamore makes a strong case for the necessity to train people.

Mast has four divisions of about equal size in terms of profit contribution. The divisions are Mast Training Consultants, Mast Video Training, Mast Publications and Lexpress Data.

There has been a marked change in the make-up of group profit. At last year, training chipped in two-thirds and product a third. But even Mast suffers from a skills shortage in that good people are hard to find and there are limits to chargeable hours and rates.

"Training did not let us down in 1992 — it was the best year ever and we have more than 200 corporate clients nationwide with 30 consultants. We train from the primary pupil to the chief executive," says Mr Dallamore.

Mast focuses on products because they are more manageable and give access to the mass market. Technology allows the broadcast of educational material — an important factor in a nation short of teachers.

Mast both sells and rents products. Products offer a much more stable and risk-free return and now earn 70% of Mast's money.

Mast has the lion's share of all the good educational videos and is making some of its own. It hopes to market them abroad.

More than 10 000 customers use the videos.

"SA is considered one of the world's top six markets for the promotion of videos," says Mr Dallamore.

A major target market for Mast Training Consultants is the teaching of black children at Standard III when the medium changes from mother tongue to English and



STEPHEN DALLAMORE: SA in video top six Picture. ANDY KATZ

which results in a large drop-out rate.

Educational sponsorship has been politicised, but there is hope that the troubles can be overcome.

Mast received a shot in the arm when CNA bought a large stake in it from Datakor. At the same time, Mast bought Mast Video Training, formerly Gallo Vision, from CNA.

Universitas was later sold by CNA, becoming Mast Publications. It has 15 000 private and corporate subscribers and access to 70 000 publications.

The other part of Mast Publications is Time Systems, with 16 000 users of the management planning and calendar system in spite of competition from electronic gadgets.

Lexpress Data specialises in interactive video and communication techniques on a computer — the computer gives an instruction and the trainee learns through responses.

Mr Dallamore says: "We foresee big opportunities for literacy where the computer can assess the level of education of employees and their ability to learn. This training can be aimed at the correct level of individual understanding."

Group turnover is expected to top R28-million in the current year and the profit to exceed R4-million.

This will result in earnings of 10c a share. Mast's share price is 60c, six times forward earnings.

The dividend cover can be low because of relatively low asset and stock requirements. Mast forecasts 5,6c for the year to February 1993.

Cash-flush Mast is also undergeared and is ready for acquisitions. Downside looks limited at the current price.

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MANUFACTURE

CAREERS AND EDUCATION

The Star Tuesday July 28 1992 21



Norman Axten, senior general manager public affairs and group, First National Bank.

Some hints on how to

make the right choice

There are so many colleges which offer a wide variety of opportunities to further a person's skills and knowledge, that it's often difficult for students to make the right choice.

brochures, leaflets, forms, recommendations from friends and colleagues. If possible visit the college, talk to your boss, the personnel manager and a career guidance counsellor.

According to the Institute of Personnel Management (IPM)'s Human Resources Directory and Handbook: "Be an aware consumer when making a decision about studying any course. Any type of studying will cost you time, mental and physical energy, and money, so it's important to be actively involved."

Be specific as to why you want to study — to change career direction, promotion, develop yourself as a person. Then look for a course that is either specialised or general.

"How do you make the right choice? The bottom line is your answer to the question: 'Which route is most likely to get me from where I am now to where I want to be?'"

Consider what you need to do in order to meet your goals and consider what each college has to offer you. Then compare them in terms of criteria you have decided are important.

To make an informed choice gather all the relevant information —

The cost of studying can be quite a deterrent for many students. First National Bank provides educational funding for:

Important

Norman Axten is one of the many speakers at the APCSA Conference. Others include Dr. Penelope Krige, general manager Group Human Resources Fedlife John Samuel, head of ANC Education department, Dr Deon Haasbroek, chief director department of Manpower.



Travel agents set up education, training body

31 Oct 1992 30/7/92
A TRAVEL education and training authority has been formed in a move to professionalise the industry and prevent "incompetent individuals" from servicing travellers.

Travel Education and Training Authority of SA (Tetasa) steering committee chairman Karen Long said yesterday that if the industry was to survive, travel agents had to start taking an active interest in the development and training of their staff.

Aimed at developing a SA travel diploma which would be officially recognised locally and overseas, Tetasa would be able to investigate current travel training courses and set standards under statutory powers it would derive from the Manpower Department, Long said.

STEPHANE BOTHMA

"We cannot continue to allow the travelling public to be serviced by incompetent individuals. (179)

"With the reduction of airfares, cost-effective service is going to be the key not only to survival, but to healthy growth in the years to come," she said

The travel industry was experiencing an unprecedented skills shortage because there was no formal training, she said

The industry's public image had suffered because of years of poor service caused by ignorance and inefficiency.

30/7/92
Tetasa would be funded by a levy on all travel agencies, wholesale op-

erators and tour guides. This would be determined once a board had been selected by the industry.

At present no recognised qualification was required to enter the travel industry in SA. Nor was official approval required by anyone lecturing to people entering or already in the industry, Long said.

The concept of a travel industry training board was strongly supported at last year's Association of SA Travel Agents congress, she said, where it was generally agreed that the current situation could not be allowed to continue.

Groundwork has been laid over the past 10 months to identify the essential needs of the industry, Long said.

SECC to educate teachers and students

THE Soweto Education Co-ordinating Committee (SECC) chairman, David Maepa, this week announced that there were plans to educate more than 3 000 members of the Parents Teachers Associations (PTSA's) in Soweto before the end of the year.

Maepa said through such training, the SECC hoped to intensify the learning campaign. The training will take place at the SECC Training Centre at Ipelegang from August 8

Inequalities

Already, there is another group which is undergoing intensive computer training offered by Open Learning Systems Education Trust (Olset), an independent, non-profit, non-government organisation aimed at addressing the inequalities and backlogs of the education system

For some time, Maepa said, the black community had been denied access to technology. He said the SECC wanted to ensure that the leadership in student and teacher organisations were the first to receive the computer training because they would be central to the

success of the whole education campaign 3117-618192

The training, Maepa said, will "open up a window of opportunities" to those students who will join commerce and industry next year

"This will empower our people in the administration and management of their associations. But our major problem is that without the necessary funding, we will not be able to handle as many groups as we would like to

Interest

"However, we are confident that institutions will come to our assistance. We have noted that the Independent Development Trust (IDI) has shown interest in giving assistance to organisations like us," Maepa said

He also announced that the SECC will embark on a "Leadership Guide for School Reform" project which would further enlighten parents, teachers and students belonging to PTSA's

"We believe that parents, teachers and students are the key players who have a role to play in the improvement of schools," he concluded



David Maepa, chairperson of the Soweto Education Co-ordinating Committee (SECC)

Organisa wants to



'No quick fix' for job inequalities

EMPLOYERS warn that though sensitisation and training programmes are vital in any affirmative action plan, there can be "no quick fixes".

Both black and white staff must be made aware of the need to open up work places to all races and give all South Africans the skills needed to run the economy efficiently.

Engen's corporate strategic affairs manager, Mr Morakile Shuenyane, believes the right environment must be nurtured in companies to allow blacks and women to realise their full potential.

"It will not work if a company recruits blacks and women and then throws them into a hostile environment where they are resented and not given space to grow," he says.

Engen, which admits it still has lots to do in affirmative action, has started tackling this issue by holding workshops for staff on racism and cross-cultural relationships.

"In the nineties, the key will be to shatter stereotypes and ensure the right people of all races and sexes are in the right positions. With guidance and mentoring, they can deliver the goods," says Shuenyane.

"Tokenism will not work as blacks who are appointed just

Morakile Shuenyane

because they are black will not be motivated or effective. Companies will come under pressure from black communities for not giving blacks real decision-making powers."

He believes companies are far more concerned about affirmative action today than in the eighties. He says they are doing a great deal more to integrate affirmative action programmes in their overall policies.

A recent survey by the Quest Personnel Group bears out the opinion that companies are paying more attention to affirmative action.

Of the 750 companies surveyed,

40 percent claimed to have affirmative action programmes. This is seen as surprisingly high given the relative newness of the issue. But it also shows a lot still has to be done.

The survey found 48 percent of companies interviewed in the Cape had affirmative action programmes and 70 percent said programmes were moderately successful.

For the purposes of the survey, affirmative action was defined as a programme instituted by the management of organisations to recruit, train and nurture black employees in preference to white employees for certain targeted positions.

This fairly narrow definition meant companies answering the survey could not beat about the bush. Some who thought they had affirmative action programmes were forced to admit they did not.

"We have a long way to go. In some areas, Quest consultants are still experiencing difficulties with clients who don't want to employ on an equal opportunity basis," says Quest executive chairman, Mr Roy Silver.

Silver says it "will not help to introduce affirmative action where management practices are inherently faulty. Instead, companies should

take a hard look at these practices and ask why they don't work to the benefit of all employees.

"Too often, affirmative action or 'reverse discrimination' programmes create their own backlash. We have a lot to learn about effective and efficient management of a culturally diverse workforce.

"To overcome the entrenched and crippling attitudes cultivated under apartheid, organisations will have to transform their cultures and not expect newcomers to adapt to the environment as it stands. It will not be a quick or easy task."

Quest also found 80 percent of businesses surveyed in the Cape believed a new government would force companies to employ specific quotas of blacks in administrative and management positions. Only 19 percent of these felt this would be the right action to take.

But Shuenyane says most Africans expect a new government to introduce quotas for their advancement and a new government would avoid quotas at its peril.

He says this makes it more important for companies to start working towards meaningful affirmative action now while they can fashion the programmes themselves.

R30-m sorghum-training fund

NATIONAL Sorghum Breweries has budgeted R30-million for extensive training of black people in business administration and management as part of its black economic empowerment programme.

NSB executive chairman Professor Mohale Mahanye said at a function in Kelvin this week that the shortage of qualified and competent black managers had required immediate attention.

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CPrem 12/7/92

Making

good in business

Dwelan 20/8/92
■ **Course for informal
sector entrepreneurs:**

THE launch of a business development centre for informal sector entrepreneurs takes place in Johannesburg on August 26.

Regional manager of the Independent Business Training Trust, Mr Stephen Umlaw, yesterday said South Africa's economic future depended largely on the stimulation of free enterprise at the grassroots level of society.

"This is an extremely serious matter which requires the urgent attention of the Government and big business," he said.

The centre will offer courses ideal for spaza shops, dressmakers, hawkers, hair salons, repair shops, crèches and pre-school centres, painters, carpenters, leather workers, butcheries, taverns, cafés and other businesses.

Thousands of people have done the course and their businesses are prospering as a result.

The course consists of eight modules and these are: using a calculator; investigating the market, purchasing; costing and pricing; marketing; working out a business plan and loan requirements; managing a weekly cash flow and controlling stock.

This one-up business training is a special course sponsored by USAID and other organisations for people who want to be successful.

After completing the four-weeks course, successful candidates will be given a small loan to start a business - loans range from R100 to R4 000.

Everyone who completes the course is presented with a Trident Institute Diploma.

Umlaw said that it was possible to create two million jobs for unemployed people in the informal sector.

For this to happen, financial resources must be allocated and appropriate action taken to rectify the inequity of the past and to create a vibrant economy in and around the townships.

PHOTOGRAPHY: Life behind the lens

Learning the job of photography

If you're looking for a creative project that taps creative talent to expand South Africa's photographic community, take a walk down Jeppe Street, Johannesburg, to the old Newtown post office.

There, behind an obscure face-brick facade thrives an exciting world of learning for about 50 students, who dabble in the art of seeing, framing, processing and printing black-and-white photographs under the guidance of instructors' Tj Lomon and Philip Mostert. And it works, as the students' photographs on the opposite page show.

For many, it's a first opportunity long dreamed about. Technicals and art schools provide some training, but they are expensive, and few start right at the beginning like the Market Photography Workshop does.

The project was initiated two years ago by documentary photographer David Goldblatt. It offers beginner, intermediate and advanced courses for anyone with a basic education and enthusiasm to learn. "We cater less for hobbyists than for

W/M 21/8-27/892

Ever dreamed of becoming a photographer but haven't had the chance? A project in downtown Johannesburg offers just that. **PORTIA MAURICE** reports on the Market Photography Workshop.

people who want to make photography a profession," Lomon says, "but all are welcome."

The beginners' course lasts eight weeks and covers basic camera skills like lighting, metering and exposure, composition, lenses and flashes. Weekly lectures are on Tuesday evenings and the next course begins on September 1.

The intermediate course is of the same duration and includes polishing darkroom skills and weekly practical assignments. These require students to shoot a roll of film with aspects of the photographic image in mind. "These exercises in angles, textures, patterns, portraits or lighting help to devel-

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op a photographic vision," Lomon explains.

Students who progress to the advanced course — run by Mostert and lasting six weeks — are given simulated professional assignments, in which they learn to deal with problems they may encounter in the field. They do studio work using 4x5 cameras and artificial lighting and experiment with images in architecture. "This is a combination of the conceptual and the technical," Lomon says. "Students may, for example, be given the task of going out to Hillbrow and capturing noise pictorially."

Photography training really needs to be on-the-job, though. The Market Workshop provides no certificates, because, they say, in the photographic world your only real qualification is your portfolio. "We could give them a gilt-edged certificate, but in the job market no one is really interested," Lomon says. As far as possible, though, they try to give trainees practical experience, and appeal for help in this regard.

"There is an art aspect to photography, but it's also a business," says Lomon. "We cannot expect people who have no money to spend lots of time taking artistic photographs. They would need to support themselves."

A team of students will be producing publicity material in image form for the Johannesburg Arts Festival in September. And *The Star* adopts an apprentice from the Workshop every three months. There is also a follow-up service available whereby darkroom resources are made available to former students at reduced rates.

Lomon says he intends approaching non-governmental organisations to offer Workshop students' services — capturing their projects for publicity at below-professional rates.

The Workshop also hosts monthly education lectures at the venue. Last month they had removed United States war photographer James Nachtwey, a member of Magnum picture agency and author of *Deeds of War* — a collection of war photographs shot mainly in Central America and Asia. He was shot here on assignment for *National Geographic*.

For five months from September, the Workshop will host photo-educationalist Wendy Ewald. She has won the prestigious McArthur Award. She has worked with children all over the world, introducing them to the exciting world of photography. Two students will work with her and, money allowing, begin teaching South African children.

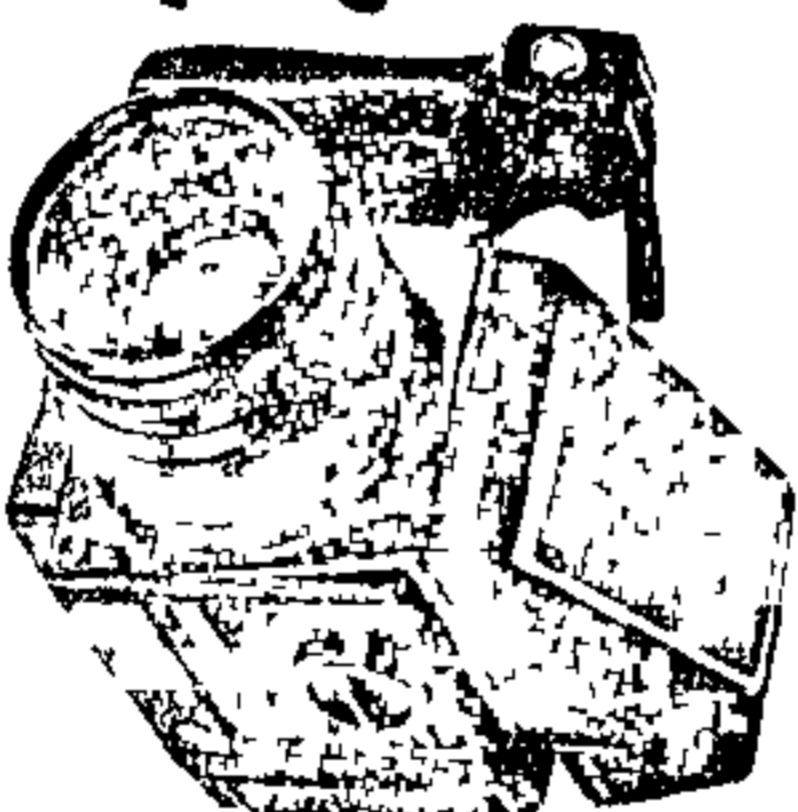
For more information, contact Margot at (011) 832-1641 ext 256.



IF PHOTOGRAPHY IS YOUR GAME, ISN'T IT TIME YOU GOT SERIOUS?

This "On Assignment" video cassette series

will lead you, step by step, towards advanced creativity and professional profit.



Acclaimed as clearly the best instructional material on photography by a leading American magazine the "On Assignment" video cassette package combines all the advantages of video viewing in a tight 7-cassette format.

The 7-cassettes are: BASIC PHOTOGRAPHY, PHOTOGRAPHIC LIGHT, PHOTOGRAPHIC DESIGN, THE STUDIO, THE DARKROOM, BUSINESS OF PHOTOGRAPHY and VIDEO GUIDE TO BASIC VIDEOGRAPHY.

The series is put together by Brian Ratty, one of America's top creative commercial photographers and lecturers.

A chance to ⁽¹⁷⁹⁾
change career

SOUTIF 22/8 - 26/8/92

THE Restorer School of Restoration is offering diploma courses in antique and contemporary furniture restoration

The courses can be completed over one year (full-time) or two years (part-time)

The part-time course covers basic and advanced woodworking, upholstery, glass staining and basic furniture restoration

The courses are designed for adults who want a career change or an interesting hobby

Both courses start in February 1993. The fees are R5 000 for the full-time course and R2 500 for the part-time course

SOUTH
22/8 - 26/8/92

which personnel are in demand. It involves designing magazines and newspapers on computer and preparing material for print from concept through to typesetting. It includes layout and placing artwork or pictures on to a page. Training is offered by Cameron Training and as part of the Journalism course at Peninsula Technikon.

Film and Television

If you are interested in making the film and television industry a career then the course by the Cape Town Film and Television School is for you. Emphasis is placed on practical film-making and television

production

CONTINUED FROM PAGE 13

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The course is full-time over three years and can be attended by university and technikon graduates.

Journalism

If this is where your interests lie, you had better be a tough cookie! Be prepared to work long hours. It has its moments though, especially when you see your name in print.

A comprehensive three-year course — dealing with print media and radio and TV broadcasting — is offered by the Peninsula Technikon. Some newspapers run in-service training programmes.

Edwina Booysen

School's out ⁽¹⁷⁹⁾ now it's time to choose

YOU are one of the thousands of school-leavers who now face the important task of choosing a career.

Students who pass matric will have a wider range of career options than those who leave school in other standards.

- Your options after school could include further study, taking the year off, an apprenticeship, travelling, making up academic shortcomings or going straight into a job
- When considering your options keep the following in mind.
- Take the initiative, be courageous, wise, enthusiastic and also realistic.
- Your personal life and interests

should be taken into account, as well as your academic strengths and future hopes.

- First on your list of priorities should be to get professional help. Speak to counsellors — at school and at careers advice centres.
- If you decide to study further, make appointments to see career advisers at colleges, technicals, technical colleges or universities. This should be done at least six or nine months prior to leaving school
- Remember, the decision remains your own — advisers cannot tell you which career or courses of study to follow, they can only help you to make a decision.

The careers field is wide — there are many jobs to choose from and a variety of institutions at which you can study

Here are some guidelines on tertiary education institutions.

Technical Colleges:

- Offer training programmes directly related to careers
- Match training programmes with the natural abilities of students
- Provide theory and practice. Students are required to spend a part of the academic year at college and a part in work situations
- The levels of courses offered range from N1 to N6 and students are issued with a certificate at the successful completion of

SO 7TH 22/8-26/8/92

26/8/92

26/8/92

each level

Admission requirements differ from course to course, but generally non-matriculants and students with Standard Seven can gain entrance at N1 level.

Technikons:

- Courses are structured to ensure that students acquire theoretical knowledge in the classroom and practical application of the theory in the workplace.
- Offer courses with a strong vocational orientation, so students can enter a job immediately after completing their studies.
- Many students continue to work for the employer who provided the practical training

Qualifications, which can be obtained on completion of the minimum period of study range from the National Diploma to the Laureatus in Technology.

Minimum admission requirements are a Senior Certificate (with six subjects), plus specific requirements for particular courses (such as mathematics for engineering).

Universities:

- Offer degree courses, which can be supplemented by a Master's Degree and a Doctorate
- The minimum admission requirement is a matric pass with exemption.

Edwina Booysen



Will it be the arts or childcare?

SOUTH 22/8 - 26/8/92 (19)

HERE are some of the fields in which a career can be pursued

Administration

Business administrators play a key role in the modern company. Their work involves the entire spectrum of the business, with responsibilities ranging from research planning to finance, from sales to computerisation, from accounts and economics to personnel. The Institute of Chartered Secretaries, various technikons and business schools offer secretarial and business administration courses.

Advertising

This is often perceived as a glamorous field by people on the outside, but it is a volatile and precarious one. It can be exciting, fun and can pay well. A highly creative nature is needed and knowledge of marketing will come in handy.

It can offer a broad spectrum of job opportunities, but it is not an easy field to enter. Training is offered by the Advertising Agencies Association (AAA) School of Advertising, the Art Director's Workshop and the Boston School of Advertising.

Art

There's graphic design, drama, photography, clothing design, music, textile design and jewellery design, to mention a few. These fields require a great deal of creati-

ty Courses are offered by universities (fine art), technikons, technical colleges and art colleges such as the Foundation School of Art, the Community Arts Project and the Ruth Prowse School of Art.

Beauty Therapy

The Cape Town Academy of Health and Beauty Therapy offers a course in all aspects of body and skin care and a qualification as an aerobics instructor. Courses in Beauty Technology are also offered by the Cape Technikon.

Business studies

Courses are offered by different institutions. The Damelin Centre for Business Studies offers a diploma in public relations and business communication. The Business Skills and Development Centre is a non-profit institution which assists students in obtaining relevant, practical, technical and office skills.

Childcare

This career has become increasingly popular of late. Courses cover aspects such as

child psychology, first aid and child development. Training can be obtained at various technical colleges.

Computers

Computers are becoming the mainstay of the business world. Training in PC technology, Cobol Programming, electronic data processing and computerised bookkeeping is essential. Computer literacy courses are offered by technikons, universities and several computer schools.

Desktop Publishing

This is a new and exciting field in

CONTINUED ON PAGE 14

WORDPERFECT & LOTUS 1-2-3

Enhance your computer literacy with our well-designed certificated courses. Our small groups ensure individual attention and excellent facilities. Courses are offered on an ongoing basis, including the following dates in August:

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Lotus 1-2-3

18 Aug - 15 Sept, Tues & Thurs evenings

Phone Olga or
Nicki on
762-1198



SYNCRONET
Computer Training Centre

SKILLS

Training the key to landing a job

STAR 26/8/92.

(179)

(179)

Extra skills are vital in the tough job market. This extract is taken from the recently published book, **Rainbow**.

The predicted technological revolution of the 21st century is but a short step away, evidence of computers, robots and machines is common in the work place as well as everyday life, eliminating dull routine work but enforcing the need for properly trained people

Technology

Introducing technology into the working environment demands that young people must grasp every opportunity to study and train intensively.

Exciting career opportunities are being created daily but are directed only at people prepared to invest time and effort in their education.

School-leavers en-

tering the job market at the end of the year will not have an easy time when it comes to job hunting. There are fewer jobs to be had — and more people competing for them

The scenario may seem gloomy, like a canvas painted grey — even desperate — but all will not be lost if you are well prepared. The job market may be difficult but it provides new challenges for the enterprising.

Young people with a good academic back-

ground, and the right training, will stand a better chance of finding work. The acquisition of extra skills is all-important. Think seriously about improving your "marketability" before rushing into the job market.

A matriculation certificate — or even a university degree — may not be enough to find the right sort of job.

When choosing a career one should take into consideration the economy, future skills shortages and the availability of jobs

South Africa needs artisans, mining and chemical engineers, engineering technicians, people with accounting skills, electrical and electronic artisans, building industry artisans, metal and engineering artisans, machine operators and foremen.

Willingness

To have a good start in life the most important criteria are an education and a willingness to learn. Therefore make the best of these last few years at school by putting your shoulder to the wheel and discover that books and knowledge will enable you to do great things with your life. The responsibility lies with you.

BUSINESS 600 train in manufacturing

How you can run your own factory

Sowetan 27/8/92

(79)

■ Jobless people trained to manufacture a variety of products in the fight against rampant unemployment in South Africa:

THE African Business and Manufacturers Development Association (ABMDA) has trained about 600 blacks in manufacturing training programmes since its formation last year.

ABMDA chairman Mr Bradley Tshabalala said that the acute shortage of competent blacks in manufacturing inspired his organisation to start the training programme.

Unemployment was becoming a time bomb which could seriously damage society and the success of efforts to create a democracy, he said

"We want to train jobless people to manufacture a variety of products which they can sell and earn a living," he said

Items on their manufacturing agenda include mixing floor polish, dishwashers, fabric softeners, orange juice, candles, perfumes, foodstuffs and aachaar, all of which they can sell in the townships and in rural areas

Skilled Individuals

These products are manufactured at the Small Business Development Corporation's (SBDC) Tower Hive in Industria. They can be contacted at (011) 473-2418

He said that the organisation was formed by a group of skilled individuals who were operating mini-factories at the SBDC Tower Hive in Industria.

"We wanted to impart our knowledge and skills to black people who are in need

by starting a training programme.

"This was initially with a small group of people. But the programme grew and there were more people who came for training. Our training projects grew from handicrafts, welding and polish making to baking and the manufacture of dish washing soap," he said.

Structuring of programme

Experts on management from big companies were called in to assist with the structuring of the training programme.

Before training could start, prospective trainees for a particular project were encouraged to form consortium/stokvels to help with expenses and also raise enough money without going to financial institutions, Tshabalala said

During the training the association provides all the necessary machinery for the different projects.

After qualifying, members of different groups were encouraged to establish mini-factories in their areas and sell their products to local markets, including spaza shops and hawkers.

As a result of their programmes, people had realised the need to manufacture products. Raw materials were bought by the association.

The only problem that has emerged was the scarcity of mangoes because "we have to teach people how to manufacture aachaar" he said.

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No hospitality for wage bill levy dodgers

By GAYE DAVIS Cape Town

W/ Mail 28/8 - 3/9/92

(179) (28/8) (3/9)

PAY up — or face prosecution. That's the message for food, liquor and accommodation traders refusing to pay a new wage bill levy imposed to finance training in the tourism industry.

Some 225 000 concerns countrywide — ranging from corner fish and chip shops and caravan parks to large hotel chains — are caught in the net cast by the levy.

It involves the payment of one percent of one month's wage bill every three months and is linked to a grant scheme, in terms of which contributors will receive up to 100 percent of what they've paid in, to be spent on training provided by the Hospitality Industry Training Board (HITB).

The HITB, set up in 1981 under the Manpower Training Act by the Federated Hotel, Liquor and Catering Association of South Africa (Fedhasa), the Associated Clubs of South Africa (Acsa), the Catering, Restaurants and Tearoom Association (Catra) and the South African Chefs Association (Saca), has faced a storm of protest over the scheme.

Acsa, representing about 400 recreational and

sports clubs, withdrew from the HITB over the issue, claiming its members should be exempt by virtue of their non-profit status. It now intends setting up its own training board.

Catra has also pulled out of the HITB, describing the levy and grant scheme as "bad in principle, ill-conceived, unmanageable and wasteful" — and is now considering the possibility of going to court if changes it has suggested aren't implemented, according to executive director Frank Swarbreck.

But while Swarbreck maintains that "the entire industry, bar the big hotels and caterers" is against the scheme, HITB executive director Johan Fourie is equally adamant that opposition is limited to "only a few concerns" and that the scheme will go ahead as is.

"The levies received so far are 100 percent on target, so if people say they aren't paying, it must just be individuals," Fourie said. The HITB expected to reap about R5.2-million from the levy during its first year of operation, of which 80 percent will be ploughed back into training and the remainder used for administrative costs.

Fourie said the point of the scheme was that "each and every member of the industry should make a contribution to manpower training", instead of this responsibility resting solely on the shoulders of the large hotel chains. "Southern Suns spends R70 000 over three years to train a hotel manager, only to have them poached later," he said. "About 55 percent of the country's qualified chefs are working outside the core industry in private concerns who made no financial contribution to their training, yet enjoy the benefits."

Catra's Swarbreck, however, maintains that the levy and grant scheme is designed to force smaller concerns to finance training which will ultimately benefit "the big guns" the most. "We have had an avalanche of support from all quarters for our stand," he said.

Recently, the HITB decided on certain conditions for exemption from the scheme, including charitable organisations, concerns with annual wage bills of less than R60 000 and certain specific categories of employee, such as laundry and ground staff, who can be exempted when total wage bills are calculated.

Citing this as an example of how "the board has bent over backwards to accommodate those opposed", Fourie said details of exemptions would be sent out soon. "If people find they are still expected to pay the levy and refuse to do so, we will have to proceed against them," he said. "Failure to pay is a criminal offence and the state will take action."

Criticism of the scheme has also come from the 104 000-strong South African Commercial, Catering and Allied Workers' Union which, while "generally supportive" of the HITB "as far as the need for training is concerned", was unhappy that employees were not represented on it, according to Saccawu general secretary Papi Kganare.

New look at training

S/Times (Business)

30/8/92

(179)

A TASK team may begin drawing up a new national training strategy, before the end of the year

The National Training Board (NTB) has asked for an urgent meeting with Manpower Minister Leon Wessels to clear the way for the work to begin

A source close to the NTB says one of the major issues is streamlining the task team — currently comprising about 40 members

The task team includes representation from the Government, major employer and labour groups. It operates under the auspices of the NTB

The source says "It is significant because it will be the first time the major players in training work together, allowing for strategy to be well co-ordinated"

"The emphasis will be on practical solutions. An attempt will be made to prevent the situation where numerous meetings are held

and nothing is ever implemented. Hence the need to streamline the task team"

But past research will be used

When the NTB meets Mr Wessels the successor to F Eksteen as NTB chairman will be discussed. Dr Eksteen has retired

The parties will also discuss the problems of the cash incentive scheme for training. The tax concession system was scrapped in July 1990

It is not known when the meeting will take place. Mr Wessels appears to have a busy schedule because of his three portfolios — manpower, local government and national housing

Some in the manpower field say they would prefer him to hold only the manpower portfolio

By ADRIAN HERSCH

Estate agents 'need further education'

810871 2/9/92
THE need for continuing compulsory education in the real estate industry after the estate agents board exam is an issue newly elected president of the SA Institute of Estate Agents Ian Taylor intends to pursue

"Many courses are available for people in the industry but, except for the board exam, none of these is compulsory, he said

The main reason for continued education was to improve the quality of estate agents and protect the public, he said

The institute would discuss the matter with the Estate Agents Board, but

Taylor said the first move would be to establish the groundwork for changes

A lack of education among estate agents rather than a deliberate misleading of clients was the main reason behind most cases in which people had lost money or not received the best advice

He said the quickest way to upgrade the level of education in the real estate industry was to have an examination for principals — estate agent owners or managers

"This course should be compulsory before an agent is allowed to manage an estate agency office A

principal who is fully trained can better advise his agents, and that in turn will protect clients' interests more fully (179)

In the US, which has been the world leader in real estate for some time, an estate agent has to complete a minimum number of courses a year before being re-issued with an operating licence

While the institute already holds various annual seminars at its branches countrywide, and the National Property Academy holds formal courses, these needed to be extended, Taylor said

SM
3/9/92.

CAREER

179

Where to study building

This is the final part of the list of venues where the profession of building surveying can be studied.

Venue: Peninsula Pretoria.

Afrikaans or English medium

Duration: Three years full-time

Entry qualification: Senior Certificate without university admission OR NTC III.

Subjects required: Afrikaans AND English (Senior Certificate level) for NTC III.

Subjects recommended: Biology, physical science, mathematics

Venue: Technikon OFS.

Afrikaans or English medium.

Duration: 18 months formal training and 18 months appropriate in-service-training

Entry qualification: Senior Certificate without university admission.

Subjects required: Mathematics HG OR SG

Venue: Cape Technikon

Afrikaans or English medium.

Duration: Three years full-time

Entry qualification: Senior Certificate without university admission

Subjects required: First language HG AND second language SG AND mathematics SG (E symbol)

Star 7/9/92

CAREERS

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Secretaries and chemical technicians

CHARTERED SECRETARIES AND ADMINISTRATORS

Venue: Vaal Triangle Technikon
Afrikaans and English medium.

Duration: Three years full-time

Entry qualification: Senior Certificate without university admission

Venue: Technikon Natal
Afrikaans and English medium

Duration: Three years full-time

Subjects required: English AND maths HG 40 percent OR SG 50 percent OR accounting HG 50 pc OR SG 60 pc

Entry qualification: Senior Certificate without university admission

CHEMICAL ENGINEERING

Venue: Technikon Mangosuthu

English medium.

Duration: Three years and six months full-time, 24 months formal training and 18 months appropriate in-service training (six months pre-technical course)

Entry qualification: Senior Certificate without university admission

Subjects required: Maths AND physical science

The following career details are from a newly published guide entitled "Training opportunities at Technikons and possible occupations". Today, we look at a career as a chartered secretary or chartered administrator and chemical engineering technicians.

Venue: ML Sultan Technikon
English medium

Duration: Three years full-time, 18 months formal training and 18 months appropriate in-service training
Entry qualification: Senior Certificate without university admission

Subjects required: Maths HG (E symbols) OR SG (C symbol) AND physical science

Venue: Technikon Northern Transvaal
English medium

Duration: Three years full-time, 18 months formal training and 18 months appropriate in-service training
Entry qualification: Senior Certificate without university admission

Subjects required: Mathematics AND physical science HG (E symbol) OR SG (D symbol)

Selection basis: Scholastic achievement

Venue: Technikon Natal
Afrikaans or English medium

Duration: 1½ years part time and 1½ years formal time

Entry qualification: Senior Certificate without university admission

Subjects required: English first language HG (E symbol) OR (D symbol) OR English second language HG (D symbol) OR SG (C symbol) maths AND physical science HG OR SG

Venue: Technikon Witwatersrand
Afrikaans or English medium

Duration: Three years full-time, 18 months formal training and 18 months appropriate in-service training

Entry qualification: Senior Certificate without university admission

Subjects required: First language HG (E symbol), second language SG (D symbol), maths AND physical science HG (D symbol) OR SG (C symbol)

Venue: Peninsula Technikon
Afrikaans or English me-

dium

Duration: Three years full-time, 18 months formal training and 18 months appropriate in-service training
Entry qualification: Senior Certificate without university admission

Subjects required: Physical science AND maths HG (E symbol) or SG (D symbol)
Selection basis: Merit

Venue: Cape Technikon
Afrikaans or English medium

Duration: Three years full-time, 18 months formal training and 18 months appropriate in-service training
Part-time classes are also offered

Entry qualification: Senior Certificate without university admission

Subjects required: Maths AND physical science SG (D symbol) AND both official languages (first language HG)

Venue: Vaal Triangle Technikon
Afrikaans and English medium

Duration: Three years full-time, 18 months formal training and 18 months appropriate in-service training OR three years part-time with the required in-service training with an approved institution

Computers tackle the candidate

51044 71992
WITH employee productivity an essential component in the success of most companies, pinpointing potential employee's software-skill levels quickly and accurately is vital

This is the view of Drake International's Delia McCabe, who believes that a key ingredient of effective staff selection is skills testing "If companies could tell in advance if a potential candidate was proficient in the particular software it uses, many non-productive hours spent in on-the-job training would be saved

"Costly specialised training could be obviated and more employees would hit the ground running when it comes to integrating with the organisation's procedures and systems," says McCabe



DELIA MCCABE

Traditional software skills assessments relied heavily on personal judgement and subjective evaluations "Today companies are turning to more sophisticated computer technology to tackle the problem"

"At Drake we have introduced the Kryterion Skills Certification Program designed to identify a candidate's level of competency in a range of popular software word processing,

database and spreadsheet packages

"In the past, companies hiring typists would demand a demonstration of the applicant's skills, speed and accuracy before she was hired It follows that the only way to judge computer proficiency is through practical demonstration — a skills test Otherwise how can a company be sure the candidate will perform at the level required?"

179
Matched

McCabe says using the certification programme promotes effective staff selection where the person is matched to the right job, and provides a solid base for performance reviews or promotion assessment

"There are distinct advantages for staff It facilitates greater use of current skills and is an opportunity for improvement and advancement," she says

The computer skills assessment programme should not be the sole basis for selection "However, without systems like these, the hiring process would revert back to being one of 'trial and error'," she says

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on developing strategies to alleviate the has welcomed its launch

Skills training to get down to business

LINDA ENSOR

CAPE TOWN — A non profit-making company has been formed to co-ordinate the funding of the 127 technical colleges in SA Vocational Education Development Company (Vedco) chairman and Wingfield Technical College principal Alan Jackson said it was hoped that a high-powered team of top businessmen would agree to sit on Vedco's board of directors

He said the reason for the formation of Section 21 company Vedco was the expected growth in vocational training in future A huge educational backlog had developed which would require substantial funds to address

Jackson said there was a serious need for fundraising on a national scale as the state was already contributing the most it could afford on education

Colleges would have to help fund future projects

He said technical colleges had been stigmatised in the past and a marketing drive to change attitudes away from the obsession with academic education was also required. ~~179~~ BIDAM 719192

An amount of R26m would be needed for immediately identifiable projects, he said

The Federal Committee of Technical College Principals had been talking with technikon principals in the attempt to achieve a greater degree of mobility between technical colleges and technikons

Sanlam donated R10 000 to Vedco on the weekend to assist with its start-up costs



MGA
ADMINISTRATORS (PTY) LTD
ADV 172/92

Yogic flyers 'to levitate Codesa back on track'

CHARLIE PRETZLIK ~~30/11~~

THE Natural Law Party, which believes in meditation to cure political ills, begins recruiting in earnest in SA this week but already it is pushing for an invitation to the next Codesa ~~30/11~~ BIDAM 719192

The three-week-old SA branch is the newest of more than 30 branches worldwide Deputy leader Richard Broom said the support of more than 50 000 South Africans had already been mustered He said 350 people a week were signing up

A cornerstone of policy was yogic flying, an advanced form of transcendental meditation whereby people, sitting cross-legged, could rise 80cm off the ground in a state of bliss Stuck at this for long enough and you should be able to fly anywhere, meditators claim

"Within a week of gathering 1 000 yogic flyers in Pretoria we could have Codesa back on track and boost the JSE by at least 10%," Broom said

The key, he explained, was to have the square root of 1% of a population flying together With that you could "raise that population's consciousness, make them think more clearly and get them to take more intelligent decisions"

He said the party had evidence to support its claims "Over the past 20 years we have dropped groups of yogic flyers into trouble spots around the world, like Lebanon and Iran, and observed a significant decrease in the level of violence as a result of our meditation"

But no problem could be solved without raising the level of national consciousness

"If you can do that, then the problems will solve themselves."

Broom conceded that it might take people a while to get to grips with some of his notions, but he was confident that "within months" yogic flying and "consciousness creation" would have sunk in

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CAREERS

Training for chiropractics, engineering technicians

CHIROPRACTICS

Venue: Technikon Natal Afrikaans or English medium.

Duration: Three years

Entry qualification: Senior Certificate with university admission

Subjects required: Maths and/or physical science.

Subjects recommended: Biology

Other admission requirements: Over 17 years of age and physically fit.

CIVIL ENGINEERING TECHNICIANS

Venue: Technikon Mangosuthu.

English medium

Duration: Three years: 18 months formal training and 18 months in-service training.

Entry qualification: Senior Certificate without university admission.

Subjects recommended: Maths

Venue: ML Sultan Technikon.

English medium.

Duration: Three years full-time

STAR

8/9/72

(179)

A newly published guide entitled "Training opportunities at Technikon and possible occupations" informs you of career choices. Today we'll look at the careers of chiropractors and civil engineering technicians.

with two languages at Senior Certificate level

Subjects required: Maths

Venue: Technikon Pretoria.

Afrikaans or English medium

Duration: Three years full-time

18 months formal training and 18 months in-service training.

Entry qualification: Senior Certificate without university admission.

Subjects recommended: Maths

Venue: ML Sultan Technikon.

English medium.

Duration: Three years full-time

18 months formal training and 18 months appropriate in-service training.

Entry qualification: Senior Certificate without university admission

Subjects required: Maths

Subjects recommended: Technical drawings, physical science, physics

Venue: Port Elizabeth Technikon.

Afrikaans and English medium

Duration: Three years full-time

18 months formal training and 18 months appropriate in-service training.

Entry qualification: Senior Certificate without university admission.

Subjects recommended: Maths

Venue: Technikon Natal.

Afrikaans or English medium

Duration: Three years full-time

Entry qualification: Senior Certificate without university admission or NTC III

Subjects required: Maths (D symbol).

Subjects recommended: Physical science and technical drawings

Venue: Technikon Northern Transvaal

English medium

Duration: Three years full-time

18 months formal training and 18 months appropriate in-service training

Entry qualification: Senior Certificate without university admission or NTC III.

Subjects required: Maths

(for Senior Certificate) or appropriate NTC subjects

English for NTC III.

Selection basis: Scholastic achievement.

Venue: Technikon Natal.

Afrikaans or English medium

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Duration: Three years

Entry qualification: Senior Certificate without university admission and without any lower grade subjects

or NTC IV and four approved subjects and the First and Second Language on SG.

Subjects required: Maths HG (E symbol) or SG (D symbol)

Selection basis: Points rating system

Venue: Peninsula Technikon

Afrikaans or English medium

Duration: Three years full-time

18 months formal training and 18 months appropriate in-service training.

Entry qualification: Senior Certificate without university admission or NTC III.

Subjects required: Maths

AND physical science

Venue: Technikon OFS

Afrikaans or English medium.

Subjects required: Maths

AND physical science

Venue: Technikon OFS

Afrikaans or English medium.

Duration: Three years full-time

18 months formal training and 18 months appropriate in-service training

Entry qualification: Senior Certificate without university admission.

Subjects required: Maths

Physical Science.

Venue: Cape Technikon.

Afrikaans or English medium.

Duration: Three years full-time

18 months formal training and 18 months appropriate in-service training.

Entry qualification: Senior Certificate without university admission EG.

Subjects required: 1st language HG and 2nd language SG and maths and physical science SG (D symbol), or HG (E symbol) or N4 maths (D symbol)

Venue: Vaal Triangle Technikon.

Afrikaans or English medium

Duration: Three years full-time

18 months formal training and 18 months appropriate in-service training

Entry qualification: Senior Certificate without university admission

Subjects required: Maths.

Venue: Technikon Witwatersrand.

Afrikaans or English medium.

Duration: Three years full-time

18 months formal training



TECHNOLOGY

Electronics for speeding up training and learning

610 AM 11/9/92
SIGNIFICANT benefits are accruing from technology-based training (TBT), and this form of training and education has a special role to play in developing human resources in SA. *(179) (177)*

At this week's Institute of Personnel Management/TBT special interest group conference organised by Strategic Business Services, visiting US TBT specialist Gloria Gery of Gery & Associates said computers were being used to accelerate learning and job performance. *(179) (177)*

Research showed that up to 75% of medium-sized and large US companies were using TBT in some way, with training on software application packages being the major use.

"Companies are seeing the time taken to learn reduced by 30% to 50%, and knowledge retention improves by about 25%," she said.

Organisations like IBM, Bell and Allstate are using interpersonal simulators comprising video cameras, microphones and computers to train staff

"Users respond to various questions, choose answers, and do role playing which is recorded by the system so it can be analysed by the student."

Gery said an emerging trend was towards electronic performance support systems (EPSS) which integrated information from sources such as manuals or training programmes.

CAREERS

Do you have designs on clothing trade?

STAR 14/9/92

(179)

The following careers are taken from a newly published guide entitled "Training opportunities at technikons and possible occupations". Today we outline what to study and where to train for those interested in a career in clothing design

A feeling for design, a practical sense and competitiveness are important factors for those interested in this field

Venue: Setlogelo Technikon — English medium

Duration: Three years full-time

Entry qualification: Senior certificate without university admission (E-aggregate) and successful completion to the pre-technical course

Subjects required: An E symbol for one of the official languages

Venue: ML Sultan Technikon — English medium

Duration: Three years full-time

Entry qualification: Senior certificate without university admission

Venue: Port Elizabeth Technikon — Afrikaans and English medium.

Duration: Three years

Entry qualification: Senior certificate without university admission

Subjects required: First language HG 40 percent or SG 50 percent

Subjects recommended: Art and needlework

Venue: Technikon Pretoria —



Making the cut . . . fashion designers need flair and a competitive spirit.

Afrikaans or English medium

Duration: Three years

Entry qualification: Senior certificate without university admission

Subjects required: First language HG 40 percent or SG 50 percent

Subjects recommended: Art and needlework.

Venue: Technikon Natal — Afrikaans or English medium

Duration: Three years

Entry qualification: Senior certificate without university admission

Venue: Vaal Triangle Technikon — Afrikaans or English medium

Duration: Three years full-time

Entry qualification: Senior certificate without university admission

Venue: Technikon Witwatersrand — Afrikaans or English medium.

Duration: Three years full-time

Entry qualification: Senior certificate without university admission

Subjects recommended: Art

Venue: Peninsula Technikon — Afrikaans or English Medium

Duration: Three years full-time

Entry qualification: Senior certificate without university admission

Subject required: Afrikaans and English

Venue: Cape Technikon — Afrikaans or English medium

Duration: Three years

Entry Qualification: Senior certificate

Subjects required: First and second language HG

CAREERS

Dig deep to become a coal mining technician

STAR 18/9/92. (179)

CLOTHING MANAGEMENT

Venue: Technikon Natal — Afrikaans or English medium.

Duration: three years

Entry qualification: Senior Certificate without university admission

Subjects required: maths

Selection basis: personal interview

Venue: Technikon Witwatersrand — Afrikaans or English medium

Duration: three years full-time.

Entry qualification: Senior Certificate without university admission.

Subjects recommended: accounting, business economics or maths

Selection basis: admission exam and personal interview

Venue: Cape Technikon — Afrikaans or English medium

Duration: three years full-time

Entry qualification: Senior Certificate without university admission

The following careers are taken from a newly published guide entitled "Training opportunities at Technikons and possible occupations". Today we look at the professions of clothing production managers and mining technicians in the coal mining industry.

Subjects required: first and second language on higher grade.

Subjects recommended: maths and accounting

Selection basis: possible personal interview.

Note The ability to communicate is a necessary prerequisite

COAL MINING

Venue: Technikon Witwatersrand — Afrikaans or English medium

Duration: three years full-time, 18 months formal training and 18 months appropriate in-service training

Entry qualification: Senior Certificate without university admission.

Subjects required: physical science and maths higher grade (E symbol) or standard grade (D symbol).

Subjects recommended: Technical Drawing.

Other admission requirements: a physical fitness "Red Ticket" is required (if working underground).

Note Prospective students must be employed in the mining industry.

Venue: Technikon RSA

Duration: three years

Entry qualification: Senior Certificate without university admission with a maximum of two subjects on lower grade. (The subjects must exclude the official languages)

Subjects required: maths

Other admission requirements: employment on a mine or being in a mining related career

Learning to be a banker

STAN
17/9/92

As the bank can provide various ways for the trainee to become qualified, particular school subjects are not imperative, but commercial subjects such as Business Economics and Accountancy will be advantageous

To apply for a position at a bank contact your nearest branch or visit the Personnel Selection Centre. Make an appointment for an interview, and take your identity document, your latest school results such as your Prelim marks, testimonials from your school and any other certificates for academic achievement which you may have with you when you go to complete the application form

Permanent employment depends on whether your matric pass is considered satisfactory by the bank

Modern banking covers a wide range of areas. Inhouse training enables staff to reach their fullest potential. Training material is designed and developed by a team of specialists to meet the specific needs of the staff-in-training. Inhouse-training has different facets

● On-the-job-training

A career in banking can start early in life. As soon as you have completed writing your matriculation examinations you can apply for a position in the bank.

here an expert in the branch will teach you how to do a particular job.

● Skills training modules these modules consist of booklets, videos, audio tapes and computer exercises. The banker-in-training is allocated time during working hours to study training material.

● Platform training some trainees are nominated to attend training courses at one of the bank's training centres. These courses consist of classroom lectures, a test and a follow-up assignment to complete at the branch where the trainee works.

The prospective banker is given a five-day orientation course on first joining a bank. On the very first day of orientation those questions concerning conditions of employment and the what, how, and where of a new environment — which

are often a mystery for months in a new job — are answered in a fun question-and-answer booklet

With the help of a staff official or the branch administrator, the trainee banker will soon know for example when he/she will be paid, and how much, what will be deducted from the salary and the amount of allowances, how many days leave will be forthcoming and in which months of the year leave will be available, the names and titles of the supervisor and colleagues; working hours and the procedure for signing the attendance register; tea and lunch breaks; a job description, and administrative procedures such as the use of the telephone for private and official use, where to post letters, make photocopies and obtain stationery

A further part of the orientation is the more intricate documentation like filling in the IRP2 form to register as a taxpayer; application for membership to a medical aid society and running an own bank account

From Lantern Journal.

No. 2651

18 September 1992

WET OP STREEKSDIENSTERADE, 1985
(WET No. 109 VAN 1985)

BEKENDMAKING VAN TARIEF

WES-KAAPSE STREEKSDIENSTERAAD

Ek, Derek Lyle Keys, Minister van Finansies, maak, kragtens die bevoegdheid aan my verleen in die omskrywing van, "streeksvestigingsheffing" in artikel 1 van die Wet op Streeksdiensterade, 1985 (Wet No 109 van 1985), hierby bekend dat die Wes-Kaapse Streeksdiensteraad met my instemming die tarief vir die berekening van—

die streeksvestigingsheffing in sy streek verhoog het vanaf 0,15 persent na 0,17 persent plus belasting op toegevoegde waarde gehef ingevolge artikel 7 van die Wet op Belasting op Toegevoegde Waarde, 1991 (Wet No 89 van 1991), van die bedrag waarop sodanige streeksdiensterade heffing aldus bereken word:

Met dien verstande dat 'n korting van 25 persent aan boerderyondernemings toegestaan sal word.

Die verhoogde heffings is betaalbaar met ingang van 1 Oktober 1992

D. L. KEYS,
Minister van Finansies.

DEPARTEMENT VAN KORREKTIEWE
DIENSTE

No. 2517

18 September 1992

STAATSDIENSBEURSSKEMA: 1993

DEPARTEMENT VAN KORREKTIEWE DIENSTE

1. Die doel van die Beursskema is om voltydse beurse aan applikante beskikbaar te stel ter verwerving van die volgende kwalifikasies.

- BA (MW)-graad.
- BSc Rekenaarwetenskap/B Comm Inligtingstelsels
- MA Kliniese Sielkunde. (Alle registrasiekategoriee)
- B Pharm-graad.

2. **Algemene maatstawwe en vereistes:**

2.1 Die aantal beurse in elke rigting word bepaal deur die Departement van Korrektiewe Dienste se behoefte aan opgeleide personeel in die onderskeie rigtings en die beskikbaarheid van fondse, en applikante ding volgens meriete om beurse mee

2.2 **Applikante moet—**

- van voorneme wees om 'n loopbaan in die Departement van Korrektiewe Dienste te volg en aan alle aanstellingsvereistes voldoen,
- Suid-Afrikaanse burgers wees,

No. 2651

18 September 1992

REGIONAL SERVICES COUNCILS ACT, 1985
(ACT No. 109 OF 1985)

PUBLICATION OF RATE

WESTERN CAPE REGIONAL SERVICES COUNCIL

I, Derek Lyle Keys, Minister of Finance, hereby make known, under the powers vested in me in the definition of "regional establishment levy", in section 1 of the Regional Services Councils Act 1985 (Act No 109 of 1985), that the Western Cape Regional Services Council has with my concurrence, increased the rate for the calculation of—

the regional establishment levy in its region from 0,15 per cent to 0,17 per cent plus value-added tax levied in terms of section 7 of the Value-Added Tax Act, 1991 (Act No 89 of 1991), of the amount on which such regional establishment levy is to be so calculated.

Provided that a discount of 25 per cent will be allowed to farming enterprises

The increased levies are payable with effect from 1 October 1992.

D. L. KEYS,
Minister of Finance.

DEPARTMENT OF CORRECTIONAL
SERVICES

No. 2517

18 September 1992

PUBLIC SERVICE BURSARY SCHEME: 1993

DEPARTMENT OF CORRECTIONAL SERVICES

1. The purpose of the Public Bursary Scheme is to make full-time bursaries available to applicants to attain the following qualifications.

- BA (SW) degree
- BSc Computer Science/B Comm Information Systems
- MA Clinical Psychology (All registration categories.)
- B Pharm degree.

2. **General criteria and requirements:**

2.1 The number of bursaries in each field is determined by the requirements of the Department of Correctional Services in regard to trained staff in the various fields and by the availability of funds, and applicants compete for bursaries on merit

2.2 **Applicants must—**

- intend to take up a career in the Department of Correctional Services and to comply with all appointment requirements,
- be South African citizens,

- in besit wees van minstens 'n standaard 10-sertifikaat met Afrikaans en Engels as vakke; en
- die studies waarmee hul besig is aan die einde van 1992 met welslae voltooi,
- die nodige vrystelling verkry van die betrokke opleidingsinstansie.

3. Die volgende kategorieë persone kan vir die beursskema aansoek doen:

- Studente aan universiteite wat reeds 'n gedeelte van 'n kursus voltooi het
- Persone wat in 1992 of vroeër die standaard 10-sertifikaat verwerf het

4. Metode van aansoek:

4.1 Belangstellendes moet 'n KVA 95-vorm voltooi en terselfdertyd by die naaste gevangenis om 'n betrekking in die Departement van Korrektiewe Dienste aansoek doen. Die aansoek-vorms is by die onderskeie gevangnisse beskikbaar.

4.2 Applikante moet die volgende dokumente by hul aansoeke insluit:

- Belangstellendes moet vooraf die nodige toelatingsvereistes/keuringsvereistes by die universiteit slaag en bewys tot dien effekte voorlê; en
- 'n gewaarmerkte afskrif van 'n amptelike staat van simbole behaal in die standaard 10-eksamen, indien die eksamen reeds afgelê is, of
- 'n gewaarmerkte afskrif van 'n amptelike staat van simbole behaal in die standaard 9-eksamen indien gedurende 1992 met standaard 10 besig is; en
- 'n gewaarmerkte afskrif van 'n volledige amptelike studierekord met simbole of eksamenpunte behaal indien hulle reeds naskoolse eksamens afgelê het.

5. Adres:

Navrae moet gerig word aan die Kommissaris: Korrektiewe Dienste, Privaatsak X136, Pretoria, 0001 "Vir Aandag: Personeelvoorregte", Kerkstraat 124, Kamer 837, Poyntons Wes-blok, Kerkstraat, Telefoon (012) 207-0235

6. Voorwaardes:

6.1 Daar sal van die suksesvolle applikante verwag word om die voorgeskrewe studiekursusse en hoofvakke te volg en die vereiste kwalifikasies in die voorgeskrewe minimum duur van die kursus te verwerf

6.2 Die kandidate moet bereid wees om ooreenkomste met die Departement van Korrektiewe Dienste aan te gaan om, na die suksesvolle voltooiing van die kursusse, teenprestasie te lewer vir een jaar diens ten opsigte van elke jaar waarvoor die beurs toegeken is

- be in possession of at least a Standard 10 Certificate with English and Afrikaans as subjects, and
- successfully complete the studies in which they are engaged by the end of 1992,
- obtain the exemption as from the relevant educational institution.

3. The following categories of persons may apply for the bursary scheme:

- Students at universities who have already completed part of a course
- Persons who had obtained the Standard 10 Certificate in 1992 or earlier.

4. Method of application:

4.1 Applicants must complete a form KVA 95 and at the same time also apply for employment in the Department of Correctional Services at the nearest prison. The application forms are available at all the various prisons

4.2 Applicants should include the following documents with their applications:

- Interested persons should first pass the required admission requirements/selection requirements at the university and submit proof to this effect; and
- a certified copy of an official statement of symbols obtained in the Standard 10 final examination, if the examination has already been written; or
- a certified copy of an official statement of symbols obtained in Standard 9 final examination where the Standard 10 examination has to be written during 1992, and
- a certified copy of a complete official study record together with symbols or examination marks obtained if they have already completed any post-school examinations

5. Address:

Enquiries should be addressed to the Commissioner, Correctional Services, Private Bag X136, Pretoria, 0001 "For Attention: Personnel Privileges, Church Street 124" Room 837, Poyntons West Block, Church Street, Telephone (012) 207-0235

6. Conditions:

6.1 Successful applicants would be required to take the prescribed study courses and major subjects and to obtain the required qualifications within the prescribed minimum duration of the course

6.2 The candidates must be prepared to enter into an agreement with the Department of Correctional Services to serve the Department as a counter-performance, after the successful completion of their studies, for one year in respect of every year during which the bursary was utilized

7. Algemeen en sluitingsdatum:

7.1 BA (MW)-graad

BSc Rekenaarwetenskap/B Com Inligtingstelsels.

B Pharm-graad.

- Beurshouer studeer voltyds sonder salaris en ontvang gedurende universiteitsvakansies wanneer diens verrig word, volle salaris
- Die beursgeld ten opsigte van die bovermelde studierigtings beloop tans R9 300 per jaar en sluit klas-, eksamen-, en registrasiegelde in
- *Sluitingsdatum* 30 September 1992.

7.2 MA Kliniese Sielkunde. (Alle registrasiekategoriee.)

- Beurshouers studeer voltyds met behoud van salaris en is self verantwoordelik vir hul studie-uitgawes.
- *Sluitingsdatum*: 29 November 1992.

**DEPARTEMENT VAN NASIONALE
OPVOEDING**

No. 2623

18 September 1992

WET OP NASIONALE GEDENKWAARDIGHEDE,
No 28 VAN 1969

BERGINGSPERMIT

Ingevolge artikel 12 (2C) (c) van die Wet op Nasionale Gedenkwaardighede (Wet 28 van 1969), bied die Raad vir Nasionale Gedenkwaardighede hierby geleentheid vir die rig van vertoe oor die uitreiking van 'n bergingspermit vir die stoomskip "Itzehoe", wat op 24 Mei 1911 naby Port Elizabeth gestrand het

Sodanige vertoe moet die Raad vir Nasionale Gedenkwaardighede, Posbus 4637, Kaapstad, 8000, binne drie weke vanaf die datum van die publikasie van hierdie kennisgewing bereik

G. S. HOFMEYR,

Direkteur: Raad vir Nasionale Gedenkwaardighede

**DEPARTEMENT VAN
STAATSBESTEDING**

No. 2617

18 September 1992

Staat van Ontvangste in en Oordragte uit die Skatkisrekening vir die tydperk 1 April 1992 tot 31 Augustus 1992

Tesourie, Pretoria

7. General and closing date:

7.1 BA (SW) degree.

BSc Computer Science/B Com Information Systems

B Pharm degree.

- Bursary holders study full-time without salary and receive full salary during the university holidays when they perform duty.
- The bursary fees for the above-mentioned qualifications are now R9 300 per year and include class, examination and registration fees.
- *Closing date* 30 September 1992

7.2 MA clinical Psychology (All registration categories.)

- Bursary holders study full-time with retention of salary and are responsible for their own study expenses.
- *Closing date*. 29 November 1992

**DEPARTMENT OF NATIONAL
EDUCATION**

No. 2623

18 September 1992

NATIONAL MONUMENTS ACT,
No 28 OF 1969

SALVAGE PERMIT

In terms of section 12 (2C) (c) of the National Monuments Act, 1969 (Act 28 of 1969), the National Monuments Council hereby invites representations on the issuing of a salvage permit for the steam ship "Itzehoe", which sank near Port Elizabeth on 24 May 1911

Such representations should reach the National Monuments Council, P.O. Box 4637, Cape Town, 8000, within three weeks from the date of publication of this notice

G. S. HOFMEYR,

Director National Monuments Council

**DEPARTMENT OF STATE
EXPENDITURE**

No. 2617

18 September 1992

Statement of Receipts into and Transfers from the Exchequer Account for the period 1 April 1992 to 30 August 1992

Treasury, Pretoria

Supervisor skills

Sowetan 24/9/92 (179)
■ Learning improves company performance and growth:

By Ike Motsapi

SUPERVISORS are traditionally the most under utilised resource in local industry, according to Mr Clive Acton, managing director of Clive Acton Associates

Acton said this at the historic awards ceremony of the first 46 graduates of the Supervisory Development Programme

held at the Wanderers Club last week

The SDP is a joint training venture between the Steel and Engineering Industries Federation of South Africa, trade unions and the CAA

The year-long training programme is aimed at supervisors, charge-hands and foremen and comprises a series of workshops, projects and assignments

These are all work-related and focus on teaching supervisor skills

R1-m for bursaries

■ Sactwu will finance members' education

By Ike Motsapi

THE South African Clothing and Textile Workers Union (Sactwu) has allocated R1 million to its bursary fund for clothing, textile and leather workers this year

Sactwu assistant general secretary Mr Ebrahim Patel said the money would be used to finance members who study at any tertiary institution.

The 200 000 members of Sactwu contributed ten cents weekly and this resulted in the figure being realised

Patel said "The union has to date processed and approved 995 bursaries which have been allocated to branches throughout the country"

"This bursary scheme is the biggest run-by a trade union in the country"

Make money from mouths

\$1000 1/10/92

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DENTAL CHAIRSIDE ASSISTANT

Venue: M L Sutan Technikon

English medium

Duration: One year full-time

Entry qualification: Senior

Certificate without university

admission

Venue: Peninsula Technikon

Afrikaans or English medium

Duration: One year full-time

Entry qualification: Senior

Certificate without university

admission

Subjects recommended:

Physical Science OR Mathematics OR Biology

DENTAL TECHNOLOGY

Venue: Technikon Pretoria

The following careers are from the guide entitled "Training opportunities at Technikon and possible occupations". Today we list the academic requirement needed for careers in the dentistry field.

Afrikaans or English medium

Duration: Three years' full-time, 30 months formal training and six months appropriate in-service training

Entry qualification: Senior

Certificate without university

admission

Subjects required: Mathematics OR Physical Science

Subjects recommended: Biology AND Woodwork

Selection basis: Aptitude and manual dexterity test, personal interview AND academic achievement

Venue: Technikon Natal

Afrikaans or English medium

Duration: Four years' part-time; three years formal training and one year appropriate in-service training

Entry qualification: Senior

Certificate without university

admission

Subjects required: Mathematics OR Physical Science

Higher Grade or Standard Grade

Venue: Technikon Witwatersrand

Afrikaans or English medium

Duration: Three years' 30 months formal training and six months appropriate in-service training

Entry qualification: Senior

Certificate without university

admission

Subjects required: Physical Science

Subjects recommended: Mathematics and Biology

AS THE single largest shareholder of the Small Business Development Corporation the Sanlam group of companies is at the forefront of small business development.

Sanlam senior manager public relations Leon Koen says "We are fully aware of the critical importance of the small business sector in paving the way towards economic recovery."

The thrust of the group's corporate social responsibility programmes in relation to small business development is con-

Plan to boost development has many aspects

concentrated in two areas — the promotion of the concept of entrepreneurship and the advancement of this ideal through training.

To achieve the first objective, the company sponsors several competitions in conjunction with the Small Business Development Corporation and various individual newspapers to promote and encourage enter-

preneurs and new business ideas

In addition to Sanlam's annual corporate membership of the South African Free Market Foundation, it also supports a project which provides lectures on economics to black high school pupils.

Sanlam makes annual donations to the Kwazulu Training

Trust aimed at assisting with the advancement of less privileged people in Kwazulu.

The group contributes each year to a project run by the South Africa Foundation for Entrepreneurship Development which assists uneducated, unemployed people to develop into self-sufficient workers through self-employment training programmes, which are also aimed

at South Africa's returning exiles.

In regard to stokvels, Sanlam assists the Get Ahead Foundation with financing people setting up businesses based on the stokvel system.

The company's contributions to the Africa Co-operative Action Trust are used to advance needy rural communities through the provision of basic

skills in a variety of agricultural and stock-breeding areas.

The Triple Trust uses cash from Sanlam to train uneducated people in a variety of business skills and it also sets up individuals in informal businesses.

Sanlam supports the Valley Trust in its efforts to provide medical, agricultural, technical, economic and educational ad-

vancement for black people in Natal and Kwazulu.

The Independent Business Enrichment Centre is also sponsored by Sanlam. This organisation concentrates on the advancement of less-privileged people in the Eastern Cape and Border areas through a process of motivation, training, and assistance with setting up small businesses.

The Sanlam Centre for Small Business Management is situated at the Northern Transvaal Technikon and is used for management training.

Sanlam's contribution to the Informal Business Training Trust is used to provide basic management training for entrepreneurs and the course had become known as the Township MBA.

In addition, in a co-operative venture with the African Businesswomen's Development Forum, Sanlam is launching a regular flea-market in Khay-



'Get children to think this way'

Star 2/10/92

EDUCATION is the key to developing a viable small-business sector and a prosperous South African economy

This is the view of Trust Bank and Volkskas head office general manager business services Dr Willie Conradie

"There is a strong need to educate South Africa's youth about the benefits of the free market system. But this in itself is not sufficient. They must be encouraged to participate in the free market as entrepreneurs.

"The education in this country, from the schools through to media input, is orientated towards encouraging children to obtain a good education so that they will be able to work for someone else.

"This orientation is wrong. Children need to be stimulated to prepare themselves to set up their own businesses later in their careers.

"It is interesting to note that people who set up businesses after gaining experience in a particular sector as an employee, have a 70 percent greater chance of success, provided their business relates to their previous experience," says Dr Conradie.

South Africa's future peace and prosperity rests on its ability to develop an economically active society and generate employment.

"The best system for creating such activity is the free market. This means that people must not only believe in the need for

the free market system but they should also become involved as entrepreneurs in the system.

"Only the free market creates wealth. The less the Government interferes in business the more wealth is created. A government's measure of success should be the extent to which it keeps its hands off.

"Central to the free-market system is small business. A community where there is a large number of independent business operators, each in competition with the others, exemplifies the free-market system. We must not retain this emphasis on only large companies with their tendency towards bureaucracy.

"Both large and small business, operating as partners in the economy, are essential," says Dr Conradie.

People need to be given the right role models to encourage them towards a belief and a willingness to participate in the free market.

He suggests that people should be told of small business owners who have made it, from the major successes such as the person who started off in a small business and now heads a major corporation, through to the welder and the corner cafe owner.

"I believe South Africa is going to follow the free-market system, though I am concerned that the current turmoil in this country will delay the process," says Dr Conradie.

Lending money, and a hand

STAR 2/10/72

ONE OF the main problems facing budding entrepreneurs engaged in starting their own businesses is a lack of knowledge

This is one of the reasons for Standard Bank's creation of its Small Business Development and Advisory Department (SBDAD)

Starting out with the motto "We don't only lend money, we lend a hand", its specific purpose is to assist new ventures with both finance and training

The department assists new and existing small businesses through a regional network of small business development managers. The purpose is to provide loans to businesses which do not qualify for loans under the bank's usual lending criteria, but show the potential to grow and succeed

When the department is consid-

ering whether to finance a venture, emphasis is placed on the business's demonstrated viability, management expertise, the amount of capital which the owner has personally invested in the business and any supporting security which may be available

The department's small-business development managers are trained to provide financial assistance to new ventures. Their object is to develop and secure banking relationships with small businesses that have growth potential — this work is carried out in co-operation with the respective branch managers.

The small business development managers are also there to advise on the type and amount of finance which the small business requires and to assist with the preparation of applications.

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Controls are there to protect the entrepreneur

STAFF 2/10/92

(179)

THE entry of new entrepreneurs into the market in South Africa must be encouraged to promote a vibrant economy, but there are difficulties

First National Bank small business unit senior general manager All Mokoka says although small businesses are to be encouraged and in fact, are fast becoming a force in the market place, those seeking financial assistance still need to meet certain criteria when applying for a loan from a bank

The fact that many applicants have little or no financial track record is not necessarily a deterrent, but other parameters certainly apply

Contribution 2/10/92

Says Mr Mokoka "Normal collaterals and guarantees are not very common

"What we do consider very important is the viability of the proposed business and what contribution the individual is prepared to make towards the venture

"We examine his qualifications and whether they apply to the type of business he wants to run

"We also want to know if he is prepared to make the sort of sacrifices in time and energy that are necessary from anyone who goes into a new business venture

"All this information should be contained in a business plan that the applicant will have drawn up before he approaches us."

He says the bank also considers the proposed location of the business and the demand for the product or service at that site

"This is particularly important, bearing in mind the competitive nature of small businesses, especially when there are a number of similar services competing for the same customers.

"We would decline a request for assistance, even if the applicant fulfilled all the criteria, if we saw that the competition was strong and that the players in that market place already were equipped to counter-act any new entrant," says Mr Mokoka

Reacting to criticism that the banks were sometimes too inflexible in considering applications for further credit, he says it is not the strictness in lending criteria which hinders the development of small businesses

He points out that many

small businesses fail because of poor management rather than a lack of funds

"Advancing additional money is not the answer

"The Small Business Unit tries to find the cause of the failure and assist in solving the problem

"We place considerable emphasis on business education, and offer practical advice on survival for small businesses in difficulties as well as information on support services and training that are available to the aspirant small business entrepreneur

"We do not want our small businesses to fail and our people will help the businessman with every tool available to make his enterprise a success," says Mr Mokoka

He says the seemingly insurmountable wall of bureaucracy that potential entrepreneurs complain about is in fact a safeguard

"We do the informal sector and entrepreneurs a disservice by lowering our standards and making borrowing too easy

"This would lead to more businesses failing and getting themselves into debt, and reduce our financial ability to help the next man in the queue

"We seek to promote a culture of successful entrepreneurship amongst South Africans so that they will see self-employment as a viable career prospect, not just something to do until the job market improves

Wealth

"Small business is a most important generator of wealth and forms the cornerstone of a successful economy

"It is obviously in everyone's interest, not the least the bank's, that people with the courage and foresight to start small businesses should be encouraged to do so," says Mr Mokoka

★ First National Bank and auditing firm Deloitte Pim Goldby have recently published a set of books called "Basic Bookkeeping" which fulfills the urgent need for a simple and easy-to-follow workbook on how to perform the basic bookkeeping tasks needed in a small business. The originators of the books believe they could have a significant impact on the ability of the formal and informal sector to control funds and contain costs



How to create REAL wealth

Creating wealth through entrepreneurial activity other forms of activity are said simply transfer wealth from one place to another. One of the major priorities in Africa is to create a clear-cut small-business development policy. Taxation is an issue. Small businesses generally pay a higher rate than the larger firms

MOST people these days don't worry about capitalism or socialism — it's survivalism that matters.

According to the Informal Business Training Trust's (IBTT) latest newsletter, "it is really a matter of survivalism for people who will never be able to obtain employment in the formal sector".

Self-employment might not be the ideal solution to South Africa's unemployment problem, but it is the only effective solution.

"The mass approach of IBTT is designed to make basic business training, mini-loan facilities and follow-up business counselling available to as many people as possible at the low-

Survivalism — the new ideology

Self Socio-economic levels of society — people who are willing to work, but are unable to find employment in the formal sector".

Many have been trained in various, technical skills such as dressmaking, leather work or carpentry. But they have never been taught how to make money from these skills and have not been able to get the generally small loans they need to start their own businesses.

"It is estimated that there are about two million of these people who were trained through the Department of Manpower over

the last few years — they have been unable to use people who were trained in technical skills due to the lack of simple business training and non-access to capital resources".

To date, nearly 5 000 people have gone through the IBTT's One-up Business Training programme, commonly known as the Township MBA

- The course has eight modules:
- using a calculator
 - purchasing
 - marketing

- managing weekly cash flow
- investigating the market
- costing and pricing
- working out plans and loan needs
- controlling stock

But one of the obstacles facing anyone who wants to start their own business is access to capital. IBTT has joined forces with major financial institutions to provide working capital in a mini-loan scheme.

Once trainees have started businesses, IBTT provides a follow-up counselling service to advise and help in planning, book-keeping, costing, pricing, purchasing, marketing, stock control and other matters.

We're going places

This is Safmarine's slogan. It represents

the school of thought of Safmariners the world

over. Dedicated professionals, backed by a

versatile fleet of bulk, breakbulk and

container ships.

It represents our

commitment to our clients

To providing them with an all-encompassing global

transport service. And

it means

we're always

getting better. Which is

why, since 1946,

we've always gone the extra mile.



 **Safmarine**

WE'RE GOING PLACES

'Self-employment a vital necessity'

Self 3110-7110192

SELF-EMPLOYMENT is the cheapest and most effective way to create jobs

According to the Informal Business Training Trust (IBTT), it takes about R100 000 to create one new job in the formal sector, but only R1 000 in the informal sector.

"Our involvement in this field has shown that, with basic business training and a mini-loan, on average each township entrepreneur is likely to employ at least one other person within six to 12 months," said IBTT.

"It is therefore possible for the existing two million survivalist entrepreneurs to provide work for about two million of their unemployed kenfolk, provided that there is a strategic intervention to facilitate this development."

"There are about six million unemployed people in South Africa today and this figure is rising by nearly 500 000 a year. For most of these people, there is virtually no hope of obtaining employment in the formal sector of the economy.

As a result, said IBTT, it is "vital that self-employment should not be seen as a quant

Union beefs up bursary fund

STimes [C/metro] 4/10/92. ~~179~~ ~~179~~ ~~179~~ (179)

By EVE VOSLOO

THE South African Clothing and Textile Workers' Union has allocated R1-million to its bursary fund for 1992 to finance study by workers' children at any tertiary institution.

The money was collected through a 10c a week levy on the union's 200 000 members

To date Sactwu has processed and approved 995 bursaries — 348 in Natal, 299 in the Western Cape, 74 in the Eastern Cape and 274 in the Transvaal

The bursary scheme is the biggest run by a trade union in South Africa

"It is an important contribution towards

the financing of higher education," said Mr Ebrahim Patel, the union's assistant general secretary

"Sactwu runs this bursary scheme in the belief that the future of South Africa will be influenced by the extent to which its population has professional and technical skills

"Clothing, textile and leather workers earn too little to finance their own children at university and the state has failed to take over responsibility for the proper financing of higher education. To make it possible for the children of workers to receive higher education, this contributory scheme has been established," Mr Patel said



EBRAHIM PATEL
'Important contribution'

AS a country dense in population but poor in natural resources, Germany depends on trade for its prosperity

It must import the raw materials and energy resources it needs and export the processed products and professional services with which to pay for them

Because there are other countries in a similar predicament, Germany can hold its own only on high quality and innovation.

Thus, in turn presupposes a highly skilled and motivated work force. With human capital thus the primary asset, vocational training as the key to its application and development acquires an importance all of its own

Although nobody is obliged to undergo further training on reaching the minimum school-leaving age of 16, almost all do so. Those who aspire to higher education, complete another three years at school to obtain the Abitur or university entry qualification

Those who prefer a non-academic career or whose aptitudes are better suited to doing something practical, undertake three-year vocational training in the field of their choice. In fact 70% of any age group does precisely this

Academic

The German system recognises 360 vocations, trades or crafts. These are categories rather than specialties. For reasons of later flexibility on the job, the training is initially in the context of the category

If the school-leaver is undecided about the path he should choose or has found the career guidance regularly offered in the classroom insufficient, he can seek the advice of an employment office and have his aptitudes tested

In most countries, vocational training is undertaken either in the classroom or in the workplace. In Germany, it occurs alternately in both — on average, three to four days on the job, and one to two at trade school.

This dual system of training ensures that the apprentice has access in a real-life situation to the latest tech-

Vocational training — a lesson for SA

niques and equipment while receiving a thorough theoretical foundation

The purpose of the training is not merely for the pupil to become proficient in one or other skill, but to acquire mastery in the trade or craft

To ensure that the training is not task or company specific, the curriculum is laid down by a body on which the employer associations, trade unions, vocational training institutions and the State are represented.

This not only guarantees common standards nationwide, but facilitates keeping pace with technological change and the challenge of the market.

The close involvement of management and the unions in all aspects of vocational training is one of the key factors making for everyday relevance and success

Close

Although the State pays the salaries of the trade school instructors and subsidises the local authorities in building and maintaining classroom facilities, the cost of training on the job is borne by employers. This is all the more remarkable when it is remembered that only one in five companies has the facilities to offer training in whole or in part and that there is no obligation on the apprentice to extend his employment once qualified.

Vocational training cost the companies Dm50 billion (R100-billion) last year.

A sizeable element of this outlay is the pay cheque of Dm650 (R1 300) a month which every trainee currently receives, but there are also personnel and material expenses

At present, 1.8-million young people are undergoing apprenticeship training of various kinds. Fully half of them are in the industrial or commercial sectors, another third in the crafts, roughly a tenth in the free professions (doctors, dentists, apothecaries, architects, surveyors, lawyers and accountants), 4%

cent in the public service, and 1% each in agriculture and home economics

Germany thus has at its disposal a large and constantly replenished pool of skilled manpower which gives it an inestimable advantage over most of its competitors. Its economic resurgence after the war owes much to this factor

SA by contrast is singularly ill-prepared for the modern world. Of the 191 385 matriculants of all races in 1990 — and this was only 53% of those who sat the examinations — only a negligible number entered vocational training.

In 1991, 18 062 (1 723 were black) enrolled at technical colleges for three-year-post-matric courses, the nearest equivalent to the German

dual apprenticeships

The number of indentured apprentices, including those who do not require matric, is declining — from 9 891 in 1989 to 9 054 in 1990

In the past decade, the number of apprentices registered in the building industry fell by 68% and in the metal engineering industry by 49%

Contrast

As the principal of the Pensular Technikon, Franklin Sonn, ruefully remarked in October last year, 30% of the South African workforce had received no education at all, another 36% at best a primary school foundation and only 3% possessed a post-matric qualification of any kind.

With roughly half of the labour force unable to read or write and only one in 10 000

blacks of any recent age group holding a matric pass in mathematics, the prospects for rapid improvement — even if the economy recovers — are anything but good.

SA is spending R25-billion on education and training of all kinds. It is getting an extraordinarily poor return for its money

State support for in-service training was a mere R111-million in the last financial year and now that the basis of support has shifted from tax concessions to straightforward subsidies, the number of those being trained has fallen

SA cannot simply duplicate the German vocational training system. Almost none of the conditions which made for its success is on hand. Nonetheless, it too is the product of evolution and development and if we do not copy or learn from those societies which are proven winners we are lost

By RUDOLF GRUBER,
Bonn director of the South Africa Foundation

(Time/Buss)

4/10/92

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Start training now!

Many young pupils are forced to leave school before they actually realise the full potential within

REPORTS BY ELIAS MALILENE

BLACKS must start training now and take over the challenging business management roles in the new SA.

The SA Institute of Chartered Secretaries and Administrators (CISA), has launched an initiative to tackle the "critical" shortage of business managers at middle and senior level.

CISA chief executive Alan Barrable said reliable estimates suggest that if SA met its economic targets, almost 500 000 additional business managers would be required in all spheres of enterprise within the next eight years.

"By making studies and qualifications more accessible, we hope to stimulate greater popularity for business education."

Barrable, who is also the chief executive of the recently launched Chartered Institute of Business Management (CIBM), said the major objective was to improve awareness of the opportunities inherent in business careers.

The CIBM will educate students in the four pillars of business management - legal, accounting, interpretive and management.

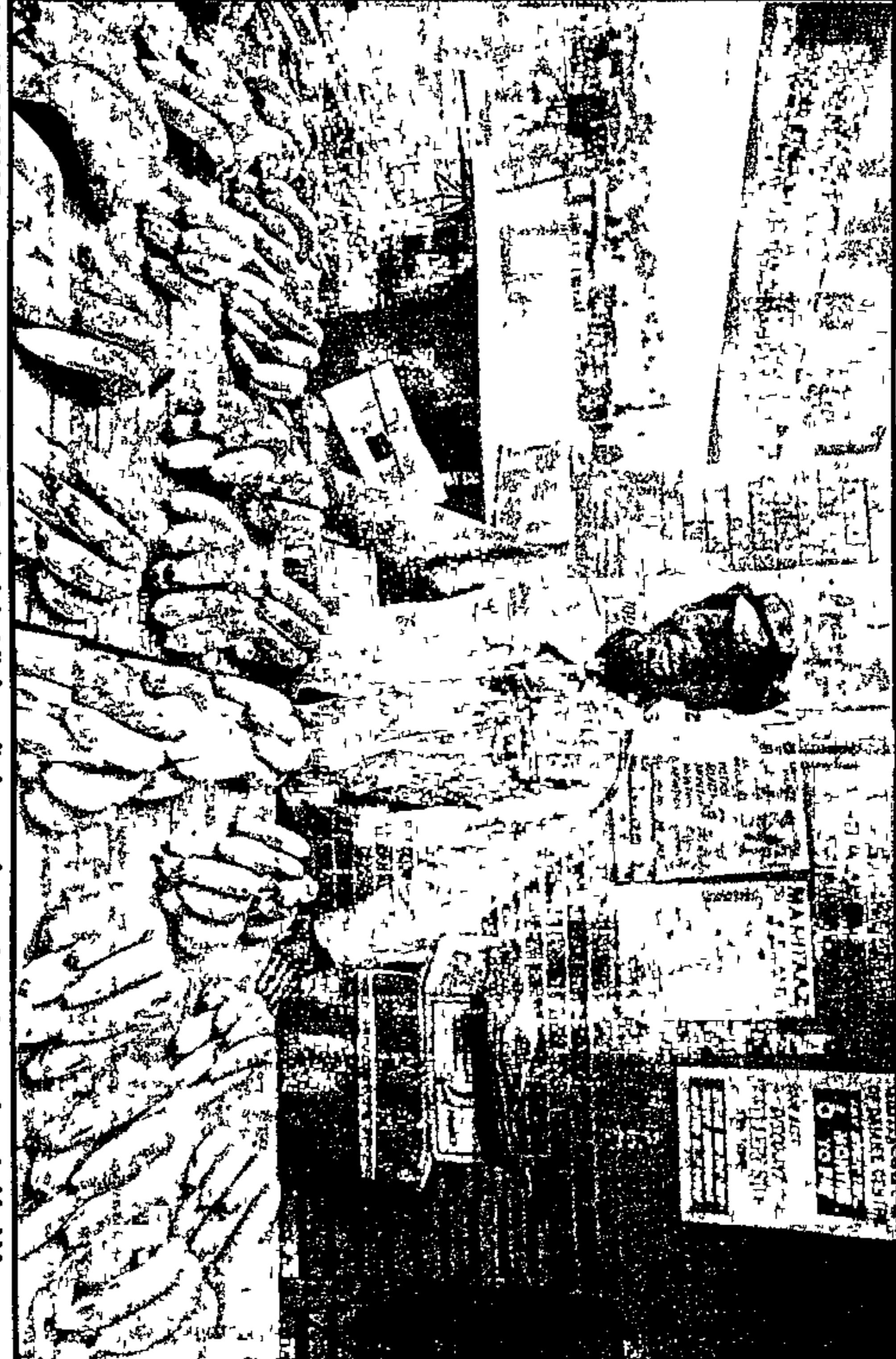
Barrable said the major advantage was that students of CIBM would be entitled to register for membership at various levels after passing the four module subjects, without having to wait years to complete the entire course.

Students who achieve Fellowship of CIBM qualify to apply for the internationally recognised Fellowship of the CISA.

He pointed out that many young achievers were forced to leave school before realising their full potential.

CISA was also expanding its bursary programme through its Business Administrators Educational Foundation (Mentor). The bursary fund is donated by SA business and members of the institute.

Those with genuine need and the potential to succeed may apply for funding by contacting Barrable at (011) 403-2900



GOING BANANAS ... A young hawker feels the pinch but it doesn't show as he greets customers from behind his banana-laden table.



Nedcor Bank College opens

Bloom 6/10/97
NEDCOR Bank yesterday officially opened its R2,5m Nedcor Bank College, offering employees a holistic banking education

The college will start with a pilot group of 65 students, initially on a "floating" campus, using rented training facilities.

The curriculum offered at the college covers professional, life, utilisation and management skills (Plum) and includes study skills, self-image development, systems thinking, social interaction skills, marketing and decision-management. The course will interlink theory and practice.

It will also offer a number of basic core studies for the educationally or socially disadvantaged. These will include literacy, computer skills, assertiveness training and leadership development.

Most of the courses are registered with the Manpower Department, Darnell and the Institute of Bankers and thus students will receive recog-

(179) SHARON WOOD

nised certificates.

The group believes the college will make a contribution to the social reconstruction and normalisation of SA and that it will keep both the organisation and its personnel at the forefront of innovative thinking and creative competition.

"Our business logic and strategic planning indicate that to survive and remain competitive in our changing markets, we need to develop our future management now.

"Both from a business and socio-political point of view this urgently requires us to develop the skills of all racial groups in a non-discriminatory context," a statement says

Candidates for the college will be selected through a combination of recommendations from management, personnel consultants and themselves. Students will have a strong say in their curriculum.

National training plan to be drawn up

ST Times (BUSS)
By ADRIAN HERSCH

MANPOWER Minister Leon Wessels is likely to agree to a streamlined task team beginning work on a new national training strategy *ST Times*

This emerged after members of the National Training Board (NTB) met Mr Wessels this week, says a source with links to the NTB *(BUSS)*

The source says "The reduction of the task team — from about 40 to 20 members — does not appear to pose any problems and the Minister may give his permission for this in a few weeks"

The task team includes representatives from the Government, employer groups and organised labour, including Cosatu

NTB acting chairman Ray Eberlein spelt out nine issues which the team might investigate. They include

- The creation of a national body to co-ordinate education, training and employment. *(179) (S)*
- A national vocational education and training scheme. Dr Eberlein says "The elements of a vocational educational scheme exist in the educational renewal strategy, although the strategy has certain flaws. Inter alia it does not address tertiary education" *ST Times (BUSS)*
- The development of a national job competencies programme. Many organisations produce large numbers of skilled personnel, but problems exist in the numbers and types of jobs for which training is conducted, the recognition of these competencies outside specific industries and the transferability of skills" *11/10/92*

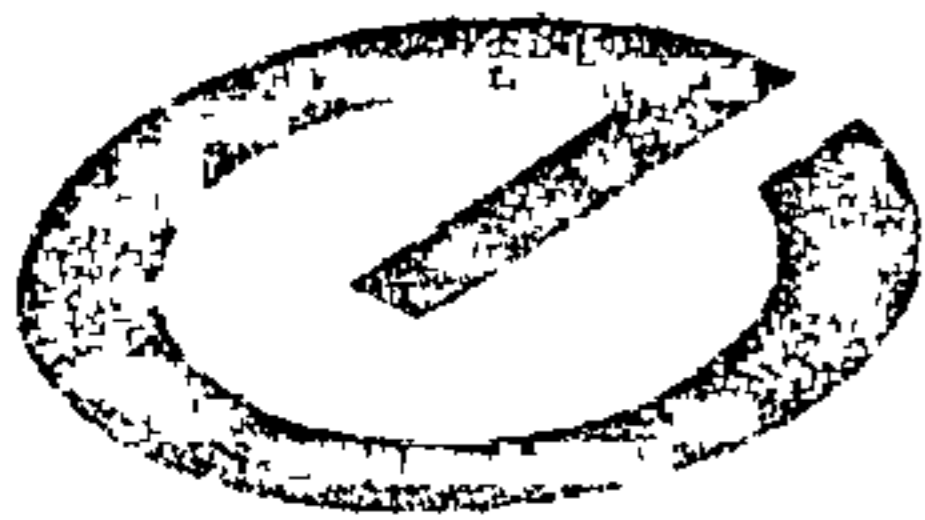
ENGEN'S Employee Care Programme focuses on helping employees and their families with personal problems and helping them to develop important life skills.

According to the co-ordinator of the programme, Mrs Ann Bennetts, one of the life skills children in particular are seldom exposed to is an appreciation of what the business world is all about - and how they will fit into it. In these days of rising unemployment and the growing emphasis on school-leavers considering self-employment if they want any employment at all, this is obviously a major gap in the present education system.

Mrs Bennetts therefore decided to offer a special programme to introduce children to business, and hopes to be able to offer other life skills programmes soon.

She recruited Dyna Industrial Training and Development to run its Business Sense programme and the first one-day session was held last Saturday with another planned for next weekend. Of those who attended, 60 percent were the children of employees, 20 percent came from the Engen Education Programme and the rest were invited from the local community.

The course is designed to dispel, in a practical and exciting way, the very many misunderstandings and misconceptions that exist among employees as well as students about business and what happens to the money made in businesses.



Research shows the following common misconceptions among employees and students alike:

- if a company needs money, the managing director writes out a cheque and the government sends the cash.
- all the money received from customers is profit
- the cost of running a business is minimal (many do not even realise that it does cost money to run a business)
- companies do not pay tax
- deductions from pay cheques are used to pay for company cars
- the relationship between performance and expenses, wages, income, overheads, raw materials, costs, the product and the customer, are not realised or understood. Nor are the consequences of low productivity, poor customer service, competition, rejects, absenteeism, overtime, wages increases or strikes
- the basic facts about marketing, banks, loans, loan repayments, collateral, income tax, company tax, shareholders and profit and loss

Business Sense therefore aims to introduce employees and school pupils to the basics of business in a very straightforward, simple but exciting way without trying to promote any -isms.

Dyna managing director Mr Keith Bertush has strong feelings about what he calls "real learning".

"True learning for employees or students should be learner-driven, measurable, competency-based, competitive - and fun. So many organisations and institutions seem to take simple things

Developing business skills



The winning company with one of their adverts



Buying and selling

and ideas and make them more complicated. We pride ourselves in taking complicated things and making them simple - and fun."

When the 21 students arrived at Engen Court last Saturday to attend the course, they were split up into separate teams. Care was taken to ensure that each team was made up of students from different schools.

Each team represented a separate "business" and the students had to set up their "companies", develop company names and logos, and select what products they were going to make under what brand-names.

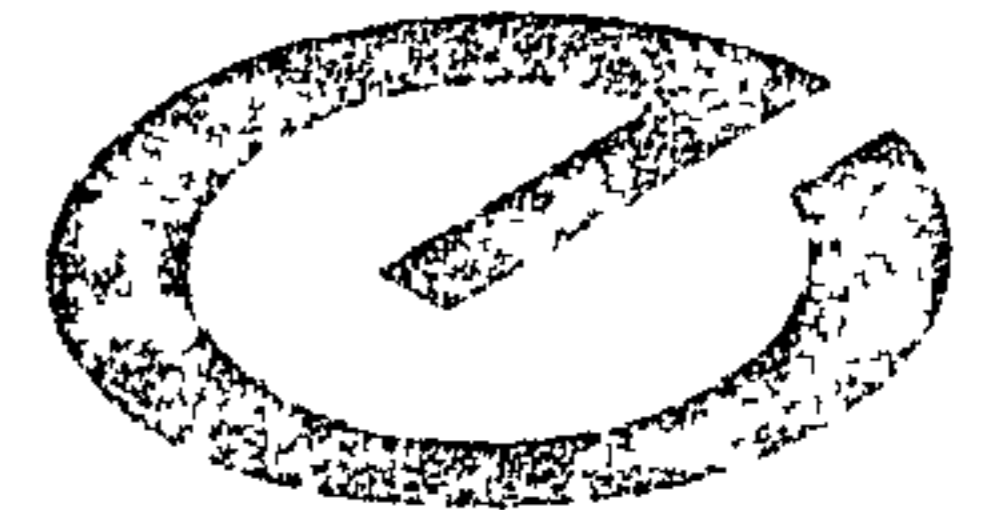
They each received a manual containing reference material which had been carefully researched to provide important basic information and business principles

in a simple, brief and interesting manner. The students were encouraged to use this material to help them make important business decisions throughout the day. As in normal business, good decisions brought them good business results - and increased their income. The business that made the most money was the winner of the day.

The businesses worked with very real-looking "money" and each company had an accountant, who kept the books. They had to draw up a budget and go to a bank manager for a loan to start up their business. If the loan was approved, they had to learn about providing collateral - one enterprising student even offered one of his parents as "security". Not all the bank loans were approved and the teams had to do some more creative thinking about their budgets.

Once they had the loan, they bought raw materials and equipment to make their products. A factory hooter was started and manufacturing started in earnest. At the end of a manufacturing month (about 45 minutes), the hooter sounded again and the teams had to sell their products. Sometimes they received good prices, but other times some of their products were rejected for being sub-standard.

With the money received, the businesses had to pay the rent, wages, electricity, telephone, PAYE, pensions, loan repayments and the like. They then bought more materials and started making their products again.



A progress chart recorded each business's progress in terms of income and expenses, including a "monthly" business graph which showed how their business was doing. The teams not only had to keep their charts up to date, but also keep a watchful eye on their opponents' charts.

The atmosphere was electric as students became so caught up in the business that they competed with each other and started to think of their businesses as being REAL.

Adding to this reality and the excitement, they also dealt with typical business crises such as power failures and absenteeism as well as experiencing the effects of quality control, wage increases and negotiations, rent increases and material supply problems.

They also learnt that the business that usually does the best not only makes the best business decisions, but also works best as a team, operating efficiently and using all its members to the full.

At the end of the day, in cashing-up, they dealt with taxes, shareholders, loan repayments and profit and loss.

Typical comments made by the students about the course included:

- I think that this study method is great
- This is the greatest way to learn
- This was the most exciting and educating course I have ever attended
- This programme was excellent and will be especially good for blacks because we need more skills in business. Please invite more students from the townships.
- Thank you Engen for a wonderful opportunity and a wonderful day.

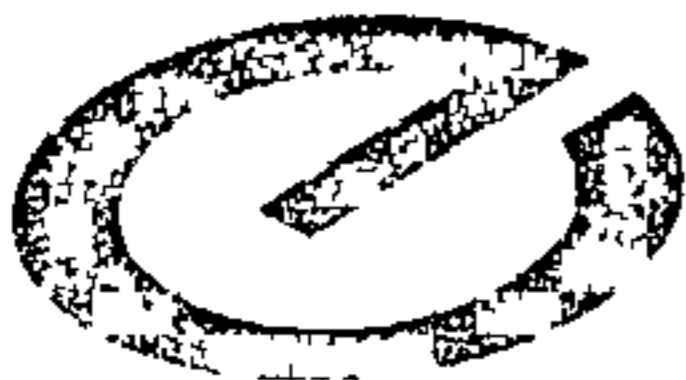
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NATION BUILDING Absa and Wits show aspirant bankers the correct path with their diploma

Skill is the strong link in the chain

By Joshua Raboroko

THE acquisition of appropriate skills is a vital link in the job creation chain

As part of its declared intention to help create job opportunities in the future, Amalgamated Banks of South Africa will launch, in conjunction with the Witwatersrand Technikon, a diploma in banking through full-time or part-time study at the beginning of 1993. The diploma will be comparable to a

HEAD START Knowing your stuff is the

best way to get right into the job market.

Bachelor of Commerce degree in the banking industry and will require three years of full-time or four of part-time study

Subjects will include banking, law for bankers, accounting for bankers, communications, economics and end-

user computing. The admission requirement will be matric Mathematics at higher grade level

Full-time students will be guaranteed weekend or vacation employment at ABSA branches to gain valuable practical experience, as well as useful income

Part-time students will be recruited from ABSA's employee complement, with the focus on managers in the trading environment

Some 60 ABSA employees have already been enrolled for the first part-time course next year

ABSA's human resource spokesman, Mr Fanie du Toit, says the project will provide South Africa with much-needed professional bankers in the years to come.

"Both the courses will offer a curriculum focused on the needs of a banking professional, with ample opportunity for hands-on practical experience in the ABSA branch network," he noted

Costs of the courses will be about R5 000 and salary earned while gaining practical experience may be used to defray the expense. Potential applicants should write to the Human Resources Department, ABSA Bank, PO Box 7735, Johannesburg, 2000

South Africa 11/11/92



Training bid

S/Times (BUSS) 6/12/92

THE Foundation for Business Leaders has announced a R1-million fund to train business people. R100 000 will be in the form of bursaries, and the balance in loans. The foundation says business people with a matric and who are over 21 will have access to the funds. The foundation was established three years ago to give management courses which are equivalent to a degree in the eyes of the business community. (199)

JOB MARKET

The lion tamer wants to be a CA

CLERGYMEN, jewellery designers, engineers, nuclear physicists — even lion tammers — can become chartered accountants.

By TERRY BETTY

This is a sample of some of the 24 people enrolled for the University of Cape Town's (UCT) two-year conversion course. UCT is the only university in SA to offer the course.

Course director Josephine Taylor says the degree crams three years of BComm into one.

"The students attend all lectures and write the same examinations as the hundreds of full-time students."

After this they do the fourth year full or part time.

Miss Taylor says the last group of conversion students had a 100% pass rate in the Public Accountants and Auditors Board examination, which is done at the end of the course — way above the 57,5% national average.

She says the course has been successful because of the stringent entry requirements.

"Only people with a degree, who have never failed a subject and have a good grasp of mathematics and English are accepted."

So far 71 people have qualified as accountants through the conversion course. Their qualifications include medicine, arts, social science and engineering.

Miss Taylor says most applicants have science degrees and either want to supplement their knowledge or are horrified at the thought of spending the rest of their lives in a laboratory.

Past pupil Invicta Holdings financial director Arnold Goldstone says "I must have been temporarily insane to tackle the course. However, I would never have got to where I am without it."

Family

"My first degree was an engineering one. Having both skills is essential in my job because I can speak the language of accountants and engineers."

Mr Goldstone describes the course as being harder than anything he has ever done before.

"You need to be dedicated to complete the conversion course. You also need to be able to handle pressure."

Miss Taylor says that because of this older students with working experience tend to do better than 22-year-olds straight out of university.

"Only students desperate to get the qualification pass because they are the ones who have to support a family and realise how hard the competition is out there. Young graduates generally do not have the necessary drive."

Miss Taylor says people take the course because they do not like what they are qualified to do, or are struggling to find a job. They also believe that because there are fewer employment opportunities available they need to be better than the person seeking the same job.

"Career opportunities in SA and internationally for CAs make the qualification desirable. It is also a discipline that can be moulded for a variety of jobs."

Miss Taylor says auditing firms are keen to employ conversion students because of the variety of information they have and which is not part of an average CA training.

Deloitte & Touche human resource manager Geraldine Hand says her firm provides a conversion course bursary.

She says conversion course students have valuable skills stemming from their background and are able to add a strong financial management perspective.

Having a qualified civil engineer as part of an audit team for a construction company improves the service. The engineer helps the other auditors with his inside knowledge.

Unions put work before pay rises

By ADRIAN HERSCH

PAY increases are likely to be moderate next year, says a leader of South Africa's second-largest trade union federation.

Nactu assistant general secretary Mahomola Skhosana says, "We are in a difficult position. It is hard for workers to cope with below-inflation increases, but we want to project jobs."

Under

"We lost many workers in building and construction this year. Many positions were lost because small companies went under."

"If the economy does not improve sufficiently next year, unions will not be in a position to push too hard for above-inflation pay increases. Retrenchment has to be avoided."

This year may prove to be a watershed one in terms of the incidence of large-

scale strike action in recession.

The Nactu-affiliated Metal and Electrical Workers Union of SA (Mewusa) was this year involved in a four-week wage strike in the metal industry, together with Cosatu-affiliate Numsa. The action was not co-ordinated.

Active

The unions demanded a 20% pay increase before the strike, but settled for 9,1%.

Nactu is preparing to play an active role in the recently launched National Economic Forum.

Mr Skhosana says Nactu will hold a consultative conference towards the end of the month to establish an economic policy.

The conference will also deal with political issues. Matters such as preparing for the general election will be covered.

Mr Skhosana says, "Blatu held its annual congress last week and all regions were present. The Natal region did not express any desire to disaffiliate."

But a major problem for Nactu is that some of its unions in similar industries have not yet merged in spite of a target date of March this year having been set.

Six-day course for certificate

Training centres set up to get best out of drivers

SI Times (BUS) 15/11/92

FOLLOWING through in its commitment to trucking, Nissan took a bold step at the end of 1990 when it decided to establish dedicated technical and driver training centres in Sandton and other key regions

The Wynberg, Sandton, centre is ideally situated and equipped to undertake a variety of technical and driver training pro-

grammes for Nissan owners and dealers

The practical aspects of driver training are under the enthusiastic and experienced eye of Johnny Mokone. Mr Mokone is a highly trained and experienced heavy-duty driver trainer.

Fleet owners, large or small, can enlist the services of Nissan's driver trainer at no cost

Drivers are first as-

sessed while driving and carrying out their normal duties. Thereafter, based on a written assessment, each driver is trained for up to six days in his own vehicle while doing his job

Perhaps of greater value to larger fleet owners is the 13-module, one-week, professional driver's programme. It includes several important topics: pre-trip inspection (theory and practical), road rules, a system of vehicle control, defensive driving, manoeuvring, handling documentation and customers, coupling and uncoupling trailers, economic driving, tachograph charts, freeway and night driving, securing loads, dealing with breakdowns and accidents

FULL

On successful completion of the course drivers receive a Nissan Diesel professional driving certificate

Other important programmes offered by the training centre include the conversion course which aims at acquainting drivers with Nissan vehicles

Beginning early in 1993 Nissan will introduce additional programmes

They include economic driving — improving fuel efficiency, the RTQS and how drivers should respond to it.

A course specially designed for owner-operators will follow.

The Nissan training centre has its own vehicles (a

(179)
CW46, UG780 and Cabstar) with which to conduct its various professional driver programmes

Regional training centres in Pinetown, Bloemfontein and Cape Town are available on a scheduled basis for customers to take full advantage of the various programmes.

David Scott, director of trucks at Nissan, has a deep commitment to improving driving skills and attitudes.

His commitment is reflected in the sponsorship of a CW46 Nissan truck with ZF eco-split transmission in daily use at the ICTU Luipaardsvlei training centre.

Additional sponsorships extend to the development of video training modules for use at the Eastern Cape Training Centre and a host of national in-house driver competitions.

Comprehensive brochures on various aspects of professional driving are distributed to drivers attending Nissan courses

Bleak job opportunities

for school-leavers in 1993

Learning Nelson in New Nelson

A critical shortage of job opportunities in 1993 for high school, technikon and university leavers, has been outlined in the findings of a national survey recently conducted by the Quest Personnel Group. 2011-261192

In interviews conducted with 157 companies representing a staff complement of 135 000 people, it emerged that only 722 positions will be available in the new year.

Of these- 206 will be available for high school leavers; 231 for technikon leavers and 422 for university graduates. However, prospects for university graduates are more favourable in Johannesburg, Pietermaritzburg and Durban than in any other region in the country.

The companies interviewed will offer a total of only 1 125 bursaries which embrace many the disciplines, but with greater emphasis on the sciences, engineering and technical areas. Competition for bursaries is fierce.

Commenting on the survey findings, Quest Personnel Group executive chairperson Roy Silver said: "The situation has definitely deteriorated since the beginning of 1992. Companies are running much leaner than ever before. University graduates with no working experience must be prepared to start at the bottom and reduce their expectations considerably in terms of high remuneration.

"The current economic climate is making it increasingly difficult for most people to afford any kind of tertiary education. School leavers

"First-time applicants will have to become far more industrious in their job-hunting techniques and ensure that they have done their homework thoroughly before attending interviews," Silver.

should think as entrepreneurs and consider starting businesses on their own. The alternative is to further their studies through practical courses, such as secretarial or technical diplomas, which will give them marketable skills.

"This critical situation is one of national concern. It is interesting to see for the first time that the affirmative action policies of a number of companies are impacting on job opportunities for white school and college leavers," said Silver.

"First-time applicants will have to become far more industrious in their job-hunting techniques, making use of all the contacts they have and ensuring that they have done their homework thoroughly before attending interviews. They should pay particular attention to the CVs and interview tactics to ensure that they make the best possible first impression. Candidates won't get a second chance," he stressed.

College has keys to business world



MY WORD: Typing and other secretarial skills are honed at Words Per Minute college

THE aim of the Words Per Minute Secretarial College is to give well-groomed, well-trained and mature young people a chance to satisfy a need in the business world

Founded in July 1990, the college has grown to four full-time teachers. It is registered with the Pitman Examinations Institute and with the Department of Education as a private college

The most important aim of the college is to cultivate skills to produce secretaries with the necessary skills, attitude and flair

Its record with the Pitman Examinations Institute is excellent, with students not only passing, but achieving first class passes and international certificates.

The staff operates in a sophisticated environment where neither colour nor creed is important

Words Per Minute's fee structure is based on the need to cover the basic expenditure of the college and to format a course which suits the ability of each student and their financial status

The courses run for a full year, or individuals can upgrade a skill

Classes are from 8.30am to 1pm weekdays Saturday classes are from 11am to 1pm

Words Per Minute is situated at 83 De Waal Road, Diep River

For more information telephone 705 9911

careers advertorial

Relax, here's

help with that

interview!

SOUTH 21/11 - 25/11/92

SUCCESS at a crucial job interview depends to a large extent on the way candidates package and present their skills to potential employers.

But most candidates have limited knowledge of their strengths and may be unable to give valid reasons why they are suitable for a particular job.

Now skilled recruitment consultant Ms Renée Jacobs is offering assistance to jobseekers at a seminar titled "The Interview Workshop".

The seminar is designed to teach people how to package and present their skills in an interview.

Jacobs has years of experience in personnel recruitment and has put together a session which focuses on crucial "dos and don'ts" for jobseekers

To help applicants come out tops in an interview the workshops will focus on key issues such as application forms, attitudes, dress codes,

interview preparation, interview techniques, CVs and ways to boost confidence.

The programme caters for all job applicants, from school-leavers to senior staff seeking new appointments.

It is also ideal for people returning to the workplace after a long absence

Dress code

Participants are expected to dress for an interview

The programme will involve some role-playing to demonstrate interview techniques

The workshops take place on Saturday, November 28, and Saturday, December 5, from 8.30am to 1.30pm

Booking is essential as places are limited

The fee in R80 and includes comprehensive handouts and coffee.

Phone Renée Jacobs at 419-4692 or 23-2588.

179

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How to get that job

¹⁷⁹
^{SOUTH}
FOR less than the price of a pair of shoes, The Training Consultancy offers matriculants an opportunity to prepare to enter the job market with confidence

Matriculants can also acquire knowledge and skills to succeed in job interviews 2111-2511/92

Many people are not equipped to deal with the onslaught of questions fired at them in interviews.

Few understand the importance of researching the prospective companies, of bringing a well-prepared covering letter, CV and testimonials to their interviews

Management trainer Ms Laura Goldblatt is running a one-day workshop which addresses all these issues in a participatory atmosphere

Phone 794-3158 to book a place at the workshop

The fee is R95 and includes lunch and notes

By ADRIAN HERSCH

It is widely believed that about only one in 10 of this year's matriculants will find a job next year. But this need not be so, says a free market-

Free Market Foundation head Leon Louw says many of them can get jobs if they are prepared "to stand back from the emotional analysis and see things from a cold-blooded economic basis".

Those who delay entry into the job market and undertake tertiary education will have to choose their courses carefully. They will have to put aside what they would like "to study and take courses which offer skills that are 'marketable', say personnel practitioners

Inflation

Mr Louw says the "cold-blooded economic analysis" means that one has to sell one's services on the same basis as a commodity.

In the current climate of economic recession, falling inflation, and the surplus of job applicants, as with a sale of a commodity the matriculant must be prepared to start work on a "very low salary".

Mr Louw says "Emotionally, it is difficult for people to come to terms with being placed on the same level as a commodity. But this has to be put aside. Many matriculants have

Matriculants urged to lower their pay sights

STIMULUS (R455)

22/11/72

179

much to offer. But because of several factors, including a high inflation rate — although it is dropping — unrealistic salary expectations are created.

He advises matriculants who are prepared to work hard and are keen to "prove themselves" to approach employers with a realistic salary request.

They will then be able to get experience and have a chance of "moving up the ladder".

Mr Louw practises what he preaches. A few months ago a matriculant, who had done manual work for eight months, was employed by the Free Market Foundation.

Waiters

The matriculant, Stephen Humphries, says "I help in gathering information for the research department. I am gaining skills and making good contacts. Although the salary is low, it is a sacrifice well worth making because I am building up my career opportunities".

Some matriculants are likely to be put off by low pay

rates in full-time jobs and will work part time, such as being waiters, getting a higher rate of pay but forfeiting career experience.

"Long-term interests are paramount. The temptation to seek more pay must be resisted if there is a chance of getting a job where skills can be acquired. Obviously part-time jobs provide an important stop-gap where there is no alternative," says Mr Louw.

Starry

Personnel practitioners are at one in their advice to those considering doing tertiary education. "Keep away from the social sciences — it will be extremely difficult to get a job with qualifications in this area.

"Study the hard sciences or something with a technical bias." John Dawkins, president of the Association of Personnel Service Organisations (Apsso), says that apart from the universities and technicians, some colleges offer courses that give skills that will enhance the job prospects of a

matriculant.

Mr Dawkins, who is also Kelly Personnel managing director and chairman of the Association of Private Colleges of SA (APCSA), says required standards are maintained at APSCA colleges.

Institute of Personnel Management (IPM) executive director Dan Smith says matriculants are often "star-eyed about what they want to do".

"Many think doing a BA is wonderful. But in terms of finding a job they have to gear their expectations to reality. The reality is that of ten a one-year book-keeping or secretarial course stands a person in better stead than the three years at university."

Mr Dawkins agrees. "There is always a good demand for secretaries and book-keepers, even in a recession. Even if not always so on a full-time basis, there is demand on a 'temp' basis."

Mrs Smith says that "contrary to popular belief, secretarial work offers scope for going into other areas of work in the company and for better opportunities."

Wide

Mr Louw says the Free Market Foundation is trying to get economics included in the curriculum of all high schools.

"Apart from a wide range of benefits, such as understanding its impact on politics, pupils would understand more about the job market — which would ultimately help them when looking for their first job," he says.

Commenting on the general state of the job market, Mr Dawkins says Apsso, comprising about 300 personnel agencies, reports that job demand from companies this year is down by about 20% compared with last year.

Agency aims to find work for students

SI Times (Cape metro) 22/11/92
THE student affairs department at the University of Cape Town has established the Job Opportunities Bureau (JOB) to generate part-time employment for financially-needy students. (179)

JOB will work closely with the private sector and Navine Christian, JOB co-ordinator, will also encourage departments with UCT to use student labour for part-time jobs such as photocopying or sealing envelopes

"I am hoping to meet the Cape Town Chamber of Commerce and other business organisations to expose our service to them"

JOB also plans to provide skills training to make students more marketable

"We are hoping to secure sponsorship to enable us to train students in computer literacy, typing skills and driving, among other things, since many of the jobs require these skills"

The service is free and companies interested in hiring students should contact Mr Christian on (021) 650 9111 ext 3549

No savings to be found in inadequate training

EUROPEAN companies budget 30% of total computer spend on training, a far cry from SA's much lower training budgets.

The downside of spending less, says Siemens Nixdorf's training manager Mike Hodgkinson, is that users who aren't trained properly are usually less productive. This can have adverse effects on computer use and impact on the company's bottom line.

Siemens Nixdorf draws on specialists to train and educate its large user-base. Most demands for training on application packages, Windows, DOS and other PC-based packages, office automation and networking, databases and communication.

Training ranges from introductory courses to technical and user orientated training. "Importantly," says Hodgkinson, "we don't provide only training, but also education which provides people with conceptual knowledge."

Higher productivity is possible through regular training, and technology-based training has become important for PC users. Training for PC users is done in areas ranging from word processing to spreadsheets, and Siemens Nixdorf's Comodesk electronic organiser.

"More and more users are turning to office automation because computerised offices allow internal, and inter-branch communications, as well as providing for higher accuracy and better control of information flows."

Apart from training users, another important factor is the process involves internal staff training and education. "This covers not only technical training, but also concentrates on providing them with the skills needed to advise customers."

Local and overseas specialists are called in to keep staff and customers up-to-date, and staff regularly go overseas for training. International co-operation between Siemens Nixdorf head office and its subsidiaries is close, so offices worldwide meet regularly to discuss training.

ASK any computer user what they want from their supplier, and the call is invariably for cheap service and 100% system uptime.

This was clear when Siemens and Nixdorf merged and set out to establish what users wanted in system support and service.

System Support Manager Brian McCrindle says that with increasing competition in the information technology industry, more emphasis must be put on service and support to ensure customer satisfaction.

More than a third of Siemens Nixdorf staff are dedicated to customer service. The system support

Apartheid hampers training

THE apartheid legacy of setting up parallel structures according to race is proving to be the single most formidable hurdle in rationalising training and meeting the country's needs for high-level skilled manpower. *Sowetan 30/11/92*

This was said by the ANC's head of the education desk, Mr Lindelwa Mabandla, at a Lecturing Staff Association of South African Technicons seminar held in Johannesburg at the weekend

He said apartheid education caused structural imbalances that could only be corrected through restructuring *(179) (173)*

"White students make up to 80 percent of the technikon population. Entry requirements are such that a majority of blacks are not admitted." He said restructuring would solve some of the problems

179

STAR 2/12/92

It's time for a switch in attitude

NERVE CENTRE
Telephone executives are a company's most valuable asset. It's time to stop treating them as "poor relations."
PHANGISILE MTSHALI
reports

REMEMBER those least-paid, least-skilled and almost forgotten co workers whom you only know as harsh voices on the other end of the line, or as faceless incompetents?

Well they are not Telephone executives are the company's most valuable staffers, says Sandhurst communications consultant Renett Grove. She is out to convince the business world that switchboard operators deserve respect. For the past two years Grove has hosted a Telephone Executives Week in recognition of those at the company coal face — the switchboard.

They do not just sit and push buttons, she says, but they manage communication in the company. "They are the voice, the face and image of the company to an outsider."

They are telephone executives because their job involves taking diplomatic decisions with every incoming and outgoing call and making it possible for other employees to do their jobs smoothly and effectively, she says.

Almost 70 percent of contact with clients is done over the telephone, therefore, managers should start seeing people at the switchboard as their most valuable asset.

Over the years, people working switchboards have been treated like "poor relations" by other employees. Most of the time, they are the last to know what is happening in the company.

Grove argues that they should be the first, because outsiders will telephone the company and ask the first person who answers about a new project or promotions venture.

A wrong tone of voice when answering the call can shatter that business deal. So can a rude sigh or a slight sign of being intimidated, harassed or bored.

Some companies see the switchboard as a place to keep the unproductive and demotivated.
Managers must start investing money and training their



Putting up a good front . . . Johannesburg telephone executives Shireen Davids (right) and Mary-Anne Stewart both make it a point to project their company's image every time they pick up the receiver. Picture: Peter Mogaki

telephone executives to boost morale, motivate them and make them feel they are part of the company.
All extension users must understand that the person at the switchboard has feelings and is under pressure and stress. Trying to be nice to rude callers, calm unhappy clients and facilitate outgoing calls.

Simple things, such as reporting if you are going out, Managers should not just send their staff to learn correct telephone manners but also attend courses.

She says managers can spend thousands of rands training staff but, if they still pick up the telephone and holler "hellooo" into the receiver, staff will follow suit because "monkey see monkey do."

Always have a smile in your voice

- Renette Grove gives these tips to becoming a successful telephone executive.
- Give your company's name clearly and professionally — it's free advertising. The caller wastes time by having to ask, "What company is that?"
 - Keep calls short without being rude to the caller.
 - Try to get callers to leave messages rather than hold. Having to return too many calls can cause confusion.
 - Act positively instead of making excuses. Don't say "I couldn't have cut you off I am on an electronic board!" Rather say "Thank you for calling back. Who can I put you through to?"
 - Never say "I can't put you through to Mr So and So," even when acting on a "big wig's" instruction. It frustrates the caller and portrays you as a timid wimp.
 - Ask the caller to leave a message and say when the call will be returned.
 - Do not use buttons as weapons to cut off callers in mid-sentence.
 - Never interrupt a call.
 - The person on the other side may think you are eavesdropping.
 - Put a smile on your face and your voice will "smile".
 - Don't use slang words such as "okay." Use "certainly" instead.
 - Make listening noises, such as "I see," "I understand", to show callers they have your attention.
 - A switchboard room is not a gossip area. Do not repeat anything you overhear.
 - Use callers' names as often as possible and avoid terms such as dearie, sweetie, lady, sir or madam.
 - Do not take abuse from callers personally. They complain for a reason.

TOMORROW

Vincent Veal, said to be South Africa's longest surviving HIV-positive person, has given up trying to find employment

Civics start training

TOWNSHIP civic organisations are to embark on a local government training programme

SA National Civic Organisation president Moses Mayekiso said yesterday the objectives of the programme included servicing negotiating processes and building local government capabilities

BOPAY 4/12/92

(252)

(179)

MANPOWER - TRAINING
1993 - 1994

Beating the unemployment trap

STATISTICS reveal that over the past 15 years the job market for matriculants has steadily deteriorated. In 1975 only 63 percent found employment, this dropped to 22 percent in 1985 and only 12 percent in 1989. The figures for 1991 dropped even further to 7 percent, which means that only seven out of every hundred matriculants were able to find a job in 1991.

So what can be done to ensure that matriculants will emerge top of the job-hunting pack and are able to get a foothold in the career of their choice?

In the present economic times employers have to put their company interests first, so they select staff who are able to make a contribution rather than having to be put through lengthy, costly training," says Sijde de Roos, managing director of Academy of Learning, head of the

"Companies are looking for people with job experience or who have acquired basic skills, tripling which will automatically put them on a higher level than the average job seeker."

What are these basic skills?

The skills one learns at schools or university to become a clerk, an accountant, a doctor or an engineer must be supplemented with others to play a major part in business or to increase a person's market value to their employer.

In the modern business world there is no company which does not contain a computer, word processor, fax machine or even typewriter. Information, whether in electronic form or on paper, is the life blood of any company. Every employee from a clerk to a managing director, comes into contact with one of these business machines every working day," says De Roos.

Useful

The chances of obtaining a job are much greater if a prospective employee has keyboard skills, either as a competent typist or is able to apply basic operational computer programs such as word processing.

Another useful business skill is bookkeeping or having a good knowledge of accounting practices. Prospective job-seekers must be prepared to sacrifice some of their time to equip

Job-seekers must be prepared to learn extra skills

STAR 28/1/93

These skills can be acquired

at a technikon, but these courses take three years to complete and the competition is extremely high.

There are a number of training establishments in the country, of which the Academy of Learning (AOL) is probably the largest. AOL offers students flexible basic business skills courses at times convenient to the student.

Students have the advantage of completing their courses in a shorter time than at the more traditional establishments.

For example, a student at a private college can be trained to become a top executive secretary within 6 to 8 months. This places her in the job market 24 months earlier than her technikon counterpart.

Basic skills courses offered at private colleges include typing, shorthand, executive and legal secretary, bookkeeping, computer appreciation and personal computer application training in word processing, spreadsheet, class operating software packages such as dBase III Plus. Some colleges have added other courses to their range which equip students to work in a different environment or to take their business studies to a higher level.

Such courses include Public Relations (recognised by the Public Relations Institute of South Africa), Intermediate Accounting (which entitles students to write the prestigious financial management institute of South Africa examination, recognised by South African accounting companies), Computerised Accounting, which takes students through the accounting functions — debtors, creditors, stock and invoicing, general ledgers and VAT.

Other courses include Business English, which teaches the basic rules of grammar, the basic framework of a business letter as well as offering electronic communication using equipment like computers, word processors, photocopiers, fax machines.

AOL runs literary courses for students with little command of English. These are designed to make students functional in English so that they will be able to read and fill in job application forms. Unions are recommending these courses to their members to improve their standards and prospects.

AOL also offers a storeman/stock controller's course which covers the basic duties and responsibilities of a storeman — stock and order cards, stock ordering, continuous stock taking, use of computers and stock control, automated stock control systems, safety and security procedures.

Most of these courses may be taken separately or combined, depending on the needs of the students.

There are thousands of South Africans looking for work. Too many people, especially school leavers, sit back and wait for a job to fall into their laps.

Those who have not had the foresight to acquire skills outside their normal discipline will be left on the sidelines. The ones most likely to succeed are those who can offer employers additional skills in typing, operating computers, bookkeeping.

Tasks

"Having obtained their first job, a person must be prepared to do many menial tasks like operating a switchboard, filing, handling the post. Once they have demonstrated their ability to their employer they will be able to reach a higher notch within the company," says Sijde de Roos.

"Most companies prefer to promote from within as they can more readily assess the calibre of someone who is already an employee."

Recently some AOL colleges have been granted full private technical college status, enabling them to award AOL diplomas, which are recognised by the department of education and widely accepted by industry.



Honoured, we're sure. Sally Barrow-Hibbert (seated), chief executive of Charter Training Group, Carol Pries, director, Academy of Learning, head office, with the "Franchisee of the Year" award from the SA Franchise Association, while Schalk Bothma (Director — Academy of Learning, Welkom) was named as one of the top three finalists in the "Franchisee of the Year" award.

Multi-skilling is the thing

"THE future belongs to those who prepare for it," is a maxim that is entrenched in students who attend the Kelly-Greenoaks Business College, "Professional learning of the highest calibre is given to students on the most modern equipment in a stimulating environment."

"Multi-skilling is the buzz word in the business world of the 90s," says Jean Whitlow, director education and training Kelly-Greenoaks business college. "Courses are geared to give students a diversified range of skills to equip them to meet the challenges of the changing role of the secretary."

"Today's secretary makes major key decisions in a company and often holds the status of an executive. They are the backbone of a company and the cogs of business could not turn without their support."

Kelly-Greenoaks is a trail-blazer for other private colleges. It started in 1956 as the Greenoaks private school. In 1983 it became Kelly-Greenoaks when it was incorporated into

the Kelly Group of Personal Services. This resulted in the equipment teaching methods and courses being updated to meet the needs of the modern business world.

Kelly-Greenoaks is the founder member of The Association of Private Colleges of Southern Africa (APSCA) and its managing director was APSCA's founding chairman.

APSCA is a spokesperson for the private body tertiary education and is concerned with maintaining the highest standard of education and training throughout its member colleges. APSCA members are required to adhere to a strict code of ethics and conduct to ensure high standards are maintained.

Kelly-Greenoaks diplomas are renewed as they offer students the opportunity to achieve local and internationally recognised diplomas, via their affiliation with the following institutes which approve of the courses and endorse the certificates: PRISA, IDM TIM, Pitman London, RSA London. Kelly-Greenoaks offers a va-

riety of specialised courses such as Marketing, Public Relations, Law, Travel. The range of subjects and skills is constantly being broadened and updated.

The courses provide a two-fold marketing trust — to teach school leavers basic business skills and to upgrade the skills of staff in existing business positions. "Kelly-Greenoaks is committed to both these aspects of this training and run a number of part-time evening courses geared for adults," says Whitlow.

One of the bones of contention facing APSCA members is the lack of recognition of private colleges by the market place to obtain bursaries or bank loans. Companies are not prepared to sponsor bursaries for students attending a private business college.

Unfortunately, banks have adopted a similar attitude and won't consider giving loans to students at these colleges. This situation will continue as long as the marketplace fails to recognise the importance of these basic business-skills courses.

European skills on offer

(139) DIRK HARTFORD (179) (240)

A GERMAN service organisation funded by business and government — the Senior Experten Service — wants to make the skills of some of its 3 000 members available for "hands-on shopfloor assistance" to developing businesses in SA. BIDM 51193 (18)

Businessman Klaus Dienst said at a news conference organised by Saccola yesterday that the service organisation's members were retired German artisans who were experts in their trade. They included engineers, welders, builders, machine-toolers and wood-workers African countries, including Kenya, Zambia, Zimbabwe and Namibia, had used organisation members. But the countries which had used the service most had been China and Brazil.

The organisation sent members out for periods ranging from 10 days to six months. Recipient businesses paid air fares, accomodation and living expenses and R40 a day spending money. The German government has agreed to consider sponsoring air fares to SA.



GOING DOWN . . . State education still is funnelling black pupils into the ranks of the oppressed.

Bitterness as education axe comes crashing down

By **THEMBA KHUMALO**

ZWELI Mhlongo scowled darkly at the world while all around his classmates danced for joy.

They had passed their '92 matric examinations, the road ahead beckoned brightly.

But for Zweli failure filled his stomach with a terrible emptiness.

He and the majority of his class faced a bleak future in the long, depressing queue of the unemployed.

Such was the scene at one Soweto school this week where students went to collect their results.

Zweli was not alone in his despair. In the class of '92, 56,2 percent had failed.

Meanwhile, 97,9 percent of his white counterparts had passed - it seemed as if the axe of racism had struck yet ano-

ther crunching blow against the black youth of SA.

Zweli showed courage in appearing at the school to check out the results for himself.

Most pupils who, like Zweli, had not seen their name in the lists of "successful" candidates published in the press, had stayed at home.

Zweli was close to tears when he told me: "It's the most shattering day of my life I worked so hard I spent sleepless nights preparing for the exams and this is all I achieved!"

It had been his dream to enrol with a university for a civil-engineering degree this year.

However, at 25 he has crossed the age limit and will not be allowed to repeat matric at school. His only option is to join the ranks of the working class. But whether he finds a job to support his

ailing mother and a sister, is another matter.

SA Chamber of Business labour relations manager Gerrie Bezuidenhout drew a gloomy picture of the economic world facing school-leavers.

Of 10 million economically active South Africans, five million were employed in the formal sector and the other five were resorting to "informal employment" - backyard trading and street hawking.

Bezuidenhout said school-leavers considered themselves lucky if they found jobs. They usually worked in factories as unskilled labourers or were appointed to minor positions in commerce.

Some became apprentices in certain categories of skilled or semi-skilled jobs while others were often employed as accounting clerks.

Bezuidenhout felt the only solution was the establishment of a government that would restore confidence in the economy.

He said a new authority - such as an interim government - would encourage local and foreign businessmen to invest their money in SA, in turn creating jobs.

Statistics released by the Department of Education and Training last week showed that only 23,4 percent of black matriculants obtained a university exemption.

Of the 130 341 who passed, only 30 542 can apply to go to university.

A principal at another Soweto school, who would not release the results of the exam until he had met his students to "motivate them about their careers", blamed pupil and teacher boycotts for the mess.

C/Pres 10/1/93

(179)



No. R. 58

15 January 1993

EXCHANGE CONTROL REGULATIONS

CHANGE OF NAME OF AN AUTHORISED DEALER
IN FOREIGN EXCHANGE

Paragraph 3 (a) of Government Notice No. R 1112 of 1 December 1961, as amended, is hereby further amended by the deletion with effect from 16 November 1992 of The Commercial Bank of Namibia (S A) Limited from the list of authorised dealers for the purpose of the Exchange Control Regulations published under Government Notice No R 1111 of 1 December 1961 and by the addition of International Bank of Southern Africa—S F O M Limited with effect from the same date

DEPARTMENT OF MANPOWER

No. R. 72

15 January 1993

MANPOWER TRAINING ACT, 1981

ACCREDITATION OF THE CARBONATED SOFT-
DRINK INDUSTRY TRAINING BOARD FOR AMAL-
GAMATED BEVERAGE INDUSTRIES LIMITED

The Carbonated Soft-drink Industry Training Board has in terms of section 12B (1) of the Manpower Training Act, 1981, submitted to the Registrar of Manpower Training its constitution, signed by all parties to the training board, for accreditation

The Registrar of Manpower Training is considering the accreditation of the Carbonated Soft-drink Industry Training Board Information concerning the relevant constitution may be obtained from the Chairman, Carbonated Soft-drink Industry Training Board, P O Box 76202, Wendywood, 2144, or ABI Head Office, 14 Pongola Crescent, Sandton

Interested parties may, within 30 days after publication of this notice, advance reasons in writing why there must, in their opinion, not be proceeded with the accreditation of the Carbonated Soft-drink Industry Training Board

Representations in the above regard must be submitted to the Registrar of Manpower Training, Department of Manpower, Private Bag X117, Pretoria, 0001

For the purposes of this industry—

“Training Board” means the Carbonated Soft-drink Industry Training Board for Amalgamated Beverage Industries Limited in the Magisterial Districts of Alberton, Benoni, Boksburg, Brakpan, Brits, Bronkhorstspuit, Cullinan, Durban, Germiston, Inanda, Johannesburg, Kempton Park, Krugersdorp, Lower Tugela, Ndwedwe, Pinetown, Pretoria, Randburg, Randfontein, Roodepoort, Springs, Umbumbulu, Umlazi, Westonaria and Wonderboom; and

“Carbonated Soft-drink Industry” or “Industry” means the Industry in which employers and employees are associated for the purpose of engaging in the business of the bottling, marketing and distribution of carbonated soft-drinks to wholesalers and retailers from its premises in the magisterial districts mentioned above

G. D. HAASBROEK,

Registrar of Manpower Training.

No. R. 58

15 Januarie 1993

DEVIESEBEHEERREGULASIES

VERANDERING VAN NAAM VAN 'N GEMAGTIGDE
HANDELAAR IN BUITELANDSEVALUTA

Paragraaf 3 (a) van Goewermentskennisgewing No R 1112 van 1 Desember 1961, soos gewysig, word verder gewysig deur die skraping met ingang van 16 November 1992 van The Commercial Bank of Namibia (S A) Limited van die lys van gemagtigde handelaars vir die doeleindes van die Deviesebeheerregulasies gepubliseer in Goewermentskennisgewing No R 1111 van 1 Desember 1961 en deur die toevoeging van International Bank of Southern Africa—S F O M Limited met ingang van dieselfde datum

DEPARTEMENT VAN MANNEKRAG

No. R. 72

15 Januarie 1993

WET OP MANNEKRAGOPLEIDING, 1981

AKKREDITERING VAN DIE GEKARBONEERDE
SAGTEDRANKNYWERHEID OPLEIDINGSRAAD VIR
AMALGAMATED BEVERAGE INDUSTRIES BEPERK

Die Gekarboneerde Sagtedranknywerheid Opleidingsraad het kragtens artikel 12B (1) van die Wet op Mannekragopleiding, 1981, sy konstitusie, geteken deur al die partye in die opleidingsraad, aan die Registrateur van Mannekragopleiding voorgelê vir akkreditering

Die Registrateur van mannekragopleiding oorweeg om die Gekarboneerde Sagtedranknywerheid Opleidingsraad te akkrediteer Inligting in verband met die betrokke konstitusie kan van die Voorsitter, Gekarboneerde Sagtedranknywerheid Opleidingsraad, Posbus 76202, Wendywood, 2144 of ABI Hoofkantoor, Pongolasingel 14, Sandton, bekom word.

Belanghebbende partye kan, binne 30 dae na publikasie van die kennisgewing, skriftelik redes aanvoer waarom daar na hulle mening nie voortgegaan moet word met die akkreditering van die Gekarboneerde Sagtedranknywerheid Opleidingsraad nie

Vertoe in bovermelde verband moet aan die Registrateur van Mannekragopleiding, Departement van Mannekrag, Privaatsak X117, Pretoria, 0001, voorgelê word

Vir die doeleindes van hierdie nywerheid beteken—

“Opleidingsraad” die Gekarboneerde Sagtedranknywerheid Opleidingsraad vir Amalgamated Beverage Industries Bepers in die landdrostdistrikte Alberton, Benoni, Boksburg, Brakpan, Brits, Bronkhorstspuit, Cullinan, Durban, Germiston, Inanda, Johannesburg, Kempton Park, Krugersdorp, Lower Tugela, Ndwedwe, Pinetown, Pretoria, Randburg, Randfontein, Roodepoort, Springs, Umbumbulu, Umlazi, Westonaria en Wonderboom; en

“Gekarboneerde Sagtedranknywerheid” of “Nywerheid” die Nywerheid waarin werkgewers en werknemers geassosieer is vir die doeleindes van die botteling, bemarking en verspreiding van gekarboneerde sagtedranke aan groothandelaars en kleinhandelaars vanaf persele in die landdrostdistrikte hierbo genoem

G. D. HAASBROEK,

Registrateur van Mannekragopleiding

Desperately seeking jobs

Star 16/1/93

CHARLES WEBSTER

HEY, school-leaver, think the world's at your feet? Well, it's out there, but it's waiting to demoralise and humiliate you (179)

Dreams of thousands of rands a month in salaries, of a car, your own flat and independence are what fill many matriculants' minds. The job market seldom oblige.

"The main problem," says job-seeker Samantha Woods, "is that schools produce unprepared, immature and naive matrics with no idea of how the real world works, or any knowledge of how to go about looking for work. I didn't know how to dress for an interview, or even that I needed to take a CV when I went for one. And people don't care what symbols you achieved in matric. They want to know what you can do to make money for their company."

"You have to drop your dreams of a perfect job and be humble," says Loane Sharp, who has managed to find work at a bank while he completes a B Comm by correspondence.

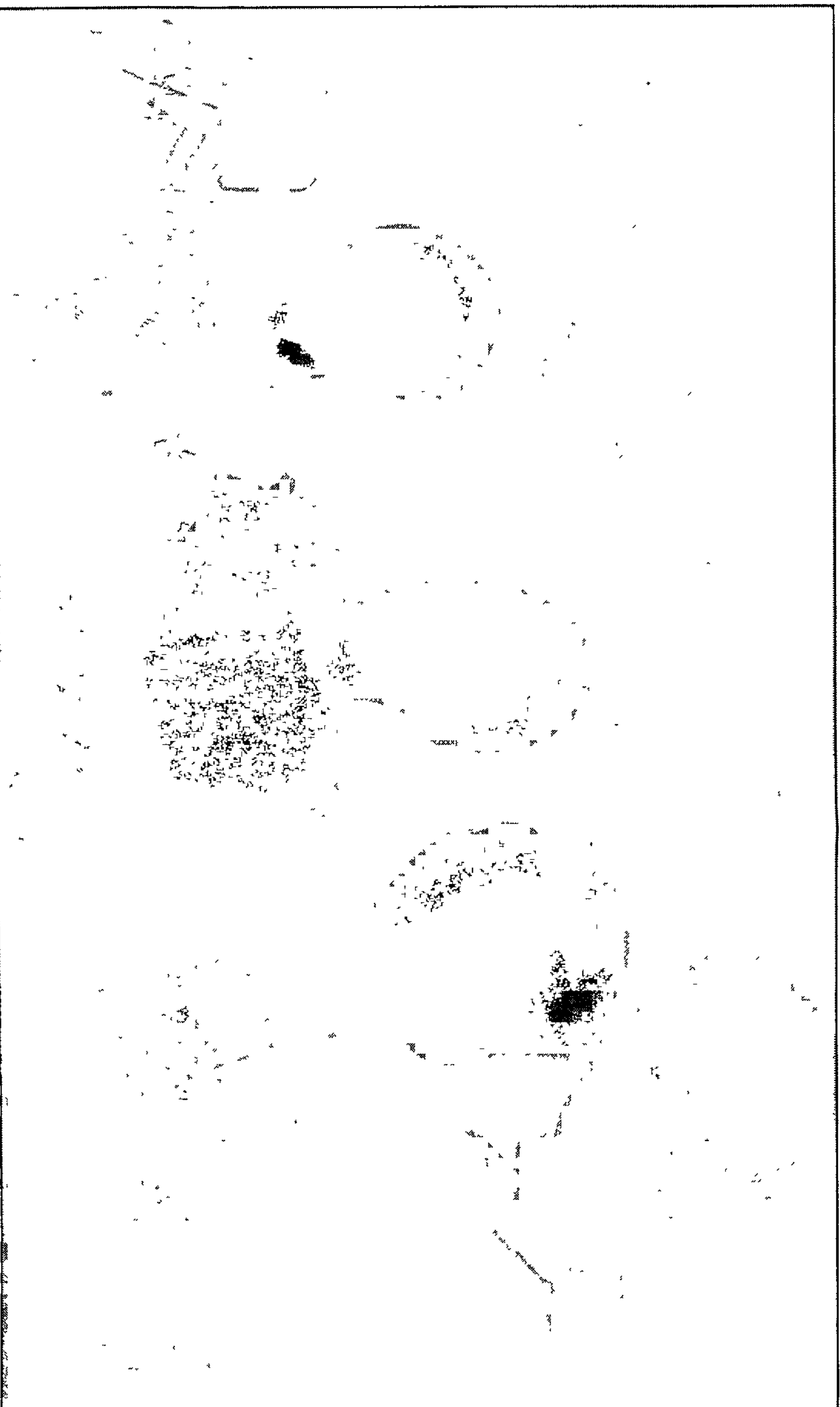
Strategy

"Young people who are looking for work want to go straight into top positions. They must realise that they have to start at the bottom."

"A personal PR strategy also comes in handy if you want to get somewhere. Make sure you're smartly dressed when your prospective boss sees you, and bring your work to his attention if you get the job — these are the things that make people notice you, and think of you when a promotion or raise is due."

Gregory Neuper, who entered an apprenticeship as a panelbeater/spraypainter, says there are gaps in the market for people who want to become apprentices. "But people don't want to get their hands dirty — they think it's below them."

It seems job-seekers have to apply the "beggars can't be choosers" philosophy when walking the beat. Says Debbie Deyssel, who only recently managed to find work as a general assistant after a search of several months



ON THE LOOKOUT: Scanning the employment section of The Star's classifieds for possible work opportunities are matriculants Samantha Woods, Loane Sharp, Debbie Deyssel and Gregory Neuper. ● Photograph: COLIN DAVIS

"It doesn't matter what you do — try anything, do everything, but get experience. Employers want somebody who can do something practical to help with the running of the company."

Woods is scathing about employment agencies. "I've sent my CV to every possible agency — but they mostly place people with lots of experience and tertiary qualifications. Once you've walked the beat for a few months without success, your sense of self-worth is down to zero and you feel like you'll never find work."

"If you want to find work you have only one option — keep trying, take whatever you can get, and show a willingness to work hard if you want to get anywhere."

BUSINESS Steps to stimulate growth and to alleviate the job crisis

Fight for affirmative action gets underway

By Mzimkulu Malunga

WITHOUT affirmative action, the struggle for liberation would have been in vain," were the words of a leading activist in one of the liberation movements

As more people become convinced of the urgent need for affirmative action, an organisation geared towards the realisation of this notion was recently formed

The National Affirmative Action Alliance is a broad coalition of 20 organisations and it held its first general meeting this weekend

It aims to lobby policy makers in Government and business circles to formulate appropriate mechanisms to redress disparities

Affirmative action is the only way to cultivate a sense of belonging among black employees, argues the alliance's interim secretary, Loyiso Mbabane

"Affirmative action is like the right to vote. It's non-negotiable," he says. Representatives from the broad liberation movement, black business, educational institutions as well as the trade union movement attended the workshop that led to the formation of

PRIORITY TRAINING Business and education

bodies form NAAA to level opportunities:

the NAAA

The diversity of the groups represented in the alliance proves there is growing consensus on the necessity of affirmative action, says Mbabane

Participants in the alliance range from the Black Lawyers Association, South African Institute for Management, Association for Black Accountants of Southern Africa, National Education Co-ordinating Committee, Black Business, Professional Women Coalition to the National Council of Trade Unions

The NAAA wants to break away from the traditional monopoly of paying lip-service to affirmative action

The record of understanding outlines four key objectives. One seeks to eliminate gross imbalances, not only between blacks and whites, but between men and women as well

The other highlights the importance of increased representation for blacks in all sectors of working life

Thirdly, the NAAA emphasises the need for cultural values in the corporate world to reflect those of the

broader South African community

Another task the alliance is faced with is to see to it that there are well thought out programmes to redress economic disparities and that mechanisms to monitor them are in place

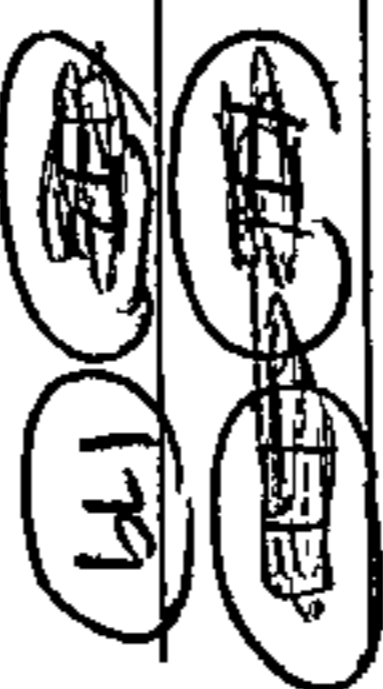
Mbabane argues that even the strongest advocates of affirmative action are not in favour of discrimination in reverse, as such a move would be self-defeating

The key to a careful implementation of affirmative action programmes is training

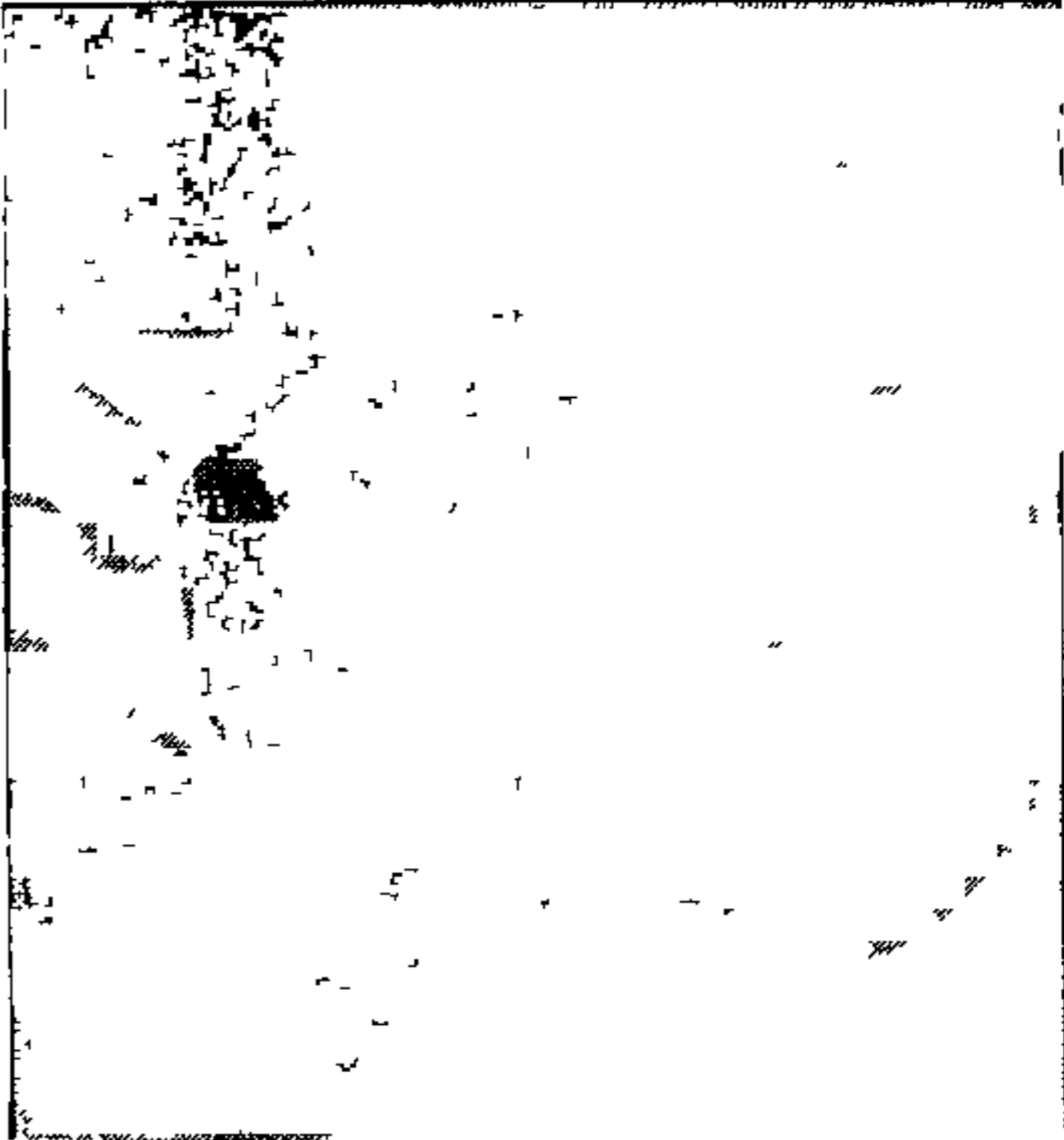
Training should target areas where there is greater need "You don't just train a person in communications without knowing whether he needs skills in that sphere or not

"Some white people believe black people need training just because they are black"

Legislation can also play a role in persuading business to embark on programmes which speedily level the economic playing field. As a prerequisite, all forms of discriminations should be banned at work places



Loyiso Mbabane



A Work for Life franchise creates jobs in rural areas

SITimes (B455)
17/1/93

TWO of the major economic problems facing South Africa is the lack of job opportunities and the lack of employment development in rural areas

More than seven-million economically active people currently have no recorded employment and with about 400 000 new job-seekers entering the market each year the position can only get worse, with retrenchments escalating.

For companies that do intend to reduce their labour force and yet feel they have a social responsibility, an investment in the Rutec Work for Life development programme may be an answer.

Concept

The programme has been developed to involve blue-chip corporations, governments, international development aid agencies, banks and community organisations in a workable job-creation project.

Work for Life is not a charity but a private enterprise and profit motivated concept that addresses this problem by creating micro-entrepreneurs and wealth in townships.

Once a community has been identified, Work for Life will appoint an entrepreneur to run a productivity centre profitably and efficiently.

Business Times Reporter

A typical entrepreneur would be a teacher, community leader or a local businessman who would undergo a training programme of between four and six weeks. This will cover all technical and business aspects of running a centre

Each manager is then required to recruit two other people, one of whom will receive technical training and the other business skills.

Each centre will be equipped with manufacturing equipment for demonstration purposes and the profit generated from this is for the individual's own account.

The main function, however, is the training of additional people in technical and business skills to establish their own productivity centres, the marketing and distribution of products and the supply of raw materials.

Productivity centres can be established at a cost of R100 for each job opportunity created.

Each centre operates as a franchise for Work for Life, training, perhaps, 100 people a month at a price of R50 each. From this it could establish 30 micro-enterprises at a set-up cost of about R4 000. Rutec

will supply raw materials on an ongoing basis.

These centres could enable local communities to become self-sufficient by establishing 1 650 entrepreneurs and creating 5 000 jobs over a five-year period.

Investors fund the establishment costs and, where necessary, building costs either through loan finance or guarantees and have naming rights to the project which becomes a Work for Life franchise with a 10% royalty.

Funding

Conservative estimates indicate that each centre could create 1 650 job opportunities over a five-year period and that the total funding of each centre will be repaid over seven years.

Assuming that 300 centres are established over five years, which is the Work for Life objective, 500 000 micro-enterprises can be created, directly supporting about five million people.

The financial structuring of the Work for Life programme provides an investment opportunity that guarantees a return and helps companies take the sting out of retrenchment programmes.

Careers exhibition

MORE than 2 000 exhibitors, including government departments, municipalities, educational institutions and the private sector will be providing careers information at this year's Careers 2000 exhibition in Pretoria. (179)

The exhibition, organised by the Northern Transvaal Chamber of Industries in collaboration with the Manpower Department, will be held from May 10 to 15 at the Pretoria Showgrounds

BIPM 26/1/93

Job seekers faking documentation

By 27/11/93
DESPERATE job seekers are increasingly presenting forged education certificates and padding their personal histories, industry sources say.

Kelly Personnel MD John Dawkins said job seekers were "taking a chance" by forging symbols and subjects on matriculation certificates "People are desperate, and since we receive photostat copies, it is relatively easy to change the detail of original documentation," said Dawkins, whose Parktown branch received four to eight forged documents a month.

There had always been a "market" for forged certificates, but the situation had grown slightly worse lately, he said.

A Standard Bank spokesman said "Most forgeries are amateurish, with symbols on original copies Tippexed out or typed over. Lying about references and past job experience also occurs." The bank received two to three forged certificates a month.

Anglo American senior personnel consultant Rob Lloyd said his company had not experienced forgery problems as it demanded certified copies of all documentation.

"We make it clear that falsifying documentation is a dismissable offense, but we acknowledge that our policy is not watertight," he said. Quest Personnel Sandton branch manager

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TRACY SCHNEIDER

Sue Minnaar said forged documentation and padding or omissions in CVs were "definitely becoming more prevalent."

"Often a small part of the CV is lied about, with job-seekers believing we won't verify details. However, we have to check up on everyone," Minnaar said. Forgeries usually occurred among those who could not find jobs because of poor work records or bad matriculation results. "We certainly don't condone or put forward an applicant that has false documentation, but their plight is understandable."

Cozens Personnel MD Ladrach Cozens expressed concern over job seekers' disregard for the seriousness of forgery. "Verification of documentation is easy, and job seekers don't realise the negative ramifications of forgery, which throws their work ethic into dispute."

She said trained consultants could easily detect forgeries.

Dawkins was concerned that no system had been established to monitor and record instances of forged documentation among job seekers. "The result is a difficulty in ascertaining the scope of the problem. We have brought the issue to the attention of the education authorities, but they have failed to act."

Training programme for Soweto

Soweto 28/1/93

■ Ex-lecturer to head training project:

By Mzimkulu Malunga

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FORMER senior lecturer at the University of Dar es Salaam Mr Ernest Maganya is to head a major training programme in Soweto

The Soweto Development Training Programme, a project of the Institute For African Alternatives (IFAA), is to be launched on April 1

At a meeting held with various community based organisations in Soweto early this month, participants agreed to form a planning and advisory committee

The committee will work towards establishing the Soweto Planning and Advisory Board after proper consultations have been made

Among people involved in the planning are representatives from the Soweto Civic Association, the Greater Soweto Chamber of Commerce and Industry, and Ministers United for the Christian Co-responsibility

A long-term objective is to hand over the administration of the project to the Soweto Planning and Advisory Board

'Integrated plan vital'

STAFF
28/1/93

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THE executive chairman of the Southern African Society for Training and Development, Trevor Shaw, stresses the need for an integrated national education and training policy.

The objectives of the policy must include preparing young people educationally for life at work, training potential employees in job-related literacy and numeracy

skills, making tuition available to mature employees deprived of these skills earlier.

"All employees, under the auspices of the various industry training boards, must be trained or re-trained in job skills identified by industry and commerce relevant to the nation's future economic well-being and recognised by those boards," said Shaw.

Designing a future for its students

THE Boston House College School of Design is a division of the Boston Education Group which is registered with the Department of Education, Cape

Boston House College is a member of the Society of Designers of South Africa (SDSA) and is also a registered member of the Private Colleges of South Africa (APCSA).

The Boston House College is conveniently situated in the major centres of Cape Town, Johannesburg and Pretoria.

The Boston House College School of Design in Johannesburg offers students a full-time, two-year diploma course in interior design.

This course provides students with the basic grounding in design principles through the study of subjects such as interior design, the history of interiors and furniture, pattern design building construction including regulations and professional practice, introductory course in Computer Aided Design (CAD).

These subjects encompass basic draughting, decorating, decorative and functional planning of domestic and commercial interiors. Visits are planned to art galleries, factories, hotels and industries to coincide with the students practical studio assignments.

Various freelance projects give the students an opportunity to design and meet the demands of deadlines in a normal working environment. This work involves technical working drawings, perspective rendering, the specification and professional practice of the project.

Photography, presentation drawings, typography, model making, are all necessary parts of the course as they help the designers to visualise their own design concepts. Originality and awareness of design are created through the study of material and methods as well as the history of interior design.

Pupils are guided by an experienced, talented, dynamic staff, most of whom are practising

professionally.

This recognised course equips the student to cope with different levels of design in commercial and domestic areas.

Graduates from the three design schools are employed by large companies in Johannesburg, Pretoria, Cape Town.

Boston House College School of Design also runs part-time courses in interior design, architectural draughting and design, graphic design, photography. These courses aim to equip prospective students with design-related education to give them wider employment opportunities. During the course they will develop design skills, aesthetic awareness, technical skills, communication and marketing techniques to enable them to establish their own company.

Another aim is to offer an extension of full-time courses to employees in design-related fields.

The college also offers a one-year diploma interior-decorating course which can be studied part-time.

The aim of this course is to provide students with a practical and theoretical understanding of the principles of the interior-decorating discipline.

The course material is presented by members of the industry who are qualified and recognised in their fields.

Students experience involvement in interior decorating through their practical projects. Most of these students are involved in full-time careers during the day so they are taught in a relaxed, conducive atmosphere where they don't feel pressurised.

This course allows successful motivated students to obtain a diploma which enables the student to become a corporate member of the Society of Designers of South Africa.

The director of the Boston House College of Design, Johannesburg is Lesley Sternberg, aided by the principal, Riette Wentzel.

SA must get ready for world competition

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SA
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STAR 28/1/93

THE changes sweeping through the country are propelling South Africa to the fore in the international arena. Historically the country is moving through challenging times and maximum use must be made of the available manpower.

To compete at global level, productivity must be improved by increasing training, honing staff skills and making them more effective in the workplace.

There is also the task of training unskilled people to enable them to obtain higher levels of employment. But is the business sector putting resources behind this? How beneficial are management courses run by institutions such as the Damelin Education Group?

"Government legislation should support the establishment of private universities in South Africa," says Andrew Armstrong, director of studies, Damelin degree campus.

Armstrong has strong views on tertiary education, citing the fact that Japan's universities are mainly privately owned.

Armstrong believes the State has a role to play in the new South Africa by setting and monitoring standards. But it should not be "directing the traffic and cleaning the car at the same time".

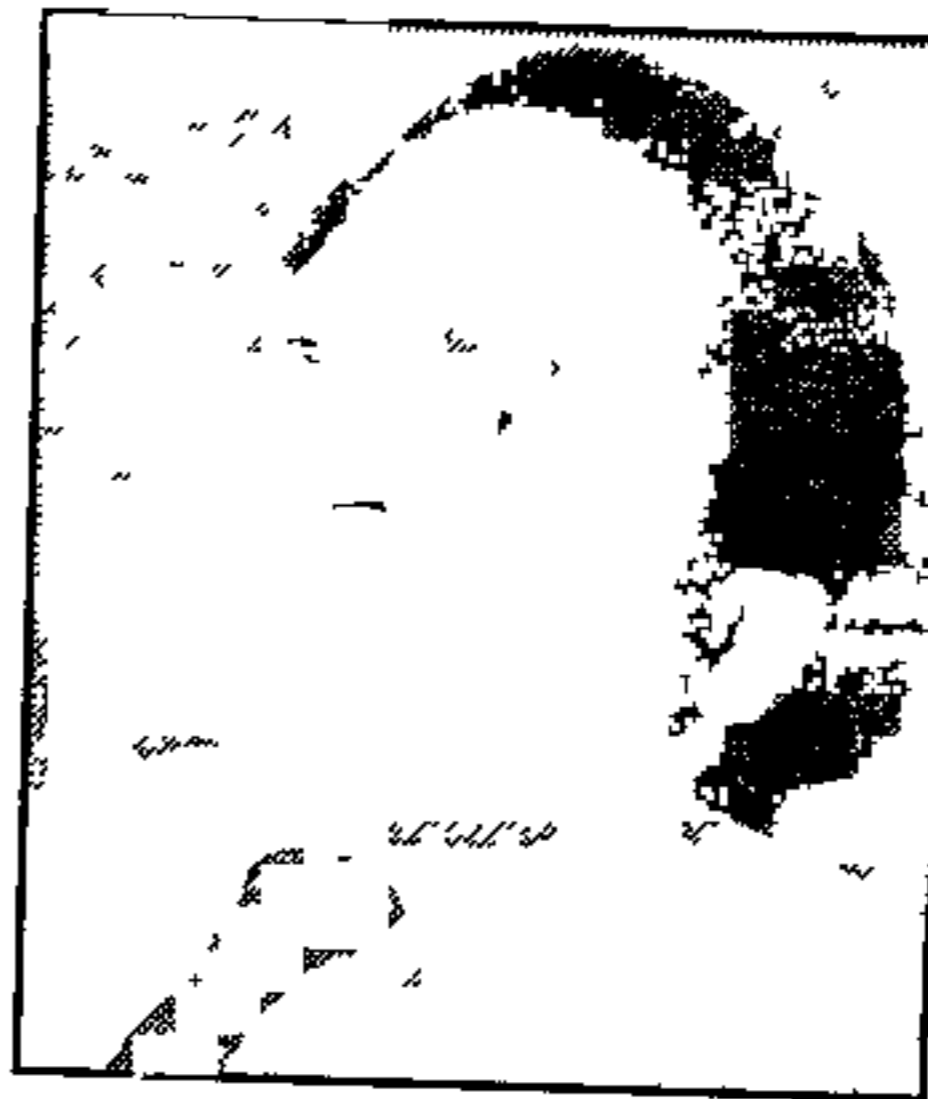
Damelin's degree campus offers matriculants who are not accepted at residential universities, and who do not want to study by correspondence, a reliable alternative. Degree campus students are full time — and write the Unisa examinations. The Damelin difference lies in its student tutorial support programmes.

As a pioneer in providing supplementary courses to Unisa students, Damelin has perfected the blend of the Unisa method with a tutorial support system. This gives the student the excellent Unisa training combined with highly effective face-to-face tuition.

Backed by market research, Armstrong supports the view that the Damelin Group is perceived in the market place as almost infallible.

"Our methods are so effective that should one of our students fail a Unisa exam, after having written our tests and internal exams, we will take him back free of charge."

Damelin degree campus is not affiliated to any university but offers tuition towards a Unisa degree. Damelin offers tuition for a B Com degree aimed at students who are interested in a career in marketing, finance, production, human resources, economics, or any



Modise Pitse . he believes training, not tokenism, is the key to success.

business activity

Students who want to become chartered accountants are advised to follow the B Comp degree, for which Damelin also offers a support system.

A part-time division offers evening classes for students in full-time employment who are doing degrees through Unisa. Damelin degree campuses are situated in Rosebank, the new Braamfontein complex, Durban and Cape Town.

One of Damelin's exceptional success stories is Modise Pitse's meteoric rise from the print room to the boardroom. Pitse started his career 27 years ago in the Damelin printroom.

Today he is a director of the Damelin management school, South Africa's largest private training organisation.

"The term affirmative action had not been coined in 1966 so I can't pretend to be a product of such a programme. However, I benefited from Damelin's learning culture and set about acquiring the best possible training," says Pitse.

From the printing department he moved to the postal department and then to the records division. In 1987 he joined Damelin's management school, where he was responsible for the marketing and the development of the management courses. It wasn't long before he was promoted to course consultant and then appointed to the board of directors.

Pitse set about devouring the broad range of management courses provided by Damelin. Over the years he has participated in a large number of courses, both to improve his educational knowledge and to qualify as a course consultant through experiencing the courses first hand.

Pitse says his advancement has strongly reinforced his belief that training, not tokenism, is the key to an effective affirmative action programme.

Insurance out to improve standards

Stm 28/11/93

TRAINING within the business sector varies from industry to industry. For example, educational courses in insurance are either excellent or non-existent.

Most insurance companies are many of the larger brokers provide training and encourage them to study for international qualifications. But there are other in-

urance practitioners, who make a living "muddling through". The Insurance Institute of South Africa (IISA) is an educational body, financially supported by most insurance/assurance companies and brokers to provide training and education for all workers at all levels within the industry.

The ultimate international insurance qualification is the Fellowship of the Chartered Insurance Institute (FCII) in this United Kingdom, which has now been replaced by the Fellowship of the Insurance Institute of South Africa (FIISA).

This normally takes about five years of part-time study through the IISA. Study books and notes are provided by the IISA and help is provided by staff at the institute.

The intermediate level is the Associate (ACII), which is no mean achievement. It is interesting to note that although students may pass the exams for the Associateship and the Fellowship, the actual titles are only bestowed after election. This emphasises the professional status of the holders.

Other study courses include a basic introduction to insurance, the Certificate of Proficiency and Life Intermediate Certificate, specialist courses for actuaries and those involved in pension matters, and many more. A certificate is granted on successful completion of each course.

The College of Insurance, at the Institute, holds practical training courses. The training courses cover diverse but specific subjects such as marine, computers, fire, risk management and numerous others. Classes on a wide range of subjects are scheduled throughout the year.

The new Insurance School of Africa is opening at the beginning of April to promote professionalism in insurance. It provides full-time study

facilities to enable a graduate who joins the industry to be productive from the first working day.

This will fill a void, as few short-term insured employers have the financial resources for training and educating new entrants to the insurance market.

The Insurance School has launched an intensive one-year, full-day AIIISA diploma course, one of the programmes of the Insurance Institute of South Africa (IISA), with examinations on a par with world standards.

The diploma's first six examinations will be held at the end of September, with a further three examinations at the end of March 1994.

Having passed all nine examinations, students will automatically qualify for as associate membership of the South African Institute. But they will be unable to use the letters AIIISA until they have worked for two years in the industry.

The AIIISA diploma course costs R9 000 which includes classrooms, workshop and lecture costs. In addition, each student must pay R1 000 to sit the IISA examinations. The Insurance School is at Varsity Place, corner Jan Smuts and Bordeaux avenues, Randburg.

BOARD NOTICE 15 OF 1993**PERISHABLE PRODUCTS EXPORT CONTROL BOARD**

In terms of section 17 (i) of the Perishable Products Export Control Act, 1983 (Act No. 9 of 1983), the Board hereby imposes the following additional levies and tariffs in respect of the following items for the calendar year 1993

Container Holding Store Table Bay Harbour: R228 per container.

Special Building Levy: R0,03 per cubic metre

H. E. OLIVIER,

Administrative Manager.

(29 January 1993)

BOARD NOTICE 16 OF 1993

RULES IN TERMS OF THE ENGINEERING PROFESSION OF SOUTH AFRICA ACT, 1990 (ACT No 114 OF 1990)

APPLICATION AND ANNUAL FEES PAYABLE BY PERSONS REGISTERED IN TERMS OF THE ACT NOTICE IN TERMS OF SECTION 6 (4) OF THE ENGINEERING PROFESSION OF SOUTH AFRICA, 1990 (ACT No. 114 OF 1990)

The Engineering Council of South Africa, in terms of section 6 (1) (g) of the Engineering Profession of South Africa Act, 1990 (Act No. 114 of 1990), hereby makes known that it has prescribed the fees and made the provisions set out in the Schedule hereto.

The provisions set out in the Schedule shall come into operation on 1 April 1993.

SCHEDULE**Definitions**

1. In this Schedule, unless the context otherwise indicates, every expression or word shall bear the meaning assigned to it in the Engineering Profession of South Africa Act, 1990 (Act No 114 of 1990), and—

“**annual fee**” shall mean the fee or fees payable to the Council by a person registered in terms of this Act—

(a) within 30 days from the date on which he is informed of his registration in terms of the provisions of the Act, and thereafter

(b) annually on or before 30 September;

“**application fee**” shall mean the fee or fees payable to the Council when a person applies for registration in terms of sections 11, 12, 13, 14 or 15 of the Act, which shall include a fee for an examination if the Council prescribes and examination in terms of sections 11, 12 or 14 of the Act,

“**examination**”, for purposes of this rule only, shall mean an evaluation by the Council of any qualification and any written or oral examination, if applicable, held to determine whether any particular qualification complies with the requirements for recognition in terms of section 11, 12, 13 or 14 of the Act and shall also mean any written or oral examination prescribed by the Council in terms of sections 11, 12 or 14 of the Act,

RAADSKENNISGEWING 15 VAN 1993**RAAD VAN TOESIG OP DIE UITVOER VAN BEDERFBARE PRODUKTE**

Kragtens artikel 17 (i) van die Wet op Reeling van die Uitvoer van Bederfbare Produkte, 1983 (Wet No 9 van 1983), lê die Raad hierby die volgende addisionele heffings en tariewe op ten opsigte van die volgende items vir die kalenderjaar 1993:

Houstoor, Tafelbaaihawe. R228 per houer.

Spesiale gebouheffing. R0,03 per kubieke meter.

H. E. OLIVIER,

Administratiewe Bestuurder.

(29 Januarie 1993)

RAADSKENNISGEWING 16 VAN 1993

REELS KRAGTENS DIE WET OP DIE INGENIEURSWESEPROFESSIE VAN SUID-AFRIKA, 1990 (WET No. 114 VAN 1990)

AANSOEK- EN JAARGELDE BETAALBAAR DEUR PERSONE KRAGTENS DIE WET GEREGISTREER KENNISGEWING KRAGTENS ARTIKEL 6 (4) VAN DIE WET OP DIE INGENIEURSWESEPROFESSIE VAN SUID-AFRIKA, 1990 (WET No. 114 VAN 1990)

Die Suid-Afrikaanse Raad vir Ingenieurswese maak hiermee bekend dat hy, kragtens artikel 6 (1) (g) van die Wet op die Ingenieursweseprofessie van Suid-Afrika, 1990 (Wet No. 114 van 1990), die gelde voorgeskryf en die bepalings uitgevaardig het soos in die Bylae uiteengesit.

Die bepalings vervat in die Bylae tree in werking op 1 April 1993.

BYLAE**Definisies**

1. In hierdie Bylae, tensy die samehang anders blyk, het enige uitdrukking of woord waaraan in die Wet op die Ingenieursweseprofessie van Suid-Afrika, 1990 (Wet No. 114 van 1990), 'n betekenis geheg is, dieselfde betekenis en beteken—

“**aansoekgeld**” die bedrag of bedrae betaalbaar aan die Raad wanneer 'n persoon aansoek doen om registrasie kragtens artikels 11, 12, 13, 14 of 15 van die Wet, wat 'n bedrag insluit ten opsigte van 'n eksamen indien die Raad 'n eksamen kragtens artikels 11, 12 of 14 van die Wet voorskryf,

“**die Wet**” die Wet op die Ingenieursweseprofessie van Suid-Afrika, 1990 (Wet No 114 van 1990),

“**eksamen**”, vir doeleindes van hierdie reël alleenlik, 'n evaluasie deur die Raad van enige kwalifikasie en enige geskrewe of mondelinge eksamen, indien van toepassing, wat gehou moet word om vas te stel of 'n betrokke kwalifikasie aan die vereistes vir doeleindes van erkenning kragtens artikels 11, 12, 13 of 14 van die Wet voldoen en beteken ook enige geskrewe of mondelinge eksamen wat deur die Raad voorgeskryf word kragtens artikels 11, 12, of 14 van die Wet;

“the Act” shall mean the Engineering Profession of South Africa Act, 1990 (Act No 114 of 1990), and

“year” shall mean the period commencing on 1 April of any year and ending on 31 March of the succeeding year.

Application Fee

2. (1) Where the Council does not prescribe an examination, the application fee for registration as a professional engineer, professional technologist (engineering), registered certificated engineer and a registered engineering technician, as the case may be—

(a) in respect of a person not registered as an engineering training, an engineering technologist in training, a certificated engineer in training, or an engineering technician in training, shall be **R220,00** which includes VALUE ADDED TAX,

(b) in respect of a person already registered as an engineer in training, an engineering technologist in training, a certificated engineer in training, or an engineering technician in training, shall be **R140,00**, which includes VALUE ADDED TAX;

(2) Where the Council does not prescribe an examination, the application fee for registration as an engineer in training, an engineering technologist in training, a certificated engineer in training or an engineering technician in training, shall be **R80,00** which includes VALUE ADDED TAX.

(3) Where the Council prescribes an examination, the application fee shall be the application fee as prescribed in subrules (1) or (2), as the case may be, and, in addition to such fee, the following fees, which include VALUE ADDED TAX, shall be payable as applicable to each particular case.

	R
(a) In respect of an oral examination prescribed by the Council in terms of sections 11 (1) and (3), 12 (1) and (3) and 14 (1) and (2) (including an examination on a prescribed project)	400,00
(b) In respect of an oral examination to determine whether any particular examination complies with the Council's requirements for recognition in terms of sections 11 (1) (b) (i), 12 (1) (b) (i), 13 (1) (b) (i) and 14 (1) (b) (i)	100,00
(c) In respect of any written examination prescribed by the Council in terms of sections 11 (1) and (3), 12 (1) and (3) and 14 (1) and (2)—	
(i) registration fee.	50,00
(ii) examination fee per subject	80,00

Annual Fee

3. (1) The *annual fee* (per annum) in respect of a person registered as a professional engineer, a professional technologist (engineering), a registered certificated engineer or a registered engineering technician, shall be **R209,00**, which includes VALUE ADDED TAX Provided that if such person produces

“jaar” die tydperk wat op 1 April van 'n jaar begin en op 31 Maart van die volgende jaar eindig; en

“jaargeld” die bedrag wat deur 'n persoon wat kragtens die Wet geregistreer is, aan die Raad betaalbaar is—

(a) binne 30 dae vanaf die datum waarop hy van sy registrasie kragtens die bepalings van die Wet verwittig is; en daarna

(b) jaarliks voor of op 30 September.

Aansoekgeld

2. (1) Waar die Raad nie 'n eksamen voorskryf nie, is die aansoekgeld vir registrasie as 'n professionele ingenieur, 'n professionele tegnoloog (ingenieurswese), 'n geregistreerde gediplomeerde ingenieur en 'n geregistreerde ingenieurstechnikus, na gelang van die geval—

(a) ten opsigte van 'n persoon wat nie as 'n ingenieur-in-opleiding, 'n ingenieurstechnoloog-in-opleiding, 'n gediplomeerde ingenieur-in-opleiding of 'n ingenieurstechnikus-in-opleiding geregistreer is nie, **R220,00**, wat BELASTING OP TOEGEVOEGDE WAARDE insluit;

(b) ten opsigte van 'n persoon wat reeds geregistreer is as 'n ingenieur-in-opleiding, 'n ingenieurstechnoloog-in-opleiding, 'n gediplomeerde ingenieur-in-opleiding of 'n ingenieurstechnikus-in-opleiding, **R140,00**, wat BELASTING OP TOEGEVOEGDE WAARDE insluit;

(2) Waar die Raad nie 'n eksamen voorskryf nie, is die aansoekgeld vir registrasie as 'n ingenieur-opleiding, 'n ingenieurstechnoloog-in-opleiding, 'n gediplomeerde ingenieur-in-opleiding of 'n ingenieurstechnikus-in-opleiding, **R80,00**, wat BELASTING OP TOEGEVOEGDE WAARDE insluit,

(3) Waar die Raad 'n eksamen voorskryf, is die aansoekgeld dié aansoekgeld soos voorgeskryf by subreël (1) of (2), na gelang van die geval, en, buite en behalwe sodanige geld, is die volgende geld, wat BELASTING OP TOEGEVOEGDE WAARDE insluit, betaalbaar soos van toepassing in elke besondere geval

	R
(a) Met betrekking tot 'n mondelinge eksamen wat deur die Raad voorgeskryf word kragtens artikels 11 (1) en (3), 12 (1) en (3) en 14 (1) en (2) (insluitende 'n eksamen oor 'n voorgeskrewe projek)	400,00
(b) Met betrekking tot 'n mondelinge eksamen om vas te stel of 'n betrokke kwalifikasie aan die vereistes vir erkenning kragtens artikels 11 (1) (b) (i), 12 (1) (b) (i), 13 (1) (b) (i) en 14 (1) (b) (i) voldoen	100,00
(c) Met betrekking tot enige geskrewe eksamen wat deur die Raad voorgeskryf word kragtens artikels 11 (1) en (3), 12 (1) en (3) en 14 (1) en (2)—	
(i) registrasiegeld	50,00
(ii) eksamengeld per vak	80,00

Jaargeld

3. (1) Die *jaargeld* (per jaar) ten opsigte van 'n persoon wat geregistreer is as 'n professionele ingenieur, 'n professionele tegnoloog (ingenieurswese), 'n geregistreerde gediplomeerde ingenieur of 'n geregistreerde ingenieurstechnikus, is **R209,00** wat BELASTING OP TOEGEVOEGDE WAARDE insluit. Met dien

proof of current membership of an institute, institution, society or association which is recognised for purposes of exemption from payment of a portion of the annual fee, the fee shall be **R99,00**, which includes VALUE ADDED TAX. ~~179~~ (179) ~~244~~

(2) The *annual fee* (per annum) in respect of a person registered as an engineer in training, an engineering technologist in training, a certificated engineer in training, or an engineering technician in training, shall fee be **R83,00**, which includes VALUE ADDED TAX: Provided that if such person produces proof of current membership of an institute, institution, society or association which is recognised for purposes of exemption from payment of a portion of the annual fee, the fee shall be **R45,00**, which includes VALUE ADDED TAX.

(3) The *annual fee* (per annum) in respect of an engineer in training who has been registered as such for longer than seven years shall be the annual fee payable by a professional engineer as set out in subparagraph (1). Provided that, if the Council so decides, the provisions of this sub-paragraph shall not apply in respect of an engineer in training who, prior to the expiration of such period of seven years, has submitted an application for registration as a professional engineer and such application is either still under consideration by the Council, or has been refused by the Council, and the relevant annual fee payable in terms of subparagraph (2) shall remain payable by such engineer in training until the Council is satisfied that the engineer in training complies with the Council's requirements for registration as a professional engineer.

Duplicate registration certificate

4. The fee for issuing a duplicate registration certificate shall be **R22,00**, which includes VALUE ADDED TAX: Provided that a duplicate registration certificate shall only be issued to the person to whom the original certificate was issued. Provided further that such duplicate registration certificate shall only be issued if the applicant submits an affidavit to the effect that the original certificate was not received through the post or, if it was so received, that such certificate was subsequently lost, that every effort had been made to trace it and that he had nevertheless not succeeded in finding the certificate concerned

Withdrawal of Board Notices

5. Board Notices Nos. 67 of 17 May 1991 and 5 of 31 January 1992 are hereby withdrawn
(29 January 1993)

verstande dat indien sodanige persoon bewys lewer van geldende lidmaatskap van 'n instituut, 'n vereniging of 'n assosiasie wat erken word vir doeleindes van vrystelling van betaling van 'n gedeelte van jaargeld, is die jaargeld **R99,00**, wat BELASTING OP TOEGEVOEGDE WAARDE insluit.

(2) Die *jaargeld* (per jaar) ten opsigte van 'n persoon wat geregistreer is as 'n ingenieur-in-opleiding, 'n ingenieurstegnoloog-in-opleiding, 'n gediplomeerde ingenieur-in-opleiding of 'n ingenieurstegnikus-in-opleiding, is **R83,00**, wat BELASTING OP TOEGEVOEGDE WAARDE insluit: Met dien verstande dat indien sodanige persoon bewys lewer van geldende lidmaatskap van 'n instituut, 'n vereniging of 'n assosiasie wat erken word vir doeleindes van vrystelling van betaling van 'n gedeelte van jaargeld, is die jaargeld **R45,00**, wat BELASTING OP TOEGEVOEGDE WAARDE insluit.

(3) Die *jaargeld* (per jaar) ten opsigte van 'n ingenieur-in-opleiding wat as sodanig vir meer as sewe jaar geregistreer is, is dié jaargeld betaalbaar deur 'n professionele ingenieur soos uiteengesit in subparagraaf (1): Met dien verstande dat, indien die Raad so besluit, die bepalinge van hierdie paragraaf nie van toepassing is nie op 'n ingenieur-in-opleiding wat, voordat genoemde tydperk van sewe jaar verstryk het, 'n aansoek om registrasie as 'n professionele ingenieur ingedien het, en sodanige aansoek óf nog onder oorweging is by die Raad, óf deur die Raad afgekeur is, en die betrokke jaargeld betaalbaar kragtens subparagraaf (2) bly betaalbaar deur sodanige ingenieur-in-opleiding totdat die Raad oortuig is dat die ingenieur-in-opleiding aan die Raad se vereistes vir registrasie as 'n professionele ingenieur voldoen.

Duplikaatregistrasiesertifikaat

4. Die geld vir die uitreiking van 'n duplikaatregistrasie-sertifikaat is **R22,00**, wat BELASTING OP TOEGEVOEGDE WAARDE insluit: Met dien verstande dat 'n duplikaatregistrasiesertifikaat slegs uitgereik word aan die persoon aan wie die oorspronklike sertifikaat uitgereik is. Met dien verstande voorts dat sodanige duplikaatregistrasiesertifikaat slegs indien die aansoeker 'n beedigde verklaring voorlê met die strekking dat die oorspronklike sertifikaat nie deur die pos ontvang was nie of, indien dit ontvang was, dat sodanige sertifikaat verlore geraak het, dat alle moontlike stappe gedoen is om dit op te spoor en dat hy die sertifikaat desondanks nie kan vind nie

Intrekking van Raadskennisgewings

5. Raadskennisgewings Nos. 67 van 17 Mei 1991 en 5 van 31 Januarie 1992 word hierby ingetrek
(29 Januarie 1993)

BACK TO SCHOOL FOR WORKERS

South

30/1 - 3/2/93

179

FINDING trade union leaders among workers has always been an tricky task for labour movements everywhere

But tucked away in a Bellville prefab is the Western Cape Workers College, which has succeeded in the past two years in shaping workers into trade union leaders

The college's new head, former union organiser Mr Michael Coetzee, is confident this will continue

Even though he's been at the helm for less than a week, Coetzee sees no chance of the fledgling workers' project fizzling out

"I am very excited about what has been done here — as well as the future possibilities. When this project started, there was so much scepticism that it wouldn't succeed.

"But the concept works. This is not even in debate anymore," Coetzee says.

The roots of the college go back to 1987 when the Cosatu Education Conference called for the formation of night schools and worker colleges to develop worker education

Then in September 1990 the largest Cosatu affiliate in the Western Cape, the South African Clothing and Textile Workers' Union (Sactwu), mandated their research officer to conduct a feasibility study on a worker college for the region

By 1991 the college was up and running, holding two three-month courses for 25 workers at a time

It is the second worker college in South Africa. The other, in Natal, started the same year.

Student workers are instructed in Trade Union Studies, Political Economy, Organisational Management and International Labour.

According to workers who have completed their training, this mix is a sound formula for producing trade union leaders for the nineties. "It really has developed my skills

For two years, a

workers' college has been producing trade union leaders, reports

Quentin Wilson:

as far as negotiating goes," says past student Mr Ashley Abbott.

"I feel much more committed, but I am also slightly wary after studying international developments in trade unionism and reflecting on the current political developments in my own country."

Sactwu's Ms Rachel Visser, a 1991 student, says the course boosted her confidence.

Says Visser, "In the Cosatu Education Conference I stood up and gave an input. Everyone thought I was an official and could not believe that this was worker leadership."

One of the problems faced by aspirant students is getting time off from work to attend the course.

Coetzee says most companies do not give the workers three months' paid leave, but he adds that the college chips in with bursaries if this is the case.

The college does have certain ground rules for admitting applicants.

For a start, the courses are aimed at shopstewards with a minimum of two years' experience.

The application must be approved by the trade union and applicants must commit themselves to return to the labour movement after they have completed the course.

The college is not concerned about which union the applicant comes from

According to Coetzee, members of Cosatu, the National Council of Trade Unions (Nactu) and the independent unions are welcome to attend the course

But the college tries, says Coetzee, to ensure that the student mix reflects the strength of the unions in the region. So, the majority of students would emerge from Cosatu, the biggest federation in the region

As far as the future is concerned, there are three options from which the college must choose, according to Coetzee.

● The first option is to continue

as an independent non-governmental organisation

Although situated on University of the Western Cape campus, the college rents its office space for two full-time co-ordinators as well as the lecture halls used for instruction.

● The second path is to become part of Cosatu and serve exclusively as its college. This, says Coetzee, will make it far easier to accrue funds for the project.

● The third option is for the college to become an academy linked to the UWC.

"Whatever we decide," says



Michael Coetzee

Coetzee, "we must make the college more efficient and position ourselves for the greatest possible expansion."

Technikon bursaries are up for grabs

TECHNIKON RSA has come to the rescue of poverty-stricken students by offering them bursaries to further their studies in technological subjects

Technikon spokesman Johan du Preez said the shortage of people qualified in the field of technology prompted them to budget for bursaries

Available assistance would be sub-

ject to certain conditions, he said

Prospective applicants have until February 15 to apply and forms can be obtained at the corner of Christiaan De Wet Road and Pioneer Avenue in Florida, south Johannesburg.

Alternatively, phone Du Preez at (011) 471-2166 for more information

3/11/73
C/Pres

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C

Codes for adult education

- 01 AEROBICS/GYM/YOGA
- 02 ART
- 03 BRIDGE/CHESS/SCRABBLE
- 04 BUSINESS
- 05 CALLIGRAPHY
- 06 COMMUNICATION/PUBLIC SPEAKING
- 07 COMMUNITY
- 08 COMPUTERS
- 09 CONFECTIONERY
- 10 COOKING
- 11 CRAFTS/HOBBIES
- 12 DANCE
- 13 EDUCATION/SCIENCE
- 14 FLOWER ARRANGING
- 15 GIFT PRESENTATION
- 16 BEAUTY/MAKE-UP
- 17 HEALTH
- 18 LANGUAGES
- 19 LITERATURE/WRITING
- 20 JOURNALISM/WRITING
- 21 MISCELLANEOUS
- 22 MUSIC
- 23 NEEDLECRAFT
- 24 PHILOSOPHY
- 25 SELF DEFENCE
- 26 SENIOR CITIZENS
- 27 SPORTS
- 28 POTTERY
- 29 MARTIAL ARTS
- 30 DOMESTIC WORKERS

Adult education offers enrichment

The Council for Adult Education, founded in 1947 offers — among a large variety of other projects — lectures, workshops and non-academic courses as well as educational tours within South Africa and abroad.

Opportunities are offered to the public to pursue whatever field appeals to them be it hobbies education arts, outdoor activities etc.

Its publications, *Day by Day* and *Opportunity* are distributed through public libraries universities publicly associations, citizens advice bureaux and Community outlets.

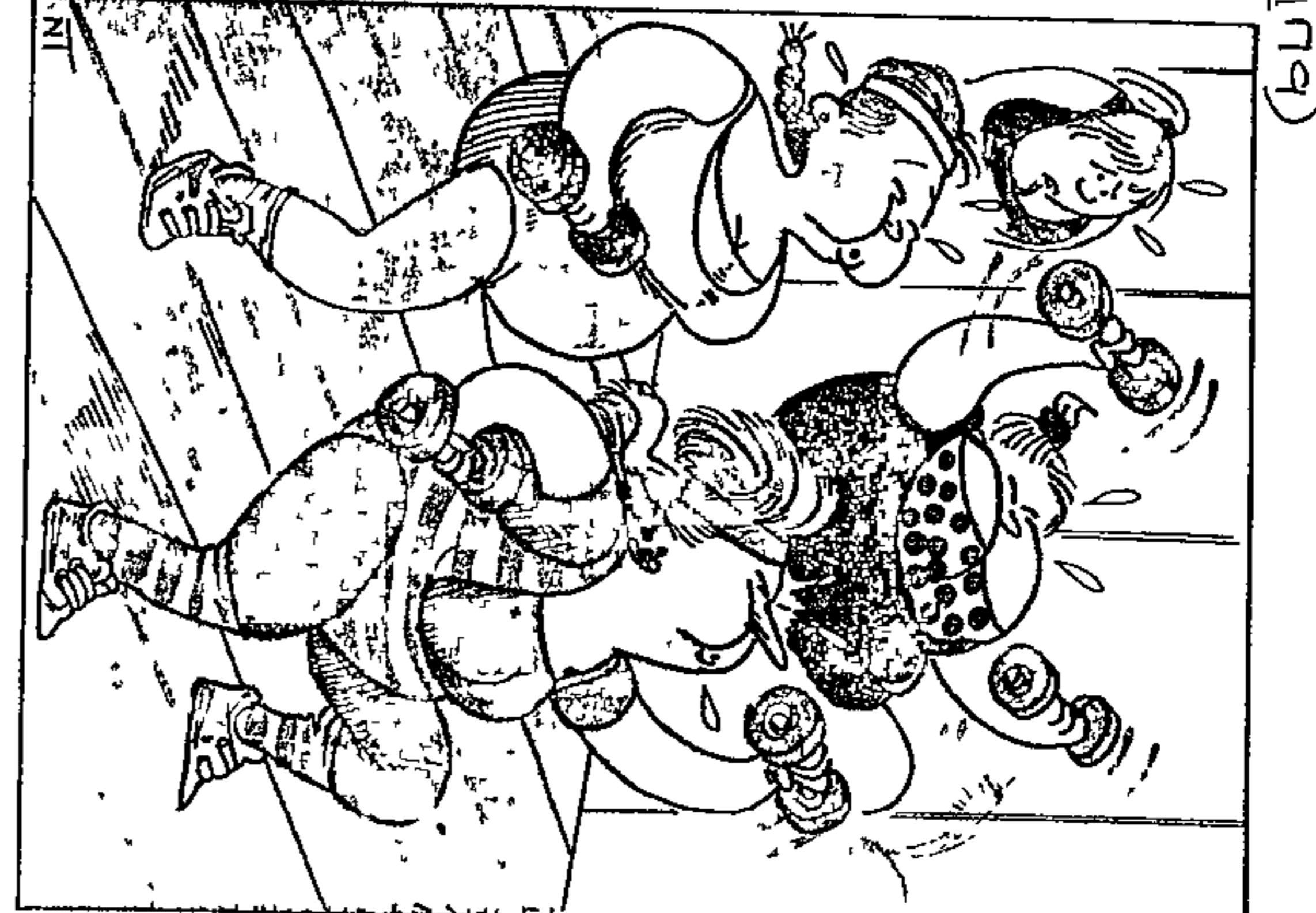
Any member of the public or any association interested in becoming a member or an affiliate to JCAE, should contact Marcelle Molton at Tel. 646-5212 between 9 am and 1 pm.

No inquiries will be taken at The Star. Please telephone the relevant centres or the Johannesburg Council for Adult Education (011) 646-5212 mornings only.

How to use this index: Check which centres offer your subject. Look under the list of initials for the one nearest to you.

Keys to centres and addresses

- APSA — Ass of Pottery of SA — Tel 792-1905
- 673-3748 672-1084
- BCC — Bush & Cakes Club, Tel. 888-5231
- BERR — Berario Recreation Centre — Do-lor Ave, Berario, Tel. 678-7012
- BOF — Botanical Society of SA — Tel. 705-2703 or 788-7571
- HRC — Braamfontein Recreation Centre — Car Smith/Harrington Streets, Braamfontein, Tel. 337-6777
- HSR — Bertha S. Holm Recreation Centre — Marshall Street, Johannesburg, Tel. 614-1871
- CTT — Country Club, Tel. 646-6666
- TOSSMERS — Tel. 646-0782
- CCE — Centre for Continuing Education, Tel. 718-9028
- CHACE — Central Rep. Association for Early Childhood Education — 30 Junction Ave, Parktown, Tel. 642-1890
- CGR — Crown Gardens Recreation Centre — 11 Star Crescent, Crown Gardens, Tel. 880-4288
- EEF — England, Enterprises — Tel. 855-8558
- EUP — Ernest Ullman Park Recreation Centre — Momo Road, Morning-side Manor, Tel. 802-6921
- FSC — Field & Study Centre — 45 Loise Ave, Parkmore, Tel. 793-7407/8
- GROSR — Grosvenor Recreation Centre — 45 Battery Street, Mayfair, Tel. 877-9230
- HBE — Health & Beauty Enterprises — Tel. 646-4708
- HPR — Holland Park Recreation Centre — Cur 4th Street & 5th Ave, Benildon, Tel. 614-4213
- JABR — Jamaica Recreation Centre — Athlone Ave, Sandv. Tam, Tel. 646-5222
- JAG — Job on the Job Art Gallery, Tel. 725-3100
- JCAE — J.C.A.E. Council for Adult Education, Tel. 646-5212
- JCC — Junior Chamber of Commerce and Industry — Tel. 864-1018
- JES — Jhb. Esperanto Club, Tel. 613-2734
- JWSG — Job Womans Society — P O Box 1277, Cape Town, 8090
- JIBT — Jhb. Joostmas Car Auction, Tel. 680-5372
- JWSG — Johannesburg Weavers and Spinners Guild, Tel. 888-2979 or 705-2112
- KBRB — Klipriviersberg Recreation Centre — Peggy Vera Road, Kibler Park, Tel. 943-4410/1
- MFR — Maurice Ferman Recreation Centre — 19 Fuller Street, Berario, Tel. 614-4821
- NMR — Mosses Manor Recreation Centre — Penquin Driv. & Fourways, Tel. 655-2400/2239
- NWR — National Women's Register, Tel. 788-9770
- PAR — Parkmore Park PPRC — Parkmore Park Street, Orange Grove, Tel. 728-7290/1
- PAR — Parkmore Recreation Centre, Tel. 443
- RAU — Randse Afrikaanse Universiteit, Tel. 487-2700
- RA — Return of Association — Tel. 834-6132/3/4
- ROSR — Roseville Park Recreation Centre — Pruders Drive, Roseville, Tel. 782-6904
- SAWU — SA Warburton, Tel. 828-2994
- SES — School for Ecological Science, Tel. 728-5535
- SF — School of Music, Tel. 646-312
- SSV — S.S.V. (Society of Young Women) — Tel. 646-4094
- SNB — South Randburg Recreation Centre — 101 Vaal Road, Tel. 613-491
- SAALF — S.A. Association for Light at Night, Tel. 717-1114
- UJW — The U of W Women's Club, Tel. 443-5370
- WOS — W.O.S. (Women's Organisation Society) — Tel. 851
- YEOU — Youth Education Organisation, Tel. 613-5618
- YOUNG — Young Adults Club, Tel. 51



01 Aerobics, Gym, Yoga

& Thurs 07h30-08h30 R35pm BERR Tue 19h00 GROSR Mon Wed Fri 8h30-9h30 R46 GYMNASIATICS CGR KRBR, PPRC PPRC for details of classes: (Bio-kinetic) KRBR (Body Construction) KRBR (Gentle Gym) EUP (Gentle Trim Gym) HRC (H & B Exercises) Wed 19h00, Thurs/Fri 9h00 1hr PRC (Jazz Gym) Mon Wed, Fri 8h00-9h00 R30pm Thurs 07h30-08h30 BERR (Mother & Child) Tues 16h15-16h45 R18pm BERR (Pre-School) To be announced GROSR (Seniors exercise) Tues/Thurs 10h00 1hr PRC (Stretch & tone) Mon, Tues 8h00-9h00 R40 2xwkl Wed & Fri 8h15-9h15 R40pm 3xwkl BERR Enquire PSC (Trim Gym) Mon-Wed 18h30-19h30 SR (Weight Training) Mon-Fri 08h00 19h45 R15pm BSR.

(Ladies) KRC YOGA Mon & Wed 17h15-18h15 R46 Tues & Fri 8h30-9h30 R46 Thurs 08h00 09h00 BERR Mon 17h15, Wed 9h00 1hr R35pm PRC Mon/Wed 17h30 R25pm PPRC Tues 09h00 2xwk R60pm 17h45 R80pm 3xwk Thurs 17h45 R80pm 4xwk Fri 09h00 2xwk R60pm YEOUR Also enquire EUP, FSC & NMR.

Sat 09h00 R61 PPRC Enquire TWIT, YEOUR, BATIK April 17h30 Fri 8h30-9h30 R46 R1830 20h00 R40pm HPR. BLOOMSBURY Wed 3 Feb 10h30, Sat 6 Feb 19h00 Thurs 11 Feb 13h05 Sun 14 Feb 11h00-11h30 Sat 27 Feb 10h30 Sat 27 15h00 Sun 28 11h00 JAG DRAWING Wed 5 Feb 19h00 4xhrs R80 PPRC Also at CCE (Life) CCE MFR Mon 19h00 R82 YEOUR (Techniques) Sat 09h00 R152 YEOUR (Watercolours & Oils - Intern. - Adult) Tues 19h00-21h30 Thurs 9h00-12h00 R80 BERR (Water Colour) CCE Wed 19h00 R88 YEOUR (Adults) R60 PPRC ART ADMS & LECTURES BCC CONDUCTED TOUR OF THE ART HOUSE

38 Chester Road Parkwood UJW CONDUCTED TOUR OF THE JHB ART GALLERY A JHB Art with Paint - the Artist as Creator Guide Zaida Margot UJW CONTEMPORARY SOUTH AFRICAN ART Wed 10 Feb 10h30 JAG THE LACE COLLECTION Sat 20 Feb 15h00 JAG LANDSCAPES IN THE COLLECTION Wed 17 Feb 10h30 JAG MODERN INTERNATIONAL COLLECTION Sat 13 Feb 15h00 JAG WATERCOLOUR DEMONSTRATIONS & LECTURES - WCS

02 Art

(Ol & Acrylic) YEOUR (Ol - Adult) Tues 19h00-21h30 monthly R80 BERR Thurs 19h00 R82 YEOUR (Techniques) Sat 09h00 R152 YEOUR (Watercolours & Oils - Intern. - Adult) Tues 19h00-21h30 Thurs 9h00-12h00 R80 BERR (Water Colour) CCE Wed 19h00 R88 YEOUR (Adults) R60 PPRC ART ADMS & LECTURES BCC CONDUCTED TOUR OF THE ART HOUSE

BRIDGE Mon 14h00 R650 PPRC (Beg) BERR EUP FSC & NMR (Intern) EUP (Social) Mon & Wed 14h00 R1 65ps JABR Enquire at PPRC

UJW (Supervised) BERR & NMR CONDUCTED TOUR OF THE JHB ART GALLERY A JHB Art with Paint - the Artist as Creator Guide Zaida Margot UJW CONTEMPORARY SOUTH AFRICAN ART Wed 10 Feb 10h30 JAG THE LACE COLLECTION Sat 20 Feb 15h00 JAG LANDSCAPES IN THE COLLECTION Wed 17 Feb 10h30 JAG MODERN INTERNATIONAL COLLECTION Sat 13 Feb 15h00 JAG WATERCOLOUR DEMONSTRATIONS & LECTURES - WCS

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03 Bridge, Chess, Scrabble

BRIDGE Mon 14h00 R650 PPRC (Beg) BERR EUP FSC & NMR (Intern) EUP (Social) Mon & Wed 14h00 R1 65ps JABR Enquire at PPRC

BRIDGE Mon 14h00 R650 PPRC (Beg) BERR EUP FSC & NMR (Intern) EUP (Social) Mon & Wed 14h00 R1 65ps JABR Enquire at PPRC

BRIDGE Mon 14h00 R650 PPRC (Beg) BERR EUP FSC & NMR (Intern) EUP (Social) Mon & Wed 14h00 R1 65ps JABR Enquire at PPRC

BRIDGE Mon 14h00 R650 PPRC (Beg) BERR EUP FSC & NMR (Intern) EUP (Social) Mon & Wed 14h00 R1 65ps JABR Enquire at PPRC

04 Business

BUSINESS DIPLOMA TWIT BUS MANAGEMENT - ADVANCED 18 months TWIT BUS MAN DEV PROGRAMME (BMDP) 12 months TWIT CUSTOMER RELATIONS FOR FRONT LINE STAFF TWIT ENERGY MANAGEMENT TWIT IMM DIPLOMA TWIT SUPERVISOR DEV PROGRAMME Full Time Part time 1 day

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05 Calligraphy

Free ICCI WASTE TECH SUPERVISOR COURSE 2yrs Full Time TWIT

Free ICCI WASTE TECH SUPERVISOR COURSE 2yrs Full Time TWIT

Free ICCI WASTE TECH SUPERVISOR COURSE 2yrs Full Time TWIT

Free ICCI WASTE TECH SUPERVISOR COURSE 2yrs Full Time TWIT

06 Communication, Public Speaking

ALCOHOLICS ANONYMOUS Wed 20h00-22h00 All year BSR Klipriviersberg Rec Centre Wed 20h00 (Also Alcohol and Drugs - meetings at different venues AA, Al-Anon Alateen 483-2471 NA 440 7073 or 6-8-00 - Al-anon

ALCOHOLICS ANONYMOUS Wed 20h00-22h00 All year BSR Klipriviersberg Rec Centre Wed 20h00 (Also Alcohol and Drugs - meetings at different venues AA, Al-Anon Alateen 483-2471 NA 440 7073 or 6-8-00 - Al-anon

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07 Community

Hillbrow Rec Centre Mon 20h00 J D Opperman Civic Centre St 10h30 Klipriviersberg Rec Centre Wed 20h00 Lenasia Rec Centre: 15h30 Roosevelt Park Rec: Thurs 20h00 Win 50r West Rec Centre: Fri 20h00 AL-ANON: Wed 20h00 22h00 All BSR. ALA TEEN MEETINGS Hillbrow Rec Centre Tues 18h00 19h00 J D Opperman Civic Centre Sat 14h00 Lenasia Rec Centre Wed 20h00 AL ANON FIRST AID - Pric. J 20h00 CGR Thurs 17h00 GROSR Beg & AC YEOUR HOUSEWIVES LEAGUE 3rd Tue 9h30 JABR LIFE SAVING TECHNIQUES FSC NATIONAL WOMEN REGISTER Informa discussions on non-donestic topics R30pa SNIOR citizens R15p NWR RED CROSS ROOSP RESIDENTS ASS 3r Wed 20h00 JABR SUNSHINE CLUB Tu 11h00 1hr R3pm PRC

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Star 4/12/93

Course on development

(179)

The Institute for African Alternatives has invited people interested in developmental issues to take part in a new two-month course in development studies. The course, at a fee of R20 and to be held at Soweto's Funda Centre, starts on Saturday. It will be conducted by Dr Ernest Maganya, a former lecturer at the University of Dar es Salaam, Tanzania. More details can be obtained on (011) 339-8752.

Police dispute 62 000 will lose casino jobs

LLOYD COUTTS

POLICE have disputed casino industry figures for the number of employees who stand to lose their jobs if gaming houses are not re-opened, claiming industry figures are "grossly exaggerated".

A statement from SAP public relations in Pretoria at the weekend placed the number of jobs at risk at about 10 000; the industry's tally is 62 000

"According to police information and figures supplied by instances such as the Gaming Association of SA and former big casino groups such as The Club, the maximum number of casinos in the RSA is less than 200, with a total staff complement of not more than 10 000," the statement said. *BIDM 8/2193.*

"Police involved in monitoring casinos have found that on average big casinos employ no more than 50 people, while smaller casinos employ less than 10."

But Gaming Association co-chairman Michael Werner said police should not calculate only the number of people employed directly by casinos. They should include those indirectly employed, like caterers, equipment technicians and alcohol suppliers.

Two Durban casino owners have launched a Supreme Court application for an extension of a government period of grace until the release of the Howard Commission's report on gambling, expected within two months.

Casinos were forced to close their doors last Sunday night after Justice Minister Kobie Coetsee announced an end to the period of grace granted to gaming house owners after the introduction of the Gambling Amendment Bill last year.

Council to upgr

CITY Council officials announce plans at the weekend to upgrade and increase taxi facilities in Johannesburg area as wrangle over the taxi protest continues

Johannesburg metropolitan council official John Clutten said "hundreds of millions of rands" would be spent on new public transport facilities in the next few years

Most of the money would come from the private sector and the council would facilitate the development

The construction or upgrading of major terminus could cost up to R300 000, while stopping zone taxis along city arterials could cost about R35 000 each

Clutten said new or upgraded facilities, which would be available to taxis by the end of the year, everything went according to plan included

□ The completion of the Pat Mankwani public transport thoroughfare would be a dedicated route for taxis and minibuses from Soweto

'Skills base must be enhanced'

SA HAS to establish and enhance a skills base, particularly a technical skills base, to regain some international economic competitiveness, say Eskom human resources executive director George Lindeque and Eskom technical skills development manager Ryno Verster

In the Institute of Personnel Management's February People Dynamics, they write that efforts to broaden the country's skills base should be underpinned by a national skills encouragement policy

"The objective of such a skills encouragement policy should be to establish a culture of investment in human resources" *(179)*

To this end, medium- and long-term

WILSON ZWANE

national vocational education and training plans are required to focus education and training efforts on national manpower needs, which could support national economic and technology development plans

They stress, however, that the encouragement policy should not only "deal with financial incentives for vocational education and training" but it should also be complemented by recognition systems for exceptional contributions

Lindeque and Verster say the few initiatives in SA to promote skills formation and recognise outstanding contributions are inadequate

CONSUMER NEWS *Auto*

40 pay R100 for training in security

■ Training centre advertises in newspapers but fails to keep promises:

By Joe Mdhlela Consumer Reporter

AT least 40 aspiring security guards have been swindled out of R100 each for a course in security training

The course, *Sowetan* learnt, is normally offered free of charge by any reputable security company intending to employ security guards. However, it has emerged that a company calling itself Project-Sphere Security Training Centre had been placing advertisements in newspaper columns inviting candidates to enrol for the course. On completion of two-week's training the centre promises to secure employment for its candidates. Spokesman for the aspirant guards Mr Albert Mazingi said about 40 guards who had completed their training had been promised placement at Springbok Patrols. They had each paid R100 for a course they finished on January 29. Managing director of the centre Mr Abel Phungwayo said it was true his company had promised to place the guards once they finished their training. Responding to the allegations about his company, Phungwayo said it was true he charged R100.

"I do not run a charity. People have to pay me for the training I give them. But you can be assured that these people have been properly trained and when placed will become good guards," Phungwayo said. He said he did not understand the farce about his operation. "I do not force people to enrol. They do it of their own free will," he said.

Mazingi said on completing the course they were sent to a security consultancy in Wynberg. "Phungwayo told us he had already spoken to the consultancy and that we would be taken on. To our shock the management at that consultancy said they had no knowledge of us," said Mazingi.

He said the group then went back to Phungwayo and told him they had been rejected. "He then referred us to Springbok Patrols, claiming that we would get jobs.

"But we were told the company did their own training and had no dealings with Phungwayo," he said. Personnel officer of Springbok, Mr Danie Engelbrecht, disputed claims that the guards sent to them by Phungwayo had been trained. "They know nothing about security practice," he said. "It was actually a disgrace that Phungwayo made such ludicrous claims that he had provided training to these people. They are blank," said Engelbrecht. "Security training assumes that you should have a basic understanding about items such as the handling of firearm, first aid, fire-fighting and knowledge of drilling. "His students know nothing about these preliminary security matters."

Are you deaf?

This article was contributed by Annica Foxcroft, marketing director of Interman, a Johannesburg-based language and literacy training organisation.

Many avoidable company difficulties are caused by poor communication. There is often an inability to ask the necessary questions, to be clear and proactive, to formulate concise statements of instructions, to solve problems, and to read, write, count and think effectively — in the target language.

What is needed is a language-based communication training programme, geared to equip workers to handle and process all communications. To do this cost-effectively, an analysis of the various categories of communication should be done, including all the concepts, facts and rules necessary for the appropriate response.

This is a holistic approach and ensures the even development of the trainee. It integrates thinking and communication skills, language skills (comprehension, speech, reading, writing), situational interactive skills and comprehension of critical business and technical concepts.

Performance improvements can be measured — but more potent indicators are the sort that make your foreman say, "I can't believe the improvement!" or the trainee say, "I want to thank you so much for training us. Before I was like a blind person but now I can see."

A pharmaceuticals company started a six-week strike because the shop stewards didn't understand management's response to their request for a wage increase. Management had in fact agreed to the requested wage increase — but wanted to stagger it over a six-month period and then to top it off with a substantial bonus as a reward for accepting the delay. The shop stewards had seemed to agree to this — but a strike occurred immediately in protest. Despite many subsequent meetings between management and the shop stewards, negotiations reverted stubbornly to the original request.

Our investigation revealed that the shop stewards were unable to comprehend the terms management was using to explain the offer — percentages, interest, accumulation and simple arithmetic. They lacked the lan-

guage and communication skills to clarify the problem — and so kept carrying an erroneous tale to the disgruntled labour force.

The MD, who was on our Zulu course at the time, was asked to call a meeting of the labour force (not just the shop stewards). At this meeting, he read the speech — in Zulu — which we had carefully structured for him to explain his offer. There were no equivalent words into which to translate many of the concepts, so it was an interesting exercise in communication. But the result was astonishment, then eager acceptance and an end to the strike.

A holistic language course builds in concepts where they are absent in the mother tongue. This is a much bigger step than merely teaching people to read out words with no comprehension. However, being able to communicate with labourers in their own language at least bridges the immediate gap.

Huge costs in downtime, conflict and wastage occur daily as a result of simple communication problems, based on the fact that languages are not simply mutually translatable.

Another example: the company announces a productivity improvement exercise, the workforce institutes a go-slow. Why? Because there is no term for productivity in any black language, simply because the concept does not exist. This means that the worker is likely to acquire a distorted understanding of the English term — for instance, "productivity" translates into "retrenchment." The worker has observed this as a consequence of a previous "productivity" drive — so now he's going slow to prove that there is enough work for everyone.

There is no African language word for "quality" as in quality management and quality control — and think of the emphasis being placed on that word today. The labourer links "quality" with the image of a policing action — probably because also he doesn't comprehend the related concepts of "competition", "client", "profit" and "business".

Train the worker in his mother tongue and it's difficult to explain new concepts with a language that is not designed to do this. Train him in English and he doesn't under-

stand the concepts, can't read or write effectively, often can't handle basic calculations or conventions of communications in a work/training situation. This can seriously affect training in jobs, safety, technical skills and general performance and interactions.

Another key aspect of communication success is relevant thinking skills. These are often poorly developed for the linear, sequential, highly analytical situations. You will see this affecting the issuing of directions and instructions, as well as feedback, reporting, questioning, explanations, presentations, study and comprehension.

This daunting array of skill deficits is largely caused by poor education. But it is also caused by the huge problems of inadequate language-based communication training — as distinct from "teaching", which is done in schools.

Professional language training equips the trainee to negotiate the block or filter effect of the following key components of language:

- Thinking skills as expressed by the language,
- Cultural values dictating interactive norms;
- Cultural norms affecting business behaviour;
- Language grasp, manipulation and conventions of speech, and
- Literacy level relative to skill level needed.

It would be interesting to work out which of the above factors act as distortion filters on the following communication: "Complete this job application form, listing your jobs in reverse order and state length of employment and status achieved." This form will probably remain blank and be handed in like that.

Consider the safety sign indicating "Emergency Exit". It is in international sign language, not writing, so it should transcend language and literacy barriers. But it shows a stick figure running within a red circle, bisected with a slash. The common shopfloor understanding of the sign is "Do not go that way, you will lose your hands, face and head!"

These misconceptions represent avoidable costs which most businesses are simply budgeting for.

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JOB applicants should adapt their curriculum vitae according to the particular job on offer — the standard CV is "out", say leading personnel practitioners

Quest Personnel executive chairman Roy Silver says there is nothing wrong with adapting one's CV for different job opportunities

"Different job offers within the same field stress different requirements. Having one standard CV can never adequately detail specific expertise or strengths that may be required in a particular job."

Consultant Paul Tingley agrees with this approach. He suggests that applicants should try to have their CVs typed on word processors — it will save much time when the CV is continuously being changed for each job application

Mr Tingley is managing director of Paul Tingley Management Services

The CV should be as "brief and to the point as possible", says Barlow Rand Industries human resources executive Mike Keevey

Suspicious

Mr Keevey adds: "It is not necessary to go into endless detail about job experience — some of the relevant highlights of what was achieved, for example, that the person increased sales turnover by a certain amount — should be set out concisely"

"A CV of 20 pages is unlikely to enhance the chances of an applicant — and one tends to be a bit suspicious of a person who blows his own trumpet excessively"

Mr Keevey says a CV should ideally not be longer than four or five pages.

Mr Tingley agrees with this approach, but believes the CV should comprise just two pages. Only the last three or four jobs should be set out. The style should not be verbose. For example: "Managed 600 people through 10 line managers". Achievements in the job should be set out in

A CV should be concise and precise

51 Times (BUS) 14/2/93.

(179)

By ADRIAN HERSCH

similar fashion.

"The reader cannot take everything in if the applicant writes three pages on each job. Relevant information only should be set out."

He says that where degrees are set out it is not necessary to list all subjects, only the majors.

He advises against sending copies of qualifications and letters of reference, which add unnecessary bulk to the CV and which makes handling it more difficult

If a person does not have the qualifications claimed, this tends to come out in the interview, and in any case qualifications can always be checked later.

Mr Tingley does not rely on written references, but checks these verbally.

Mr Silver also says copies of educational qualifications and references should not be sent and suggests that "available on request" should be written on the CV.

Mr Tingley says that additional information, such as graphs, should not be included.

"The ideal is to receive a clear, concise two-page CV on its own and there is no reason for it to be bound because this merely adds bulk."

Emmanuel's Personnel chief executive Lisa Roussos differs.

She says, "I don't think a CV should be any set length — it should be as long as it takes to put down all the information, even if it turns out to be lengthy"

"A thorough in-depth CV provides very little room for potential misunderstandings"

All say it is essential that applicants "do some research" on the company they intend working for. This would involve, for example,

obtaining as much literature on the company as possible and "reading up" on relevant aspects

Should an interview be granted, the more an applicant knows about the company the better for him.

Knowledge of the company reflects a commitment of interest in the position sought

"For more senior positions it's almost an insult when the applicant does not do some research on the organisation he intends working for," says Mr Tingley

It is important that the applicant ask questions at the interview. These should not only be about many aspects of the job, but also should include questions about how the company envisages its prospects in the medium- and long-term

Strengths

Mrs Roussos says applicants should "relax and try their best to enjoy the interview". They should affirm their strengths before walking into the interview room, which will help to project a positive image.

"Eye contact must be maintained throughout the interview and arms should not be folded," Mrs Roussos advises.

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Training project

THE third National Summer School organised for members of the Congress of South African Trade Unions starts today at the Eskom Conference Centre in Midrand ^{Soweto} 15/2/93

The school, which is part of Cosatu's on-going staff development and training programme, will run up to the end of the month. 179



	Black Accountants	White Accountants
CULTURAL DIFFERENCES	43	90
LACK OF BUSINESS AWARENESS	43	90
INFERIOR HIGH SCHOOL EDUCATION	78	85
INFERIOR UNIVERSITY EDUCATION	67	85
RACISM FROM PEERS	81	70
NEGATIVE CLIENT ATTITUDES	87	40
LACK OF COMMUNICATION SKILLS	45	80
LACK OF MOBILITY	71	75
LACK OF NUMERICAL SKILLS	20	50
ABSENCE OF BLACK ROLE MODELS	81	70
LACK OF HONEST PERFORMANCE EVALUATORS	53	15
LACK OF COMMITMENT FROM EMPLOYERS	51	25
LACK OF CHALLENGING AUDIT ASSIGNMENTS	81	20
UNALLOCATED TIME	43	50

Open Learning creates active study methods

6/10/93 16/2/93

THE ACCA Open Learning, a programme designed to free the trainee from the restrictions of college schedules, offers a complete series of study packages leading him through the entire syllabus to accountancy qualification.

The programme, developed by ACCA (UK) and the Open College (UK), allows the trainee to structure his own time and place of study.

The key element in the programme is learning through doing — a trainee's workbooks require his ideas and written contribution in the form of activities and self-assessment questions (SAQs).

The programme, designed to ease the problems of trainee-employer relationships, allows complete flexibility of study and removes the rigid demands of college and tutor study. The trainee can work out with the employer a programme of study which suits them both.

Through SAQs learning becomes not just a passive absorption of facts but the active application of theory and technique to real work situations, and a constant self-analysis to check that objectives have been achieved.

The programme, while guiding the trainee through to examination success, gives him learning tech-

niques which will have a positive effect on his career.

Particular care has been taken to ensure that the language level is appropriate for learners for whom English is not the first language.

The programme is the largest ever open learning project in any subject area, providing 2 700 hours of learning.

Developed over three years, the programme is said to be the best in the field in terms of innovative accountancy education development.

Replacement

The key to the Open Learning programme is the replacement of the teacher in the conventional classroom context by thoroughly researched and expertly prepared workbooks and audio tapes.

In the workbooks, study sections are short, objectives and teachings clear, and there are many practical workbased examples.

While most study manuals and correspondence courses ask students to read, memorise and reproduce what they find in the text, Open Learning requires them to undertake activities where they review what they have read, consider how they can use it and satisfy themselves that they have understood it.

Training for black managers

■ Course will help advance
middle management:

Sowetan 18/2/93

By Mzimkulu Malunga

BLACK managers are likely to benefit from a company directorship course due to be launched soon.

The course, a Diploma in Company Directions, is run by the Institute of Directors (IOD).

According to IOD executive director Richard Wilkinson the course is nearly complete and will be polished at a meeting today.

The two-week course will cover a variety of subjects such as directing human resources, effective management development, developing organisations and many others. IOD executive David Hutton-Wilson, says this move is similar to that introduced by the Institute of Directors in the United Kingdom in 1982.

Since then, over 1 000 senior executives have enrolled for the course. The immediate past president of the National African Federated Chamber of Commerce and Industry (Nafcoc), Sam Motsuenyane, once highlighted Nafcoc's policy as ensuring that all companies listed on the Johannesburg Stock Exchange have 30 per cent of their board members from the black community.

"If this challenge is to be met, current listed boards should now be searching for around 380 black executives competent to hold down the responsibilities of a company director," says Hutton-Wilson.

Nearly 70 000 students have passed through the Academy of Learning, which bridges the gap between formal education and "real world" needs of the business community.

In education-hungry SA, the Academy of Learning meets the needs of thousands of students every year, producing comprehensively trained individuals with special emphasis on computer and office skills

The success of the Academy of Learning and more particularly of its superb audio-visual method of training has been phenomenal

Founded in 1985, the academy has grown and expanded on a franchise basis to the stage where it now has 45 training centres throughout southern Africa, making it the largest privately owned training institution of its kind in this part of the continent.

The statistics are impressive. Since inception, about 70 000 students have passed through the Academy of Learning and currently the student body amounts to about 15 000 a year and is growing.

But behind the hard statistics is a dedication to the highest possible standards due essentially to the quality of the courses, the training staff per sé, and to the nature of the operation itself, which identifies and fills the gap between formal education and the "real world" needs of the business community

At the heart of that success is recognition of the fact that not all students are able to attend formal, fixed courses, says founder member and managing director Sue de Roos

To meet that need the academy developed its unique audio-visual teaching technique, which allows students the opportunity to dictate their own pace and to recap lectures should the information not be initially and understood

They are also able to "earn while they learn" thus creating an ideally flexible learning

Preparing students for the 'real world'

STAR
24/2/93



EXCELLENCE IN EDUCATION . . . The Academy of Learning provides an ideally flexible learning environment.



environment that opens the way to better training for many more South Africans.

Moreover, Academy of Learning students have the additional support of their comprehensive lecture notes and highly trained supervisors who are constantly on call at the various training centres.

Courses offered by the academy include:

- Comprehensive Computer Career courses (large spectrum including MS-DOS, Lotus 1-2-3, word processing etc).
- Executive Secretary/PA.
- Bookkeeping, Accounting and Computerised Accounting Career (FMI recognised).
- Public Relations (Prisa recognised).
- General Secretarial.
- Copy Typist
- Girl Friday.
- General Business Skills.

The excellent courses, which are fully recognised by the business community, are the result of co-operation with various representative organisations and standards are ensured by the grading by highly qualified Academy of Learning staff at the head office.

Academy students are also eligible to sit for the external examination of:

- The Financial Management Institute of Southern Africa for all bookkeeping and accounting courses

- Wetherby Training Services
- United Kingdom.
- Royal Society of Arts — United Kingdom.
- Public Relations Institute of South Africa (Prisa).
- National Council for Business Training Standards (NCBTS)

Further evidence of the academy's standing is the fact that it is a founder member of the Association of Private Colleges of Southern Africa and a member of the South African Franchise Association.

In terms of the latter membership it is important to note that through the franchising system all Academy of Learning training centres are owner-managed, thus assuring total commitment to high standards and professionalism

It is also worthy to note that the academy's head office in Johannesburg last year received the Franchisor of the Year Award from the South African Franchising Association and a member, the Welkom Branch, was one of the top three finalists in the Association's Franchisee of the Year Award

This is positive proof of excellence in its chosen field

For further information about any of the academy's branches, please contact Carol Prins at (011) 444 2887

Retrenched staff 'need training'

BIDAM 24/2/93
BIG companies retrenching staff should help to train them in skills that will help them to become self-employed, SBDC central Transvaal region GM Jo Schwenke says

Schwenke says about 400 000 jobs have been lost through retrenchment in SA since 1989, which is more than the 340 000 job opportunities the SBDC has created in 11 years.

"If big companies are prepared to spend some of their social responsibility budgets on surplus employees, the least they need to do is provide retraining to equip the employees with marketable 'doing skills'.

"In addition, they could also provide loan financing for the launching of the new businesses."

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THEO RAWANA *173*

He suggests that companies should subcontract their retrenchment training and loan financing programmes to organisations such as the SBDC, specialists in the field.

By providing employees with training in business skills and assisting them to successfully set up and manage their own businesses, a serious attempt will have been made at giving employees something of value.

Schwenke says companies can make a further contribution by buying from their retrenched employees "on a preferred basis", once they have set up their businesses.

"This is a major boost for new small businesses."

Expert outlines worker training scheme

SALT ROCK — Industrial training would become an essential part of industrial bargaining and workers would have to demand paid training leave to upgrade their skills

That was the view expressed yesterday by Australian Confederation of

Unions training and grading co-ordinator Alistair Manchin, who has been seconded to Cosatu for six months to look into the restructuring of job grading and training systems in SA. He is expected to present

his findings and recommendations to the trade union movement by mid-year.

Manchin, speaking at an open school for shop stewards organised by the SA Clothing and Textiles Union, said the research group would recommend current task-based grading systems be replaced by skills based on competency grading systems

He believed opportunities for advancement would do more to encourage productivity than the current inflation-based wage bar-

gaining. Competency-based training would assess workers' ability to perform a particular job rather than attain formal training certificates.

Programmes to retrain and relocate workers who lost their jobs during economic restructuring would also have to be introduced.

Clothing industry board director Peter Riches said the philosophy behind the proposals appeared to have merit and they would have to be discussed

BIDM 25/2/93

LINDA ENSOR

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JOB MARKET

M&R making the people flower

STIwe (Buss) 28/2/93

MURRAY & ROBERTS has been quietly using its people and expertise to train thousands of the country's unemployed.

At the last count, 55 000 people had learnt some skill from Sunflower Projects, a division of the group dedicated to uplifting communities by helping them to break the cycle of poverty.

M&R's commercial director Jeremy Rachtiffe estimates that, with sufficient funds, Sunflower Projects could train 100 000 people every year.

Pride

Sunflower offers unemployed community members a chance to learn building and related skills, provides education and literacy courses and generally encourages the development of entrepreneurial attitudes.

The skills are put to use on community projects funded by aid organisations before workers graduate into the job market.

"What communities need above all else is skilled and confident people — who have pride, dignity and a reason for living. Development isn't something you do to people or even for them. Sunflower does it with them," says Mr Rachtiffe.

Community projects tackled by Sunflower have to meet several basic requirements. The project must:

By CHERILYN IRETON

- Be endorsed and supported by the community;
- Promote community participation;
- Be linked to the world of work;
- Promote self reliance, and
- Lead to lasting improvements in the lives of those taking part.

Despite an impressive list of successes over the past few years, the recession and a dearth of funds for community development have hindered Sunflower's progress.

It recently had to retrain 157 of its trained instructors and is now having to rely on its permanent workforce of 205 to help communities identify suitable projects, train the workers and supervise the development.

As a result an appeal for help, by way of project sponsorship, has gone out to the main aid organisations and corporations operating in South Africa.

"The country is hard pressed to provide the resources needed to alleviate the hardships of many disadvantaged communities," says Rachtiffe.

"The private sector can play a positive role in alliance with partners involved in community upliftment."

"The twin challenges facing funding agencies are to find key achievers who can really deliver results and then nurture the capacities of those key achievers.

"The heart of what Sunflower

Projects is all about is the realisation of dreams. Our vision is to see the concept spreading throughout Africa, in a never-ending cycle of renewal."

At a function to show off Sunflower's projects, M&R chief executive David Brink told guests that "good old fashioned honest hard work" was needed if progress was to be made in promoting employment and upliftment.

Until now M&R has insisted Sunflower be a profit-making organisation. But, says Brink, this has blocked assistance from several funding agencies.

"As a result we have changed our philosophy to ensure that profits made by Sunflower are ploughed into the M&R Foundation. This ensures that the money goes back into social support and that not a cent goes to M&R shareholders."

Expensive

Details of some of Sunflower's major projects show that it can train people at a cost of between R1 080 and R4 200 a person — depending on the size and duration of the development.

The most trained on a single project were 4 394 people at Lundelam, where R4.5-million was spent over a four-year period.

The most expensive project was the R8.7-million Tembisa School, completed in November, which created 2 100 jobs over 18 months at a cost of R4 158 each.



DAVID BRINK 'the money goes back into social support'

It's time that business took a cane to public education

S/Times 28/2/93 (Buss)

BUSINESS and community leaders today rank "human resources" as one of their most important areas of concern. Research is showing us what appear to be contradictory signs.

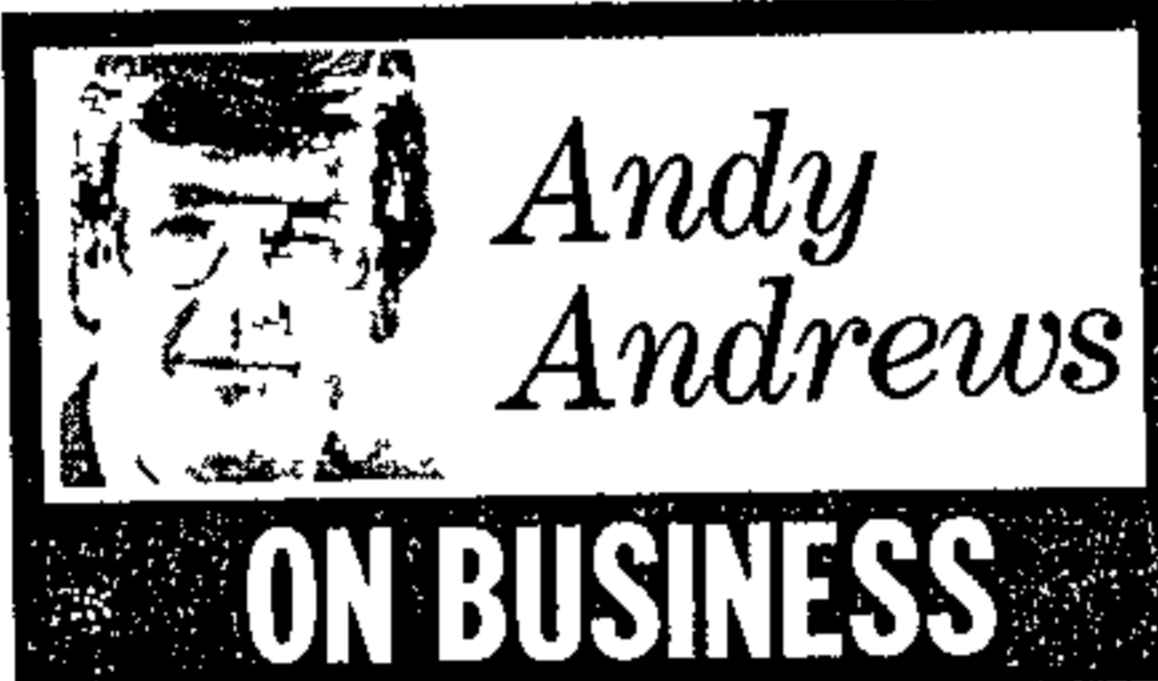
On the one hand we have millions of unskilled workers out of work as companies continue to tighten their belts in the face of the on-going economic recession, and more and more skilled and experienced executives also struggle to find jobs as companies downsize and delay by cutting out levels of management.

On the other hand, research is suggesting that we do not have enough managers to cope with the increasing complexity of a globally competitive world. So we face this paradox: we need more managers, but we are getting rid of them. We need more skilled workers, but we are cutting back on training due to budget constraints, and are also putting experienced workers back on the street.

A GLOBAL COMPARISON

The "Breakwater Monitor" research project at the UCT Business School, which is supported by many leading companies, has collected data on more than 600 000 employ-

INTERNATIONAL FIRMS	CATEGORY	SOUTH AFRICAN FIRMS
25%	Management & Professional	45%
35%	Skilled	25%
35%	Semi-Skilled	35%
5%	Unskilled	40%



ees and is providing participating companies with the opportunity to benchmark themselves against other firms. Their initial findings make interesting reading. The breakdown of South Africa's workforce as compared to international norms is given in the table.

The data on the international firms tells a powerful story. Their percentage of employees in the management and skilled categories is more than double the South African percentage, while South Africa has almost double their percentage in the less skilled categories.

In addition, I suspect what the Germans

and Japanese call "semi-skilled" is a lot more skilled than the South African definition.

We are, quite simply, operating our businesses using an antiquated, low skill, low productivity model of business that our global competitors threw out many years ago.

Their people have more managers, are more highly skilled and are, consequently, more productive. That is why their economies are growing and ours is not.

We cannot expect to produce the knowledge-based, high quality and often custom-made products that command high prices and create the margins necessary to support R&D and global market strategies with too few managers and too many unskilled employees.

THE EDUCATION PROBLEM

The World Competitiveness Report regards South African workers as the worst equipped for the demands of a modern workplace. Not only are too few South Africans going to school, but those that do so and look for work do not have the skills that business needs.

This problem is not unique to South Africa. The American Society for Training and Development recently estimated that US business is spending as much on educating

their workers as the US government spends on formal education.

South Africa is also spending huge amounts of money on education, but the problem is not the amount of money but rather the way it is spent and administered.

A DISMAL PICTURE

I have no doubt that our educational system is failing miserably. And the reason is that the people who manage the system are working with an outdated, cumbersome philosophy that is not responsive to the needs of the global economy.

The world is changing rapidly, but our syllabi and the methods of teaching are obsolete. I am sure that it is easier to move a cemetery than it is to change a curriculum.

We are still producing academically educated people, when the practical skill levels required by business and society are rising. The Hudson Institute in the US has estimated that half the jobs that will be created in the 90s will require post high school training.

While we are teaching students about esoteric aspects of biology and European history, students need interpersonal skills, teamwork skills, logic skills, the ability to learn, problem solving skills, critical thinking skills.

In Europe, students switch between classroom and workplace apprentice-type jobs allowing them to develop both academic and practical skills simultaneously.

We are locked into a 19th Century philosophy that separates the university-bound from the factory-bound. This creates exaggerated expectations in the one group and lowered self-esteem in the other.

WHAT TO DO?

Business had better get involved. Business had better make sure that we improve public education and insist on innovation and change.

Companies and individuals pay taxes which are used in our educational system to produce products that do not meet their needs and then must pay again to remedy the defects.

Perhaps we should have a money-back guarantee from the schools and universities. If the product doesn't work you should get your money back.

Public education will continue to plague South African business and make us less competitive globally unless we do something about it now.

Education is at the core of our problems, both socially and economically.

Professor Andy Andrews is director of the Graduate Institute of Management and Technology which offers the prestigious Henley Executive MBA in SA and is co-founder of Laird-Andrews the strategic financial consultants.

SA DEBT OUTLOOK IMPROVING

S/Times (Buss) 28/2/93

SOUTH AFRICA is comparatively under-borrowed and might be able to repay its foreign debt without negotiating another interim arrangement, says Standard Bank chief economist Nico Czyplonka.

SA has repaid and converted into longer term debt almost \$10 billion of the short-term debt caught in the debt standstill, and at the end of this year will have another \$5-billion to go.

Mr Czyplonka says in Standard Bank's Economic Perspectives that SA has reduced its debt/GDP ratio to 16,9% from 42,9%, as the debt has been repaid without taking on substantial offshore loans.

SA's debt/export earnings ratio has fallen to 64,9% from 127,2%, placing SA in a foreign indebtedness situation similar to South Ko-

rea but far better off than Egypt, Brazil, Argentina and Australia.

However, SA has to pay a premium on interest on its loans because of the debt standstill and the political situation, says Mr Czyplonka.

He says SA will owe \$5 billion of standstill debt at the end of 1993, when the third interim arrangement expires. Any technical default on this would be out of the question, as it would intensify downward pressure on the rand and throw out Reserve Bank attempts to stabilise the nominal effective exchange rate.

Mr Czyplonka says the Reserve Bank has two options. It can get creditor banks to convert the debt into medium term stock, which would be tradeable, or it can return to "business as usual", under which SA repays

the amount, but it is immediately re-advanced under normal terms and conditions.

The benefits of this would be that the cost of finance to SA would be lowered and foreign lenders would benefit because they would no longer have to have double reserves as a result of SA being technically in default.

Mr Czyplonka says this should be coupled with SA being granted access to the IMF. Borrowing from the IMF may not even be necessary if this leads to the perception among lenders that SA borrowings are effectively backed by the IMF.

He says that in practice access to the IMF will only be possible once some sort of interim government is in place, and if that government makes inroads into a structural adjustment programme.

Training board started in automotive industry

DIRK HARTFORD

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FOR the first time a training board, which incorporates education in its brief, has been launched by the auto manufacturing industry.

The board, which was launched last week and consists of auto manufacturing employers and trade unions Yster en Staal and Numsa — aims to shift focus beyond the traditional artisan and apprenticeship training concerns to include education for developing career paths for workers in the industry.

The board believes that education and training should be linked to programmes for economic transformation and industrial restructuring in the industry. Past racial and gender discrimination needs to be addressed through affirmative action programmes, it feels.

Workers attending training courses will do so at their normal rate of pay if it is during working hours, and training will be adapted to meet the needs of the economy.

The board aims to recognise and establish clear links between formal education, industry training and other education and training systems.

It supports the idea of free and compulsory formal education to the "highest level the economy can afford" and endorses education and training as an integral part of employment.

All training must be linked to clearly defined career paths — moving from broad general skills to specialisation. And training should be modular and competency based within an industry framework.

The board also believes that training should provide portable skills recognised industrywide, while also providing particular workplace skills for future development.

The programmes will include recognition of prior learning where this can be verified.

Trade unions will be involved in all aspects of literacy training in courses which will take learners to nationally acceptable standards. Companies will provide facilities and support programmes for the training of trainers.

The board has already established a special project team to investigate the implementation of career pathing in the industry.

● See Page 8

LOST GENERATION FM 513193 (179)

Greatest threat (179)

A programme to train and employ millions of marginalised young people is being developed by the ANC Youth League. It proposes a partnership between businessmen, public authorities and the youths to tackle what is arguably the most serious socio-economic problem facing SA.

ANC economics spokesman Tito Mboweni says it is critical to find ways to draw the marginalised youth into the economy. He adds that the core of the group is 2m children between seven and 16 who have had no schooling. Their numbers swell annually by 300 000 who do not complete standard four and are effectively illiterate. Another 250 000 complete only primary school.

He outlined the plan at a symposium with Cape Town business people last week.

FM 513193

Mboweni says SA needs an emergency national youth programme aimed at education and employment generation. An eight-point plan has been put forward by the League and is under consideration. It includes

- Training and development for self-employment,
- Training aimed at assisting people in finding formal jobs,
- A public works programme aimed at revitalising and adding to infrastructure,
- Agricultural and rural development training in certain parts of the country,
- Part-time and casual work (in collaboration with the trade unions to avoid conflict);
- The establishment of a national youth opportunity trust funded by the public and private sectors and managed by the youth,
- The provision of adequate recreational facilities for young people, and
- On-the-job training.

Mboweni says the business community's role in the programme should include efforts in every company to employ young people; support for the proposed national youth opportunity trust, subcontracting whenever possible to businesses run by young entrepreneurs, the avoidance where possible of retrenchments affecting young employees, adult education programmes within companies, and support for outside academic and other education programmes.

He warns that the economy is already under severe constraints and time to deal with the problem is running out.

Youth League president Peter Mokaba says "frustrated youth" posed a greater threat to SA's stability than either the Right or a reactionary bureaucracy. ■

A kickstart for the future

Reports by STAN MHLONGO

THE Johannesburg Careers 2000 Exhibition which kicked off at Nasrec on Friday is hosting a competition which will decide who will represent SA in the International Skills Olympics in Taiwan in July

The exhibition will continue until Friday

This year the exhibition has joined forces with the SA Foundation, which will grant an opportunity to students to talk to the exhibitors about career opportunities available to them

The SA Foundation will stage the finals of their competition at Nasrec

Youngsters will be competing for gold medals in 15 different categories where they will display their skills in welding, industrial electronics and construction steelwork.

The winners of the competition will represent SA in Taiwan in July

Career guide

A team will be on hand to provide regular career counselling workshops throughout the show using an interactive workbook which has been specially developed by the Rand Afrikaans University's Department of Psychology

At a nominal cost of only R5, these workshops will guide students to analyse their personality, interests and abilities, and recommend a group of careers and skills appropriate to them

A battery of career and life skills videos are available in viewing cubicles

The Human Science Research Council will display their Mentor computerised career guidance system, and a vast array of career information will be available on 30 computers

Entry to Careers 2000 is free and ample parking facilities are available

Parents are encouraged to attend the exhibition with their teenage children



Verwoerd's 'hewers of wood' can head for top

UNDER Verwoerd's apartheid blacks were to be educated to be "hewers of wood" - or manual labourers

Now, following apartheid's rapid collapse, blacks are free to choose a career So what's available?

In her book *The Future Is Yours* Marilyn Aitken addresses the options

Aitken also provides answers to questions confronting school leavers

Here's a list of the careers she lists with brief notes

Actuary: They are legally responsible for the solvency of organisations which sell life assurance and pension funds. Highly paid.

Agriculturalist: A huge and complex industry predominantly in white hands after blacks were forced off the land or into manual labour. There is, however, scope for black farm managers and researchers with the Department of Agriculture, agriculture boards, co-operatives, research and agricultural companies and banks

Architect: They design buildings of all kinds which form an important part of our cultural heritage and affects our quality of life

Art. Some people separate "fine" arts (art for its own sake) from "other" art (art with an financial purpose) In reality, the two are combined

Chartered Accountant: A career in logic and extremely correct procedure. Highly paid, difficult job to master. Often deals with tax queries and setting up tax structures for a company. Now involves computer work and four to five years at university

Civil engineering Ten branches in SA. Need a 60-percent pass in English and higher grade maths and science to study. Maths and science is important. So is a good, practical sense

Community doctor: Two major areas exist in medicine - clinical and community. Doctors study for six years at a university medical school and often gain experience at rural hospitals or village programmes. It takes four more years' training to become a community health specialist

Community health nurse: Work with needy communities to administer preventative health care

Economist: Studies production and distribution of scarce resources. Economists are required for a new SA

Educationist: A very broad field. Teachers can specialise

Environmental scientist: Deals with the balance between human and environmental needs

Historian: Investigate the past and decide on what happened. Perform research and write about it. Can get involved in creative presentations, video documentaries and photographic displays. Big role in SA where apartheid rulers distorted the past

International relations specialist: Study world politics. Vital sources for business interests.

Librarian/information worker: In 1873 Daniel Bell predicted the coming of an "information society" characterised by an "information explosion". Welcome to that era. Involves computer skills

Manager: Multi-purpose application - not only sweatshop tyrant! Principals, matrons and chartered accountants have all acquired the skills. Involves motivating people to get the job done

Nuclear physicist: Expert in physics often allied to electronics, computer and engineering sectors

Physiotherapist: Healing through physical contact such as massaging and specialised exercise

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World Bank helps in study on massive park

A FEASIBILITY study for the world's largest game reserve, which would cross at least three international borders, is under way in Mozambique with the aid of World Bank finance *BIDM 8/3/93*.

The Transfrontier National Park, as the area would be known, would link areas south of Maputo Game Reserve with the Kruger National Park and extend to Swaziland's Llebombos and Malualua reserves. Eventually the conservation area could include Zimbabwe's Gonarezhou National Park.

When the scheme was first discussed in mid 1992, the World Bank agreed to pay \$24m in two instalments. The Global Environmental Facility also supported the project.

"The area was identified as a unique and complementary ecosystem, although artificial boundaries exist," said Mozambican Department of Forestry and Wildlife director Batolomeu Soto.

Ancient east-west wildlife migration patterns will be re-established if the Transfrontier National Park is set up. Mozambique's tourism potential would also increase.

The department was looking into the possibility of ecotourism and hunting safaris to attract overseas tourists and foreign currency, said a

MARIANNE MERTEN

department adviser

The study, which involves Mozambican and international experts, will look at security issues and how an international border running through the conservation area would be managed.

Said Soto "We are going through a delicate political phase in which Renamo is playing an important role. Our project must go harmoniously with this process."

Poaching in Mozambique's game parks is rife and has decimated wildlife, although no statistics are available because of the 16-year war.

It is estimated that the pre-war elephant population of about 300 in Reserva Maputo has declined to 50. Only 5 000 of Reserva Marromeu's 55 000 strong buffalo herds had survived, said the Forestry and Wildlife Department's adviser.

Both Renamo and government financed the war through illicit ivory and rhino horn trade, and rural communities killed game for food.

The Transfrontier park would link Mozambique's Banhine and Zinave National Parks. Areas between them would be allocated as multiple utilisation resource areas, where local people would be involved in the management and land utilisation.

Managers selling training skills

(179) JOHN DLUDLU *(179)*

THE recession and retrenchment of senior managers has led to the mushrooming of one-man training consultancies, sources in the industry said *BIDM 8/3/93*.

They complained that there was little control of these consultancies, no regulatory authority and no sign that government planned to intervene.

First National Bank small business unit manager Willie Holl said there had been an increase in consultancies as companies retrenched senior management staff to reduce costs.

It was difficult to find employment at senior levels, and retrenched managers usually resorted to starting up consultancies. Most common were in the communications and management fields.

Business Skills Consulting Group's Peter van Ryneveld said initial costs of starting one-man consultancies were not that high.

Companies were using a number of them since it was cost-efficient to employ a training consultancy rather than maintain a massive training department.

Van Ryneveld believed chances of government regulation were slim in the foreseeable future.

'Spread of doctors is too uneven'

PRETORIA — There was an uneven distribution of medical practitioners in SA resulting in critical shortages of medical manpower in rural areas, Health Minister Rina Venter said.

Speaking at the Polish embassy at the weekend, Venter said the health status of SA compared favourably with other developing countries, but government was "aware of the inaccessibility to health care by the major part of our population".

The shortage of doctors in rural areas and the inaccessibility of a quality health care service was being addressed in the planning of health care strategies, she said.

Rapidly increasing ur-

BIDM 8/3/93
ADRIAN HADLAND

banisation had also had a profound influence on the health status of communities in informal housing settlements on the outskirts of towns and cities.

"It is therefore understandable that we have given a high priority to primary health care services as it is of vital importance."

SA's population growth of 2,6% a year, together with the fact that about 38% of the population was under 14 years old, had added to the difficulties of providing health services of a high standard, Venter said.

The World Health Or-

ganisation target for the year 2000 was at least 5% of a developing country's GDP being devoted to health care. SA's total budget allocation for health was around 11,2%, she said.

Venter paid tribute to the "significant achievements" of Polish medical practitioners practising in SA's urban and rural areas. The work of many Polish doctors as well as their contributions to medical research had been invaluable, Venter said.

More than 7 000 Polish-born people were resident in SA, while 503 Poles immigrated to SA last year.

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Pupils helped to find their way

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Sowetan 9/3/93

■ Youth encouraged to take part in career workshops:

CAREERS 2000, a counselling project aimed at helping young people plan their future, began at Nasrec, Crown Mines, on Friday

Mr Syd Catton, founder of the project has counselled more than 250 000 students. This year the project has linked up with the Skills South Africa Foundation and pupils will be competing for medals

in 15 categories in fields such as welding, electronics and steel construction works

Winners will represent SA in Taiwan in July. Children can attend in parent-pupil partnerships. The workshop will be at Nasrec. Parking is at gates 6 and 7. Admission is free. The Careers 2000 telephone number is 643-8471.

Metal sector fund troubled

5/10/93 9/3/93
METAL industry employers might soon have to pay increased levies into their training and education fund. *(179)*

"The fund is reviewing the levy/grant structure as the very high demand for grant payments for the training component has led to great pressure being exerted on the fund," said Steel and Engineering Industries Federation training and education head Janet Lopes yesterday

It had been proposed that employers' levy contributions be increased and grant payments reduced to return the fund to a sound footing, she said *(179)*

Analysts feared such a move could depress the country's low apprentice intake even further. Cosatu representative Adrienne Bird said existing training for all workers needed to be overhauled — Sapa

the facades will be

Skills training courses for the small retailer

Blom 10/3/93

ANDREW KRUMM

SHOPPING centre managers Coreprop have taken an industry initiative and established a non-profit educational organisation to address the under-performance of independent retailers in shopping centres

Known as The Retail College, the section 21 company offers skills training for the small retailer, whose performance often influences the outcome of large retail ventures

Coreprop CE George Skinner said the project owed its origins to concern about the performance of independent retailers

The college was first planned as an inhouse project to develop the business skills of smaller shopping centre tenants as a service to Coreprop clients. However, as interest grew, the college was set up independently of Coreprop to cater to broader industry needs

Retail College head Jocelyn Daly said the school aimed to address not only the needs of independent retailers but offer programmes for larger groups as well

"We intend to design courses for some of the larger groups, and will

offer to replace certain inhouse training programmes more cost effectively" (179)

The college had also attracted some institutional interest. This could result in institutions insisting that certain tenants signed up for Retail College courses as part of the leasing agreement, Daly said.

The college currently offers only one four-day course at R1 800. Courses are tailored to the needs of the group attending and can be offered anywhere in the country



No. 395

12 March 1993

REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF FINANCE:
INLAND REVENUEOFFICE OF THE COMMISSIONER FOR
INLAND REVENUE**PRACTICE NOTE: No. 17**

Date: 12 March 1993

INCOME TAX:**TAXATION IMPLICATIONS OF BURSARIES AND SCHOLARSHIPS (APPLIES FROM COMMENCEMENT OF YEARS OF ASSESSMENT ENDED OR ENDING ON OR AFTER 1 JANUARY 1992 UNLESS OTHERWISE INDICATED)****1. STATUTORY PROVISIONS**

1.1 Section 10 (1) (q), which was added to the Income Tax Act, 1962 (the Act), by section 10 (1) (p) of the Income Tax Act, 1992, provides for the exemption from income tax of any *bona fide* scholarship or bursary granted to enable or assist any person to study at a recognised educational or research institution subject to the following conditions:

If such scholarship or bursary has been granted by an employer or an associated institution (as defined in paragraph 1 of the Seventh Schedule to the Act) to an employee (as defined in the said paragraph) or to a relative of such employee in circumstances indicating that the scholarship or bursary would not have been granted had that employee not been an employee of that employer, the exemption shall not apply—

- (i) if any remuneration to which the employee was entitled or might in the future have become entitled was in any manner whatsoever reduced or forfeited as a result of the grant of such scholarship or bursary, i.e. a salary sacrifice,
- (ii) in the case of a scholarship or bursary granted to enable or assist any such relative of any employee so to study, if the remuneration derived by the employee during the year of assessment exceeds R36 000; and
- (iii) to so much of any scholarship or bursary contemplated in paragraph (ii) as in the case of such relative exceeds R1 200 during the year of assessment.

1.2 Where a scholarship or bursary is granted subject to a salary sacrifice [paragraph 1 1 (i)], section 23 (j) [which was inserted in the Act at the same time as section 10 (1) (q)] provides that where a taxpayer is an "employer" or "associated institution" (as respectively defined in the Seventh Schedule to the Act) no deduction will be made in respect of the cost to the taxpayer of providing such scholarship or bursary. (See also paragraph 4 2)

No. 395

12 Maart 1993

REPUBLIEK VAN SUID-AFRIKA

DEPARTEMENT VAN FINANSIES:
BINNELANDSE INKOMSTEKANTOOR VAN DIE KOMMISSARIS VAN
BINNELANDSE INKOMSTE**PRAKTYKNOTA: No. 17**

Datum: 12 Maart 1993

INKOMSTEBELASTING:**BELASTINGIMPLIKASIES VAN STUDIE-
BEURSE (VAN TOEPASSING VANAF DIE
BEGIN VAN JARE VAN AANSLAG WAT OP OF
NA 1 JANUARIE 1992 GEEINDIG HET OF
EINDIG TENSY ANDERSINS AANGEDUI)****1. STATUTÊRE BEPALINGS**

1.1 Artikel 10 (1) (q) wat by the Inkomstebelastingwet, 1962 (die Wet), ingevoeg is deur artikel 10 (1) (p) van die Inkomstebelastingwet, 1992, maak voorsiening vir die vrystelling van inkomstebelasting van enige *bona fide*-studiebeurs wat toegeken is ten einde 'n persoon in staat te stel of aan hom hulp te verleen om by 'n erkende opvoedkundige of navorsingsinrigting te studeer, onderhewig aan die volgende voorwaardes:

Indien sodanige studiebeurs toegeken is deur 'n werkgewer of 'n verwante inrigting (soos omskryf in paragraaf 1 van die Sewende Bylae by die Wet) aan 'n werknemer (soos omskryf in genoemde paragraaf) of aan 'n familielid van sodanige werknemer in omstandighede wat daarop dui dat die betrokke studiebeurs nie toegeken sou gewees het nie indien daardie werknemer nie 'n werknemer van daardie werkgewer was nie, is die vrystelling nie van toepassing nie—

- (i) indien enige besoldiging, waarop die werknemer geregtig was of in die toekoms op geregtig sou geword het as gevolg van die toekenning van daardie studiebeurs, op enige wyse hoegenaamd verminder of verbeur is, dit wil sê 'n salarisopoffering,
- (ii) in die geval van 'n studiebeurs toegeken om so 'n familielid van 'n werknemer in staat te stel of aan hom hulp te verleen om aldus te studeer, indien die besoldiging verkry deur die werknemer gedurende die jaar van aanslag R36 000 te bowe gaan; en
- (iii) op soveel van 'n studiebeurs soos bedoel in paragraaf (ii) as wat in die geval van so 'n familielid die bedrag van R1 200 in die jaar van aanslag te bowe gaan.

1 2 Waar 'n studiebeurs toegeken word onderhewig aan 'n salarisopoffering [paragraaf 1 1 (i)], bepaal artikel 23 (j) [wat terselfdertyd as artikel 10 (1) (q) by die Wet ingevoeg is] dat waar 'n belastingpligtige 'n "werkgewer" of "verwante inrigting" is (soos onderskeidelik omskryf in die Sewende Bylae by die Wet), geen aftrekking van die koste deur die belastingpligtige aangegaan ten opsigte van die verskaffing van so 'n studiebeurs toegestaan sal word nie (Kyk ook paragraaf 4 2.)

2. INTERPRETATION OF WORDS AND PHRASES

2.1 "**Bona fide scholarship or bursary**" refers to financial or other assistance granted to a person to enable him to study at a recognised educational or research institution. It would include a grant which is in terms of a written agreement conditional on the fulfilment of stipulated requirements; for example, the grantee is required to obtain a qualification or take up employment with the grantor on completion of the course of study

2.1.1 The grant must be made to enable the grantee to pursue a course of **study** for the purpose of gaining or expanding his knowledge, intellect or skills.

2.1.2 A reward or reimbursement of study expenses (borne by a person) after completion of his studies does not constitute a scholarship or bursary as the grant must have been made **to enable or assist the grantee to study**.

2.1.3 The tax position relative to scholarships, bursaries and study loans is dealt with in paragraph 4 of this Practice Note

2.1.4 A direct payment of fees, for example to a university, for the purpose of an employee's studies is regarded as falling within the ambit of a scholarship, bursary or grant.

2.2 "**A recognised educational or research institution**" comprehends a "college" or "university" as defined in section 18A of the Act, or a school or any other educational or research institution wheresoever situated which is of a permanent nature, open to the public generally and offering a range of practical and academic courses.

2.3 "**To study**" relates to the formal process whereby the person to whom the scholarship or bursary has been granted gains or enhances his knowledge, intellect or expertise. It is not a requirement that a degree, diploma or certificate be awarded on completion of the course of study

2.3.1 Where research is undertaken by a person for the benefit of another person, for example, an employer, a business or sponsor, the relevant expenditure incurred by the employer, business or sponsor for the purposes of such research will not constitute a *bona fide* scholarship or bursary granted to enable or assist the researcher to study. See paragraph 4.2.3 for the tax implications.

2. VERTOLKING VAN WOORDE EN UITDRUKKINGS

2.1 "**Bona fide-studiebeurs**" verwys na die finansiële of ander bystand wat verleen word aan 'n persoon om hom in staat te stel om by 'n erkende opvoedkundige of navorsingsinrigting te studeer. Dit sal 'n toekenning insluit wat ingevolge 'n skriftelike ooreenkoms voorwaardelik toegeken is op die voorwaarde dat bepaalde vereistes nagekom word, byvoorbeeld, van die bevoordeelde word verwag om 'n kwalifikasie te verwerf of om 'n betrekking te aanvaar by die toekenner na voltooiing van die studiekursus

2.1.1 Die toekenning moet gemaak word ten einde die bevoordeelde in staat te stel om 'n **studiekursus** te volg met die doel om sy kennis, intellek of vaardigheid te verbeter of uit te brei

2.1.2 'n Beloning of terugbetaling van studieuitgawes (wat deur 'n persoon aangegaan is) na voltooiing van sy studies maak nie 'n studiebeurs uit nie aangesien die toekenning gemaak moes gewees het ten einde die ontvanger **in staat te stel om te studeer of om hom behulpsaam te wees met sy studies**.

2.1.3 Die belastingposisie met betrekking tot studiebeurse en studieleenings word in paragraaf 4 van hierdie Praktyknota aangespreek.

2.1.4 'n Direkte betaling van gelde, byvoorbeeld aan 'n universiteit, word vir die doeleindes van 'n werknemer se studies beskou as binne die omvang van 'n studiebeurs of toekenning te val

2.2 "**'n Erkende opvoedkundige of navorsingsinrigting**" omvat 'n "kollege" of 'n "universiteit" soos omskryf in artikel 18A van die Wet, of 'n skool of enige ander opvoedkundige of navorsingsinrigting van 'n permanente aard waar ookal gelee, wat oop is vir die algemene publiek en 'n reeks praktiese en akademiese kursusse aanbied.

2.3 "**Te studeer**" het betrekking op die formele proses waardeur die persoon aan wie die studiebeurs toegeken is sy kennis, intellek of vaardigheid verbeter of uitbrei. Dit is nie 'n vereiste dat 'n graad, diploma of sertifikaat by voltooiing van die studiekursus toegeken moet word nie

2.3.1 Waar 'n persoon navorsing onderneem tot voordeel van 'n ander persoon, byvoorbeeld 'n werkgewer, 'n besigheid of 'n borg, sal die betrokke uitgawes aangegaan deur die werkgewer, besigheid of borg vir doeleindes van sodanige navorsing, nie 'n *bona fide*-studiebeurs wat toegeken is ten einde die navorser in staat te stel of hulp te verleen met sy studies, uitmaak nie. Kyk paragraaf 4.2.3 vir die belastingimplikasies

2.3.2 A scholarship or bursary granted to a visiting academic for the purpose of lecturing students does not satisfy the study requirement as the object of the grant will be to impart and not to gain knowledge

2.4 "**Remuneration**" means remuneration as defined in the Fourth Schedule to the Act. This also applies to any amounts paid to directors of private companies for the purposes of this exemption

3. CLOSED AND OPEN SCHOLARSHIPS OR BURSARIES

For the purpose of the exemption scholarships and bursaries may be categorised as open or closed

3.1 *Open scholarships or bursaries*

These are scholarships or bursaries which are competed for by, or are awarded on merit (academic or otherwise) to, anyone applying therefor and are not, to any extent, confined to the employees or relatives of employees of a particular employer, organisation or other institution

3.2 *Closed scholarships or bursaries*

These are scholarships or bursaries which are confined to employees, or relatives of employees, of an employer or an associated institution.

Both scholarships or bursaries under 3.1 and 3.2 may be subject to a condition that, upon completion of his studies, the scholarship-holder or bursar take up employment with the grantor or repay the scholarship or bursary if he abandons his studies or fails to complete them with a specified period

4. TAX IMPLICATIONS

4.1 *Open scholarships or bursaries* are fully exempt from tax if they are *bona fide* awarded to enable the scholarship-holder or bursar to study at a recognised educational or research institution. However, where an employee or relative of an employee is awarded a scholarship or bursary under an open scheme and such award is, for example, subject to a salary sacrifice, the exemption under section 10 (1) (q) will not apply as the scholarship or bursary will not have been *bona fide* granted. The exemption will also not apply as there is an express proviso to preclude an exemption when there is a salary sacrifice

4.2 *Closed scholarships or bursaries* granted to an employee or relative of an employee that are subject to a present or future salary sacrifice by the employee [see paragraph 1.1 (i)] are not exempt from tax. Moreover, in terms of section 23 (j) of the Act the employer is not entitled to a deduction in respect of the cost of such scholarship or bursary. If there is no salary sacrifice the scholarship or bursary awarded to an employee will be exempt from tax and the provisions of section 23 (j) will not apply

2.3.2 'n Studiebeurs wat toegeken is aan 'n besoekende akademikus om lesings vir studente aan te bied, voldoen nie aan die studievereiste nie omrede die oogmerk van die toekenning die meedeling van kennis is en nie die verkryging daarvan nie.

2.4 "**Besoldiging**" beteken besoldiging soos omskryf in die Vierde Bylae by die Wet. Dit is ook van toepassing op enige bedrag betaal of betaalbaar aan 'n direkteur van private maatskappye vir die doeleindes van hierdie vrystelling.

3. OOP EN GESLOTE STUDIEBEURSE

Vir die doeleindes van die vrystelling word studiebeurse as oop of geslote geklassifiseer.

3.1 *Oop studiebeurse*

Hierdie is studiebeurse waarvoor meeding word deur, of wat toegeken word op grond van meriete (akademies of andersins) aan, enige persoon wat daarvoor aansoek doen en wat nie, in enige mate, beperk is tot werknemers of familieledes van die werknemers van 'n bepaalde werkgewer, organisasie of 'n ander instelling nie

3.2 *Geslote studiebeurse*

Hierdie is studiebeurse wat beperk word tot werknemers, of familieledes van die werknemers, van 'n werkgewer of 'n verwante instelling

Beide studiebeurse onder 3.1 en 3.2 kan onderhewig wees aan 'n voorwaarde dat die beurshouer by voltooiing van sy studies 'n betrekking moet aanvaar by die werkgewer of om die studiebeurs terug te betaal indien hy sy studies staak of waar hy in gebreke bly om dit binne 'n bepaalde tydperk te voltooi

4. BELASTINGSIMPLIKASIES

4.1 *Oop studiebeurse* is ten volle van belasting vrygestel indien dit *bona fide* toegeken is ten einde die beurshouer in staat te stel om by 'n erkende opvoedkundige of navorsingsinstelling te studeer. Waar daar egter aan 'n werknemer of 'n familielid van 'n werknemer 'n studiebeurs onder 'n oop skema toegeken word en sodanige toekenning is, byvoorbeeld, onderhewig aan 'n salarisopoffering, sal die vrystelling ingevolge artikel 10 (1) (q) nie van toepassing wees nie aangesien die studiebeurs nie *bona fide* toegeken is nie. Die vrystelling sal ook nie van toepassing wees nie aangesien daar 'n uitdruklike voorbehoudsbepaling is dat 'n vrystelling uitgesluit word waar 'n salarisopoffering voorkom

4.2 *Geslote studiebeurse* wat toegeken is aan 'n werknemer of 'n familielid van 'n werknemer en wat onderhewig is aan 'n huidige of toekomstige salarisopoffering deur die werknemer [kyk paragraaf 1.1 (i)], is nie van belasting vrygestel nie. Daarbenewens is die werkgewer ingevolge artikel 23 (j) van die Wet ook nie geregtig op 'n aftrekking ten opsigte van die koste van sodanige studiebeurs nie. Indien daar geen salarisopoffering is nie, sal die studiebeurs aan 'n werknemer toegeken, vrygestel wees van belasting en artikel 23 (j) sal nie van toepassing wees nie

4.2.1 Where a scholarship or bursary is awarded to a relative of an employee and there is no present or future salary sacrifice by the employee and the remuneration derived by the employee during the year of assessment does not exceed R36 000, an amount of so much of the scholarship or bursary as does not exceed R1 200 is exempt from tax. The R1 200 exemption limit applies to each relative of the employee who is granted a scholarship or bursary.

4.2.2 Scholarships or bursaries granted under a closed scheme to a relative of a **retired or deceased employee** will be subject to the limitations referred to in **paragraph 4.2.1** if they were granted prior to the employee's retirement or demise. Where they are granted or paid after one of those events has occurred they will be treated as if they had been granted under an open scheme (see paragraph 4.1) unless an agreement was entered into prior to an employee's retirement between the employee and the employer in terms of which the employer will provide a scholarship or bursary for a relative of the employee subsequent to the employee's retirement.

4.2.3 Where a person undertakes research for the benefit of another person (see paragraph 2.3.1) the payment received in this regard by the first-mentioned person will be taxed as income in his hands and he will not qualify for the exemption under section 10 (1) (q). The person paying the amount will qualify for a deduction subject to the provisions of sections 11 (a) and 23 of the Act.

4.3 Any recoupment which arises in respect of a scholarship or bursary granted by a taxpayer, where the amount of the scholarship or bursary has been allowed as a deduction against the income of such taxpayer will, in terms of section 8 (4) (a) of the Act, be included in the taxpayer's income in the year of assessment when recouped.

4.4 Study loans

4.4.1 A loan does not constitute income for tax purposes and is, therefore, not taxable. Personal study loans obtained from a financial institution or from any other source unrelated to employment are not taken into consideration for purposes of section 10 (1) (q) of the Act, nor are study expenses incurred by the holder of the loan, including the interest payable thereon, deductible from the income of the borrower. Such privately-funded loans, are, therefore, neither taxable nor tax deductible.

4.2.1 Waar 'n studiebeurs aan 'n familielid van 'n werknemer toegeken word en daar geen huidige of toekomstige salarisopoffering deur die werknemer is nie en die vergoeding van die werknemer vir die jaar van aanslag gaan nie R36 000 te bowe nie, sal soveel van die studiebeurs as wat R1 200 nie te bowe gaan nie, van belasting vrygestel wees. Die R1 200-vrystellingsperk sal van toepassing wees op elke familielid van die werknemer aan wie 'n studiebeurs toegeken is.

4.2.2 Studiebeurse wat onder 'n geslote skema aan 'n familielid van 'n **afgetrede of gestorwe werknemer** toegeken is, sal onderhewig wees aan die beperkings waarna verwys word in **paragraaf 4.2.1** indien dit toegeken is voor die werknemer se aftrede of afsterwe. Waar dit toegeken of betaal is nadat een van bogenoemde gebeurtenisse plaasgevind het, sal dit behandel word asof dit onder 'n oop skema (kyk paragraaf 4.1) toegeken is tensy 'n ooreenkoms voor die werknemer se aftrede tussen die werknemer en werkgever aangegaan is waarvolgens die werkgever 'n studiebeurs aan 'n familielid van 'n werknemer na die werknemer se aftrede sal voorsien.

4.2.3 Waar 'n persoon navorsing doen tot voordeel van 'n ander persoon (kyk paragraaf 2.3.1), sal die betaling wat deur eersgenoemde persoon ontvang word, belas word as inkomste in sy hande en sal hy nie vir die vrystelling ingevolge die bepaling van artikel 10 (1) (q) kwalifiseer nie. Die persoon wat die bedrag betaal, sal kwalifiseer vir 'n aftrekking onderworpe aan die bepaling van artikels 11 (a) en 23 van die Wet.

4.3 Enige herwinning wat ontstaan as gevolg van 'n studiebeurs deur 'n belastingpligtige toegeken en waar die bedrag van die studiebeurs as 'n aftrekking teen die belastingpligtige se inkomste toegelaat is, sal ingevolge die bepaling van artikel 8 (4) (a) van die Wet ingesluit word in die belastingpligtige se inkomste in die jaar van aanslag waarin die herwinning ontstaan.

4.4 Studieleninge

4.4.1 'n Lening maak nie inkomste vir belastingdoeleindes uit nie en is derhalwe nie belasbaar nie. Persoonlike studieleninge verkry vanaf 'n finansiële instelling of vanaf enige ander bron wat nie aan indiensneming gekoppel is nie, word nie in aanmerking geneem vir die doeleindes van artikel 10 (1) (q) van die Wet nie. So ook kwalifiseer studie-uitgawes aangegaan deur die houer van die lening, asook die rente daarop betaalbaar, nie as 'n aftrekking van die lener se inkomste nie. Sodanige privaatgefundeerde lenings is dus nie belasbaar of aftrekbaar vir belastingdoeleindes nie.

4 4 2 In terms of paragraph 11 (4) (b) of the Seventh Schedule to the Act no value is placed on a taxable benefit derived by an employee in consequence of the grant by any employer of a loan for the purpose of enabling that employee to further his own studies.

4.4.3 Any scholarship or bursary which is granted subject to repayment due to non-fulfilment of conditions stipulated in a written agreement will be treated as a *bona fide* scholarship or bursary as indicated in paragraphs 4.1 to 4.2.2 until such time as the non-compliance provisions of the agreement are invoked. In the year of assessment in which such provisions are invoked the amount or amounts of the scholarship or bursary will be regarded as a loan and, if relevant, any benefit which an employee may have received by way of an interest-free or low-interest loan will constitute a taxable benefit in terms of paragraph 2 (f) of the Seventh Schedule to the Act and not qualify for the exemption contained in paragraph 11 (4) (b) of the Seventh Schedule to the Act as such loan was not granted to enable the employee to study.

4 4 4 Where an employee who had obtained a loan from his employer to enable him to study is absolved from repaying the loan, he will have received a taxable benefit in terms of paragraph 2 (h) of the Seventh Schedule to the Act.

4 5 *Reimbursement of study expenses*

Where, as mentioned in paragraph 2 1.2, an employer rewards an employee for a qualification or for having successfully completed a course of studies, or reimburses him for study expenses borne by him, such reward or reimbursement of study expenses will represent, in the case of the reward, taxable remuneration, and in the case of the reimbursement of expenses, a taxable benefit in terms of paragraph 2 (h) of the Seventh Schedule to the Act.

4 6 *Taxable scholarships or bursaries granted to employees and relatives of employees*

These arise under the following circumstances:

- (i) The employee sacrifices a part of his present or future remuneration in order to obtain a scholarship or bursary for himself or for a relative.
- (ii) Where, under a closed scheme, an award is made to a relative of an employee and the employee's remuneration exceeds R36 000 per annum.

4 4 2 Ingevolge die bepalinge van paragraaf 11 (4) (b) van die Sewende Bylae by die Wet, word geen waarde geplaas nie op die belasbare voordeel verkry deur 'n werknemer as gevolg van 'n toekenning van 'n lening deur 'n werkgewer aan sy werknemer ten einde daardie werknemer in staat te stel om sy eie studies te bevorder.

4.4.3 Enige studiebeurs wat toegeken word onderhewig aan die voorwaarde dat dit terugbetaal word indien die voorwaardes soos uiteengesit in 'n skriftelike ooreenkoms nie nagekom word nie, sal as 'n *bona fide*-studiebeurs beskou word soos aangedui in paragrawe 4.1 tot 4.2.2 tot op sodanige tyd as wat die nienakomingsbepalinge van die ooreenkoms in werking tree. In die jaar van aanslag waarin hierdie bepalinge van krag word, sal die bedrag of bedrae van die studiebeurs as 'n lening beskou word en, indien van toepassing, sal enige voordeel wat 'n werknemer moontlik mag ontvang het by wyse van 'n rentevrye of lae rente lening 'n belasbare voordeel ingevolge paragraaf 2 (f) van die Sewende Bylae by die Wet uitmaak en nie vir die vrystelling ingevolge paragraaf 11 (4) (b) van die Sewende Bylae by die Wet kwalifiseer nie aangesien sodanige lening nie toegestaan was om die werknemer in staat te stel om te studeer nie.

4 4 4 Waar 'n werknemer wat 'n lening van sy werkgewer ontvang het ten einde hom in staat te stel om te studeer, van die terugbetaling daarvan kwytgeskeld word, sal hy ingevolge paragraaf 2 (h) van die Sewende Bylae by die Wet 'n belasbare voordeel ontvang het.

4 5 *Terugbetaling van studie-uitgawes*

Waar, soos reeds genoem in paragraaf 2 1 2, 'n werkgewer die werknemer beloon vir die verwerving van 'n kwalifikasie of vir die suksesvolle voltooiing van 'n studiekursus, of studie-uitgawes wat deur hom gedra is, terugbetaal, sal sodanige beloning of terugbetaling van studie-uitgawes, in die geval van 'n beloning, belasbare vergoeding verteenwoordig, en in die geval van die terugbetaling van studie-uitgawes, 'n belasbare voordeel ingevolge paragraaf 2 (h) van die Sewende Bylae by die Wet.

4 6 *Belasbare studiebeurse toegeken aan werknemers en familieledede van werknemers*

Hierdie geskied onder die volgende omstandighede

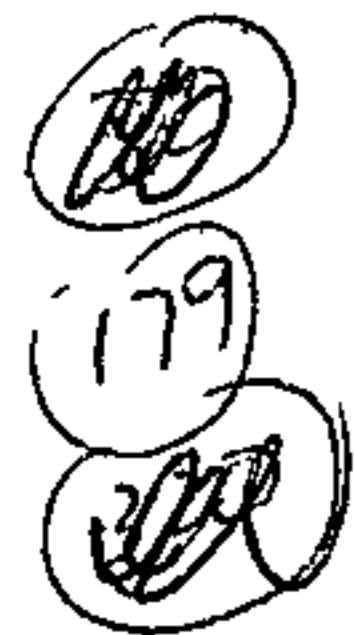
- (i) Die werknemer staan 'n gedeelte van sy huidige of toekomstige salaris af ten einde 'n studiebeurs vir homself of 'n familielid te verkry.
- (ii) Waar, ingevolge 'n geslote skema, 'n toekenning aan 'n familielid van 'n werknemer gemaak word en die werknemer se jaarlikse besoldiging R36 000 te bowe gaan.

- (iii) Where, under a close scheme, an award is made to a relative of an employee whose remuneration is less than R36 000 per annum but the award exceeds R1 200 per annum in the case of any relative (i.e. the amount exceeding R1 200 per relative per annum will be taxable)

To the extent that the scholarships or bursaries referred to above are not exempt from tax under section 10 (1) (q) of the Act they will be taxable in the hands of the employee

5. STUDY LOANS ETC. TAKEN OVER BY NEW EMPLOYER

5.1 Where—



- (i) in consideration for the grant by any employer (referred to as the former employer) to an employee of any bursary, study loan or similar assistance, the employee assumed an obligation to render services to the former employer for an agreed period;
- (ii) in consequence of the employee having terminated his services with the former employer before the expiry of the said period and having taken up employment with another employer (referred to as the present employer), the employee thereupon became liable to pay an amount to the former employer;
- (iii) such amount was paid to the former employer on the employee's behalf by the present employer; and
- (iv) the employee has in consideration for such payment by the present employer assumed an obligation to render services to the present employer for a period which is not shorter than the unexpired portion of the period during which he had been obliged to render services to the former employer,

no value will be placed on the value of any taxable benefit to the employee derived by reason of the payment referred to in item (iii) and consequently the payment by the present employer to the former employer will not be a taxable benefit under the Seventh Schedule to the Act

5.2 These provisions operate with effect from the 1991 year of assessment. The amount so refunded, if allowed as a deduction to the former employer, will be taxable as a recoupment in the hands of such former employer

- (iii) Waar, ingevoige 'n geslote skema, 'n toekenning gemaak word aan 'n familielid van die werknemer wie se jaarlikse salaris minder as R36 000 beloop maar die toekenning in die geval van enige familielid R1 200 per jaar te bowe gaan (dit wil sê, die bedrag wat R1 200 per familielid oorskry, sal belasbaar wees)

In die mate wat die studiebeurse hierbo na verwys, nie ingevolge artikel 10 (1) (q) van die Wet van belasting vrygestel is nie, sal dit in die werknemer se hande belasbaar wees.

5. STUДИЕLENINGS EN SOVOORTS DEUR NUWE WERKGEWER OORGENEEM

5.1 Waar—

- (i) as teenprestasie vir die toekenning van enige beurs, studielening of soortgelyke bystand deur enige werkgewer (hierna verwys as die voormalige werkgewer) aan 'n werknemer, die werknemer 'n verpligting aanvaar om vir 'n ooreengekome tydperk diens aan die voormalige werkgewer te lewer;
- (ii) as gevolg van die beëindiging van die dienste van die werknemer deur die voormalige werkgewer voordat die genoemde tydperk verstryk het en hy by 'n ander werkgewer (hierna verwys as die huidige werkgewer) diens aanvaar het, die werknemer daarna aanspreeklik is om 'n bedrag aan die voormalige werkgewer te betaal,
- (iii) sodanige bedrag deur die huidige werkgewer, namens die werknemer, aan die voormalige werkgewer betaal is; en
- (iv) die werknemer as vergoeding vir sodanige betaling deur die huidige werkgewer, 'n verpligting aanvaar om diens te lewer aan die huidige werkgewer vir 'n tydperk wat nie korter is nie as die onverstreke gedeelte van die tydperk waaronder hy verplig was om diens aan die voormalige werkgewer te lewer,

sal daar geen waarde geplaas word op die waarde van enige belasbare voordeel wat ontstaan het as gevolg van die betaling waarna in item (iii) verwys word, en gevolglik sal die betaling deur die huidige werkgewer aan die voormalige werkgewer nie 'n belasbare voordeel kragtens die Sewende Bylae by die Wet uitmaak nie

5.2 Hierdie bepalinge het in werking getree vanaf die 1991 jaar van aanslag. Die bedrag wat so terugbetaal word, indien dit aan die voormalige werkgewer as 'n aftrekking toegelaat, sal as 'n herwinning in die hande van so 'n voormalige werkgewer belasbaar wees

6. OTHER FORMS OF STUDY ASSISTANCE**6.1 Specialised training courses**

6.1.1 Expenditure in connection with in-house or on-the-job training or courses presented by **other undertakings for or on behalf of employers** does not represent a taxable benefit in the hands of the employees of the employer if the training is job-related and ultimately for the employer's benefit. The type of training envisaged under this heading could include the following



- (i) Computer and word processing courses
- (ii) Management and administration courses
- (iii) Bookkeeping courses
- (iv) Sales courses
- (v) Courses in operating office and technical equipment
- (vi) Language courses for employees whose home language is not one of the official languages
- (vii) Public relations courses
- (viii) In-house courses presented by banks, building societies and insurance companies for their employees

This list is not exhaustive and in cases of doubt the local Receiver of Revenue should be consulted in the first instance

6.1.2 Training, research and education of the nature described above must be distinguished from professional and formal education resulting in qualifications attaching to the person of an employee. Where admission to a particular profession or the ability to perform certain specialised duties is dependent on an employee obtaining an appropriate qualification and the employer meets the employee's costs of obtaining the required qualification, **which costs would normally be borne by the employee himself**, the employee will, **subject to the provisions of section 10 (1) (q) and the relevant paragraphs of this Practice Note**, be regarded as having received a taxable benefit

6.1.3 If in terms of a law such as the Manpower Training Act, No 56 of 1981, an employer is required to pay the fees payable in respect of prescribed classes or courses attended by his employees or to refund such fees paid by them, the fees will not constitute a taxable benefit in the employees' hands. The employer will qualify for a deduction in respect of these payments in terms of section 11 (a) of the Act

6. ANDER VORME VAN STUDIEBYSTAND**6.1 Gespesialiseerde opleidingskursusse**

6.1.1 Uitgawes in verband met interne of indiensopleiding of kursusse wat aangebied word deur **ander instansies namens die werkgewer** verteenwoordig nie 'n belasbare voordeel in die hande van die werknemers van die werkgewer nie, mits die opleiding beroepsgeorieenteerd is en uiteindelik die werkgewer bevoordeel. Die tipe opleiding wat hier beoog word, kan die volgende insluit

- (i) Rekenaar- en woordverwerkingkursusse
- (ii) Bestuurs- en administratiewe kursusse
- (iii) Boekhoudingskursusse
- (iv) Verkoopkursusse
- (v) Kursusse om kantoor- en tegniese toerusting te bedryf
- (vi) Taalkundige kursusse vir werknemers wie se huistaal nie een van die twee amptelike tale is nie
- (vii) Kursusse in verband met openbare betrekkinge
- (viii) Interne kursusse wat deur banke, bouverenigings en versekeringsmaatskappye aan hulle werknemers aangebied word

Hierdie lys is nie omvattend nie en in geval van twyfel moet die plaaslike Ontvanger van Inkomste in die eerste plaas geraadpleeg word.

6.1.2 Opleiding, navorsing en opvoeding van die aard soos hierbo beskryf, moet onderskei word van professionele en formele opleiding wat lei tot 'n kwalifikasie wat eie aan die werknemer is. Waar die verwerwing van 'n gepaste kwalifikasie deur die werknemer as 'n voorwaarde gestel word vir die toelating tot 'n spesifieke beroep of die vermoë om bepaalde gespesialiseerde pligte te verrig en die werkgewer dra die koste om die vereiste kwalifikasie te bekom, **welke koste gewoonlik deur die werknemer self gedra moet word**, sal die werknemer, **onderhewig aan die bepalings van artikel 10 (1) (q) en die toepaslike paragrawe van hierdie Praktyknota**, geag word 'n belasbare voordeel te ontvang het

6.1.3 Indien daar ingevolge 'n wet soos die Wet op Mannekragopleiding, No 56 van 1981, van 'n werkgewer vereis word om die voorgeskrewe gelde vir klasse of kursusse wat deur sy werknemers bygewoon word te betaal, of hulle te vergoed vir sodanige uitgawes, sal die gelde nie 'n belasbare voordeel in die hande van die werknemers uitmaak nie. Die werkgewer sal kragtens artikel 11 (a) van die Inkomstebelastingwet vir 'n aftrekking kwalifiseer

6 2 *Remission of study fees by virtue of employment (teachers, lecturers and their relatives)*

It is common practice for certain educational institutions, notably universities, to allow their employees and such employees' close relatives to study free of charge or at greatly reduced fees at these institutions. While the marginal cost of the education of such employees and their relatives represents a taxable benefit under the Seventh Schedule to the Act, the exemption under section 10 (1) (q) will apply subject to the limitations provided for. See paragraphs 4 2 to 4 2 2 of this Practice Note



7. Where the circumstances of a particular case are not covered by this Practice Note or there is uncertainty, the matter should be taken up with the local Receiver of Revenue citing full details

8. **PAYE**

Book 1 (INSTRUCTIONS AND GUIDELINES ON PAYE AND SITE) of the IRP 10 Tax Deduction Tables contains instructions relating to the employees tax position of taxable scholarships, bursaries, study loans and fringe benefits relative thereto and the duties of employers in this regard

ISSUED BY THE COMMISSIONER FOR INLAND REVENUE, PRETORIA

DEPARTMENT OF HOME AFFAIRS

No. 358

12 March 1993

ASSUMPTION OF ANOTHER SURNAME IN TERMS OF SECTION 26 OF THE BIRTHS AND DEATHS REGISTRATION ACT, 1992 (ACT No 51 OF 1992)

The Director-General has authorised the following persons to assume the surname printed in italics

- 1 Emrus Samuel van der Heever—600929 5059 08 8—57 Longtom Road, Ladysmith—*De Wet*.
- 2 Vinod Kantlal—660327 5217 08 6—348 Pine Street, Durban—*Govan*.
- 3 Ntombikayise Xaba—1968-08-22—4920 Nyakatha Street, Lamontville—*Mkhwanazi*.
- 4 Nomboniso Sellina Gamede—621212 0783 08 4—M157 Umlazi Township, Umlazi—*Nofukula*.
- 5 Mbombozi Mark Hlatshwayo—410918 5400 08 7—his wife Saraphina Dlamini—391010 0585 18 8—and minor child Sandile Dennis Hlatshwayo—5 August 1978—852 Third Avenue, Langlaagte Deep, Johannesburg—*Dhlamini*.
- 6 Lwayiphi Joseph Hadebe—1956-06-14—E1099 Ntuzuma Township, P O kwaMashu—*Ngcobo*.
- 7 Boginkosi Praisegod Jiyane—640927 5288 08 9—Posina Court, 8 Regent Street, Yeoville—*Dubazana*.

6 2 *Kwytsekelding of vermindering van studiegelde uit hoofde van werkverskaffing (onderwysers, dosente en hulle familieledede)*

Dit is algemene gebruik by sekere opvoedkundige inrigtings, veral universiteite, om hulle werknemers en hulle naasbestaendes toe te laat om gratis of teen 'n grootliks verlaagde koste by die inrigting te studeer. Terwyl die grenskoste van die opvoeding van sodanige werknemers en hulle naasbestaendes 'n belasbare voordeel kragtens die Sewende Bylae by die Wet verteenwoordig, sal die vrystelling kragtens artikel 10 (1) (q), onderhewig aan die beperkings neergelê, van toepassing wees. Kyk paragrawe 4.2 tot 4 2.2 van hierdie Praktyknota

7. Waar die omstandighede van 'n besondere aangeleentheid nie deur hierdie Praktyknota gedek word nie of daar bestaan onsekerheid, moet die aangeleentheid met die plaaslike Ontvanger van Inkomste opgeneem word. Volledige besonderhede moet verskaf word.

8. **LBS**

Boek 1 (INSTRUKSIES EN RIGLYNE OOR LBS EN SIBW) van die IRP 10-belastingaftrekkingstabelle bevat instruksies met betrekking tot werknemers se belastingposisie ten opsigte van belasbare studiebeurse, studieleenings en byvoordele wat daarmee verband hou asook die verpligtinge van werkgewers in hierdie verband.

UITGEREIK DEUR DIE KOMMISSARIS VAN BINNELANDSE INKOMSTE, PRETORIA.

DEPARTEMENT VAN BINNELANDSE SAKE

No. 358

12 Maart 1993

AANNAME VAN ANDER VAN INGEVOLGE ARTIKEL 26 VAN DIE WET OP REGISTRASIE VAN GEBORTES EN STERFTES, 1992 (WET No 51 VAN 1992)

Die Direkteur-generaal het goedgekeur dat die volgende persone die van in kursief gedruk aanneem

- 1 Emrus Samuel van der Heever—600929 5059 08 8—Longtomweg 57, Ladysmith—*De Wet*.
- 2 Vinod Kantlal—660327 5217 08 6—Pinestraat 348, Durban—*Govan*.
- 3 Ntombikayise Xaba—1968-08-22—Nyakathastraat 4920, Lamontville—*Mkhwanazi*.
- 4 Nomboniso Sellina Gamede—621212 0783 08 4—M157 Umlazi Lokasie, Umlazi—*Nofukula*.
- 5 Mbombozi Mark Hlatshwayo—410918 5400 08 7—sy eggenote Saraphina Dlamini—391010 0585 18 8—en minderjarige kind Sandile Dennis Hlatshwayo—1978-08-05—Derde Laan 852, Langlaagte Deep, Johannesburg—*Dhlamini*.
- 6 Lwayiphi Joseph Hadebe—1956-06-14—E1099 Ntuzuma Lokasie, Pk kwaMashu—*Ngcobo*.
- 7 Boginkosi Praisegod Jiyane—640927 5288 08 9—Posina Court, Regentstraat 8, Yeoville—*Dubazana*.

Lessons for film makers

By Victor Metsamere

Sowetan 16/3/93.

NOTED London-based Caribbean film maker Imruh Bakari is the main conductor of the Afrika Cultural Centre Media Communications Unit's training programme for aspirant and established film makers

The programme is for writing and directing for the cinema, and the making of South African films

The workshops are at the ACC's new and bigger base in Goch Street, Newtown, behind the Market Theatre and the Africana Museum

■ Caribbean artist here to conduct training: ~~179~~ 179

An ACC publicist said it was hoped that the development of critical appreciative skills would arm participants with a clearer view of the rapidly developing cinematic world

Participants will be drawn mainly from students of the ACC, headed by noted theatre director Benjy Francis

However there is room for others who are interested

They should telephone Peter Peterson at (011) 838-4541

Low wage demand a new Numsa strategy

~~179~~ 179 Own Correspondent 18/3/93

JOHANNESBURG. — The National Union of Metalworkers of South Africa (Numsa), introducing a new wage negotiation strategy, has proposed a relatively modest real wage increase of 15% to be spread over the next three years.

In recent years, the union has opened negotiations with huge wage hike demands, often exceeding 50%.

The proposals, which also contain a call for the immediate establishment of an industry training board as a matter of priority, have been presented to employers in the auto and engineering sectors.





BEN TUROK
 'Foreign organisations and large corporates think they can just throw money at the problems of apartheid and they will go away'

Work for the people, by the people

S/Times (BUS) 21/3/93 (179)

By **TERRY BETTY**

THE European Community, the Development Bank of Southern Africa and Liberty Life have pledged R750 000 to provide developmental training for community workers in Soweto

Should the pilot project succeed it will be implemented on a national scale, says Institute for African Alternatives director, Ben Turok.

IFAA is an international organisation set up with funding from a number of overseas bodies to do policy research and deal with developmental issues. It has been operating in SA for two years and in the rest of Africa for seven.

The pilot project will give a nine-month part-time course for 150 Soweto-based community workers in development skills.

The participants have to already be involved in some type of com-

munity work, such as church groups, civic associations, community centres, stokvels as well as small businesses.

These people will be taught how to undertake a project and handle all the complex issues that go with it, such as planning, strategy, community research and interpreting local needs so that they are not addressed in the wrong manner.

The community workers will also be taught how to run an office, control finance, write letters and communicate correctly.

Turok says this training is especially necessary in SA, where the legacy of apartheid has a large chunk of the black population with-

out these skills. "If you had to get together a community in a white area to undertake a project, chances are you will have an accountant, a lawyer, engineer and a variety of skills that can be incorporated to get the project off the ground."

"But if you had to get together a rural black community, chances are great that there will be nobody with that sort of experience."

He adds "Foreign organisations and large corporates think they can just throw money at the problems of apartheid and they will go away. But without development training the project will eventually run out of steam and energy and will have been a gross waste of money."

Turok says a number of foreigners pledge money to help local communities, but once the rural people have the cash they do not know how

to go about implementing the project.

Because of this, some foreign donors send experts to help with the implementation of the project, but as these people are not in touch with the community the wrong projects are often imposed on the people in the wrong manner.

The success of the IFAA project is crucial as it will be evaluated and only if markedly successful will it be implemented on a national level with the support of the Development Bank of Southern Africa.

At the end of the course, those taking part will be evaluated in the work environment to see whether there is a marked improvement in their skills in terms of organisational and productive capacity and whether this will add value to the community.

JOB MARKET

Advice to Bank on

21/3/93

DESPITE present difficulties, there could be bright prospects for SA in the future, says a draft World Bank paper

"But no miraculous solution or way out should be expected from either the total removal of the apartheid system or some extraordinary windfall coming from a favourable terms of trade shock (such as a sudden rise in the price of gold)," bank staffers say in a discussion document

The paper is likely to become the formal bank position on SA once responses have been solicited from key parties locally

The document has garnered some support from the ANC Economics head Trevor Manuel told a press conference on government's Normative Economic Model that he preferred the bank's approach to that of government's

The World Bank paper says a virtuous cycle of economic effects can be launched in SA if the relation between economics and politics can find a co-operative mode of expression

It identifies a three-point strategy to reform the SA economy

- Restructuring the budget to raise public investment in areas of infrastructure and publicly provided services This should be targeted towards the poor and underprivileged. The authors want to restrict the growth of recurrent expenditure in the budget
- Upgrading the skills of existing workers by improving skills in the

By KEVIN DAVIE

short-term and investing in human capital in the longer-term

● Creating a stable and export-orientated business environment by encouraging a shift in the orientation of the manufacturing sector towards exports in the short-term while providing a longer-term commitment to a stable export-orientated environment.

Impediment

Serious upgrading of skills can only come about through the efforts of the private sector "One viable solution could come through a pact between major employers and trade unions through the provision of training in widely applicable skills

"The trade unions would play their part by agreeing to limits on strikes and other activities which disturb industrial peace"

A central point is that industrial relations problems have become a major impediment to industrial development, and a pact should therefore have the effect of encouraging a revival in private sector investment, the paper says

The authors see two rays of light If a political settlement is reached and social and political instability diminishes, this should ease SA's capital constraint

"Although conditions in world markets are not at their most encouraging, a political settlement would have the effect of opening access to financial support from both bilaterals and the major finan-

cial multilaterals (including the World Bank)"

The second ray of light is that SA has the rare distinction among upper-middle income countries of possessing a low external debt-to-GDP ratio

"Given foreign finance, a path of growth and redistribution will be less vulnerable to external constraints during its transition"

Provision for both education and training has been inadequate on distributional grounds and in terms of future growth needs, the authors say

"The position on training seems to be a dire one" Only about 9 000 apprentices were indentured during 1990, of whom 6 700 were whites, while the number of apprentices has not increased during the 80s

The paper says that while 280 000 individuals were trained on various public and private training courses during 1990, much of this training was provided on a very short-term duration — one week or less

Barriers

It says it may be possible to encourage more rapid employment creation through the expansion of small-to-medium scale production activities and through the provision of subsidies on additional jobs created by enterprises with relatively elastic demand for labour

"The evidence so far indicates that regulatory obstacles are not a major constraint upon the entry of small-scale entrepreneurs It would seem that other barriers to entry, such as capital-market imperfec-

tions and entry-forstalling pricing policies of big firms, may need further investigation"

A key strategy will be to reduce the anti-export bias in the economy as it is now structured The paper identifies this as an urgent task

The authors say a Sacob study found that two-thirds of the disadvantage that South African exporters suffer relative to foreign competitors derives from the higher prices that they have to pay for manufactured inputs

Complicated

"Ideally, trade policies should eliminate this disadvantage and place exporters in a position of indifference between selling at home or abroad"

The paper says all exporters must have free access to imported inputs It says that problems in SA's tariff or import duty structure should be addressed quickly These problems include unevenness in the duty schedule, complicated tariffs and highly unstable tariffs

Access to government support should be related to export performance "The Korean government conditioned its allocations of short- and long-term capital to export performance Tax incentives were also conditional on exports

"Countries which attempted to follow a more classic infant-industry approach — i.e., produce first under lax standards of the protected domestic market, and then move on to export promotion — were much less successful"

Training ⁽¹⁷⁹⁾ centre ^{ARG 22/3/93} plans own workshop

Staff Reporter

THE Mary Harding Training Centre for the mentally handicapped in Athlone has taken on the daunting task of building its own workshop to provide employment for ex-pupils.

The project became a reality when Ithuba gave the centre R50 000, but another R50 000 is needed to equip the workshop.

"The government spends thousands on equipping these children with skills, but there are no facilities for them to work after that and all that money is wasted," said principal Mr George Africa.

"The workshop will provide employment and give them something to do during the day

"Parents can go to work knowing their children are in a safe, productive environment," said Mr Africa.

The workshop would be built on the premises of the centre and the first phase, due to start "as soon as possible", would include a pottery plant.

"We hope to owner-build and are appealing for volunteers to help us, especially people with bricklaying and other building skills.

"The money from Ithuba will cover materials, but is not enough for labour or equipment."

Another project which the centre hopes to tackle is a self-supporting village.

"Not all these children have homes to go to when they leave at the age of 18 and a self-supporting farm-style village would be the answer, especially for those who are severely handicapped," said Mr Africa.

"We would buy the land and our biggest aim would be for the children to run the place on their own

"Already we are teaching them to plant and care for vegetable and fruit gardens"

**SIGNIFICANT EMPHASIS IS PLACED
ON STAFF SELECTION AND TRAINING**

INFORMATION is a vital asset to any company, but it takes good people to collect, check, and disseminate data.

For this reason, KreditInform places significant emphasis on its staff selection and training, while also forming various alliances and partnerships with complementary organisations

Underlining the care taken to train and motivate staff, MD Ivor Jones says that at the company's 10th anniversary, 10 staff members received 10-year service awards. "We have bred a strong and loyal staff — and client base, because we also awarded about 50 clients with 10-year certificates for their loyalty to our company.

"Although KreditInform has become a large entity, we have also tried hard to keep a personalised touch with our clients," he says.

Significant milestones for the company include the introduction of the KreditInform Information Sharing System (KISS), an information sharing and exchange facility. This has generated widespread interest among many clients, and

about 15 meetings covering various industries are held monthly

In 1984, the company bought its first building, which created the cornerstone of solidity and stability for KreditInform, and took it from a "small business" stature to a more credible organisation geared to service large client needs

In the same year, the company computerised its full database, and in 1986 the on-line reporting system was launched. KreditInform has not looked back since.

Timeous

"The introduction of on-line access was timeous, because the cost of producing researched reports was spiralling. Communication, staff and quality control costs are high, so the costs of a detailed credit report would be far higher without on-line access to our database."

Jones says that on-line facilities cost more internationally than in SA. "We charge a set fee to clients who can access as much information as they want, and this proves less costly than charging for individ-

ual report access," he says.

The company now has more than 400 on-line subscribers, many of which have several terminals connected to the databases.

The network has been upgraded over the years to allow more companies to access it. The advent of Unix and other computer environments, ranging from Minitel systems to mainframe-to-mainframe systems, has made it essential to develop systems which allow the interoperability of many different types of protocols.

"Our recent link-up to the Trafex Value Added Network (VAN) service now makes the databases even more accessible and cost-effective than in the past. Costs are kept down through the use of high line speeds and various other advanced networking facilities."

Other milestones for the company include relationships and shareholdings in companies such as CUAL and McGregors Online, buying 50% of UK company Status International, and taking over the Building Industry Credit Bureau.

13/10/87
M-H 21/11/87

(179)

Only 17 centres are recognised

Consumer Reporter

THE Security Officers Board recognises 17 training centres throughout the country, assistant registrar of the board Mr Douglas Neilson said this week.

In terms of the law, only accredited training schools are permitted to give instructions to security officers

Neilson said would-be security officers should already be in employment when their training starts

"Clearly this shows that companies who place advertisements in newspapers claiming that they will provide training and afterwards offer employment are contravening provisions of the law"

Accredited training schools providing training to security officers

Fidelity Guards Training College (Wibsey), Fidelity Guards Training College (Mossel Bay); Goldfields Security Limited; South African Security Services Training and Development Centre, Gray Security Services Transvaal, Coin Security Training Academy, Paramed Security (Pty) Limited, Shield Security; East Cape Training Centre; COST (Pty) Limited, The Security Academy (Pty) Limited; Gray Security Services (Natal) (Pty) Limited; Grahamstown Security Training Centre; Sekerheid 21 Security, Commando Security Academy; Security Consulting and Training Centre CC; Magnum Security Academy

NUMSA 25/31/93
**Technikon tuition
for union leaders**

~~THE~~ **AFRICA** ~~JANKOWITZ~~ **(179)**

SELECTED shop stewards from the National Union of Metalworkers of SA (Numsa) are to undergo technikon training next year to enable them to participate meaningfully in production and management decisions.

In terms of the wage agreement signed last year between Numsa and car and tyre manufacturers the union would nominate one shop steward a company to undergo technikon industrial and/or production engineering training.

The agreement was based on discussions concerning the achievement of production schedules after the protracted Volkswagen dispute.

Numsa spokesman Les Kettledas said employers had agreed to provide fulltime training and development opportunities to shop stewards to ensure they were better informed in production techniques.

NUMSA
The manufacturers had undertaken to cover all costs of the training.

However, according to Kettledas, the union and employers were still discussing course content to ensure the curriculum covered all requirements of both parties. Selection criteria were also under discussion.

Schools scheme aids locals and professionals

25/13/93

25/13/93

ANDRÉ TEN KROODEN

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A typical example is the Empul-

the budgets, documentation and ne-

gotiation of the tender and financial management of the project.

THESE days, if professional practitioners do not get out of their offices and look for appointments, they end up working for the council or in the unemployment queue. The professions that rely on construction are particularly poorly off. Government as a source has all but dried up and little is forthcoming from private sector developers.

Perhaps, in a perverted way, some good has come from this otherwise depressing situation. It has forced attention on one area of work that is socially beneficial and which still attracts what finance is available: the construction of schools for disadvantaged communities.

Not that the professional engineers, architects and quantity surveyors who have become involved in this area are doing it simply because there is no other work. That would be denying their real concern for the social reconstruction of the country and the value of their contribution. It is possible, however, that under different circumstances, the volume of more conventional work would have

taken precedence over this type of project.

The Independent Development Trust (IDT) has allocated R300m to the construction of new schools, the backlog of which is estimated to stand at 50 000 classrooms. To ensure the real needs of communities are addressed, the IDT has established 11 regional trusts which interact with the local community, forming bodies called Community Schools Associations. These bodies are charged with evaluating and setting regional educational priorities. They then formulate a proposal and apply to the IDT for funds. The IDT will consider finance up to 90% of the contract amount. The local community body must find the balance.

Once funds are allocated the IDT devolves responsibility for planning and construction of the schools to the local trust. An important feature of the conditions laid down by the IDT is the appointment, by the local trust, of professional consultants including architects, quantity surveyors, land surveyors and engineers.

The possible inexperience of local communities in dealing with professional consultants is obviously of concern to the IDT, which has set out criteria to be used by the local community in making its selection.

These require the professional, among other things, to be locally resident, to be sensitive to the needs of the local community and to be prepared to consider solutions that are outside conventional methods of contracting.

This is not to say that the projects are a way of enriching existing construction professionals and building firms. The objective is very clear. The need to provide schooling for the youth of the area must be used to provide employment and training to members of the community; the use of professionals is essential to ensure the construction is soundly designed and built and that the costs are prop-

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LETTERS

Having completed this 4 459m complex under the guidance of a team of professionals, the seven small contractors had learned skills that would in future empower them to undertake work which normally would require the employment of outside contractors.

The benefits to the community are considerable. Not only does it now have its own sophisticated construction resource, but the work it will generate will be to the benefit of the community in the form of employment and the reinvestment of profits among its own people.

This IDT-brokered scheme will achieve more than the core objective of providing educational facilities and skills to the local community; it also stimulates much needed work for hard pressed but experienced professionals.

The author is a senior partner in quantity surveying firm Walker Mare.

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LABOUR

Berzack bows to pressure

ELECTRICAL appliance company Berzack Brothers did an about-turn on training opportunities for its employees after it was rejected for investment by the Community Growth Fund earlier this year.

When this was made public, Berzack called in the union to discuss its grievances.

The fruits of this meeting include plans to start a training centre for the company's 13 factories which employ 1,800 workers, while the company has also agreed to set up a committee to investigate ways of training 2,000 workers at 76 distribution outlets.

26/3-1/4/92

Staff struggling with English could follow orders in reverse, warns Lee Dormer

Beware of being taken literally

SMAN 29/1/93

(179)

TALKING literacy, one is reminded of the mythical Russian computer which translates 'out of sight, out of mind' to read "blind maniac"

It is yet another illustration of the observation that there's a lot more to literacy than the ability to decipher letters and numbers

There are millions of "Russian computers" in South African companies today in the form of illiterate, semi-literate or functionally illiterate employees

Take the local coal mine which had the following safety notice "Do not indulge in horseplay" An interpretative test on about 100 workers with Standards 6 to 8 showed that 95 percent of them took it to mean "Don't put your money on the horses at Turffontein or you'll lose" The same notice at another company caused a strike because workers reckoned that if they wanted to take a flatter on the horses, that was their prerogative

"Safety is like an apple a day, it keeps the ambulance away" We tested that particular notice on a group of workers whose education level ranged from matric down to Standard 8 Almost without excep-

tion, their interpretation was apples are good for you and you won't end up in hospital Not one saw the underlying safety message

South African corporate literature abounds with examples such as these — but the joke's on us if we don't wake up to the reality that functional literacy places obligations on South African companies to make sure their workers are properly trained The problem is, literacy means different things to different people

Acquiring words is merely the mechanical part, one has to follow through and equip the individual with cognitive, interactive and communicative skills to succeed in a broad range of life, work, and training situations

Some people are only required to read safety signs and directions while others who operate machinery may have to read job cards, technical manuals, reports and production statistics Certain job categories may demand that a person be able to evaluate information critically Some workers may wish to learn English to be able to read the Bible or sing from a hymn book Others might

want to help children with their homework Others might want to be able to go into a shop and buy accurately the things they need

What can be learnt over the years in equipping people with a broad range of life skills is that things are never as easy as they appear Take the seemingly mundane task of welding a pen, which can be as daunting as using chopsticks for the first time: a worker might first have to "break his hand in" by manipulating a fist-size chunk of Plastique to improve his motor functions

Then you have workers running into the many subtle nuances of the English language which are largely absent in their own mother tongue For example, "will, ought, might, may, must, should" — these are all variations on a similar theme So when the worker tells the foreman in halting English, "You must give me leave", it sounds rude but he might well mean simply "Will you please grant me leave?"

These problems are not peculiar to black South African workers learning English, as any boardroom executive who has had to learn say, French or Japanese,

will readily attest to However, coming to terms with them is vital to eliminate those differences in culture, customs and attitudes which can lead to misunderstanding and conflict

Take a seemingly simple word used extensively on the shopfloor — productivity Transforming it into concrete action means more than just hanging up a sign According to Interim, a language-and literacy-based organisation, a productivity improvement exercise can lead to a go-slow Why? Because there is no term for productivity in any black language the worker often translates it to mean retrenchment as a result of previous productivity drives — so he's going to work even slower to ensure that there's enough work to go around for everyone

Perhaps one of the most striking discoveries is that the burden of being functionally illiterate is experienced not only, as commonly perceived, by black employees at labour level, but by individuals of all colours at all tiers

Just take a random sample of staff members, including management, and ask them what their mission statement means The re-

sults can be surprising How can one therefore expect to get any reasonable "buy-in" to company policy if there is discord over its very essence?

Moreover, if one analyses any of the conceptual or strategic buzzwords so freely used by management today, further surprises might be in store Your "empowerment" or "quality consciousness" drive may not turn out the way you intended This could simply be the result of a misunderstanding of basic terminology

This reinforces the point that functional literacy is not worker specific, by rather task specific After all, is there really that much difference between a functionally illiterate executive who needs to go on a DOS course to learn how to use his PC and the functionally illiterate worker who needs to go on an English course to learn how to interpret machine instructions?

It is only once we have trained our workers to function within a First World environment that we will truly be able to compete internationally Already, the money spent on training by many of our competitors goes largely towards further improving First World

skills, in South Africa, the money goes on the most basic forms of training That gap will widen unless South African companies meet the challenge head-on with the urgency it deserves

Our group has set itself the goal of having all workers able to read and write by 1998

As we and other companies active in this field have discovered it takes a lot of hard work and understanding on all sides A cost-effective approach must be adopted for no matter how necessary the task, companies are not philanthropic institutions with bottomless purses Management needs to be realistic in terms of funds and giving workers time off, unions must encourage workers to sign up for these courses rather than dismiss them as just another management tactic aimed at dividing the workforce

But most importantly, everyone concerned should learn the lesson of the mythical Russian computer and remember that in the area of literacy training, a little knowledge is a dangerous thing

● Lee Dormer is the Hague Group's head of manpower development □

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CSIR comfortable with its 'objectivity' over St Lucia

MARIANNE MERTEN

THE CSIR has said it "felt very comfortable" with the process leading up to the publication of the St Lucia environmental impact study and was looking forward to proactive responses from the public on the titanium mining debate

CSIR consultation manager Alex Weaver said this week its role was to support informed decision-making by its client, the SA public.

Weaver said principles of environmentally integrated management which included accountability, reliable information gathering, consultation and a multi-disciplinary approach, had been developed locally over the past four years and were comparable to international standards.

The CSIR denied accusations of bias in favour of mining, saying it had been careful to retain its objectivity by opening up the consultation process. Its credibility would be seriously damaged if actions based on the report's information led to an environmental disaster, Weaver said.

There was a tremendous amount of energy that needed to be harnessed and used to help identify problems which the study might have been overlooked, he said.

The CSIR had received more than 500

individual anti-mining letters so far, but was unable to deal with them on an individual basis because such comments were not based on the report.

However, the letters would be mentioned, albeit not fully reproduced, in the response report. The report would be published in May.

The Zululand Environmental Alliance's alternative report and the Ramsar convention findings that government should refuse a mining licence because the area was an internationally important wetland were also welcome, Weaver said.

The impact study had been criticised for not sufficiently considering the role of the communities in the St Lucia area, but their reactions were incorporated into the study and local community representatives would attend the public hearings before the review panel later this year.

"St Lucia is a test case in that there seems to be a dichotomy between environment and development. It is generally accepted we must get out of this syndrome if we want to attain sustainable development," Weaver said.

Securocrats setting up De Klerk Holomisa

LINDA ENSOR

CAPE TOWN — Transkei military council chairman Maj-Gen Bantu Holomisa said yesterday he would warn President F W de Klerk that he was in danger of being "set up" by his securocrats.

Speaking after delivering a speech to a Cape Town Chamber of Commerce conference on local government, Holomisa suggested the security forces were feeding De Klerk false information about the perpetrators of recent killings near Johannesburg.

He said the findings of the Goldstone commission, which provisionally implicated the Transkei and Apla in armed conflict, were one-sided. These provisional findings had been used by the NP for its own agenda.

"The report has a background to it. The armed conflict between the SA government and the liberation movement has not yet been addressed fully. The ANC has just suspended it

"The government has not met the leadership of the PAC and addressed the issue and come to an agreement in the same way it has done with the ANC."

Holomisa said the establishment of an international commission of inquiry chaired by UN or OAU representatives was the precondition for his handing over files implicating the security forces in fomenting violence.

Holomisa said he had instructed his team at the multiparty talks at the World Trade Centre yesterday to put the Operation Katzen files on the table so they could be used as a guide as to how black on black violence had been fomented by the P W Botha and present governments.

"There was a policy of destabilisation approved at the highest level," he reiterated and said he was afraid to release the information outside of a commission

Proposal to help jobless

ERICA JANKOWITZ

COSATU has proposed a special youth employment programme as part of its campaign for labour intensive construction projects.

In a presentation to civil engineering profession representatives recently, National Union of Metalworkers of SA spokesman Tony Ruiters gave guidelines for the programme.

He said an age limit of 17 to 25 years should be applied in a bid to employ unemployed, disaffected youth.

Youths who participated on such construction projects should be given preference in being placed in "proper jobs" upon completion of the contract, he said.

The drive was aimed at the estimated 300 000 to 400 000 black youths out of work. As most of them were first-time job seekers, they stood little chance of getting employment, thus contributing to the "disintegration of the social fabric in the townships".

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MASERU. — Lesotho's new civilian prime minister, Mr Ntsu Mokhehle, was sworn in yesterday, taking power from the soldiers who have ruled the small mountain kingdom since 1986.

Almost 30 000 people attended the ceremony here as the Military Council handed over to Mr Mokhehle, leader of the opposition Basotho Congress Party (BCP), who last Saturday won the first democratic elections in Lesotho for 23 years.

Mr Mokhehle called for reconciliation with the rival Basotho National Party (BNP) and moved to assure the outgoing military government troops would not lose their jobs

Rumours of an attempted coup bid swept the country last week and outgoing junta leader General Phisoana Ramaema had to visit the barracks to convince soldiers to accept the outcome of the elections and ease tensions

The rumours started in Maseru after truck-loads of soldiers sped to Government House which houses Radio Lesotho

"Something urgent has come up," government chief of protocol Mr Tsoeu Ntsane told AFP, refusing to elaborate.



Mr Ntsu
Mokhehle

A government source said a faction of the army was unhappy the military council was relinquishing control

Western diplomats were also jittery. Said one "I don't like what I see. If there is a coup, it will be a wildcat situation"

The rumours forced an emergency session of the country's military council, which later confirmed the new government would be sworn in

Lesotho opposition leader Mr Evaristus Sekhonyana, of the BNP, pledged his allegiance to the country's fledgling government and stressed his party was committed to a legitimate opposition role

However he warned there could be elements in the military which were unhappy with last weekend's election results.

The BNP had tried unsuccessfully to convince kingdom's high court judges to overturn the election results.

After their decision, Mr Sekhonyana said he was disappointed by his party's failure, but he would now assume the proper role of an opposition party

"We are obviously unhappy, but at the end of the day, Lesotho is greater than us. Whether we like it or not, the BCP is the government.

"If it wants our co-operation, we will give it as loyal citizens"

He called on BNP supporters to also pledge allegiance to the new government

His party had claimed in the court that photosensitive papers with rigged markings had been used in the balloting. These resulted in "geometric marks" being placed in the spaces provided for the BCP

The BCP won a landslide victory in the election.

Mr Mokhehle, who was exiled for many years, founded the BCP in 1952

The party had already won an election in 1970, but was then robbed of victory by the BNP's Chief Leabua Jonathan, who had been prime minister since 1965, a year before independence.

He annulled the elections and declared a state of emergency. In 1986, the army sacked him — Sapa-AFP

Mokhehle shoulders power, sweeping off rumours of coup bids

ARG 3/4/93

Continue aid to SA, donors asked

By Diane Coetzer

THE International Fundraising Consortium (Interfund) has appealed to northern donors to continue support to non-governmental organisations (NGOs) in the transitional and post-apartheid eras.

The plea is made in its latest publication, "Education Update: A Briefing on Education in South Africa".

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South
The organisation — an international and agency which supports development in South Africa through education and training — says the state is unlikely to commit funds to NGOs because it favours the privatisation of education.

Parastatals and the private sector have provided limited and targeted funding to NGOs, but northern hemisphere donors remain the most important source of support.

Additionally, says Interfund, a post-apartheid government will face severe economic constraints, making

it difficult to commit any more resources to education.

"Black education in South Africa is gripped by a crisis characterised by the collapse of schooling, unequal access to resources and the breakdown of a learning culture," the organisation said.

"Educational reform will have to be linked to economic growth but, in the short to medium term, development and will be vital to rebuild the education system, in particular continued northern donor aid to educational NGOs"

According to Interfund these organisations have built up the embryonic structures of a reformed education system.

"Because of their experience and close links to communities they are appropriate agents for community development."

Interfund supports NGO projects in a number of areas, including:

- Education policy research for a future education system.
- The provision of bursaries to black students.
- Education for adults (in partic-

ular literacy)

- Supplementary tuition
- New initiatives in technical and science education.
- Vocational guidance and production and enterprise education
- Educare.
- Programmes which provide organisational skills to NGOs and community-based organisations.
- Education for political democracy.
- Training of workers in the health sector and education about AIDS.

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\$15m kick-start for new development foundation

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LINDA ENSOR

CAPE TOWN — International financier and US billionaire George Soros has donated \$15m for the establishment of an Open Society Foundation in SA. The foundation was launched last night

Soros has established 19 similar foundations in eastern Europe. The foundations are involved in a broad range of programmes including education, institution building and media development.

He is president of the New York-based Soros Fund Management and is chief investment adviser to Quantum Fund, a \$2,5bn international investment fund which has had the best performance record in the world during its 23-year history.

Soros said his investment in SA was an expression of his hope and confidence in the country's future. "The building blocks for a successful transition are there — the process is well under control."

This was in contrast to his feeling in 1979 when he considered and rejected the idea of establishing a foundation in the country which then seemed like a "vale of tears".

Priority projects for the foundation would include training a new cadre of civil servants for a new government and fostering the plurality and professionalism of a free Press which Soros regarded as vital for an open society.

His investment had a strict three-

year limit to ensure the speedy use of the funds in practical projects which assisted in the creation of a new society after which the foundation would have to dissolve.

Political analyst and Idasa trustee Van Zyl Slabbert was appointed chairman of the foundation's board of directors. Other members of the board include Fikile Bam, Alex Borraine, Anthony Heard, Rhoda Kadalie, Mamphela Ramphele, Kehla Shubane, Peter Sullivan and Helen Zille.

Slabbert said the foundation would promote political pluralism and individual liberty under the rule of law and the acceptance of legitimate dissent and of civil society as a strong, pluralistic and autonomous institution. These values would be translated into practical projects during the transition.

"The underlying philosophy of the foundation will be to anticipate what a transforming state will have to do in order to transform society and to provide role models for this."

He said the projects would be more long-term and enduring than those directed to short-term transitional objectives such as voter education.

One aim would be to provide rural women with skills to enable them to transcend the cycle of poverty and the system of triple discrimination under which they suffered.

B/DAM 7/4/93

Swiss-SA pilot swap 'a poor decision politically'

BERN — A secret exchange programme involving Swiss and SA pilots in the '80s, when SA was still under apartheid rule, was "negative" for Swiss foreign policy, Swiss Defence Minister Kaspar Villiger said on Monday.

Instructions had been issued so that such a decision — taken by air force chiefs without informing the Swiss defence ministry — would not happen again.

Villiger said the programme — from 1982 to 1988 — involving three Swiss and six SA pilots had been a technically useful experience, and international law had not been broken, but the decision made no political sense.

The Zurich newspaper Tages Anzeiger reported on Monday that the Swiss aimed to obtain information about Soviet MiG aircraft during the exchanges

The newspaper, quoting a military officer, said the SA Air Force, which had fought against Cubans in Angola and Angolans "provided Switzerland with details on the flight behaviour of the Soviet fighters".

The Citizen newspaper published a photograph on Monday of a Swiss-made Pilatus training plane with SAAF markings flying over the Alps and said the picture was taken "in Switzerland last year".

The UN recently asked Switzerland to ban the planned export to SA of 60 Pilatus trainer aircraft.

Pilatus, which is part of the Oerlikon-Buehler armaments group, announced the sacking of director Walter Gubler after media reports that the company sold its planes to several countries knowing that they would be converted for military use — Sapa-AFP

Beuthin to call McCauley

SUSAN RUSSELL

A RAND Supreme Court judge authorised the issuing of subpoenas on Monday to evangelist Ray McCauley and the SAP's Brig "Blikkies" Blignaut as witnesses for Gary Beuthin in a bail application.

Beuthin told the judge that McCauley and Blignaut were among 10 witnesses he would call.

Beuthin, who has been in custody since his arrest last May, notified the court of his intention to apply for bail during his trial last week. He has pleaded not guilty to charges of kidnapping and attempting to murder Jill Reeves, 33, in May last year.

Beuthin was brought back into court at his own request on Thursday after his trial had continued without him for three days.

The bail plea and trial, before different judges, continue on Tuesday.

16 APR 1993

REPUBLIC
OF
SOUTH AFRICA



REPUBLIEK
VAN
SUID-AFRIKA

Government Gazette Staatskoerant

Regulation Gazette
Regulasiekoerant

No. 5056

Vol. 334

PRETORIA, 8 APRIL 1993

No. 14724

GOVERNMENT NOTICES

ADMINISTRATION: HOUSE OF ASSEMBLY DEPARTMENT OF AGRICULTURAL DEVELOPMENT

No. R. 578

8 April 1993

BUFFELSJAGTS RIVER IRRIGATION BOARD DIVISION OF SWELLENDAM, CAPE PROVINCE: ASSIGNMENT OF FUNCTIONS, POWERS AND DUTIES

By virtue of the powers delegated to me by Government Notice No 2645 of 16 November 1990, I, Francois Johannes Cornelus Hugo, in my capacity as Managing Engineer Agricultural Engineering and Water Supply in the Department of Agricultural Development, hereby assign to the Buffelsjagts River Irrigation Board the functions, powers and duties as defined in section 89 (1) (i) of the Water Act, 1956 (Act No. 54 of 1956).

F. J. C. HUGO,

Managing Engineer: Agricultural Engineering and Water Supply, Department of Agricultural Development.

DEPARTMENT OF MANPOWER

No. R. 590

8 April 1993

MANPOWER TRAINING ACT, 1981

TRAINING SCHEME FOR THE PRINTING, NEWSPAPER AND PACKAGING INDUSTRIES

I, Leon Wessels, Minister of Manpower, hereby, in terms of section 39 (5) of the Manpower Training Act, 1981, declare that the provisions of the Scheme as published in Government Notice No R 1124 of 25 May 1990, as amended by Government Notices Nos R 465 of 8 March 1991 and R 8 of 3 January 1992, is

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GOEWERMENSKENNISGEWINGS

ADMINISTRASIE: VOLKSRAAD

DEPARTEMENT VAN LANDBOU- ONTWIKKELING

No. R. 578

8 April 1993

BUFFELSJAGTSRIVIER-BESPROEINGSRAAD: AFDELING SWELLENDAM, KAAPPROVINSIE TOEWYSING VAN WERKSAAMHEDE, BEVOEGDHEDE EN PLIGTE

Kragtens die bevoegdheid aan my gedelegeer by Goewermenskennisgewing No. 2645 van 16 November 1990, wys ek, Francois Johannes Cornelus Hugo, in my hoedanigheid van Besturende Ingenieur Landbou-ingenieurswese en Watervoorsiening in die Departement van Landbou-ontwikkeling, hierby die werksaamhede, bevoegdhede en pligte soos omskryf in artikel 89 (1) (i) van die Waterwet, 1956 (Wet No 54 van 1956), aan die Buffelsjagtsrivier-besproeiingsraad toe.

F. J. C. HUGO,

Besturende Ingenieur Landbou-ingenieurswese en Watervoorsiening, Departement van Landbou-ontwikkeling.

DEPARTEMENT VAN MANNEKRAG

No. R. 590

8 April 1993

WET OP MANNEKRAGOPLEIDING, 1981

OPLEIDINGSKEMA VIR DIE DRUK-, NUUSBLAD- EN VERPAKKINGSNYWERHEDE

Ek, Leon Wessels, Minister van Mannekrag, verklaar hierby, kragtens artikel 39 (5) van die Wet op Mannekragopleiding, 1981, dat die bepalings van die Skema soos gepubliseer by Goewermenskennisgewing No R 1124 van 25 Mei 1990, soos gewysig by Goewermenskennisgewings Nos R 465 van 8 Maart 1991 en

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substituted by the Scheme which appears in the Schedule hereto and which shall be binding with effect from the second Monday after the date of publication of this notice, upon all employers and employees engaged or employed in the Printing, Newspaper and Packaging Industries in the Republic of South Africa. The Scheme shall terminate on the date of withdrawal of the Scheme in terms of section 39 (3) of the above-mentioned Act.

L. WESSELS,

Minister of Manpower.

SCHEDULE

PRINTING, NEWSPAPER AND PACKAGING INDUSTRIES TRAINING SCHEME

The Training Scheme for the Printing, Newspaper and Packaging Industries has been established by the Printing Industries Federation of South Africa and the Newspaper Press Union for the training of employees in the Industry, and provides for the establishment of a fund for the purposes of the Scheme and the payment of contributions to the fund by employers in the Industry and the establishment of a training board to administer the fund, which shall be known as the Printing, Newspaper and Packaging Industries Training and Development Fund

1. Name of the Scheme

The name of the Scheme shall be the "Training Scheme for the Printing, Newspaper and Packaging Industries".

2. Scope of application

The provisions of the Scheme shall be observed by all employers and employees who are engaged or employed in the Printing, Newspaper and Packaging Industries in the Republic of South Africa and "Industry" shall have the same meaning as defined in clause 3.

3. Definitions

Any expression used in this Scheme which is defined in the Manpower Training Act, 1981, shall have the same meaning as in the Act and any reference to the Act shall include any amendments and any regulations made in terms of the Act and, unless inconsistent with the context—

"Act" means the Manpower Training Act, 1981 (Act No. 56 of 1981),

"Board" means the Printing, Newspaper and Packaging Industries Training Board,

"employee" means any employee, as defined in the Act, who is employed by or who is working for an employer in the Industry,

"employer" means any employer, as defined in the Act, who employs or provides work for any employee in the Industry,

"Fund" means the Printing, Newspaper and Packaging Industries Training and Development Fund referred to in clause 5,

"Printing, Newspaper and Packaging Industries" or "Industry" means the industry in its broadest sense in which employers and their employees are

R. 8 van 3 Januarie 1992, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing, vervang word met die Skema wat in die Bylae hiervan verskyn en bindend is op alle werkgewers en werknemers wat betrokke is by of in diens is in die Druk-, Nuusblad- en Verpakkingsnywerhede in die Republiek van Suid-Afrika. Die Skema sal eindig op die datum van intrekking van die Skema kragtens artikel 39 (3) van die bogenoemde Wet.

L. WESSELS,

Minister van Mannekrag.

BYLAE

OPLEIDINGSKEMA VIR DIE DRUK-, NUUSBLAD- EN VERPAKKINGSNYWERHEDE

Die Opleidingskema vir die Druk-, Nuusblad- en Verpakkingsnywerhede is deur die Suid-Afrikaanse Federasie van Druknywerhede en die Nuusbladpersunie ingestel vir die opleiding van werknemers in die Nywerheid en maak voorsiening vir die stigting van 'n fonds vir die doeleindes van die Skema, die betaling van bydraes aan die fonds deur werkgewers in die Nywerheid en die instelling van 'n opleidingsraad om die fonds, wat as die Opleidings- en Ontwikkelingsfonds vir die Druk-, Nuusblad- en Verpakkingsnywerhede bekend sal staan, te administreer.

1. Naam van die Skema

Die naam van die Skema is die "Opleidingskema vir die Druk-, Nuusblad- en Verpakkingsnywerhede"

2. Toepassingsbestek

Die bepalings van die Skema moet deur alle werkgewers en werknemers wat betrokke is by of in diens is in die Druk-, Nuusblad- en Verpakkingsnywerhede in die Republiek van Suid-Afrika nagekom word en "Nywerheid" het dieselfde betekenis soos omskryf in klousule 3.

3. Woordomskrywing

Enige uitdrukking wat in hierdie Skema gebruik word en wat omskryf word in die Wet op Mannekragopleiding, 1981, het dieselfde betekenis as in die Wet en enige verwysing na die Wet omvat enige wysigings daarvan en enige regulasie wat kragtens die Wet uitgevaardig word en, tensy uit die samehang anders blyk, beteken—

"Druk-, Nuusblad- en Verpakkingsnywerhede" of "Nywerheid" die nywerheid, in sy wydste betekenis, waarin werkgewers en hul werknemers met mekaar geassosieer is vir die produksie van drukwerk en/of vir verpakking van welke aard ook al, en omvat dit werk wat oor die algemeen bekend staan as subkontraakteurswerk, reproduksiehuise en dergelike,

"Fonds" die Opleidings- en Ontwikkelingsfonds vir die Druk-, Nuusblad- en Verpakkingsnywerhede bedoel in klousule 5;

"geskoolde werknemer" 'n werknemer wat werk verrig wat binne 'n aangewese amtag val,

"Raad" die Opleidingsraad vir die Druk-, Nuusblad- en Verpakkingsnywerhede,

associated for the purpose of producing printed matter and/or for the packaging of any nature whatsoever, and includes work commonly known as sub-contract work, reproduction houses and the like,

"Registrar" means the Registrar of Manpower Training appointed in terms of the Act;

"Scheme" means the Training Scheme for the Printing, Newspaper and Packaging Industries, and

"skilled employee" means an employee who performs work in a designated trade

4. Objects of the Scheme

The objects of the Scheme are to provide the necessary funds—

- 4.1 to ensure an adequate supply of trained employees for the Industry and to assist financially with the training and development of labour for the Industry at all levels, and
- 4.2 to finance the administration of the Board and the objects of the Board as set out in its constitution.

5. Printing, Newspaper and Packaging Industries Training and Development Fund

- 5.1 There is hereby established a fund to be known as the Printing, Newspaper and Packaging Industries Training and Development Fund.
- 5.2 The Fund shall be administered by the Printing, Newspaper and Packaging Industries Training Board
- 5.3 Into the Fund shall be paid—
 - 5.3.1 training levies in terms of clause 7 of this Scheme;
 - 5.3.2 interests and/or capital appreciation derived from the investment of any moneys of the Fund; and
 - 5.3.3 any other moneys to which the fund may become entitled
- 5.4 The moneys of the Fund shall be used for the attainment of the objects of the Scheme as set out in clause 4.

6. Establishment and function of the Printing, Newspaper and Packaging Industries Training Board

- 6.1 The Printing, Newspaper and Packaging Industries Training Board shall be established by the Printing Industries Federation of South Africa, The Newspaper Press Union and The South African Typographical Union in accordance with the constitution approved by the Registrar
- 6.2 The Board shall have the power to deal with all matters falling within the scope of the objects of the Scheme set out in clause 4

7. Returns and contributions

- 7.1 Every employer shall contribute to the Fund of the Board as follows
 - 7.1.1 R17,00 (inclusive of VAT) per week for every skilled employee, and

"Registrateur" die Registrateur van Mannekragopleiding, aangestel kragtens die Wet;

"Skema" die Opleidingskema vir die Druk-, Nuusblad- en Verpakkingsnywerhede,

"werkgewer" enige werkgewer, soos omskryf in die Wet, wat werknemers in diens het of werk verskaf aan enige werknemer in die Nywerheid,

"werknemer" enige werknemer, soos omskryf in die Wet, wat in diens is van of wat werksaam is by 'n werkgewer in die Nywerheid; en

"Wet" die Wet op Mannekragopleiding, 1981 (Wet No. 56 van 1981).

4. Doelstellings van die Skema

Die doelstellings van die Skema is om die nodige fondse te voorsien—

- 4.1 om te verseker dat genoeg opgeleide werknemers aan die Nywerheid voorsien word en om finansiële bystand te verleen met die opleiding en ontwikkeling van werknemers vir die Nywerheid op alle vlakke, en
- 4.2 om die administrasie van die Raad en die doelstellings van die Raad soos in sy konstitusie uiteengesit, te finansier

5. Opleidings- en Ontwikkelingsfonds vir die Druk-, Nuusblad- en Verpakkingsnywerhede

- 5.1 Hierby word 'n fonds ingestel wat bekend staan as die Opleidings- en Ontwikkelingsfonds vir die druk-, Nuusblad- en Verpakkingsnywerhede
- 5.2 Die Fonds word deur die Opleidingsraad vir die Druk-, Nuusblad- en Verpakkingsnywerhede geadministreer
- 5.3 In die Fonds word die volgende inbetaal—
 - 5.3.1 opleidingsheffings kragtens klousule 7 van hierdie Skema,
 - 5.3.2 rente en/of kapitale groei wat verkry word uit die belegging van enige gelde van die Fonds; en
 - 5.3.3 enige ander gelde waarop die Fonds geregtig mag word
- 5.4 Die gelde van die Fonds word aangewend ter bereiking van die doelstellings van die Fonds soos uiteengesit in klousule 4

6. Instelling en funksies van die Opleidingsraad vir die Druk-, Nuusblad- en Verpakkingsnywerhede

- 6.1 Die Opleidingsraad vir die Druk-, Nuusblad- en Verpakkingsnywerhede word ingestel deur die Suid-Afrikaanse Federasie van Druknywerhede, die Nuusbladpersunie en die Suid-Afrikaanse Tipografiese Unie in ooreenstemming met die konstitusie wat goedgekeur is deur die Registrateur
- 6.2 Die Raad het die mag om met alle aangeleenthede wat binne die raamwerk van die doelstellings van die Skema val, soos uiteengesit in klousule 4, te handel

7. Opgawes en bydraes

- 7.1 Elke werkgewer moet soos volg tot die Opleidingsfonds van die Raad bydrae
 - 7.1.1 R17,00 (BTW ingesluit) per week vir elke geskoolde werknemer, en

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7.1.2 R2,00 (inclusive of VAT) per week for every other employee employed, irrespective of whether they are members of a trade union or not.

7.2 Every employer shall pay the contributions to the Chief Executive of the Board not later than the 15th of the month immediately following the month to which the contributions relate

7.3 Should any amount that is due in terms of this clause not be received by the Board by the 15th day of the month following the month in respect of which it is payable, the employer shall pay interest on such amount or on such lesser amount as remains unpaid, calculated, subject to the provisions of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975), at the rate of one and a half per cent per month or part thereof from such 15th day until the day upon which payment in cash is actually received by the Board: Provided that the Board shall be entitled in its absolute discretion to waive the payment of such interest or part thereof.

7.4 Every employer in the Industry shall pay the said contributions to the Fund at P O. Box 2500, Bellville, 7535, or such other address as may be advised in writing, and posted by prepaid registered post to the employer.

8. Application of the funds

8.1 The funds shall be used for the payment of the following:

8.1.1 The registration, tuition, examination or other fees charged by the technical college or other institutions which an apprentice or student is required to attend, or from which an apprentice or student is required to take a correspondence course, in terms of the Conditions of Apprenticeship for the Industry as promulgated from time to time in terms of the Manpower Training Act, 1981, as well as the cost of all text books and prescribed books required by an apprentice or student during the course of such tuition;

8.1.2 the minimum remuneration, proportionate leave pay and holiday bonus payable to any such apprentice, who is required to attend a technical college or other institution referred to in paragraph 8.1.1;

8.1.3 at the sole discretion of the Executive Committee, the cost of travelling and hostel accommodation expenses of apprentices referred to in paragraph 8.1.1 who are required to attend a technical college or other institutions which is not within reasonable daily travelling distance of their homes, and for the purposes of this subclause the decision of the Executive Committee on the question of whether a technical college or other institution is situated within reasonable daily travelling distance of an apprentice's home shall be final,

7.1.2 R2,00 (BTW ingesluit) per week vir elke ander werknemer in diens, ongeag of hulle lede is van 'n vakvereniging al dan nie

7.2 Elke werkgever moet die bydraes voor of op die 15de dag van die maand wat onmiddellik volg op dié waarop die bydraes betrekking het, aan die Hoofuitvoerende Beamppte van die Raad besorg

7.3 Indien 'n bedrag wat ingevolge hierdie klousule verskuldig is, nie teen die 15de dag van die maand wat volg op die maand ten opsigte waarvan dit betaalbaar is, deur die Raad ontvang word nie, moet die werkgever rente betaal op sodanige bedrag of op sodanige kleiner bedrag wat nie betaal is nie, bereken teen die koers van, behoudens die bepalinge van die Wet op Voorgeskrewe Rentekoerse, 1975 (Wet No. 55 van 1975), een en 'n half persent per maand of gedeelte daarvan vanaf sodanige 15de dag tot die dag waarop betaling in kontant werklik deur die Raad ontvang word. Met dien verstande dat die Raad daartoe geregtig is om na goeë dunnke betaling van sodanige rente of gedeelte daarvan kwyt te skeld.

7.4 Elke werkgever in die Nywerheid moet die gemelde bydraes betaal aan die Fonds, Posbus 2500, Bellville, 7535, of sodanige ander adres wat skriftelik verskaf word en per voorafbetaalde aangetekende pos aan die werkgever gestuur word.

8. Aanwending van die fondse

8.1 Die fondse word aangewend vir die betaling van die volgende

8.1.1 Die registrasie-, klas-, eksamen- of ander gelde wat gevra word deur die tegniese kollege of ander inrigtings wat 'n vakleerling of student moet bywoon of waarvan hy 'n korrespondensiekursus moet volg ooreenkomstig die Leervoordes van die Nywerheid soos van tyd tot tyd afgekondig word ingevolge die Wet op Mannekrasopleiding, 1981, asook die koste van alle hand- en voorgeskrewe boeke wat 'n vakleerling of student gedurende sodanige onderrigkursus nodig het,

8.1.2 die minimum besoldiging, proporsionele verlofbesoldiging en vakansiebonus betaalbaar aan 'n vakleerling wat 'n tegniese kollege of ander inrigting ooreenkomstig paragraaf 8.1.1 moet bywoon,

8.1.3 na die goeë dunnke van die Uitvoerende Komitee, die reis- en koshuisakkommodasiekoste van vakleerlinge genoem in paragraaf 8.1.1 wat 'n tegniese kollege of ander inrigting moet bywoon wat nie binne redelike daaglikse reisafstand van hul huise gelee is nie, en vir die toepassing van hierdie subklousule is die beslissing van die Uitvoerende Komitee oor die vraag of 'n tegniese kollege of ander inrigting binne redelike daaglikse reisafstand van 'n vakleerling se huis gelee is, finaal,

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- 8.1.4 the minimum remuneration payable to an apprentice who is required to undergo a trade test at the Central Organisation for Trade Testing at Olifantsfontein, Transvaal, or any other accredited trade testing centre, for the time taken up by such test, including travelling to and from Olifantsfontein or the accredited trade testing centre by the first available train or bus in order to undergo the test,
- 8.1.5 the following lump sum bonuses payable to a time based apprentice who, during his apprenticeship, obtains the following certificates at a technical college or technical institution in the Republic.
- National Technical Certificate, Part I (N1), National Printers' Certificate, Part I or Technical Theoretical Module I: R400;
 - National Technical Certificate, Part II (N2), National Printers' Certificate, Part II or Technical Theoretical Module II: R500;
 - National Technical Certificate, Part III (N3) with three subjects, National Printers' Certificate, Part III, with three subjects or Technical Theoretical Module III. R550;
 - National Technical Certificate, Part III (N3), with four subjects, or National Printers' Certificate, Part III, with four subjects: R600; and
- 8.1.6 the lump sum bonuses defined in paragraph 8.1.5 are not applicable to an apprentice who is indentured in terms of the Competency Based Modular Training System
- 8.2 The provisions of paragraphs 8.1.1., 8.1.2, 8.1.3, 8.3.1 and 8.4.3 of this Scheme shall, *mutatis mutandis*, apply in respect of a trainee printers' technician who is required to attend a technikon or take a correspondence course towards obtaining the National Diploma in Electrical Engineering.
- 8.3 Claims:
- 8.3.1 Claims shall be submitted to the Chief Executive of the Printing, Newspaper and Packaging Industries Training Board, P O Box 2500, Bellville, 7535, on forms approved and issued by the Executive Committee and shall be supported by such additional information or documents as the Executive Committee may determine
- 8.3.2 Claims shall be submitted within two months of the close of the block course to which they refer or within two months of the trade test or examination, as the case may be
- 8.1.4 die minimum besoldiging betaalbaar aan 'n vakleerling wat 'n ambagstoets moet aflê by die Sentrale Organisasie vir Vaktoetse te Olifantsfontein, Transvaal, of enige ander geakkrediteerde vaktoetsentrum, vir die tyd wat deur so 'n toets in beslag geneem word, met inbegrip van die reistyd na en van Olifantsfontein of die geakkrediteerde vaktoetsentrum met die eerste beskikbare trein of bus om die toets af te lê;
- 8.1.5 die volgende enkelbedragbonusse betaalbaar aan 'n tydgebonde vakleerling wat gedurende sy leertyd die volgende sertifikate aan 'n tegniese kollege of tegniese inrigting in die Republiek verwerf:
- Nasionale Tegniese Sertifikaat, Deel I (N1), Nasionale Drukkerssertifikaat, Deel I, of Tegniese Teoretiese Module I: R400;
 - Nasionale Tegniese Sertifikaat, Deel II (N2), Nasionale Drukkerssertifikaat, Deel II, of Tegniese Teoretiese Module II: R500;
 - Nasionale Tegniese Sertifikaat, Deel III (N3), met drie vakke, Nasionale Drukkerssertifikaat, Deel III, met drie vakke, of Tegniese Teoretiese Module III: R550;
 - Nasionale Tegniese Sertifikaat, Deel III (N3), met vier vakke, of Nasionale Drukkerssertifikaat, Deel III, met vier vakke: R600; en
- 8.1.6 die enkelbedragbonusse, omskryf in paragraaf 8.1.5, is nie van toepassing op 'n vakleerling wat ingeboek is volgens die bepalinge van die Bevoegdheidsgerigte Modulêre Opleidingstelsel nie.
- 8.2 Die bepalinge van paragrawe 8.1.1, 8.1.2, 8.1.3, 8.3.1 en 8.4.3 van hierdie Skema is *mutatis mutandis*, van toepassing in die geval van 'n leerling-drukkerstegnikus van wie daar vereis word om 'n technikon by te woon of 'n korrespondensiekursus te volg ter verkryging van die Nasionale Diploma in Elektriese Ingenieurswese
- 8.3 Eise:
- 8.3.1 Eise moet by die Hoofuitvoerende Beampte van die Opleidingsraad vir die Druk-, Nuusblad- en Verpakkingsnywerhede, Posbus 2500, Bellville, 7535, ingedien word op vorms wat deur die Uitvoerende Komitee goedgekeur en uitgereik word en moet gestaaf word deur die addisionele inligting of dokumente wat die Uitvoerende Komitee bepaal
- 8.3.2 Eise moet ingedien word binne twee maande na die afsluiting van die groepkursus waarop hulle betrekking het of binne twee maande na die aflegging van die vaktoets of eksamen, na gelang van die geval.

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8 3 3 Unless otherwise decided by the Executive Committee, no payment shall be made in respect of a late claim nor in respect of a claim where the employer has failed to supply the Executive Committee with all the information or documents require by it.

8.4 Money payable for attending a technical college or institution.

8.4 1 An employer shall advance to the technical college or institution concerned the class or course fees payable by an apprentice who is required, or who in terms of the Conditions of Apprenticeship elects, to attend any practical or theoretical classes or follow correspondence courses and may claim a refund of such fees from the Fund. Should the apprentice fail to produce a certificate from the technical college or institution that he has obtained satisfactory marks for diligence and progress during the year and, subject to authorised absences, attended all the possible number of classes, or in the case of a correspondence course satisfactorily completed the full number of papers during that calendar year, the amount of the fees shall be deducted from the wages of the apprentice by instalments of not more than R10,00 per week. The amount so deducted shall, where applicable, be paid by the employer to the Fund.

8 4 2 An employer shall advance to the technical college or institution concerned the examination fees payable by an apprentice who is required, or who in terms of the Conditions of Apprenticeship elects, to enter for any examination, and may recover the amount advanced from the Fund. Should the apprentice fail to pass the examination, in any subject, the examination fees for that subject shall be deducted by the employer from the wages of the apprentice by instalments of not more than R1,00 per week. The amount so deducted shall, where applicable, be paid by the employer to the Fund.

8.4 3 An employer shall advance the train or bus fare and hostel fees payable by an apprentice, who in order to attend prescribed classes or enter for an examination, is required to live in a college hostel, and may recover the amounts so advanced from the Fund, subject to the apprentice having passed the examination.

9. Finance

9 1 All moneys received shall be deposited into a specific banking account in the name of the Fund, within seven (7) days of receipt thereof.

8 3 3 Tensy die Uitvoerende Komitee anders besluit, word geen betaling gedoen ten opsigte van 'n eis wat laat ingedien word nie en ook nie ten opsigte van 'n eis waar die werkgewer versuim om die Uitvoerende Komitee te voorsien van al die inligting of dokumente wat deur die Komitee vereis word nie.

8.4 Gelde betaalbaar vir die bywoning van 'n tegniese kollege of inrigting:

8 4 1 'n Werkgewer moet aan die betrokke tegniese kollege of inrigting die klas- of kursusgelde voorskiet wat betaalbaar is deur 'n vakleerling en van wie vereis word, of wat ingevolge die Leervoordeswaardes verkies, om praktiese of teoretiese klasse by te woon of korrespondensiekursusse te volg, en kan terugbetaling van sodanige gelde van die Fonds eis. Indien die vakleerling nie 'n sertifikaat van die tegniese kollege of inrigting kan toon dat hy gedurende die jaar bevredigende punte vir werkywer en vordering behaal het en, behoudens gemagtigde afwesigheid, alle moontlike getal klasse bygewoon het, of in die geval van 'n korrespondensiekursus die volle getal werkopdragte voltooi het nie, moet die gelde in paaiemente van hoogstens R10,00 per week van die vakleerling se loon afgetrek word. Die bedrag wat aldus afgetrek word, moet, waar van toepassing, deur die werkgewer aan die Fonds inbetaal word.

8 4 2 'n Werkgewer moet aan die betrokke tegniese kollege of inrigting die eksamen-gelde voorskiet wat betaalbaar is deur 'n vakleerling van wie vereis word, of wat ingevolge die Leervoordeswaardes verkies, om vir 'n eksamen in te skryf, en kan die bedrag wat voorgeskiet is op die Fonds verhaal. Indien die vakleerling in die eksamen in 'n vak druipt, moet die eksamen-gelde vir die vak deur die werkgewer in paaiemente van hoogstens R1,00 per week van die vakleerling se loon afgetrek word. Die bedrag wat aldus afgetrek word moet, waar van toepassing, deur die werkgewer aan die Fonds betaal word.

8.4.3 'n Werkgewer moet die treingeld of busgeld en die koshuisgelde voorskiet wat betaalbaar is deur 'n vakleerling van wie vereis word om by 'n kollegekoshuis in te woon ten einde voorgeskrewe klasse by te woon of vir 'n eksamen in te skryf, en kan die bedrag aldus voorgeskiet op die Fonds verhaal mits die vakleerling die eksamen geslaag het.

9. Finansies

9 1 Alle gelde wat ontvang word, moet in 'n spesifieke bankrekening in die naam van die Fonds gedeponeer word binne sewe (7) dae na die ontvangs daarvan.

- 9.2 All payments made on behalf of the Fund shall be made by cheque drawn on the specified banking account and shall be signed by the Chief Executive Officer of the Board and co-signed by any other official designated in writing by the Board
- 9.3 Funds which are not required for immediate use shall at the discretion of the Board be invested in—
- 9.3.1 internal registered stock within the meaning of section 21 of the Exchequer Act, 1975 (Act No 66 of 1975),
- 9.3.2 National Savings Certificates;
- 9.3.3 Post Office savings accounts or certificates;
- 9.3.4 savings accounts, permanent shares or fixed deposits in building societies or banks,
- or in such other manner as may be approved by the Registrar
- 9.4 The Board shall appoint a public auditor who shall be paid out of the Fund. The accounts of the Fund shall be audited annually for the period ending 31 December. Two copies of the audited accounts shall be made available to the Executive Committee and a copy shall be forwarded to the Registrar. Copies shall also be made available to all contributors to the Fund.

10. Information

The Board shall furnish every employer in the industry, who is participating in the Scheme, with details concerning the Scheme in such form as it may from time to time determine: Provided that such details shall include at least the constitution of the Scheme and of the Board, the contributions to be made or the levies payable to the Fund, the financial incentives to be provided under the Scheme and the procedure to be followed for the lodging of claims against the Fund, and any other such details as may be deemed necessary.

11. Agents

The Board may appoint agents to give effect to the objects of the Scheme on such terms and under such conditions as the Board may deem fit. The appointment of an agent may be revoked by the Board at any time and for any reason the agent shall be empowered to enter any establishment and to question the employer or any employee for the purpose of ascertaining whether or not clause 7 is being observed in its entirety.

12. Indemnity

The members of the Board shall not be liable for any loss to the Fund arising from any improper investment made in good faith, or by any act in their *bona fide* administration of the Fund, or by negligence or fraud by any person who may be employed by the Board, or by reason of any act or omission by members or by reason of any other matter or thing save individual wilful or fraudulent wrong-doing on the part of such members who can be held liable

- 9.2 Alle betalings wat namens die Fonds gemaak word, moet per tjek getrek word op die spesifieke bankrekening en moet onderteken word deur die Hoofuitvoerende Beamppte van die Raad en medeonderteken word deur enige beamppte wat vir hierdie doel skriftelik deur die Raad aangewys word
- 9.3 Fondse wat nie vir die onmiddellike gebruik nodig is nie moet na goeddunke van die Raad belê word in—
- 9.3.1 binnelandse geregistreerde effekte binne die betekenis van artikel 21 van die Skatkweswet, 1975 (Wet No. 66 van 1975),
- 9.3.2 Nasionale Spaarsertifikate,
- 9.3.3 Posspaarbankrekeninge of -sertifikate;
- 9.3.4 spaarrekeninge, permanente aandele of vaste deposito's in bougenootskappe of banke,
- of op enige ander wyse deur die Registrateur goedgekeur.
- 9.4 Die Raad moet 'n openbare ouditeur aanstel wat uit die Fonds betaal moet word. Die rekeninge van die Fonds moet jaarliks geouditeer word vir die tydperk eindigende 31 Desember. Twee afskrifte van die geouditeerde rekeninge moet aan die Uitvoerende Komitee voorgelê word en 'n afskrif moet aan die Registrateur gestuur word. Afskrifte moet tot die beskikking van alle bydraers tot die Fonds gestel word.

10. Inligting

Die Raad moet elke werkgewer in die Nywerheid wat aan die Skema deelneem, voorsien van besonderhede aangaande die Skema in sodanige vorm as wat die Raad van tyd tot tyd mag bepaal. Met dien verstande dat sodanige besonderhede ten minste die konstitusie van die Skema en die Raad, die bydraes en heffings wat aan die Fonds betaalbaar is, die finansiële aansporing wat onder die skema beskikbaar gestel word en die prosedure wat gevolg moet word vir die indiening van eise teen die Fonds en enige sodanige ander inligting as wat nodig geag mag word, moet insluit

11. Agente

Die Raad kan agente aanstel om uitvoering te gee aan die oogmerke van die Skema ooreenkomstig sodanige bepalinge en onder sodanige voorwaardes as wat die Raad goeddink. Die aanstelling van 'n agent kan op enige tydstip en om enige rede deur die Raad teruggetrek word. Die agent word gemagtig om enige bedryfsinrigting te betree en die werkgewer of enige werknemer te ondervra met die doel om vas te stel of aan klousule 7 in sy geheel voldoen word al dan nie.

12. Vrywaring

Die lede van die Raad is nie aanspreeklik nie vir enige verlies vir die Fonds wat voortspruit uit enige onbehoorlike belegging gemaak te goeder trou, of deur enige optrede in hul *bona fide*-administrasie van die Fonds, of deur die nalatigheid of bedrog van enige persoon in diens van die Raad, of as gevolg van 'n handeling of versuim deur lede, of as gevolg van enige ander saak, uitgesluit individuele opsetlike of bedrieglike optrede van die kant van sodanige lede as wat aanspreeklik gehou kan word

Any such member shall be reimbursed by the Fund for any liability incurred by him in defending any proceedings, whether civil or criminal, arising out of an allegation involving bad faith in which judgment is given in his favour or in which he is acquitted

13. Dissolution of the Scheme

Upon termination of the Scheme, the assets of the Fund shall be transferred to the Board for disposal in accordance with clause 16 of its constitution

14. Exemptions

- 14.1 The Minister of Manpower, or any officer in the service of the Department of Manpower to whom any power to grant exemption from a training scheme in terms of section 47 of the Act has been granted, may grant exemption from any provision of clause 7 of the Scheme after consultation with the Board.
- 14.2 Any application for exemption shall be lodged with the Printing, Newspaper and Packaging Industries Training Board at P.O. Box 2500, Bellville, 7535, which shall forward such application together with the recommendation of the Board to the Director-General: Manpower.

No. R. 596

8 April 1993

LABOUR RELATIONS ACT, 1956

CANCELLATION OF GOVERNMENT NOTICES

INDUSTRIAL COUNCIL FOR THE CLOTHING INDUSTRY, CAPE. PROVIDENT FUND AGREEMENT

I, Leon Wessels, Minister of Manpower, hereby, in terms of section 48 (5) of the Labour Relations Act, 1956, cancel Government Notices Nos. R. 1234 of 30 May 1991 and R 2510 of 4 September 1992 with effect from the first Monday after the date of publication of this notice

L. WESSELS,

Minister of Manpower.

No. R. 597

8 April 1993

LABOUR RELATIONS ACT, 1956

CLOTHING INDUSTRY, CAPE: RE-ENACTMENT OF PROVIDENT FUND AGREEMENT

I, Leon Wessels, Minister of Manpower, hereby—

- (a) in terms of section 48 (1) (a) of the Labour Relations Act, 1956, declare that the provisions of the Agreement which appears in the Schedule hereto and which relates to the Undertaking, Industry, Trade or Occupation referred to in the heading to this notice, shall be binding, with effect from the first Monday after the date of publication of this notice and for the period ending 30 June 1993, upon the employers' organisations and the trade union which entered into the said Agreement and upon the employers and employees who are members of the said organisations or union; and

Enige sodanige lid moet deur die Fonds vergoed word vir enige aanspreeklikheid opgeloop deur hom in die verdediging van enige vervolging, hetsy siviël of strafregtelik, voortspruitend uit 'n bewering dat hy in kwader trou opgetree het en waarin regspraak in sy guns gelewer word of waarvan hy vrygespreek word

13. Ontbinding van die Skema

By beëindiging van die Skema moet die bates van die Fonds na die Raad oorgedra word vir aanwending ooreenkomstig klousule 16 van die Raad se konstitusie.

14. Vrystellings

- 14.1 Die Minister van Mannekrag, of enige beampte in diens van die Departement van Mannekrag aan wie die bevoegdheid gedelegeer is om vrystelling van 'n opleidingskema ingevolge artikel 47 van die Wet te verleen, kan na oorleg met die Raad vrystelling verleen van enige bepaling van klousule 7 van die Skema.
- 14.2 Enige aansoek om vrystelling moet by die Opleidingsraad vir die Druk-, Nuusblad- en Verpakkingsnywerhede, Posbus 2500, Bellville, 7535, ingedien word, wat sodanige aansoek tesame met die Raad se aanbeveling moet deurstuur aan die Direkteur-generaal: Mannekrag.

No. R. 596

8 April 1993

WET OP ARBEIDSVERHOUDINGE, 1956

INTREKKING VAN GOEWERMENTS-KENNISGEWINGS

NYWERHEIDSRaad VIR DIE KLERASIENYWERHEID, KAAP·VOORSORGFONDSOOREENKOMS

Ek, Leon Wessels, Minister van Mannekrag, trek hierby, kragtens artikel 48 (5) van die Wet op Arbeidsverhoudinge, 1956, Goewermentskennisgewings Nos R. 1234 van 30 Mei 1991 en R 2510 van 4 September 1992 in met ingang van die eerste Maandag na die datum van publikasie van hierdie kennisgewing.

L. WESSELS,

Minister van Mannekrag.

No. R. 597

8 April 1993

WET OP ARBEIDSVERHOUDINGE, 1956

KLERASIENYWERHEID, KAAP HERBEKRAGTING VAN VOORSORGFONDSOOREENKOMS

Ek, Leon Wessels, Minister van Mannekrag, verklaar hierby—

- (a) kragtens artikel 48 (1) (a) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van die Ooreenkoms wat in die Bylae hiervan verskyn en betrekking het op die Onderneming, Nywerheid, Bedryf of Beroep in die opskrif by die kennisgewing vermeld, met ingang van die eerste Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 30 Junie 1993 eindig, bindend is vir die werkgewersorganisasies en die vakvereniging wat genoemde Ooreenkoms aangegaan het en vir die werkgewers en werknemers wat lede van genoemde organisasies of vereniging is, en

NEWS FEATURE Everyone should help fight joblessness in the country



Time on their hands . unemployment is fast becoming one of South Africa's biggest evils

Tackling unemployment

Sowetan 20/4/93.

CREATING JOBS Government,

business and society at large can help:

As South Africa moves to a transitional stage, the biggest challenge facing the country and the powers that be is to provide employment and security

In a country where unemployment is between one and three million of the economically active population, there could be no bigger challenge considering that at least one bank robbery takes place every day

This is the legacy of apartheid and the recession has exacerbated crime and violence. And the rot in society can be attributed to a lack of jobs. In the usual South African fashion, instead of tackling the problem in unison, we have taken to apportioning the responsibility either to the Government or big business

All will lose

In this game, everyone has to play — big business, Government, community organisations and individuals — or we will all lose

Says Len Konar of the Independent Development Trust: "It is the responsibility of the Government, big business and the community" all of whom must come forward and work together towards a solution to this problem"

Some organisations have taken up the role of creating jobs with vigour. One of these is the Sunflower project based in Durban

The way it works is that the community identifies the need, say a crèche

People can do something to alleviate unemployment — no matter how small the contribution

They then approach Sunflower which, with thorough consultations, decides on the way the particular project is going to be tackled. Where possible, local people are used in projects

Training is also an essential part of Sunflower. People are trained in bricklaying, sewing and other skills. Training starts off with three weeks in the classroom and then trainees are taken to the job and work as they learn

The training also includes formal education for people who never had a chance to go to school

In Pietermaritzburg, for instance, when an old building needed renovating so that it could become a community centre, Sunflower graduates were called in to do the job. The architect was

amazed at the way the job was done

Contractors also come scouting at training centres to see if they cannot find people who will come and work for them

This is just one project. There are individual projects. Mrs Ngidi, a former schoolteacher at Ndwedwe, about 100 kilometres from Durban, runs a thriving sugarcane field. She employs a substantial number of local people to work in the fields and provides a living for a number of people

Out of an original 10 hectares' she has built up a thriving business

This is the point that *People*, the programme that runs on TSS every Monday at 9pm.

People can do something to alleviate the situation — however small the contribution may be. But whatever the project is, people need to be consulted thoroughly before it can be successful

● Next week, *People* will be looking at racism and also the fascinating world of Hare Krishna, a religious sect most of us consider weird

But as the programme will show, there is a great deal more to Hare Krishna than merely chanting and jumping in populous areas of the city



Down and out . . . scenes like this are becoming more prevalent.

This space was made possible by the support of the Independent Development Trust



Keeping ahead of the times

Engineers face a bright

future in South Africa

STAR 22/4/93

(179)

South Africa is in a deep recession and even highly skilled people are being retrenched and may be forced to take employment outside of their area of expertise.

Does this mean that people such as engineers have no future in South Africa?

University of Pretoria dean of engineering Professor Jan Malherbe says the current situation is but a slice of time, and career opportunities in engineering should not be judged against the present backdrop but rather the future needs and prospects of the country.

Says Malherbe: "Currently, more than half of our population is under 16 years old. That means that in the next 16 years we are going to need to more than double the number of jobs."

He points out that traditional activities such as hunting, fishing, farming, wood-cutting and mining are not going to be able to provide vast numbers of new jobs.

There are really only two areas of job creation, the service industry and industrial activity. However, growth cannot be sustained with a service industry alone. Malherbe says for a country to arrive at a point where the service sector forms a major component of a country's activity, that country must first go through a process of industrialisation.

Says Malherbe. "We have to provide double the number of jobs in the country as a whole and I believe these jobs should be created mainly in industrial activity. This will require a massive growth spurt in the industrial sector of the economy."

However, while major industrial corporations will wish to increase their turnovers, this will tend to mean increasing use of technology rather than large numbers of new jobs.



Professor Jan Malherbe . . . Dean of the engineering faculty.

He believes the route to take is the production of vast amounts of manufactured goods through small industrial firms. Given the limited size of the local market, such a path will require a high level of exports.

However, Malherbe points out that the international market is highly competitive and dominated by companies which have well-established customers.

Says Malherbe: "Your product has to be substantially better and/or cheaper if you are going to induce people to switch to a new supplier."

"If we intend to compete on the world market in terms of quality and price we will have to opt for the very best, First World technology. We have to produce items such as electronic goods, manufactured mechanical products and automotive parts which incorporate the best materials and alloys. If we don't do this, we will not be able to compete."

"Industrialists should take note their survival will depend on this approach and this is going to require many highly trained engineers. As a result parents and school-leavers should be aware that engineering offers vast opportunities."

Engineers are there to solve real problems and much of their training, in whichever of the engineering disciplines they have selected, is targeted at thinking and making decisions.

The challenge to both engineering students and the faculty is enormous. An engineer may graduate at about 23 years of age and have an active working life of more

than 40 years. Considering the ever-increasing rate of development in today's world, training must be geared to enable engineers to solve problems caused by other problems which don't even exist today.

Says Malherbe: "They will have to solve them with methods we cannot even imagine today. They will cope because they have the ability to expand their knowledge — gather information, put it together and construct a solution."

The constant change and advance in technology requires engineers to constantly update their training. It is possible for professionals to keep abreast of developments in their fields on their own. However, this approach is not as effective or as efficient as attending retraining courses where information has been gathered and is presented by professionals.

The University of Pretoria's engineering faculty offers a number of courses aimed at engineers who are determined not to be overtaken by change.

In addition, a number of the university's engineering courses are attempting to change the students' mind set away from the idea that the only form of employment is that of working for an employer. Students are being encouraged to see the opportunities offered by self-employment.

Get Ahead gets-city go-ahead

THE Get-Ahead Foundation plans to open a centre in Cape Town to expand its network of offices countrywide to 15.

The non-profit foundation provides loans and training in an attempt to create jobs.

The body will not compete with organisations like the Small Business Development Corporation (SBDC).

According to Jenny Williams, the foundation's public relations officer, their loans are smaller than that of the SBDC.

At an average of about R450, each "micro loan" attempts to create one job, says Williams.

The foundation acts as a consultant in African countries such as Swaziland, Namibia, Kenya and Mozambique.

The organisation provides business training for emerging black entrepreneurs on book-keeping, costing and simple financial management.

"We reach out to thousands of people every year.

"We will be rearranging our training in the informal sector for people who want to move into the formal sector," says Williams.

The foundation also offers training to returning exiles.

This includes courses such as computer training, weaving and business training.

The foundation also advances loans to returning exiles who wish to start a business.

Williams says that despite the high level of violence in some areas of the country all the people who were granted loans have paid them back.

JOB MARKET

Round holes for *S Times (Bus. Times)* 25/14/93 rounded students

By ADRIAN HERSCH

A TASK group will try to solve the problem of employability of university graduates — a move which could precipitate changes in the courses of some degrees.

Rand Afrikaans University (RAU) lecturer Elisabeth Lackendorf says the task group will pave the way for the establishment of a forum involving major players affected. They include employers, university counselling and careers units (CCUs) and academics.

Seminar

But it is important that changes "do not destroy the overall educational value of any degree."

"There must be no attempt to turn universities into technicons," she says. The formation of the task group comes after a seminar on the employability of BA graduates. Anglo American Corporation di-

rector Bobby Godsell says an arts degree has much to commend it. But he believes a mixture of disciplines at undergraduate level is desirable.

Mr Godsell says: "The traditional division into arts, social sciences, commerce and natural sciences is questionable."

Liberal

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"Particularly at the undergraduate level a case can be made for including significant elements of the liberal arts, of some economic knowledge, as well as some natural science."

"The liberal arts teach about people and society; economics subjects lead to the market place, and natural science provides the base for understanding — and subsequently using — technology."

National Manpower Commission (NMC) deputy director Carel van Aardt says students in the humanities "should be taught entrepreneurial and business skills". Dr van Aardt says a good exam-

ple is the education of clinical counselling and research psychologists.

"Although their training is geared to the acquisition of professional skills for conducting private practices they are seldom, if ever, taught basic business skills, such as accounting, investing earnings and how to expand."

Dr van Aardt says: "There should be a shift in emphasis from producing a great number of human science graduates

"The emphasis should be on supplying high-quality, market-related education to the number of students in the humanities required by the labour market."

Although there is a problem concerning marketable skills in the way the BA is currently structured, Dr Lackendorf believes that at least part of the difficulty is a faulty view by students of opportunities in the job market.

A study conducted by Dr Lackendorf of final-year BA students at four universities showed that of 380 who felt prepared for teaching, only 97 saw themselves "fitted for in-service training even though this is a variation on the 'teaching



BOBBY GODSELL A mixture of disciplines at undergraduate level

theme". A survey of Wits BA graduates by Susan Edey of Wits Alumni Affairs and Russel Molin led them to propose that there be a strategy

to "promote the liberal arts". But other proposals were for "greater flexibility between degrees so that students can combine their subjects of interest

with courses which are more directly applicable in the workplace". "In the end a balance will have to be struck between the intrinsic and the market value of the BA degree."

Unilever graduate recruitment manager Geoff McDonald says students — BA and other — can increase their employment chances by becoming involved in extra-curricular activities.

This can involve joining a student society, "becoming charperson of a society, learning how to delegate, how to chair a meeting and how to make decisions. These are important skills when it comes to managing a business."

He advises students to seek part-time and holiday employment.

Study

Mr McDonald says his company looks for initiative, leadership ability, independence, motivation and intellect in its employees.

Dr Lackendorf is working on a feasibility study, The Employability of the BA Graduate, which will be completed at the end of May. The study is funded by the Centre for Science Development (CSD).

Dr Lackendorf says the task team formed to investigate the enhancement of the employability of graduates has received the support of major employers and some professional institutes. They include the Institute of Chartered Accountants and the Institute of Personnel Management.

Be in, be creative, be your own boss

South 115 - 515193



A MULTIMILLION rand campaign to unleash the business entrepreneurship potential of South Africa will be launched with a marathon six hour programme on CCV on May 1.

A TV programme will introduce the 1993 Business Entrepreneurship Initiative, or Be-In campaign, initiated by the Small Business Development Corporation (SBDC) in conjunction with NedEnterprise, Eskom and CCV TV

The programme will be launched with the backing of a R1 million advertising campaign.

It will be devoted to the potential of self-employment and the Small and Medium Enterprise sector (SME) to help the country recover economically.

Many of South Africa's established entrepreneurs of all ages will share the secrets of their success. Information about organisations that can provide entrepreneurship training and support will be provided.

Viewers will be able to send their

bright business ideas which could create self-employment and promote job creation.

At the end of the programme six regional winners will be chosen and will collect R1000 each. The overall winner will get R15 000 for the most innovative idea

The programme will end with the announcement of South Africa's first millionaire to win his or her fortune with a newly launched business venture in the Be-In/Enterprise Millionaires competition.

The entrants to this competition include people with such innovative ideas as recycling old bottles into original wine glasses, food manufacturing from whey (the watery part of milk, separated from the curd), a pedal-powered laundry-cum-exercise machine and educational theatre productions.

The slogan of the programme is: "Be in, be creative, be your own boss"

The aim is twofold: Firstly to instill and nurture the entrepreneur-

ship culture in South Africa, and to introduce self-employment as a viable and exciting career choice.

Secondly, it's to facilitate the better use of existing business skills and training facilities and expertise and to expand them where necessary

Says NedEnterprise chief executive Neville Edwards "It is critical that we get more people to start their own businesses. The bright ideas entered into the Millionaires competition are proof that this can be done.

"NedEnterprise focuses on the financing of SME's but we support the Be-In campaign as we believe young people should be taught at high school and graduate level how to start and run their businesses."

A special Be-In magazine will be distributed to schools countrywide. The Small Business Week, jointly organised by the SBDC, NedEnterprise and Escom, will run from September 4 to 11 and will fall under the Be-In Eduspectrum banner.

The life and soul of Alexandra township

Star 11/5/93

THE REV Benjamin Nzamo believes that the business of the Church is not simply to preach to the converted, but also to reach out and help communities.

Until recently, Nzamo, a founder member of the New Central Methodist Church — a breakaway from the mainline Methodist Church in which he was ordained — made it his business to walk the streets of Alexandra, north of Johannesburg, not only to preach the

gospel but to practice what he describes as "personal community work".

It started 30 years ago when he first came to Alex which was then, and still is, a "dangerous" township. Dirt poor and often without food, he plied the streets preaching peace — as he does to this day.

ONE MAN'S vision brings hope to the strife-torn township of Alexandra. JJE LOUW reports on the giant step this man took in reaching out and helping his community.

We saw horrors born from years of suffering and poverty. There was a massive breakdown of values, of common decency," he says.

Nzamo describes how during the height of the massacres he used to go to the mortuary in Randburg where "bodies were packed one on top of the other like sacks of maize-meal", and how he pleaded with the authorities to let him "unpack" the bodies for identification.

It was then that he found his "true vocation".

At present, Nzamo is putting finishing touches to the new building, but already many applicants have made their way there. Following his original vision, Nzamo says the centre will not only get involved with the "practicalities", but will also expand its operations to areas such as crime prevention, resolving disputes and in getting youngsters back to school.

"I know it sounds very ambitious, but God willing, it will happen"

HE says: "We are not handling things out free here. We need to help people, especially young people, get out of the spiral of unemployment and violence. We expect them to contribute and to be very serious with what they undertake. We will not carry those who do not make an effort to help themselves"

Applicants are trained by experts in baking and cooking, dressmaking, flower arranging, carpentry, upholstery and tent-making.

The Liberty Life Foundation gave the centre an initial grant of R30 000, which was followed by some generous donations from families in Sandton and enthusiastic support from Sandton mayor Brian Crail.

The centre is dedicated to helping Alex residents through what Nzamo calls "constructive projects" — giving the unskilled and untutored the capacity to earn a living.

Education plan about to usher in 'a new era'

THE SA Institute of Valuers is entering a new era of service to its 1 500 members with the implementation of a compulsory programme of continuing professional education

The programme, which took almost four years to be passed, will operate over a four-year period and members will have to prove that they have undergone a minimum of 24 hours training over that period

This forms part of the institute's drive to improve professional standards and to become more acceptable internationally, says chairman Tom Wybenga.

The institute has embarked on a campaign to make the public more aware of the profession and what it has to offer. Greater private participation is needed as most work currently comes from the public sector

An issue that is also being addressed by the institute is the fact that the valuation of fixed property on many company books is often not undertaken by professional valuers

Representations are to be made to the Accoun-

ants' Board, as it is felt this issue needs to be clarified. The position at present is that directors are legally allowed to value their own fixed properties without calling in a professional valuer

The institute is to call for a directive in the standard audit procedures to auditors that if the valuation is done by the directors, this must be clearly pointed out to shareholders/policyholders, says Transvaal executive member Rodney Timm

Assets

In addition, pension fund and life assurance houses are only required to value their assets every three years and do not need to employ a professional valuer, he adds

Rode Report editor Erwin Rode says the Insurance Act of 1943, which is supposed to police the property valuations of long-term insurers, is "nothing but a dead letter"

The Registrar of Insurance needs simple rules of thumb to judge these property valuations and the Act should be amended to facilitate this and prevent the

fudging of property values

Both a capital gains and land tax are also likely to be introduced in the near future — a move that could boost sagging activity levels in the local valuation industry

However, the basis for valuing the properties could be problematic, as a number of different systems have been introduced worldwide

Transvaal executive member Delene Burman says as property is fundamental to economic activity, everyone needs the services of a valuer at some time for buying, renting, letting, selling or investing in property

Any individual or company that needs an independent opinion of the value of their property should appoint a valuer to provide an objective, well-researched opinion.

"The institute has been in existence for more than 80 years and while we are proud of what we have achieved in the past, we are continually looking ahead and striving to increase the service we offer to our members, clients and the public," says Wybenga

BIDAY 515193

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New cutting edge for SA technology training

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A MAJOR new initiative aimed at revitalising SA's outdated approach to technology is to be launched this week

The worldwide ORT-Science and Technology Education Project (STEP) — which focuses on developing nations — is opening a R3m education complex in Midrand on May 6 with international support.

Funding has also been received from the IDT, the Canadian embassy and companies including Eskom and Liberty Life.

Project executive director Eli Eisenberg said the programme would offer a technology and science-based secondary school, a technology teacher training facility, and a resource centre for developing educational technology.

The uniqueness of the ORT-STEP programme would be the close cooperation between the three components, he said.

Teachers would use the secondary school as a live laboratory — implementing the teaching methods and courseware developed in the teacher training course. The group heading the initiative includes Prof Louise Tager, ANC secretary-general Cyril Ramaphosa, NECC president James Maseko and industrialist Ian Haggie.

Eisenberg said the institute had met local universities to gain accreditation and certification for graduates of the teacher training course, and the ORT secondary school was being registered as a private school.

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KATHRYN STRACHAN

The vision of the project was to set the standard for technological education, said Eisenberg, adding that the Midrand Institute would be followed by the establishment of similar institutions all over the country. Improved technological education would help SA in the global market, and fill the void between market needs and what the black school system delivered. SA society was generally seen as "anti-technology", and a shortage of qualified technical teachers and training resources made the problem worse.

The lack of international exposure and investment in technology would hamper SA internationally, he said.

Improved training for members

THE SA Institute of Valuers has succeeded in implementing a compulsory programme of continuing professional education for its members, says chairman Tom Wybenga

"This has been in the pipeline for about four years, but it took time to get this passed as there was some resistance"

The programme will operate in a four-year cycle and, at the end of that period, the members will have to prove that they have undergone a minimum of 24 hours training

Attendances at the Institute's training sessions have been traditionally low — about 10% of its membership — and the aim of the education programme is to improve the professional standards of members by keeping them informed and updated

"We offer a number of educational sessions such as a four-day career development programme and seminars and workshops," he says

In the past two years, the

valuation industry has raised R160 000 for the development of property valuation courses. The latest R25 000 will be used to develop lecture notes for the property valuation component of the new National Diploma in Real Estate offered by Technikon RSA

National executive member Delene Burman says the institute provides more than 100 hours of education and encourages members to publish articles in professional magazines or present lectures and talks at seminars and workshops

Represents

Membership stands at about 1 500, which represents roughly 78% of the industry

"The institute will be holding its annual seminar in Cape Town on June 4. The opening address will be given by Cape Town's city planner Neville Riley, while deputy Mayor Clive

Keegan will discuss the future of local housing in SA," he says

A number of institute members will also deliver papers, which is part of the continuing education offered to members and non-members alike, he says

The benefit of belonging to the institute is that members' interests are protected, while disciplinary action can also be taken against members not complying with the code of conduct, Wybenga says

The standards of the profession have been improved over the years and valuers are becoming increasingly professional. "We have been in existence for more than 80 years and are looking at obtaining more international exposure and recognition

"However, this is problematic as we do not have a specific university degree for the profession, while other countries like the UK offer degrees and therefore do not recognise our qualifications," he says.

'SA business must boost employee

By **AUDREY D'ANGELO**
Business Editor

(179)

AFRICA is looked on by many business people in Europe and the US as "the world's disaster continent", international public relations consultant Hans Johnson — based in the US — said in Cape Town yesterday

He suggested one of the ways to change this view was for business to help with an intensive education and employee training campaign that would change the uneducated masses from a liability to an asset.

Johnson was speaking at the annual conference of the International Public Relations Association (Ipra), attended by delegates from all over the world, at the Cape Sun.

Among other suggestions, he said African countries could help themselves by diverting expenditure from military resources to education. And the development of two-way trade might be more rewarding in terms of jobs and income than carrying on manufacturing industry without economies of scale.

"In efficient countries today it takes from 20 to 30 work hours to build a car.

"How many work hours does it take to transport that car from factory to dealer and to market and sell the car? And how many hours are used over the lifetime of the car to service, maintain, fuel and repair it?"

"African countries would probably be better off importing low-priced high quality cars from Asia rather than building up their own subsidised, probably less efficient factories.

"Some of the savings in manpower and capital

would be better used developing service shops, training and hiring service staff and perhaps to build better and safer roads, not to speak about health and education."

For most African countries it would be more profitable to focus on computer training, maintenance and use of computers including software rather than manufacturing them.

"Promoting two-way trade between African countries and North America, Europe and the rest of the world, eliminating trade barriers both ways, would probably do more for Africa's development than any other move."

Johnson said there was some optimism that international investment capital would flow into SA after the end of sanctions.

"With new investment capital coming in SA itself

could take off and be a powerhouse for other sub-Saharan countries. Let's hope this grand design could materialise. But is it realistic?"

"The question is still open, of course, whether big money will actually flow to Africa. There is worldwide competition for capital today — just think of the almost bottomless black hole in Eastern Europe.

"If funds do come this way, the next requirement is that the plan will call for a major contribution from SA, not in money but in terms of adding substantial nonmaterial value.

"SA would have to add many aspects of training and management know-how before passing the resources northwards.

"Can SA provide that value-added? And — another crucial question — will the countries to the north accept it?"

training,

8. COURSES OF TRAINING

An employer shall provide an apprentice with practical training in the trade in which he is indentured in accordance with the training schedule approved and published by the Automobile Manufacturing Industry Education and Training Board and issued to the employer from time to time.

No. R. 769**7 May 1993**

MANPOWER TRAINING ACT, 1981

**MARITIME INDUSTRY TRAINING BOARD
AMENDMENT OF CONSTITUTION**

The Maritime Industry Training Board has, after the submission of a constitution, been accredited on 14 May 1991 by the Registrar of Manpower Training in terms of section 12B of the Manpower Training Act, 1981, as the training board for the relevant industry

The original definition of the industry reads as follows:

"Maritime Industry means Maritime Industry in its broadest sense, but with the specific exclusion of the deepsea trawling and inshore fishing and related industries, in which the companies, associations and organisations referred to, or which may from time to time be supplemented to Annexure 'A' hereto are associated for the purpose of carrying out operations generally regarded as work substantially connected with or associated to the operation of vessels, harbours, port services, off-shore structures or other similar operations."

The Maritime Industry Training Board requested that the definition of the relevant industry in its constitution be amended.

The proposed amendment of the definition of the industry reads as follows

"Maritime Industry means the Maritime Industry in its broadest sense (including those logistic and administrative functions associated with the movement of cargo to or from Southern African ports by land, sea and air), in which the companies, associations and organisations referred to, or which may from time to time be supplemented to annexure 'A' hereto are associated for the purpose of carrying out operations generally regarded as work substantially connected with or associated to the operation of vessels, harbours, port services, off-shore structures and the exploitation (including harvesting, processing, packing and freezing at sea), utilisation and protection of marine resources, or other similar operations "

The Registrar of Manpower Training is considering the amendment of the definition

Information concerning the relevant constitution may be obtained from the Chief Executive Officer, Maritime Industry Training Board, P O Box 6348, Roggebaai, 8012

8. OPLEIDINGSKURSUSSE

'n Werkgewer moet 'n vakleerling die praktiese opleiding in die ambag waarin hy ingeboek is, gee volgens die opleidingskedule wat deur die Automobile Manufacturing Industry Education and Training Board goedgekeur en gepubliseer is en van tyd tot tyd aan die werkgewer uitgereik word.

No. R. 769**7 Mei 1993**

WET OP MANNEKRAGOPLEIDING, 1981

**MARITIME NYWERHEID-OPLEIDINGSRAAD.
WYSIGING VAN KONSTITUSIE**

Die Maritieme Nywerheid-Opleidingsraad is, nadat 'n konstitusie ingedien is, op 14 Mei 1991 kragtens artikel 12B van die Wet op Mannekragopleiding, 1981, deur die Registrateur van Mannekragopleiding geakkrediteer as die opleidingsraad vir die betrokke nywerheid.

Die oorspronklike omskrywing van die nywerheid lui soos volg

"Maritieme Nywerheid beteken die Maritieme Nywerheid in sy wydste sin, maar met die uitdruklike uitsluiting van die diepseetreivissery en kusvissery en verwante nywerhede, waarin die maatskappye, verenigings en organisasies waarna in Bylae A verwys word of wat van tyd tot tyd daartoe gevoeg word, geassosieer is vir die doel om aktiwiteite te verrig wat algemeen geag word as werk wat wesentlik in verband staan met of geassosieer is met die bedryf van vaartuie, hawens, hawedienste, afluandige strukture of ander soortgelyke aktiwiteite."

Die Maritieme Nywerheid-Opleidingsraad het versoek dat die omskrywing van die betrokke nywerheid in sy konstitusie gewysig word

Die beoogde wysiging van die omskrywing van die nywerheid lui soos volg:

"Maritieme Nywerheid beteken die Maritieme Nywerheid in sy wydste sin (insluitende daardie logistieke en administratiewe funksies wat geassosieer word met die beweging van vrag na of van Suider Afrikaanse hawens oor land of see of deur die lug), waarin die maatskappye, verenigings en organisasies waarna in Bylae A verwys word of wat van tyd tot tyd daartoe gevoeg word, geassosieer is vir die doel om aktiwiteite te verrig wat algemeen geag word as werk wat wesentlik in verband staan met of geassosieer is met die bedryf van vaartuie, hawens, hawedienste, afluandige strukture en die ontginning (insluitende insameling, verwerking, verpakking en bevrising ter see), benutting en beskerming van marne hulpbronne of ander soortgelyke aktiwiteite "

Die Registrateur van Mannekragopleiding oorweeg die wysiging van die omskrywing

Inligting in verband met die betrokke konstitusie kan van die Hoofuitvoerendebeampte, Maritieme Nywerheid-Opleidingsraad, Posbus 6348, Roggebaai, 8012, bekom word

Interested parties may, within 30 days after publication of this notice, advance reasons in writing why there must, in their opinion, not be proceeded with the amendment of the relevant definition.

Representations in the above regard must be submitted to the Registrar of Manpower Training, Department of Manpower, Private Bag X117, Pretoria, 0001

G. D. HAASBROEK,

Registrar of Manpower Training

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DEPARTMENT OF AGRICULTURE

No. R. 758

7 May 1993

CORRECTION NOTICE

MARKETING ACT, 1968
(ACT No 59 OF 1968)

CANNING FRUIT SCHEME AMENDMENT

Government Notice No R. 659 of 23 April 1993 is hereby corrected by the substitution for the expressions "six" and "five" where it occurs in paragraph (a) of clause 2, of the expressions "seven" and "six", respectively

No. R. 773

7 May 1993

AGRICULTURAL PRODUCT STANDARDS ACT,
1990

(ACT No 119 OF 1990)

REGULATIONS REGARDING INSPECTIONS AND APPEALS EXPORTS AMENDMENT

The Minister of Agriculture has under section 15 of the Agricultural Product Standards Act, 1990 (Act No 119 of 1990), made the regulations in the Schedule

SCHEDULE

Definition

1. In these regulations "the Regulations" means the regulations published by Government Notice No R 1980 of 23 August 1991

Amendment of regulation 2 of the Regulations

2. Regulation 2 of the Regulations is hereby amended by the addition after subregulation (2) of the following subregulation

"(3) Any person who requires the Executive Officer to inspect and certify grape juice and concentrated must intended for export shall pay the fees specified in column 2 opposite item 3 of Table 2 "

Belanghebbende partye kan, binne 30 dae na publikasie van hierdie kennisgewing, skriftelik redes aanvoer waarom daar, na hulle mening, nie voortgegaan moet word nie met die wysiging van die betrokke omskrywing

Vertoe in bovermelde verband moet aan die Registrateur van Mannekragoopleiding, Departement van Mannekrag, Privaatsak X117, Pretoria, 0001, voorgelê word

G. D. HAASBROEK,

Registrateur van Mannekragoopleiding

DEPARTEMENT VAN LANDBOU

No. R. 758

7 Mei 1993

VERBETERINGSKENNISGEWING

BEMARKINGSWET, 1968
(WET No 59 VAN 1968)

INMAAKVRUGTESKEMA WYSIGING

Goewermentskennisgewing No R 659 van 23 April 1993 word hiermee verbeter deur die uitdrukkings "ses" en "vyf" waar dit in paragraaf (a) van klousule 2 voorkom, onderskeidelik deur die uitdrukkings "sewe" en "ses" te vervang.

No. R. 773

7 Mei 1993

WET OP LANDBOUPRODUKSTANDAARDE, 1990
(WET No. 119 VAN 1990)

REGULASIES BETREFFENDE ONDERSOEKE EN APPELLE UITVOER WYSIGING

Die Minister van Landbou het kragtens artikel 15 van die Wet op Landbouprodukstandaarde, 1990 (Wet No 119 van 1990), die regulasies in die Bylae uitgevaardig

BYLAE

Woordomskrywing

1. In hierdie regulasies beteken "die Regulasies" die regulasies afgekondig by Goewermentskennisgewing No R. 1980 van 23 Augustus 1991

Wysiging van regulasie 2 van die Regulasies

2. Regulasie 2 van die Regulasies word hierby gewysig deur die volgende subregulasie na subregulasie (2) by te voeg

"(3) Iemand wat verlang dat die Uitvoerende Beampte druwesap of gekonsentreerde mos bestem vir uitvoer moet ondersoek en sertifiseer, betaal die gelde in kolom 2 teenoor item 3 van Tabel 2 vermeld "

Companies commended for contributions to training

South 815 - 12/5/93

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SEVERAL companies were awarded for their contribution to providing practical training for students from the Peninsula Technikon recently

Seventeen South African companies and institutions received their awards at the Peninsula Technikon's first Excellence Award ceremony for Co-operative Education

The awards were in recognition of outstanding service and support in the field of experiential training.

Co-operative education (where a student gets practical training while working for an employer during the period of study) is a vital part of tuition received at Peninsula Technikon

Students are in some cases required to do up to 12 months in-service training to qualify for diplomas.

Guest speaker Mr Charles R. Dickson, director of the Career Development and Cooperative Education at the Mohawk College in Canada said Co-operative Education was vital for ensuring that the "focused" needs of industry were met.

He said institutions had to learn from the work experiences of their students and that constant feedback was necessary from industry to allow educational institutions to keep up with the latest industry developments

In his welcoming address



AWARDS: Mr Franklin Sonn, rector of the Peninsula Technikon with one of the winners Mr Cecil Tinkoe of Warner-Lambert, Mr Brian Lombard of Katz Slaber and Mr Essa Moosa, technikon council chairperson

Peninsula Technikon rector Franklin Sonn commended the recipients of the awards, saying they had contributed to the success of the co-operative education programme.

Ms Shirley Levendal, co-operative education co-ordinator, said "The companies, both large and small, have over the years, good and bad, shown constant support for the programme."

This year about 700 students from the two technikons in the Western Cape will seek experiential posts at a time when

many companies are cutting back on training programmes because of the recession.

The weak economy has had an effect on all levels of employees — including students who have this programme as a compulsory part of their courses, said Levendal.

"The majority of our students are aware of the poor economy and are quite prepared to undergo the experiential training for a subsistence allowance"

"Without this experiential training component students

will not receive their diplomas. This is a frightening thought if we continue to look for a more skilled workforce," she said.

The companies involved are Standard Bank, Warner-Lambert, Caltex Refinery, Pep Stores, Eskom Power Station, SA Preserving Company, Newsdesk of the SABC, Carlton Paper, Ninham Shand, Small Business Development Corporation, the Oral and Dental Training Hospital of UWC, Garlandale Senior Secondary and Kasselsvlei Senior Secondary school.

US programme to train black bosses

APPLICATIONS are about to be evaluated for the third City of New York-South Africa Professional Development Programme (SAPDP). It aims to train blacks to become the decision makers of tomorrow

Seven people have completed the six-month programme, sponsored by the City of New York and US corporations. Another 13 are being trained.

The course involves on-the-job training, working closely with senior management at a New York company which ranks among the world's most competitive.

On Saturdays, candidates study at an advanced MBA level at Baruch College's Centre for Management which specialises in management development in developing countries

Intensive

The centre's associate director, Prakash Sethi, says the programme will give managers experience of the competitive environment which SA companies will face.

It suits the needs of each candidate and has received ANC support.

The programme is intensive, often involving up to 14 hours a day. Candidates are also exposed to New York's cultural activities and meet policy makers in Washington

Potential candidates do not need

By ZILLA EFRAT

a university degree. They must be mature, committed, bright and trainable. Those chosen for the previous two programmes were in junior to middle management.

The first two programmes focused on the banking and financial sectors where most of the US sponsors are found. The third, however, will be more broadly based. It has also been expanded to take up to 20 candidates.

Applications are submitted by the candidates' companies, which pay their salaries while they are away. The rest of the expenses are met by the US sponsors.

Wendy Luhabe of Bridging the Gap is the programme consultant in SA.

Professor Sethi says "This is one of the few programmes where US companies have nothing to gain. Most do not operate in SA and are voluntarily involved because they believe they are capable of doing a good job and that the job is worth doing

"The satisfying thing is that those companies involved in the first two programmes report that they have never before encountered such bright, dedicated and hungry-to-learn trainees"

ANC launches campaign against criminal element

THE ANC Eastern Transvaal regional executive committee has requested its branches to continue arresting criminal elements outside and within the movement who hijacked legitimate protest actions for criminal purposes

However, branches were called upon not to hand criminals and agents provocateur to the SAP for formal prosecution, but to "local prosecutors" for "community prosecution".

Last week the ANC and its youth league called on members to apprehend those responsible for the killing of four policemen in Dobsonville, and to build relations with "progressive sections of the police"

However, in yesterday's statement the region urged branches not to assault or abuse suspected criminals

"The ANC will ensure that the peace corps are well trained in all aspects of community policing," the committee said.

The committee condemned the arrest of three members of its leadership in connection with the citizen's arrest of alleged looters during a protest march in Witbank

STEPHANE BOTHMA

on April 28.

The ANC members were arrested and charged with assault after executing a citizen's arrest of three men the organisation claims were found looting and burning shops during the march from Kwaguqa township

Police spokesman Capt Theo du Bruyn said the alleged criminals brought to the station by the ANC were released as no evidence or witnesses were presented

He added the men had been heavily assaulted before being handed over to the police, which was why charges of assault and abduction were laid against those who "arrested" them.

He said the assault accused included the ANC's Witbank secretary Lazarus Maduma, 20, ANC chairman Hussain Verachia, 32, and 28-year-old Patrick Khoza, alias Banda

The men appeared in court on May 7 and were then released with a warning to appear again on June 4.

Jobs on show at Career 2000's latest expo

PRETORIA — SA's largest employment exhibition, Careers 2000, opened its doors to the public at the Pretoria showgrounds yesterday.

About 60 exhibitors, including some of SA's biggest employers and employment bodies, would be providing information on career choices and employment opportunities, exhibition director John Toerien said

The exhibition was aimed at providing appropriate information to all those seeking a career choice, Toerien said

ADRIAN HADLAND

The Manpower Department's organisation for trade testing would exhibit at Careers 2000 for the first time, he said

Representing career fields which had been declared "designated trades", its exhibit would include information on the aviation industry, tyre and rubber industry, mining, textiles and printing industries

The exhibition, open from 9am to 6pm daily, closes on Saturday

A course that lets you learn from experience

AN "academic" small business starter course that allows you to learn from experience sounds like a contradiction. Not so at Wits Business School's Centre for Developing Business.

The lecturers on the centre's many programmes have all had practical experience in running their own small businesses, because this is one of the qualifying factors the school insists on, says senior consultant Mark Peters.

The fact that this limits the school's intake of students to about 600 a year and limits the number of courses it can run, is less important to the school than

that its courses have the practical value that sets it apart from more academic or theoretical business courses.

The courses are also designed with flexible time schedules and at prices affordable for people who are employees just considering their options for the future — less than R500 per person to study the "Winning In A Business Of Your Own" course.

Other programmes the school offers, include a seven-week Retail Management Development Programme, and a Certificate Programme in Principles of Business and Management for New Managers.

Getting started . . .
Mark Peters of the
Centre for Developing
Business at the Wits
Business School.

Commenting on trends in the candidates for the school's small business courses, Peters says a growth in the number of women candidates had brought them to about 60 percent of the mix, and that combined with attitude surveys the school had conducted, this was suggesting the entry of women into their own small businesses had become far more popular and less prejudice was encountered than in the past. The biggest move seemed to be in the lower entry cost areas business activities such as service industries.



Aid for small business is here

Saw etan 1415/93

By Joshua Raboroko

■ Now you can get your own business off the ground!

LACK of skills among emerging black entrepreneurs has always been a thorny issue in South Africa.

With the aim of upgrading these entrepreneurs, the Small Business Education and Training Academy, the Job Creation Action Committee, BP, the Independent Development Trust and FutureBank have designed a scheme to help the unemployed develop business skills and to create jobs.

The scheme is set against the back-

ground of centuries of deprivation and restrictive legislation aimed at black business people, according to Sbeta's chief executive Mr Lucas Ntuli.

"Sbeta has developed unique business skills, training methods and systems designed to optimise the entrepreneurial potential in our society," he said.

Sbeta will run courses on how emerging businessmen can prepare business plans for new or existing ventures. Approved business plans will be submitted

to the source of finance

After having been granted business development loans, the Sbeta, working with the NJAC, will help trainees start their businesses and provide ongoing advice and mentoring.

FutureBank public relations officer Ms Lindi Kubheka said they supported the move.

For more information, contact Sbeta at 5th Floor, Suzuki Building, 62 Juta Street, Braamfontein, Johannesburg.

JOB MARKET

College and technikon graduates increasing

By ADRIAN HERSCH

THE number of technical college and technikon graduates has risen markedly since 1987.

The increase in university graduates in that time was minimal, says the National Manpower Commission's (NMC) annual report.

Setisa executive director Brian Angus sees the development as "positive, and a move in the right direction". Setisa is a major member of the Private Sector Education Council (Pseec).

Student numbers at technical colleges and technikons increased by between 11,5% and 16,4% a year during 1987 and 1992.

There has been a significant increase in the number of blacks at these institutions.

In 1987 blacks comprised 12% of students at technical colleges and technikons, for 1992 the comparable figure was about 25%.

Mr Angus says, "The figures are encouraging, but it is unlikely that a large number of blacks at these institutions are taking courses in the hard sciences — because there are still very few blacks matriculating with mathematics and science."

Student numbers at technikons increased by about 9% last year. At universities numbers rose by about 3,5%.

"However, there are still about three university students for every technikon student and this imbalance is likely to continue for some time. It is, however, somewhat reassuring for the future that this trend is showing a positive turn," says the NMC report.

Many overseas countries boast four technicians for every university graduate.

Pseec has campaigned for years against the over-emphasis on university education and the under-emphasis on technikons.

The NMC report says the number of degrees, diplomas and certificates awarded by universities increased by only about 0,1% a year from 1987. Diplomas and certificates awarded by technikons during the same period increased by about 18,7% a year.

The report says the number of women participating in the economy has increased sharply.

Women comprised 23% of the economically active population in 1980, and this has risen to 39%.

Ronel Erwee of the University of Pretoria Business School, says one of the major reasons for the change is that women are seeing work as a long-term career, as opposed to something done at certain times without career development in mind.

Professor Erwee says, "In the past many women did not return to their jobs after having their first child, or having a number of children, and became housewives."

"The move towards career orientation has also brought about a situation where women are moving into non-traditional female occupations

peers.

"Women are increasingly moving away from doing a BA degree to a BComm, for example."

Professor Erwee agrees with those who say the recession has forced many women to get work to increase household income. But she says the large number of lay-offs, particularly among black women, have had a "cancelling-out effect" to a certain extent, on gains from this area.

Professor Erwee says many retrained black women have had to turn to the informal sector for income.

The NMC report says there has been a 30% decrease in the number of apprentices indentured in 1992 compared to 1991.

There has also been a sharp decline in the number of those qualifying as artisans — from 12 933 in 1985, to 5 588 in 1992. The negative effect of this on productivity, economic growth and the inflation rate is obvious, says the report.

The greatest decreases in apprenticeship contracts since 1982 have been in the transport services, metal, furniture and building industries.

Numsa's Adrienne Bird says, "In SA there is a classic trend. When the boom times come, the shortage of skilled workers results in companies frantically competing with each other to employ these people."

"Labour turnover can be as high as 50% for artisans in these periods."

The NMC report says from 1985 to



BRIAN ANGUS Positive trend in the right direction

1991 labour and multi-factor productivity increased by 1,3% and 0,7% respectively. Capital productivity was unchanged in this period.

Labour productivity increased by 1% in the first nine months of 1992. The report says, "Although the increase in labour productivity over the past few years is gratifying, it should be noted that the labour input has decreased by 3,3%. This implies

that labour productivity has increased mainly as a result of the many staff retrenchments, and not as a result of actual improvements in productivity.

"To achieve a positive increase in labour productivity both real output and labour input will have to increase, and real output will have to increase more rapidly than labour input," says the report.

NEWS FEATURE School principal seeks independence by joining the brain drain as a plumber

From teaching to plumbing drains

By Joshua Raboroko

The horrible conditions in townships — blocked drains and toilets and the lack of proper sanitation facilities — led former school principal Mr Norman Mukhari (47) to open his first business, a Drain Surgeon franchise, on the East Rand

The giant Drain Surgeon granted him the franchise to trade in the townships, and using his lifetime savings he established the company in Daveyton in 1992

Mukhari says "I established the business on a small scale. Today it is the largest repair plumbing concern on the East Rand

"Far from being affected by the current recession, the company is growing rapidly and expects to turn over thousands of rands by the end of the year," he adds

Customers are private homes, blocks of flats, commercial buildings, hotels, restaurants, just to mention a few

"The service is never out of fashion. Irrespective of the economy, people require bathroom facilities

"Population growth dictates installation and expansion of plumbing services at a time when the township housing conditions are filthy and dirty water flows freely in our streets," Mukhari says

Born in Louis Trichardt, he obtained his teacher's diploma at Tivumbeni Training College in Fzaneen in 1971. He started teaching in Tembisa in 1972 and soon his career took an upwardly mobile trend when he was promoted to principal

He left the teaching profession in 1992 because "I wanted to explore other avenues and to have financial independence — a move I regarded as one of the steps towards black economic empowerment"

He joined Business Challenge and after an enormous interest in the Drain Surgeon presentation at a meeting in Johannesburg, he realised the business potential

Squalid health conditions

He says "I fully supported the appointment of small black entrepreneurs as franchisees to carry out the maintenance of municipal drainage systems when the Government privatised them"

The squalid health conditions in the townships came to his mind while attending a funeral

"It was terrible the way mourners had to queue to use a blocked toilet — even neighbours had their toilets blocked and dirty water was flowing in the street

"The problem was the same at other large gatherings like weddings, football matches and festivals. Conditions at squatter camps were even worse," Mukhari says

He made inquiries about the business and when he was offered an opportunity he grabbed it. It was the turning point in his life. "I have never looked back," he said

After his first client, many more came and the news about his business spread like wild fire in the townships

He employs about 11 people whom he trained to do the job. He believes he can show people how they can profit from servicing plumbing installations in homes, public

■ DRAIN SURGEON *The*

service Norman Mukhari

gives is never out of fashion:

and industrial buildings

This is not a fly-by night operation. It is a respected business," he says, adding, "I am prepared to train more people in order for them to create jobs at a time when the country's unemployment rate is growing daily" (179)

He is married to school teacher Mary, who helps him in the business during her leisure. The couple has two children Prinsley and Mikagejo. He can be contacted toll free 080 111 8344. Page 922-4000 code BD 50 or PO Box 159 Tembisa 1628



Norman Mukhari company growing

3 4 3 The question of redundancy which may arise as a result of the closure of part or all of an operation will be dealt with in accordance with clause 20 of the Industrial Council Agreement

3 4 4 Should any breach of the above undertakings (par 3 2 and 3 3) occur, the shop stewards undertake to assist in resolving these at plant level. In the event of failure to maintain production tickets which is attributable to any plant-specific unprocedural/unlawful industrial action, and if the production loss remains unrecovered, the steps listed below will be followed

- (a) 48 hours for "in plant" discussions with shop stewards to agree as to arrangements for recovery—if this fails then,
- (b) 48 hours for "in plant" discussions with union officials to agree as to arrangements for recovery—if this fails then;
- (c) a further seven calendar days to resolve this at Industrial Council level, and if this fails then,
- (d) a final further 48 hours to reach agreement,

failing which, the parties will be notified in writing of the immediate withdrawal of the retrenchment moratorium

Recovery of production as referred to above or the maintenance of production tickets will be achieved by exploring the range of options available, which shall include but not be limited to changing of shift patterns, improved productivity, improved output, etc or time worked in, in accordance with clause 6 (11), all as agreed at plant level

ANNEXURE B

TRAINING

- (1) The Industrial Council shall form a sub-committee consisting of up to eight employee representatives which shall, within the guiding principles below—
 - (a) Investigate and discuss training and education in the Industry and make recommendations thereon to the Industrial Council for approval,
 - (b) be set up immediately on conclusion of this Agreement,
 - (c) set priorities and an operational timetable
- (2) The committee shall be directed and guided by the following principles
 - (a) Trade unions and employers have key roles to play in human resources development
 - (b) Education and training initiatives should tie in with programmes for economic and industrial improvement in the New Tyre Manufacturing Industry

3 4 3 Die kwessie van oortollige personeel wat die gevolg kan wees van die sluiting van 'n gedeelte van 'n werksaamheid of 'n hele werksaamheid word hanteer ooreenkomstig klousule 20 van die Nywerheidsraad-ooreenkoms

3 4 4 Indien enige verbreking van bogenoemde verbintenisse (par 3 2 en 3 3) plaasvind, onderneem die vakverenigingvertegenwoordigers om te help om sodanige sake op fabrieksvlak te help oplos. In die geval van onvermoe om met produksiekaarte voort te gaan wat toegeskryf kan word aan enige fabriekspesifieke nie-prosessuele/onwettige nywerheidsaksie, en indien die produksieverlies onverhaal bly, word die volgende stappe gedoen

- (a) 48 uur word toegestaan vir fabrieksvlakbesprekings met vakverenigingvertegenwoordigers ten einde 'n ooreenkoms te bereik oor reelings om te verhaal—indien dit misluk, dan,
- (b) word 48 uur toegestaan vir fabrieksvlakbesprekings met vakverenigingbeambtes ten einde 'n ooreenkoms te bereik oor reelings om te verhaal—indien dit misluk, dan,
- (c) word 'n verdere sewe kalenderdae toegestaan om die saak op Nywerheidsraadvlak te besleg, en indien dit misluk, dan,
- (d) word 'n finale verdere 48 uur toegestaan om 'n ooreenkoms te bereik,

indien hierdie stappe misluk, word die partye skriftelik in kennis gestel van die onmiddellike intrekking van die moratorium op personeelbesnoeiing

Die verhalings van produksie soos hierbo bedoel of die voortsetting van produksiekaarte word bereik deur die ontleding van die reeks opsies beskikbaar, wat insluit maar nie beperk is tot die wysiging van skofstelsels, verbeterde produktiwiteit, verbeterde lewering, ens of tyd wat ingewerk word, ooreenkomstig klousule 6 (11), alles soos op fabrieksvlak ooreengekom

BYLAE B

OPLEIDING

- (1) Die Nywerheidsraad moet 'n subkomitee stig bestaande uit tot agt werkgewer- en agt werknemerverteenwoordigers wat, binne onderstaande riglyne—
 - (a) ondersoek moet instel na opleiding en onderrig in die Nywerheid, dit moet bespreek en aanbevelings daarvoor aan die Nywerheidsraad moet doen vir goedkeuring,
 - (b) onmiddellik na die afhandeling van hierdie Ooreenkoms in die lewe geroep moet word,
 - (c) prioriteite en 'n werkrooster moet opstel
- (2) Die komitee word deur onderstaande beginsels gerig en gelei
 - (a) Vakverenigings en werkgewers het sleutelrolle te speel in die ontwikkeling van menslike hulpbronne
 - (b) Onderrig- en opleidingsinisiatiewe behoort in te skakel in programme vir ekonomiese en industriële verbetering in die Nuwe Butebandvervaardigingsnywerheid

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- (c) The industry accepts a responsibility to undertake and contribute to uplifting standards of education, including literacy and numeracy, to increase employees' skills
- (d) Employees who attend company approved and/or Industry Education and Training Board accredited education and training programmes shall receive their normal rate of pay for the duration of training courses scheduled during working hours.
- (e) The parties acknowledge that the State, employers and trade unions have a role to play in training and education
- (f) Training must be continually updated to meet the needs of a changing economy.
- (g) There should be clear links and bridges between formal education and industrial training systems and other education and training systems
- (h) Formal education should be free and compulsory to the highest level the economy can afford
- (i) Education and training should be available to all employees directly linked to defined needs, and in accordance with planned career paths.
- (j) Training on a modular basis should be favoured and should be competency based and within an industry framework. Such modules should be flexible and competency based to allow for flexibility and transferability to benefit the industry and economy
- (k) Wherever possible, training should provide portable skills, recognised in the industry and in the workplace, and lay the foundation for further development
- (l) Education and training programmes must include a provision for recognising prior learning, however or wherever acquired, provided the skills can be verified
- (m) Education and training systems should include career paths for trainers
- (n) Adult basic education should be accommodated in the industry's future training dispensation along the following lines
- (i) Trade unions should be involved in literacy training;
- (ii) Courses should be capable of taking learners to nationally accepted standards
- (iii) Employers should provide facilities and support programmes for training of trainers within all principles stated here
- (o) All training and education activities shall be undertaken within the financial capabilities and constraints of the companies and the Industry Training shall be arranged within the operational constraints and requirements of the companies and the industry
- (c) Die Nywerheid aanvaar verantwoordelikheid om die opheffing van standarde van onderrig, met inbegrip van lees-en-skryf-kennis en syferkennis, te onderneem en daartoe by te dra, ten einde werknemers se vaardighede te verhoog
- (d) Werknemers wat maatskappygoedgekeurde en/of onderrig- en opleidingsprogramme wat deur die Raad vir Bedryfonderrig en -opleiding geakkrediteer is, bywoon, ontvang hul normale loon vir die duur van opleidingskursusse gedurende werksure.
- (e) Die partye erken dat die Staat, werkgewers en vakverenigings 'n rol moet speel in opleiding en onderrig
- (f) Opleiding moet voortdurend bygewerk word om by die behoeftes van 'n veranderde ekonomie aan te pas
- (g) Daar moet duidelike skakeling en oorbrugging tussen formele onderrig en nywerheidsopleidingstelsels en ander onderrig-en opleidingstelsels wees
- (h) Formele onderrig moet gratis en verpligtend wees tot op die hoogste vlak wat die ekonomie kan bekostig
- (i) Onderrig en opleiding moet beskikbaar wees aan alle werknemers direk verbind met bepaalde behoeftes en in ooreenstemming met beplande beroepkeuses.
- (j) Voorkeur moet gegee word aan opleiding op 'n modulêre basis, gebaseer op vaardigheid en binne 'n bedryfsnetwerk. Sodanige modules moet buigsaam en op vaardigheid gebaseer wees om voorsiening te maak vir buigsaamheid en oordraagbaarheid om die bedryf en die ekonomie te bevoordeel
- (k) Waar moontlik, moet opleiding verplaasbare vaardighede verskaf wat in die Nywerheid en in die werkplek erken word en sodoende die grondslag lê vir verdere ontwikkeling
- (l) Onderrig- en opleidingsprogramme moet voorsiening insluit om vroeëre opvoeding te erken, hoe of waar ook al verwerf, mits die vaardighede bewys kan word
- (m) Onderrig- en opleidingstelsels moet beplande beroepe vir opleiers insluit
- (n) Voorsiening vir basiese volwassene-onderrig moet in die Nywerheid se toekomstige opleidingstelsel ooreenkomstig die volgende riglyne gemaak word.
- (i) Vakverenigingbetrokkenheid by lees-en-skryf-opleiding,
- (ii) Kursusse moet leerlinge tot nasionaal aanvaarde standarde kan bring
- (iii) Maatskappye moet gerewe en ondersteuningsprogramme voorsien vir die opleiding van opleiers binne die raamwerk van al die beginsels wat hierin genoem is
- (o) Alle opleidings- en onderrigaktiwiteite moet binne die finansiële vermoë en beperkings van die maatskappye en die Nywerheid onderneem word. Opleiding moet binne die bedryfsperke en vereistes van die maatskappye en die Nywerheid gereel word

- (p) Mutual agreement must be reached between the parties on the scope and content of the Industry education and training programmes
- (q) The actions of the proposed committee shall in no way inhibit training and education initiatives and programmes which address individual employer needs within the Industry framework
- (3) (a) The sub-committee shall investigate and propose the establishment of an Industry Education and Training Board composed of 50% employer and 50% trade union representation. Its functions would include the following:
- (i) All matters of mutual interest relating to education and training
- (ii) Meeting on a regular basis and reporting to the Industrial Council
- (iii) Liaison with the Job Security/Job Creation Sub-committee to direct education and training to shortages and future Industry needs
- (iv) Development of Industry training standards within national guidelines to cover all employees
- (v) Co-ordination of the implementation of adult basic education programmes within national guidelines
- (vi) The monitoring and review of standards to ensure that training is up-to-date and relevant
- (vii) The establishment of links with educational institutions and community colleges
- (viii) The assessment of current training courses conducted at Industry and company level and accreditation of such training within Industry guidelines
- (b) The number of representatives should be limited to no more than eight employer and eight employee representatives. Experts to attend on ad hoc basis, to provide input
- (c) Representatives on the Industry Education and Training Board should be employed in the Industry or by parties to the Industrial Council
- (4) *Funding* The parties agree that the Industrial Educational Training Board shall be financed from an initial contribution of R100 000 by the employers. Future funding shall be investigated by the sub-committee and recommendations shall be made to the Industrial Council.
- (5) *Process* The sub-committee and ultimately the Industry Education and Training Board members shall be requested to give effect to the principles, functions and funding guidelines agreed to here. They should advise the Industrial Council on a *modus operandi* for the Industry Education and Training Board and give attention to—
- (a) steps to ensure that the Industry Education and Training Board is established before the end of November 1991.

- (p) Onderlinge ooreenkoms moet tussen die partye bereik word oor die omvang en inhoud van die Nywerheid se onderrig- en opleidingsprogramme
- (q) Die optrede van die voorgestelde komitee moet geensins opleidings- en onderriginitiatiewe en -programme wat op individuele maatskappy-behoefte binne die Nywerheidsraamwerk gemik is, strem nie
- (3) (a) Die subkomitee moet ondersoek instel na die stigting, en sodanige stigting voorstel, van 'n Raad vir Nywerheids-onderrig en -opleiding wat bestaan uit 50% werkgewer-en 50% vakverenigingverteenvoording. Sy funksies sluit die volgende in
- (i) Alle sake van onderlinge belang met betrekking tot onderrig en opleiding
- (ii) Vergadering op 'n gereelde basis en verslagdoening aan die Nywerheidsraad
- (iii) Skakeling met die Subkomitee vir Werkbeveiliging/Werkskepping om onderrig en opleiding op tekorte en toekomstige Nywerheidsbehoefte in te stel
- (iv) Die ontwikkeling van Nywerheidsopleidingstandaarde binne nasionale riglyne om alle werknemers te dek
- (v) Die Koördinering van die inwerkingstelling van basiese onderrigprogramme vir volwassenes binne nasionale riglyne
- (vi) Die monitor en hersiening van standaarde om te verseker dat opleiding by en relevant is.
- (vii) Die daarstelling van bande met onderwysinstellings en gemeenskapskolleges
- (viii) Die waardebeplanning van huidige opleidingskursusse op Nywerheids- en maatskappyvlak en akkreditering van sodanige opleiding binne nywerheidsriglyne
- (b) Die aantal verteenwoordigers word beperk tot nie meer as agt werkgewer- en agt werknemersverteenvoordingers nie. Deskundiges woon die vergaderings op 'n ad hoc-basis by om inset te verskaf
- (c) Verteenwoordigers in die Raad vir Nywerheids-onderrig en -opleiding moet in die nywerheid in diens wees of in diens wees van partye in die Nywerheidsraad verteenwoordig
- (4) *Fondse* Die partye stem ooreen dat die Raad vir Nywerheids-onderrig en -opleiding gefinansier word deur 'n aanvangsbydrae van R100 000 deur die werkgewers. Toekomstige befondsing word deur die subkomitee ondersoek en aanbevelings word aan die Nywerheidsraad gemaak
- (5) *Metode* Die subkomitee en uiteindelik die lede van die Raad vir Nywerheids-onderrig en -opleiding word versoek om uitvoering te gee aan die beginsels, funksies en funderingsriglyne waarvoor hiermee ooreengekom is. Hulle adviseer die Nywerheidsraad oor 'n werkwyse vir die Raad vir Nywerheids-onderrig en -opleiding en gee aandag aan—
- (a) stappe om te verseker dat die Raad vir Nywerheids-onderrig en -opleiding gestig word voor die einde van November 1991.

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- (b) communication of its proposals and functions to employers and employees in the Industry,
- (c) the establishment of a committee to address a framework for career paths and training modules in the Industry by March 1992,
- (d) regular reporting by the Industry Education and Training Board to the Industrial Council on training efforts occurring in the Industry

DEPARTMENT OF HOME AFFAIRS

No. R. 883

21 May 1993

MARRIAGE ACT, 1961 (ACT No. 25 OF 1961)

FIRST AMENDMENT OF THE REGULATIONS IN TERMS OF THE MARRIAGE ACT

The Minister of Home Affairs has, in terms of section 38 of the Marriage Act, 1961 (Act No. 25 of 1961), made the regulations in the Schedule.

SCHEDULE

Definition

1. In this Schedule the expression "the Regulations" means the regulations in terms of the Marriage Act, 1961, published under Government Notice No. R. 2207 of 24 October 1986.

Insertion of regulations 5A, 5B, 5C and 5D in the Regulations

2. The following regulations are hereby inserted after regulation 5 of the Regulations:

"Marriage register

5A. The marriage register referred to in section 29A shall contain substantially the information prescribed on form BI-30.

Issuing of marriage certificates

5B (1) The marriage officer who solemnizes a marriage shall, after the register referred to in section 29A (1) has been signed, issue to the parties, free of charge, a marriage certificate containing substantially the information prescribed on form BI-27, in respect of the marriage

(2) The Director-General may on application issue—

- (a) an abridged marriage certificate, containing substantially the information prescribed on form BI-41; or
- (b) a full marriage certificate, containing substantially the information prescribed on form BI-36,

based on the particulars contained in a marriage register which is preserved by him under the Act or any other law, or of which the particulars are included in the population register mentioned in the Identification Act, 1986 (Act No. 72 of 1986), on receipt of—

- (i) an amount of R12,00 in respect of an abridged marriage certificate, or
- (ii) an amount of R24,00 in respect of a full marriage certificate.

- (b) die mededeling van sy voorstelle en funksies aan werkgewers en werknemers in die Nywerheid;
- (c) die stigting van 'n komitee om teen Maart 1992 'n raamwerk vir beplande beroepe en opleidingsmodules binne die Nywerheid daar te stel,
- (d) gereelde verslagdoening deur die Raad vir Nywerheidsonderrig en -opleiding aan die Nywerheidsraad oor opleidingspogings in die Nywerheid.

DEPARTEMENT VAN BINNELANDSE SAKE

No. R. 883

21 Mei 1993

HUWELIKSWET, 1961 (WET No 25 VAN 1961)

EERSTE WYSIGING VAN DIE REGULASIES KRAGTENS DIE HUWELIKSWET

Die Minister van Binnelandse Sake het kragtens artikel 38 van die Huwelikswet, 1961 (Wet No. 25 van 1961), die regulasies in die Bylae uitgevaardig.

BYLAE

Woordomskrywing

1. In hierdie Bylae beteken die uitdrukking "die Regulasies" die regulasies kragtens die Huwelikswet, 1961, afgekondig by Goewermentskennisgewing No. R. 2207 van 24 Oktober 1986.

Invoeging van regulasies 5A, 5B, 5C en 5D in die Regulasies

2. Die volgende regulasies word hierby na regulasie 5 van die Regulasies ingevoeg:

"Huweliksregister

5A. Die huweliksregister bedoel in artikel 29A moet wesenlik die besonderhede voorgeskryf op vorm BI-30 bevat.

Uitreiking van huweliksertifikate

5B. (1) Die huweliksbevestiger wat 'n huwelik voltrek, moet, nadat die register bedoel in artikel 29A (1) onderteken is, 'n huweliksertifikaat, wat wesenlik die besonderhede voorgeskryf op vorm BI-27 bevat, ten opsigte van die huwelik gratis aan die partye uitreik.

(2) Die Direkteur-generaal kan op aansoek—

- (a) 'n verkorte huweliksertifikaat uitreik wat wesenlik die besonderhede voorgeskryf op vorm BI-41 bevat; of
- (b) 'n volledige huweliksertifikaat uitreik wat wesenlik die besonderhede voorgeskryf op vorm BI-36 bevat,

gegrond op die besonderhede vervat in 'n huweliksregister wat kragtens die Wet of enige ander wet deur hom bewaar word of waarvan die besonderhede in die bevolkingsregister, vermeld in die Wet op Identifikasie, 1986 (Wet No. 72 van 1986), opgeneem is, uitreik by ontvangs van—

- (i) 'n bedrag van R12,00 ten opsigte van 'n verkorte huweliksertifikaat; of
- (ii) R24,00 ten opsigte van 'n volledige huweliksertifikaat.

PCI lays the founda

C/Press 23/6/93

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tion

DAVID Mkhize regards preparing and presenting a complex concrete technology training course in Zulu as the highlight of his 27-year career

What this means is that Mkhize's contribution will benefit millions of his people - including the small entrepreneur in the townships and rural areas - who would have otherwise missed out on vital technology that affects their housing needs

And who would be better for the job than Mkhize, a highly qualified professional. He is manager of the Portland Cement Institute's (PCI's) urban and rural development programme in Durban, Natal

A few years ago, Mkhize played a major part in translating into Zulu PCI's first leaflets offering information on concrete and home improvement

"David's success in translating these instructional leaflets inspired PCI to consider the staging of a concrete technology course in Zulu," recalls Bruce Raath, director of the PCI's Natal regional office. "There were, however, certain problems to overcome"

One obstacle was that Zulu words for some concrete technology terms simply did not exist. Another was coping with the low literacy levels of many of the students

Nevertheless, Mkhize, in conjunction with a Zulu language department academic at the



EDUCATORS . . . PCI urban and rural development programme manager David Mkhize and PCI director Bruce Raath established a concrete technology training course.

University of Durban-Westville, set about tackling the project

"We had to invent many new Zulu words. Apart from the more obvious 'i-slump' for the English 'slump' and 'iCube' for 'cube', we for-

mulated words like 'uku-sebenzeka' (workability) and 'amaqoqwana' (batching)," Mkhize explained

"To complicate matters, we discovered that several Zulu slang words had become firmly en-

trenched in the absence of proper Zulu words"

When the first Zulu course was presented, Raath felt nervous. "Not being proficient in Zulu, I had to leave all the responsibility for presenting the course to David and

our Senior Laboratory Technician, Irwin Sibisi, who handled the practical aspects"

But he need not have worried. The two men excelled

"They soon realised that the low level of gen-

eral literacy called for a more leisurely style of presentation. The response was beyond expectation. We introduced an extra day devoted to concrete brickmaking a topic welcomed by most of the students who required such knowledge for community self-help schemes," Raath said

To cope with the lack of writing skills of some students, PCI provided examiners who drafted students' answers on exam papers. Results of the first course revealed a pass rate of no less than 75 to 80 percent

The students were overjoyed. Mkhize recalls that at the end of their training, the students said prayers of thanks and sang a song of praise for the PCI staff who lectured them. "It was a very emotional moment"

News of PCI's ability to present concrete training in Zulu has spread. Recently, the institute was requested to teach blockmaking to a Natal building contractor's Zulu-speaking staff. "There is also keen anticipation for our next full course in Zulu," Raath said. "This is scheduled for August this year"

He emphasised that PCI would, however, be prepared to offer special "Introduction to Concrete" courses in Zulu even sooner if a viable number of students were interested - a minimum class of 20 students is required

Good grooming leads to job interview success

S Times Bus J

By TERRY BETTY

DOING and saying all the right things in an interview hold the key to being offered a job

But even if you have the skills and proper experience, you are unlikely to get the post if you give the wrong impression.

Making the right impression involves a thorough preparation for and follow-up after the interview, says Renwick Management Services managing director John Sherratt.

"The best tip I can give is that people should find out as much as possible about the company and the interviewer beforehand"

This can be through the stock exchange handbook, the company's annual report and asking around

"The interviewer thinks, 'Wow, this person really knows his business,'" says Mr Sherratt.

A good background will allow the job-seeker to stand out from the rest of the crowd who may blunder their way through interviews

Things a person should find out about include the purpose and objectives of the job, where it fits in the organogram and the culture of the business, such as whether it is service, people or result oriented

Mr Sherratt says "This helps the person to know what strengths he has

"Knowing the type of boss you are going to have helps you to tailor yourself to the situation"

The tailoring implies knowing the sort of attitude to adopt as well as how to dress

P-E Corporate Services managing director Martin Westcott says a

candidate should err on the side of conservative dress and not the "way-out".

"Being neat and clean is imperative Dressing appropriately is important to establish credibility and be seen as a person who can be part of a team."

Mr Sherratt says "Equally important as a good preparation for the interview is doing a follow-up afterwards This is not an option, it is imperative."

A follow-up entails writing a note to the interviewer the next day, thanking him or her for the interview, highlighting important issues that arose and putting forward suggestions.

Honest

"The point of this is that the next day when the employer is considering all the candidates, the person who sent the note is likely to stand out.

"You can rest assured that none of the other candidates will have sent a note."

No matter how good an impression a person makes on an interviewer, he or she must also have the proper skills, experience and personality to go with the job.

Mr Westcott says a person has to be totally honest.

"It is easy to catch a person out. If that happens you will not get the job, even if it was a trivial and unimpor-

tant issue." Attitude during the interview is important.

"You must be reasonably assertive. This does not mean being overbearing and telling the interviewer how to run the business. On the other hand, you do not want to come across as being meek and mild or wishy-washy"

A prospective employee should also be prepared for questions

Mr Sherratt says questions are divided into five basic categories Why are you here? Why did you pick our company? What can you do for us? What kind of person are you?

Replies should inform the interviewer about yourself, highlight your strengths and weaknesses, explain your goals and why you are leaving your present job.

Mr Westcott says an applicant should never run down a former boss

"Never say horrible things about your ex-employer because this leaves a bad impression.

"But never be vague when giving your reasons for leaving. This will leave something to the interviewer's imagination and he or she will probably assume the worst."

Another important tip is that the prospective employee should never talk about salary until invited to do so. When asked what he or she is worth, the candidate should talk about a salary range instead of specifics, says Mr Westcott.

Mr Sherratt says the prospective employee should know beforehand the salary that can reasonably be requested.

179 Star. 24/6/93 Youths to promote tourism

In an effort to engage township youths in promoting peace, the tourism industry and ANC are planning to train youths to take part in one of South Africa's potential growth industries.

The idea behind the planned training programmes is that if the youth understands that the tourism industry is a potential source of jobs, it might be inclined to co-operate in promoting peace.

A meeting to set up a steering committee to launch the programme was held between ANC representatives and members of the travel industry during a recent travel expo in Durban.

It was attended by ANC Youth League president Peter Mokaba, Tourism Liaison Council chairman Rupert Lawlor, SA Tour and Safari Association (Satsa) executive director John Rothschild, and Satsa member Clive Strugnell.

Lawlor said capital for the programme would be raised from the private sector and the Government would be approached to match private sector investment.

— Staff Reporter.

Don't worry be happy

25/5/93
Political Staff 25/5/93

CAPE TOWN — DP MP for Constantia Roger Hulley last night appealed to South Africans "bogged down in a mood of doom and forboding" not to emigrate

Addressing the DP's AGM in his constituency, he said he personally felt "a great sense of optimism" about SA's future

Acknowledging that there was a great deal of bad news which was "unsettling and unacceptable", he said good news actually outweighed the bad

There were five reasons for optimism

- There had been a great deal of progress in constitutional talks, which could lead within weeks to a federal system in SA — something the DP and its predecessors had always advocated, 25/5/93.
- There had been "a great thaw" in ordinary human relations in the fields of politics, business, sport and entertainment,
- Most South Africans were moderates,
- The economy, despite the long recession, remained resilient and was poised for growth, and
- SA had a high calibre of "top leadership"

Wessels announces

training task group

25/5/93

17/9

CAPE TOWN — Manpower Minister Leon Wessels yesterday announced that the National Manpower Commission had been charged with a host of tasks, including revision of labour legislation

Wessels also announced the establishment of a task group to develop a national training strategy, because SA spent huge sums on training without visible return

Speaking in Parliament, Wessels said the newly reconstituted commission would be examining, among other things

- "Modernising" labour laws,
 - A code for good labour practices,
 - The establishment of labour standards,
 - The question of increased productivity,
 - The principles which would give rise to legal actions in court,
 - The question of a minimum wage,
 - Dealing with AIDS in the workplace,
 - Harmonising labour legislation,
 - Labour-related questions raised by government's normative economic model,
 - The ratification of international labour relations conventions,
 - The effect of not abiding with agreements on collective action, and
 - The political involvement of unions
- Another topic to be dealt with was programmes for the unemployed
- He said trade union, management and state representatives had been appointed to a 15-member task force to advise the Manpower Minister on a national training

TIM COHEN

Headed by National Training Council chairman Ray Eberlein, the group would focus on in-house training, encouraging entrepreneurship and community participation

The task group would make contact with as many leaders in the field as possible in an attempt to identify and harness the energy being pumped into developing SA's human resources

Government and the private sector spent huge sums on training, but jobs still seemed to "disappear like mist before the morning sun", he said

Members of the department had travelled abroad to study vocation education and training systems, and although many solutions had been posed, the consensus seemed to be that a national strategy was necessary, he said

Sapa reports that during the debate, Tony Leon (Houghton, DP) said industrial councils should be scrapped as elephantine, anachronistic and fascist structures that throttled small businesses

The cosy relationship between big business and the trade union confederations was hurting the prospects of job creation, he said

Industrial councils — administering 187 agreements covering 24 500 employers and 735 000 workers — throttled small businesses and were undemocratic

Plea for a rethink on maize price

GERALD REILLY

PRETORIA — A strong plea was made to government again yesterday for a rethink on the producer price of maize which has been fixed at an "unrealistic" R410 a ton, according to Nampo

Yesterday Maize Board chairman Jan Schabert and Nampo president Ceneels Claassen told Agriculture Minister Kraai van Niekirk that large numbers of farmers would go "belly up" unless the price was adjusted

Last week Cabinet rejected a plea from Nampo and the board for a producer price of R430 a ton

Nampo said yesterday's plea was supported by a well documented warning that the industry faced a disaster unless

farmers were placed in a position to profit from the 8-million ton crop

Van Niekirk will report the outcome of yesterday's meeting with the Maize Board and Nampo to tomorrow's Cabinet meeting. The Cabinet decision on whether or not the producer price is to be increased will be announced at a press conference addressed by Van Niekirk on Thursday

However if Cabinet approved an increase it is likely to set off an angry reaction from the big yellow maize users as well as consumer organisations

Push to speed up negotiations

BILLY PADDOCK

THE multiparty negotiations planning committee yesterday increased pressure on the constitutional principles technical committee to produce concrete proposals for debate today

There is concern among parties that sufficient progress will not be made this week to enable an election date to be announced next week

The committees handling constitutional principles and the transitional process were instructed to provide today's negotiating council with clear proposals which could result in agreements by Friday

Constitutional Development Minister Roelf Meyer said issues confronting parties have been around a long time and "lengthening the time by another three months will make no difference. We must be able to deal with the substantive issues this week and agreement is attainable if we can bridge the differences"

He said regionalism was the key to bridging the gaps and he hoped this would form part of today's debate

SACP negotiator Joe Slovo said there were several areas where consensus existed on constitutional principles and he hoped today's meeting would be able to cement these and produce an agreement

ANC secretary-general Cyril Ramaphosa was optimistic that sufficient progress would be made by the end of this week for the council to recommend the announcement of an election date to the forum meeting next Thursday

Negotiators hope debate on draft legislation for an independent electoral commission and a media commission will move the talks forward

NEWS Court hears of 'blood' song ●

Learn about computers

THE Organisation for the Advancement of Basic Computer Literacy has organised Saturday courses to teach basic computer skills to communities in Soweto, Alexandra and surrounding townships

Mr Mike White, a spokesman for Orbit, said the company was a non-profit organisation. The idea was to increase computer literacy in the com-

■ Calling office workers

community, especially among the underprivileged

Those who want to attend the course should contact Miss Harriet Sithole at (011) 838-2301 between 9am and 4pm

The course is aimed at adults who have some experience in an office environment —
Sowetan Reporter.

Workshop for the job-seekers

The Junior Chamber of Commerce and Industries will be holding a workshop aimed at matric students in July.

Titled "Career Planning and Future Options", it will be held on July 24 at the Devonshire Hotel in Braamfontein. *Star 26/5/93*

The workshop is being organised in conjunction with First National Bank.

The aim is to equip pupils with job-search skills and give them the confidence to enter the adult world. ~~(179)~~

For further information please telephone Shameela Kola on 833-1530 during office hours or 852-7742 after hours. *(179)*

REPUBLIC Ratings has accorded UAL Merchant Bank a "stand alone" rating of A1 for its capacity to repay short-term borrowings.

Republic director Dave King said UAL was only the second merchant bank to qualify for this high rating.

He said the rating was accorded after an intensive investigation into the quality and stability of UAL's asset portfolio, funding base and earnings stream. It also incorporated a detailed evaluation of the bank's key risk management structures.

Noting that UAL had significantly improved its risk management procedures and systems, Republic said

UAL given high rating by Republic

UAL's asset base was highly liquid and of a very high credit quality.

Furthermore, its funding portfolio was well hedged and adverse movements in interest, price and foreign exchange rates would not have an excessive impact on profits.

While certain individual exposures were large in relation to the bank's capital base, King said these were largely with blue chip organisations, many of which had already been accorded high investment grade ratings by Republic.

UAL was also considered strategically very well positioned in its market with particularly good trading capabilities.

"As a result it is presently the most profitable merchant bank in the country with return on equity exceeding 35% over the past two years and return on assets retained in the region of 1.3%. UAL also has significant surplus capital and its risk weighted capital adequacy ratio is presently amongst the highest in the banking industry," UAL said. — Sapa.

COMPANIES

New training programme

WILSON ZWANE

(177)

THE International Management Centre will soon launch a comprehensive training programme aimed at stimulating the development of entrepreneurs and business leaders.

The centre said the programme would enable participants to put together a properly researched business plan. The programme would cover all business aspects, including product research, marketing, accounting, manufacturing and operations.

The centre said the programme's forerunner, the National Workshop initiated by the Australian government in 1979, had contributed significantly to business development.

SSP PUMPS



Sunflowers to shine on the poor

Star 28/5/93



by Helen Grange

Community upliftment programmes undertaken by South African corporations are often unsustainable because of the "handout" philosophy behind them. Jeremy Ractliffe, Murray and Roberts commercial director and a key facilitator in the company's job creation scheme Sunflower Projects, is bent on changing that philosophy.

IF THE talk is about sunflowers, Jeremy Ractliffe is passionately interested. More precisely, Sunflower Projects, a Murray and Roberts upliftment and job creation programme, is in initiative Ractliffe is convinced is making massive strides towards building grassroots economies in fractured, disadvantaged communities. Ractliffe's role in Sunflower Projects is to help secure funding for

community-inspired projects destined to set people on the road to financial independence, the long-term objective being to lay the foundations for informal business efforts to grow.

Since its launch in 1985, Sunflower has trained more than 55 000 people in skills ranging from building to electrical work to sewing and leatherwork. It can teach 60 trades and has recently introduced a complete literacy package to complement the technical training processes.

Ractliffe has been a kingpin in a number of Sunflower projects in the Transvaal and Natal. One of his most recent challenges was to try to secure permission and funds to build prefabricated structures in Sweetwaters near Orange Farm, south of Johannesburg, which could serve as classrooms for seven impoverished community teachers.

The kind of ambition which drove the Sweetwaters teachers to continue teaching despite appalling conditions is a quality Ractliffe greatly admires. His rescue instinct gravitates towards people with energy and potential but with little or no resources to realise their dreams.

"There are undiscovered gems or key achievers in disadvantaged societies who, with a financial kick-start, have a natural ability to turn dreams into reality."

One such "key achiever" was musician Kolwane Mantu, the founder of the African Youth Ensemble. Ractliffe



Jeremy Ractliffe ... gives disadvantaged communities a new lease of life.

fondly remembers Mantu as a dedicated voluntary teacher struggling with shared instruments, second-hand strings and a shortage of sheet music to create a truly African classical orchestra.

Says Ractliffe "All he needed was a little support to get him going."

At the same time that Murray and Roberts decided to "adopt" the African Youth Ensemble through establishing a trust and providing funding for new musical instruments, a classical musician in England got together 110 of her professional colleagues to busk on British Rail to raise an equivalent amount of money and set up a youth aid trust called Buskaid to support Mantu's project.

"It's not plain sailing. There are a lot of people involved in a Sunflower project and it's a big process getting consensus, but it's the process which empowers people," says Ractliffe. □

The foreign news agency Reuters also provided a combi for transport and the SABC provided practice facilities and additional teachers. The British Council provided bursaries.

Today, Mantu's popular group of 36 Soweto musicians is playing publicly. Ractliffe says Sunflower applies the same criteria to large-scale community projects as he does to individuals — the "get up and go" factor must be present before Sunflower motivates for funding.

"It's easy to provide money. It's difficult to provide it effectively," he explains.

Money will be invested only where there is support and participation from the community, if it is linked to the world of work, if it promotes self-reliance and if it leads to lasting improvement in the participants' lives.

"Sunflower takes a holistic approach in that the people, with Sunflower's guidance, are ultimately uplifting themselves," says Ractliffe.

Sunflower is trying to mobilise funding to the tune of about R120 million for more than 30 projects — mostly involved in the creation of wealth-generating facilities by the disadvantaged through on-site skills training.

The process involved in getting a Sunflower project off the ground is long and endurance-testing, requiring community consensus each step of the way from the design stage to completion of a scheme.

It begins with setting up a management committee comprising local formal and informal leaders as well as representatives from any existing local authority or organisation involved in the development of the area.

After the details of the project are agreed to, a proposal is submitted to potential funders. Once funds are released, the unemployed people of the community are invited to join free courses in blockmaking, bricklaying, plastering, painting, carpentry and other building skills.

Ractliffe says the process of training is technical. It is at Sunflower's on-site training centres where people start to reshape their destinies.

There's more to training than meets the eye

(179)

ARC 29/5/93

BRUCE CAMERON
Business Staff

STAFF training is more than merely teaching the nuts and bolts of attaching widgets — it also needs to be aimed at

Core of business is the key

BRUCE CAMERON
Business Staff

COMPANIES will have to focus more clearly on their core business and their customers if they are to succeed in the tough trading years ahead.

This is the view of the business training company Stratagem, whose director, Mr Paul Hartnady, said at a presentation in Cape Town that with the continuing contraction of the economy and particularly of disposable incomes there would be no real sales growth and no new markets developing.

The position was worsened by reducing values of property, cash, increasing retrenchments and unrealistically high expectations among the non-franchised.

All this was showing up in the retail industry where growth was a projected negative seven percent for 1993.

Retail turnover for 1993 in meat, which was seen as a luxury, would shrink by 14 percent, groceries by seven percent and clothes by four percent.

However, contraction in the liquor business would be a mere one percent (probably an indication that people required greater solace).

Trading densities in furniture could be expected to shrink at a rate of 10 percent this year, while clothing densities would shrink by 3,5 percent and against 1,5 percent for food.

Mr Hartnady said that in order to meet the adverse conditions, business would have to maintain a clear focus, concentrating on core business and not trying to diversify.

Business should diversify only in boom conditions when new opportunities were being created.

Mr Hartnady said it would be better to contract out elements which were not part of the core business.

In focusing on customers companies would have to improve quality — but only at competitive prices — while responding quickly to complaints.

Another key factor was to improve the general business literacy of the general public.

appreciating the basic economics of business

Mr Paul Hartnady, a director of the business training company Stratagem, believes companies are starting to realise this fundamental need.

"Previously, companies restricted wider business skills training to senior management," he said.

Since 1990 company attitudes to staff training had changed, particularly with the threat of enforced affirmative action and what could be costly retrospective legislation.

But Mr Hartnady said in an interview that there were also purely selfish reasons why companies should change attitudes to training staff.

In South Africa there was often an antagonistic relationship between staff and their company.

This was based on the attitude among staff at below management level that business equalled capitalism equalled apartheid.

Staff, particularly blacks and those lacking adequate literacy skills, needed to be business literate. They needed to know the principles of profit and loss, investment and return, demand and supply, the role each person had in a company and the contribution this made to the economy.

Many workers had no idea of the cost of inputs or even the impact wastage had on profits and eventually wages.

Wider training helped in improving productivity, labour relations, the reduction of wastage and ultimately company performance, while also contributing to the education of the wider public — which in turn impacted on the debate on the political economy.

Mr Hartnady said his company started studying the problem before the political changes had taken place. It had found that a different approach had to be taken in South Africa because of suspicions about business and the economic system.

The programme developed by Stratagem could be related to personal life as well as the work place and was aimed at merging the goals of the individual with those of the company.

It was non-threatening and divorced business from politics and economic systems such as capitalism or communism. The course was based on the taxi industry, with which most workers could identify. The two-day course took the workers through the different levels of starting and operating a business to the effect it had on the economy.

Star 215193 (248) ITA

'Engineers before doctors'

By Shirley Woodgate

involved in job creation, before lawyers and doctors.

The key to the "miracle of South Africa" is technical training, which significantly boosted the "miracle of Japan" many years ago, according to South African ambassador to Denmark Conrad J Sidego.

Citing the Danish example, Sidego said the emphasis should be on vocational education, turning out engineers who would become in-

During a brief home visit, he said that although transition was irreversibly on track, it was vital after 40 years of active and systematic apartheid to ensure the process was sound.

Describing education as the "final liberator", he called for an "educational Codesa" to help end the crisis dating back to the first dropouts

after the events of 1976. Sidego invited South African pupils to make contact with pupils in Denmark. He had found that Danish pupils displayed a keen interest in this country and he believed an exchange of ideas and expertise at any level was beneficial.

Write to the ambassador via his secretary, Alice E Stilborg, at the South African Embassy, Box 128, DK-2900, Hellerup, Denmark.

Original said in a letter on 2/16/93

Training board for chemical, oil sector

ERICA JANKOWITZ

A CHEMICAL, oil and allied industries' training board was established last month after two years of consultations to set minimum training standards and set in motion the accreditation of existing in-house training facilities, a Sasol spokesman said.

The establishment of this board was in line with the Manpower Department's recent moves to devolve responsibility for training to industry level, he said.

Founding industries were AECI, Sasol, Sentrachem and Shell and BP refineries.

All major trade unions — including Cosatu-affiliated Chemical Workers' Industrial Union, Nactu-affiliated SA Chemical Workers' Union, the Mineworkers' Union and Yster en Staal — were involved.

SA Electrical Workers' Association general secretary Ben Nicholson was appointed chairman of the board with Sasol's Ernst Kretschmer as vice-chairman, the spokesman said.

He added that the board was initiated by

employers who believed the setting of training standards was of great importance to the industry

Employers were also concerned with the transferability of skills within the sector

He said the constitution set as objectives the ending of all discrimination, creation of equal opportunity environments, training all workers to realise their full potential and the maintenance of the role and stature of crafts (179)

He said employers had agreed to address imbalances within the present education structure to fulfil the training needs of the sector. (183)

He said that the board had no immediate plans to establish new training facilities because existing centres would be used and accredited.

A "lean and mean" structure was envisaged by all participants, he said

School leavers facing bleak prospects

PRETORIA — Only 1% of this year's graduates, matriculants and other school leavers would find work in the formal sector, Ned Enterprises GM Neville Edwards said last week

The formal employment sector was virtually closed for the next two years, he told a conference set up by the Free State provincial administration on stimulating informal and small business

Edwards said "The potential for development is vast, but without the needed funding it will atrophy" (325)

SA had to invest more in expanding in-

formal business enterprises (18)

Edwards said Ned Enterprises — a division of Nedcorp — had identified viable, progressive organisations involved in micro lending, and was providing support

However, what was needed was a government fund to guarantee any assistance given to informal entrepreneurs (18)

Edwards said it was critical that education policy should incorporate courses and provide the methodology needed by young people to launch their own businesses

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Trade unionists go back to school

*Why are missles called peacekeepers when they're aimed to kill
Why is a woman still not safe when she's in her home*

W/mcast 4/6 - 10/6/93 .

Trade union officials and ordinary members are learning negotiating skills — and other relevant courses — at Cape Town's Workers College. **FERIAL HAFFAJEE** reports

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Omar and Kader Asmal have all taught at the Workers College.)
The lecturers are paid by the college, but usually return the money. "If you don't pay, you can't criticise," says Coetzee.

A rigorous application process puts potential delegates through their paces. They are short-listed and interviewed and their progress monitored. Coetzee says Workers College graduates are easily spotted: they become more articulate in negotiations and are more voluble in trade union meetings.

Selectors are also sensitive to keeping a gender balance in courses and also ensuring that there is no urban or rural bias. There are usually equal numbers of union officials and workers.

Already, two shop stewards have been employed by their trade unions as organisers after attending courses at the college. Soon, an ex-students forum will be launched.

Denver Joseph, a South African Clothing and Textile Workers' Union shop-steward, this week said he learnt "when to talk and what to talk". He feels better equipped for congresses where "mostly advanced shop stewards speak".

A former student, Rachel Visser, said of her course at the college: "I learned to love myself and accept myself as is. In a conference I stood up and gave an input. Everyone thought I was an official and could not believe that this was worker leadership."

Workers College students graduate during UWC's graduation ceremonies with gowns and the works. Coetzee says that certificates of attendance (there is no pass or failure) are all displayed prominently and proudly in students' homes.

RACEY CHAPMAN has a lot to do with the New World Order, you'll find out at the Workers College at the University of the Western Cape.

Lecturer Martin Jansen uses the words to one of her songs on an overhead projector, and a variety of mediums like cartoons and role-playing to take about 20 workers through a course on international political economy.

It is part of a carefully planned six-month programme to train trade union leaders, including union officials and shop stewards. The course, which is run in two three-month blocks, comprises modules in organisational development and leadership training. It also includes sections in trade union studies and political economy.

The Western Cape Workers College was established in February 1991, in line with a Congress of South African Trade Unions' education and training resolution.

Although it is a Cosatu initiative, the college is "inclusive" of other federations and trade unions, says co-ordinator Michael Coetzee. In practice though, Cosatu rules the roost.

The National Council of Trade Unions (Nactu) has two out of 11 trade union trustee positions on the Workers College's board, there is one representative of an independent union and the rest are from Cosatu-affiliated trade unions.

The board is elected by the College Council, in turn comprised of representatives of all participating trade unions.



Learning the trade ... Students at the Workers College

Photo: ERIC MILLER

The college is totally funded by overseas sources though it realises that self-sufficiency is a challenge and is investigating sources of support in the country.

Students at the college are drawn predominantly from the western Cape, although applicants from the eastern Cape "will not be turned away", says Coetzee. Attendance is open for any trade union in the region with at least 500 members. Unions with between 500 and 5 000 members send two delegates and two more are allowed for every additional 5 000 members.

Criteria for attendance are two years' experience, basic shop steward training and a commitment to return to the

labour movement.

The Workers College syllabus is interesting for its range and currency. In addition to professionally run courses in labour law and collective bargaining, there are also short courses on the history of the working class and on the collapse of Eastern European socialism.

International trade unionism covers topics like international funding agencies, the New World Order and new methods of work organisation being practised in Japan and the United States.

There is a strong emphasis on regional trade union links to develop regional trade union solidarity. Local topics include Cosatu's

Reconstruction Accord and scenario planning sessions. The Mont-Fleur scenarios and Nedcor's scenarios are introduced "even though we teach a Marxist approach", says Coetzee. The economic crisis in South Africa plus the role of women in the economy are other study blocks.

It's not all sociology and politics though; the course planners also put in time management, media as well as writing and reading skills.

Lecturers are drawn from universities, trade unions and organisations like the Centre for Southern African Studies and the International Labour Research and Information Group (Lummaries like Jay Naidoo, Dullah

EARLY warning signals have alerted the 1993 stream of school-leavers that chances of job offers from the formal business sector have never looked as bleak — unless an economic miracle comes to the rescue in the next few months.

For the third year in a row, more than nine in every 10 of them can expect to encounter "No vacancies" signs outside factories and office blocks. More and more businessmen fear that trends are following the patterns forewarned in a Nedcor/Old Mutual scenario planning exercise. Three years ago it stressed the dangers of growing unemployment and the urgency of laying radical new foundations for future economic strategies.

Predictions — that no more than four in every 100 of an annual flow of about 400 000 school-leavers and graduates

Opportunity Still

would find jobs in the formal sector in 1992 — turned out to be accurate.

Concern now revolves around the scenario forecast that in 1993 the number could shrink as low as one in every 100 — or even worse, if the recession drags on.

"It may not turn out quite as bad as that," says Neville Edwards, general manager of Ned Enterprise, one of several special small business divisions set up by the big banks. "But the ratio is almost certain to be lower than 5 percent."

Dr Ben Vosloo, managing director of the Small Business Development Corporation

(SBDC), believes the dilemma should be seen as a challenge.

"The answers can be found," he insists, "if we make the 1990s the 'Decade of the Entrepreneur' — an open invitation to our youth to show initiative and create a brand-new generation of business go-getters."

"South Africa needs to give far higher priority to giving our youngsters the opportunity to flex their muscles as a new generation of entrepreneurs." "School-leavers need to be groomed to launch mini-businesses of their own — either in solo ventures or else in partnerships with classmates." The SBDC hopes to turn pessimism into optimism by going into the classroom. It has packaged a series of special courses for students — run at schools in the evenings and at weekends — that spell out the basic guidelines on how to set about launching a mini-business. The programme covers everything from how to mobilise individual skills and talents to how to prepare a rudimentary business plan; how to work out operation costs and profit targets, how to keep proper records — even how to handle customer relations. Also on hand is a mass of in-

KNOWLEDGE

formation that amounts to a do-it-yourself kit on how to create a viable mini-business — and ensure it survives the hurly-burly of competition. Inspiration is provided in the string of successes scored by the SBDC since it was formed in the early 1980s.

- No fewer than 41 000 budding entrepreneurs have been launched in business.
- In all, 340 000 new jobs have been created.
- R1,6 billion has been ploughed into loan packages.
- A R290 million property development scheme has secured no less than 800 000 square metres of business space that

based businesses had been created in the suburbs. Rudman believes the total has by now swollen to more than 500 000 with total combined income over R2 000 million a year.

"A combination of unemployment, retrenchments, inflation and the cash squeeze on many families has also resulted in a phenomenal spread of home-based mini-businesses offering almost anything from homemade jam and marmalade to plumbing services and tax and investment advice."

To widen the access of budding entrepreneurs to start-up finance, the SBDC, aside from its own loan programme, runs a special scheme to encourage the big banks to relax their rigid rules on cash advances.

It is an indemnity scheme that protects banks against 60 percent of possible losses stemming from mini-business failures. That runs hand-in-hand with a similar guarantee pledged by the United States government AID programme, earmarked specifically for black entrepreneurs.

"The banks still work out their own criteria about the profile of borrowers and require a viable business plan that stands the test of close examination," says Edwards. "But the indemnities have made a huge impact on the attitude of most bankers."

Profitability

"In South Africa, entrepreneurs have still hardly skinned the surface of the franchise business," says Edwards. "In the United States, more than 50 percent of all retail sales are made through franchise operations. In South Africa the figure is below 5 percent. "The potential is enormous. Moreover, while the failure rate of the bulk of small-to-medium businesses is about 50 percent, among franchises it shrinks all the way down to only 5 percent."

can be hired by fledgling businesses. The list starts with domestic services, like mowing lawns, cleaning swimming pools and washing windows. It goes on to make-and-sell services, like dressmaking, pottery, baking biscuits and cakes, weaving rugs. The next steps, via training programmes, cover the whole panorama of industry and commerce.

Theo Rudman, executive director of the Self-Employment Institute, also points to the tremendous success of the informal sector.

A recent survey showed that no fewer than 375 000 home-

The nod or shake of the head for a loan largely depends on the potential borrowers themselves. "If we believe in their ability to start or run a business," says Edwards, "then we look at the sustainability and profitability of the proposal. "It should show promise of a return on investment of at least 30 percent by the third year of operations. Why risk sleepless nights if the return is going to be only marginally better than from a simple savings account?" □

Training the whole man

Sandsten & Berg

SELLING TECHNIQUES Inhouse training

includes time management, communications and writing skills:



TRAINING the whole man is the aim of the Sanlam training team in Northern Transvaal. Willie Snyman, senior training manager for Sanlam in this region reckons that training a marketer in the basics of products and selling techniques is no longer sufficient. Training must include stress management, writing and communication skills and time management.

Successful marketers make good use of their time. Time management skills are addressed by the Sanlam trainers because they are seen to be vital. However training people of various cultures and backgrounds makes difficult training methods essential. This

is especially so for some black people who may be unfamiliar with many financial terms. This is why trainers of black financial advisers have to be familiar with their culture. Mr Phillip Mmola, a former University of the North lecturer and until recently a marketer, has been appointed to train black marketers for Sanlam at Regional Head Office. He says that the needs are the same but the approach needs to be tailored.

"We are in the process of adopting a probation programme for training graduates so that they can gain practical experience and learn the meaning and application of financial expressions." Sanlam in Northern Transvaal is aiming to double its black training programme. Snyman, along with the rest of the world,

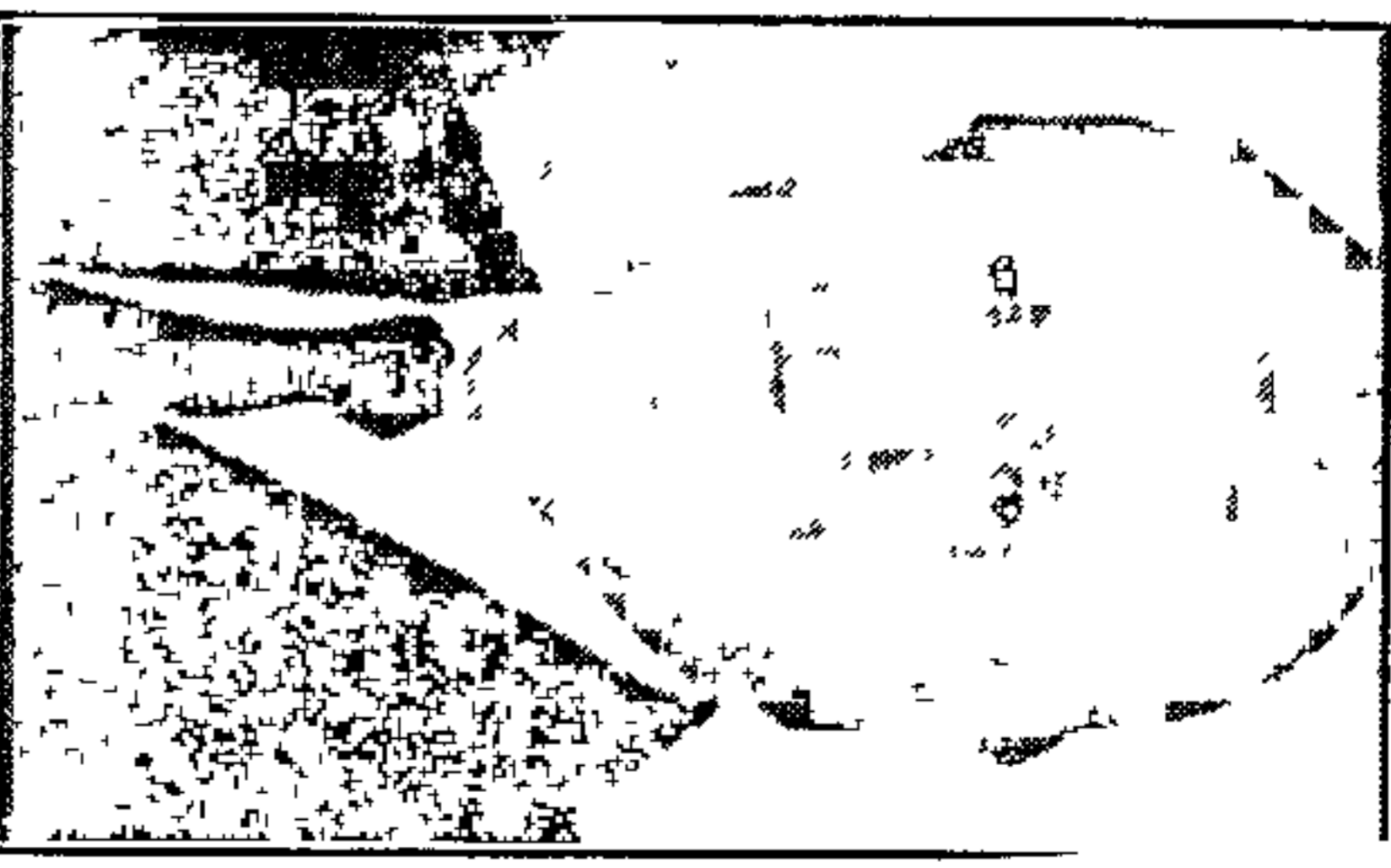


Phillip Mmola

finds it difficult to define the ingredients for a successful salesman. However, one element is the need to succeed or win - or not to fail. The negative response from clients, motivates them to win the next one.

This driving force for success is also coupled with the necessary communication skills and confidence in their products.

Sanlam is constantly researching all aspects of marketing with universities, technicians and training establishments to try and find a selling culture and to put together a pro-



Willie Snyman

gramme. While senior management in Bellville advocates that culturally, the staff should reflect the race of the business, Snyman reckons the same ratio should reflect the trainers of the staff. His black trainers are currently 10 percent but are being increased to 20 percent to address the anticipated recruits.

"The black people are becoming more and more knowledgeable about insurance products and this will be the market of the future," Snyman concludes.



Basics of selling just not enough

TRAINING the whole man is aim of the Sanlam training team in Northern Transvaal.

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Sanlam in Northern Transvaal is aiming to double its black training programme. Snyman, along with the rest of the world, finds it difficult to define the ingredients for a successful salesman. However, one element is the need to succeed or win — or not to

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"The black people are becoming more and more knowledgeable about insurance products and will be the market of the future.

"While there are cultural differences, the basic future needs are the same," Snyman says.



Phillip Mmola ... training black marketers.

The Pepkor Group

congratulates Sanlam on its first 75 years — eventful years during which it grew, driven by the vision and energy of the farsighted men at its helm, into a major force in the South African economy.

Started off to help find the Afrikaner a place in the country's economic sun, it developed into a truly South African institution committed to the wellbeing of all sectors of the community.

May it continue to flourish. And may it continue its beneficial role in helping mould the new society emerging in our country.



The Pepkor Group

Committed to the future

Youths 'want skills, jobs and education'

By Charmeela Bhagawat

Young South Africans, of whom about 3 million are unemployed, long for skills, jobs and education, and describe themselves as "ambitious", Joint Enrichment Programme (JEP) director Sheila Sisulu said in Johannesburg yesterday.

Sisulu was speaking at a media briefing to reveal proposals on the establishment of a National Youth Development Forum (NYDF) in September.

She said that in March this year more than 120 organisations, ranging from the Transvaal Agricultural Union to various community and political organisations, had decided to form the NYDF.

An implementing committee was formed to work towards the launch of the NYDF, a national body to integrate "marginalised" youth — between 16 and 30 years — into society.

Sisulu said a national survey showed that the majority of youths were ambitious and a very small number had described themselves as "angry".

Yesterday, after wide consultation, the JEP and the implementing committee announced that a national working group would be formed soon to investigate the feasibility of a peace corps and a national youth service. The group would have to report their findings within eight weeks, she said.

The working group would be looking at various other ways of engaging youths in developing themselves, "for example by getting involved in national service programmes".

Implementing committee deputy chairman Naeem Jeena said the new forum's objective would be to make youths "engage themselves to develop themselves".

Startling SA rape statistics

BERLIN — At least one woman is raped every 83 seconds in South Africa, and 95 percent of rape victims are black, an international conference was told yesterday.

According to a paper presented at the ninth International Conference on Aids in Berlin, Germany, victims of rape and sexual abuse in South Africa are increasingly worried about the risk of contracting the HIV virus.

The London-based Panos Institute reported that the incidence of rape in South Africa was one of the highest in the world and health experts were worried it was fuelling the country's HIV epidemic.

Panos, quoted by Zimbabwe's Ziana news agency, said a recent study by South Africa's National Institute for Crime Prevention and Rehabilitation of Offenders reached some stark conclusions: one in four South African women will experience rape.

Gang rape, known as jackrolling, had become a cult in Soweto, and apartheid carried much of the blame, it added — Sapa

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Projects in outlying

areas help train locals

TALJAARD Carter has an active presence in small and large projects in outlying areas.

Director in charge of the northern and eastern Transvaal and Natal Carl Fourie says the company has been involved in a number of small educational projects.

These are mostly early learning centres, or pre-primary schools, in Lebowa and Gazankulu

Spread

They have done eight such schools, funded by the Palaborwa Foundation, which are spread out over the two homelands and range from R300 000 to R500 000

They have also designed a number of smaller schools for the Samancor Foundation in the Pietersburg area.

As a way of leaving skills behind for people in areas in which they work, the company sponsors the training of local people in technical skills which include electricians and carpenters, says Fourie

This involves several people on each project from the local community.

Range

The firm is currently involved in two private schools — one near Nelspruit in the eastern Transvaal and another in Giyani.

The firm has also completed a wide range of schools for the physically and mentally disabled and to date had completed as many as 20 small centres for this purpose in the areas under Fourie's jurisdiction.

Other bigger projects in the outlying areas include a R30m building for the KwaNdebele legislative assembly and a KwaNdebele police station and a new magistrate's court for Maritzburg.

Put people back into production

By FERIAL HAFFAJEE

LABOUR-INTENSIVE construction could alleviate some of the poverty and unemployment in South Africa by employing jobless workers in road construction, housing, electricity and other infrastructural projects.

So says Robert McCutcheon, professor of civil engineering at the University of the Witwatersrand, who recently delivered an inaugural lecture on "Employment Creation in Public Works".

Unemployment is soaring at more than 40 per cent of the economically active population and the housing backlog will only be overcome if between 200 000 and 300 000 houses are built every year.

Studies of labour-based construction programmes show that they have worked in countries like Kenya, Malawi, Lesotho and Ghana and could work in South Africa.

In Kenya, for example, more than 11 000 km of road and 170 000 man-years of employment have been created by labour-intensive construction methods. In Botswana, 3 000 jobs have been created and 2 000 km of road upgraded.

The International Labour Organisation and the World Bank encouraged the principles of labour-intensive construction in the 1970s. Broadly defined as the substitution of labour for equipment, these methods "create more employment than conventional capital-intensive methods". Statistics indicate that they create five to seven times more employment per unit of expenditure.

McCutcheon stresses that labour-intensive construction "is not large numbers of people producing something of ill-defined quality". Neither is it a quick-fix solution: projects need a start-up period of at least three years, but should be accompanied by short-term programmes.

The job creation programmes should be long-term and national and should be run from within a government ministry — to secure political and financial commitment.

They should be economically and technically feasible and must be accompanied by training programmes to improve the levels of skills of individuals and communities.

McCutcheon suggests that to overcome potential productivity problems, payments should be task-based.

Public works programmes in South Africa have generally been badly run. An example is the government's Special Employment Creation Programme established in 1985.

It consisted of what McCutcheon calls "poorly conceived, unplanned, unco-ordinated, individual projects" which were not linked to development.

But, a well-planned national job creation programme may be in the offing.

The National Economic Forum (NEF) recently called for submissions on job creation proposals. And this week, Department of Finance special advisor Japie Jacobs announced that the government had accepted in principle the proposal of a national public works programme.

The proposal involves financing of between R5-billion and R6-billion, which will be provided by central government. The Development Bank and the Consultative Forum on Drought estimated in their proposals to the NEF that a public works programme would create between 300 000 and 350 000 jobs.

The most developed job creation plan, though, is the one being negotiated between the civil engineering industry and the Congress of South African Trade Unions.

In a 45-point plan, the industry has committed itself to labour-based construction while Cosatu has agreed to link payment to production. McCutcheon cautions that the industry is still capital-intensive and "cannot restructure itself overnight". However, he says the "language of the framework is good and as such this proposal could be an ally of the long-term programme: in effect, its first phase."

Export orientation as a way of expanding the economy is generally touted as the most intelligent solution to unemployment. But, says McCutcheon, "some ways of creating employment within the existing economy are required."

"It is essential that the (national job creation) programmes be initiated as soon as possible, so that they could begin to bear fruit within the lifetime of the next government."

Industry bodies offer improved education service

BIDAY 14/6/93

EDUCATION is the buzzword in property circles and most of the industry's representative bodies are upgrading and improving this service to members.

The Institute of Estate Agents is committed to offering members and non-members improved education alternatives

This, in turn, will result in more knowledgeable, efficient and skilled estate agents, which will benefit the public and the broking community

Munro Donen, chairman of the Commercial and Industrial Brokers Association — a division of the institute's southern Transvaal branch with 300 members — says the association is committed to providing a better service to commercial and industrial brokers

"This will include providing ongoing education for our members. In the past we have been called elitist for offering our facilities only to members. Non-members will now also be welcome to attend our courses and make use of the services we offer," he says

The need for continuing education has become more important in light of the recent decision by the Estate Agents Board to do away with the compulsory exam for estate agents.

Course

The institute, in conjunction with the business economics department at Wits University, has introduced a three-day property course covering aspects of the commercial and industrial property market

The course will also be covered in evening classes over three weeks. Successful candidates will be awarded the Certificate of Commercial and Industrial Specialists

"Other courses are offered in conjunction with the National Property Academy. The institute is currently considering a system whereby members will have to undergo some

ongoing education before being awarded an approved designation that will separate them from those who have not," Donen says.

Institute members are not only bound by the new stringent Estate Agents Board code of conduct, but also by the institute's own internal code, which goes a step further in trying to protect the public and the industry

"We are also attempting to create a better relationship with the board and are already working together on some projects. The board is there to protect the consumer and the institute to assist the broker so there is no reason why we should not work together

Effect

"Deregulation will also have an effect on our industry and the time may come when the two bodies are merged," he says.

While the board recently decided to scrap the compulsory exam, it says it cannot overemphasise the value of undergoing a formal education course

Chairman Eskel Jawitz says the board will con-

tinue to urge all candidate estate agents with the "necessary degree of aptitude and background" to undertake a board exam course and write the exam.

"As an added incentive, the board is to introduce an approved designation for those who have already passed a board exam, as well as those who intend doing so in the future," says Jawitz

Extended

The SA Property Owners Association (Sapoa) has also extended its education programme for members by introducing a proactive education programme to encourage underprivileged communities to participate in the industry

"The intention is to allow those students who excel to be introduced to our members to enable them to gain practical experience and become actively involved in the industry," says executive director Brian Kirchmann.

Sapoa has been a major supporter and funder of the three-year National Diploma in Real Estate course run by Technikon RSA.

Proposal for youth training battalion

Day 16/6/93

TIM COHEN

CAPE TOWN — Government has proposed a multimillion-rand programme to set up a service and training "battalion" to address the problem of marginalised youth

Home Affairs Minister Danie Schutte announced yesterday that government had proposed the "battalion" to the negotiating forum technical committee on violence

The proposal recommended a training programme of six months to a year, during which time participants would be paid an allowance and receive a lump sum on completion of the course.

The forum ought to be created under the auspices of the national peace committee and would draw financial support from government, the private sector and international agencies

Training in specific enterprises — such as agriculture, car repair, masonry and electrical repairs — should be supported, government's proposal recommended.

The programme should also include inputs on "discipline, neatness, fitness, sport and recreation", Schutte said in a statement

Sapa reports Schutte said these programmes should include community services such as road cleaning, repairing of facilities and planting of grass and trees, and should address the housebuilding needs of informal settlements.

He said serving the community was the first step to returning marginalised youth to the mainstream and placing them on the road to a vocation or career.

Government's proposal suggested the forum should liaise with all role players in the public and private sectors to assist in establishing projects.

Schutte said "the unenviable situation of the country's illiterate and jobless marginalised youth" had been receiving government attention.

"Notwithstanding this initiative of establishing a service and training youth battalion, government also plans to use governmental infrastructures to give urgent attention to solving this problem by means of other training and service programmes," he said.

(179)

Star 18/6/93
**Call to start youth
training scheme**

Political Staff

(179)

CAPE TOWN — The Government has asked the National Peace Committee to deal urgently with proposals for a Service and Training Youth Battalion (STB) so that the scheme can start to benefit the marginalised youth as soon as possible.

It had to be acceptable to the main players and be dealt with in a credible way, said Home Affairs Minister Danie Schutte. (223) (178)

The Government's proposal, tabled at the multiparty conference, is that an STB be established under the auspices of the National Peace Committee.

The Government, the private sector and international agencies could help fund it.

The STB would draw voluntary recruits for six months or a year and provide job training. Programmes would include community services.

Skills Star 8/16/93 shortage looming

By Derek Tommey

After five years of recession every South African must be hoping for a speedy upturn in the economy

But signs are emerging that any major improvement could be quickly halted by a serious shortage of skilled workers.

David Jacobson, executive director of technology at Altron, recently estimated that SA was short of 250 000 skilled people

But this has not been particularly evident until now

The fact that industry is already experiencing some skills shortages, despite the recession, emerges in the latest survey of the manufacturing sector by the Bureau for Economic Research (BER) at the University of Stellenbosch

Constraining

Four percent of those surveyed said a shortage of skilled labour was seriously constraining their activities

Another 35 percent were feeling a slight constraint, says Pieter Laubscher, a BER economist.

But only 19 percent were experiencing a shortage of semi-skilled workers

That there should be a skilled labour shortage is quite astonishing, says Laubscher

"The implication is that as soon as the economy improves, labour bottlenecks will develop. This will have serious consequences for wages and inflation"

Michael McDonald, head of Seifsa's economics department, says he is not aware of any shortage of skills. But he says he can see one developing when mega-projects such as Columbus and Alusaf get off the ground

The intake of apprentices into the iron and steel industry has been very low, especially in the past year

Moreover, firms have done little training in recent times. The need to cut costs in order to survive in the current hostile environment has come first.

Some of the need for semi-skilled and skilled workers will be filled by blacks. But a problem is that few did maths and science at school and are not able to undertake technical training, he says.

Recruiting

Heather Gordon of Engineering Management Services, which is responsible for the Alusaf project, says the company has taken on about 150 skilled people and is fully staffed

There had been no problem in recruiting most of them, but there is a shortage of draughtsmen experienced in computer-assisted-design techniques

Dave Bunn, personal director with M&R Engineering Services, which is involved in both the Columbus and Alusaf projects, says the construction industry is notoriously poor in its forward planning for mega-projects, but that the semi-skilled labour situation at the moment is not too bad

He says the huge demand for labour for the Mossgas project had affected wage rates outside the industry

Offering new hope to the 'lost generation'

Sciar 21/6/93

FOR many of us, the mention of marginalised youth conjures up images of an unsalvageable mass of hopeless, unemployable youths, bent on torpedoing hopes of peace in their communities.

This concept remained unchanged until the Joint Enrichment Programme (JEP), a youth marginalisation programme sponsored by the churches, commissioned CASE researchers David Everett and Mark Orkin to investigate the "lost generation".

They found in the unemployed black youth a well of frustrated ambition and self-prising lack of vindictiveness despite the violence they had seen and suffered.

Steve Mokwena, the young and articulate projects co-ordinator at the JEP, has developed a deep interest in these youths. His quest is to find ways to harness their energy constructively in education and upliftment projects, to afford them a second chance at life.

Mokwena is certain it can be done and indeed, must be done if the new South Africa is going to succeed economically.

"The general perception is that youths who are disengaged from society or seen as 'lost' are the primary perpetrators of violence. My view is that violence is only a barometer to measure the level of frustration in a community.

"Now that we understand the motivations and the needs of

There are about three million young black people who face a bleak future if something is not done to re-incorporate them into productive society. Steve Mokwena is a key player in attempts to rescue them.

the youth it is time to consult date youth in a national forum which would engage various programmes of upliftment and job creation," he says.

To this end, the JEP's proposal to form a National Youth Development Co-ordinating Committee, involving all political parties, has been broadly accepted by political parties and business and is scheduled for launch in September.

Mokwena staunchly supports this idea, because until now projects by the Government and the private sector directed at black youth have been largely unco-ordinated.

"We lack an integrated approach. We need to put all the identified problems among township youth into an integrated whole, analyse the country's resources and strategise projects around that.

"This won't be easy. It may mean redirecting some projects to needs which are going unfulfilled. Many projects are traditionally not directed at the young, and a change of attitude



by Helen Grange

is needed," he says. Mokwena acts as a broker in identifying needs among marginalised youth, and then accessing resources to fulfil them. "Networking" is how he describes it.

This means working closely with alienated youths and their organisational structures, and undergoing a sensitive process of consultation to establish their requirements in education, skills and community participation.

Mokwena has noticed that funding is far more readily available if the projects are short-term. "But society must understand that education is costly. It is an investment in the future. There's a lethargy when it comes to long-term programmes."

At the same time, he has noticed a strong will to enhance youth initiatives. He is slightly sceptical about this. "People want to help, and sometimes want the label of being politically correct without understanding marginalisation. To

address this issue requires a great deal of commitment."

Mokwena will be co-ordinating a huge youth upliftment project — entailing weaving basic skills training into the school curriculum — to be launched in Soweto in August.

"The notion that you must either have matric or you have nothing is a very detrimental one. We want to put a skills package together to equip youths for life ahead, even if they don't complete their schooling."

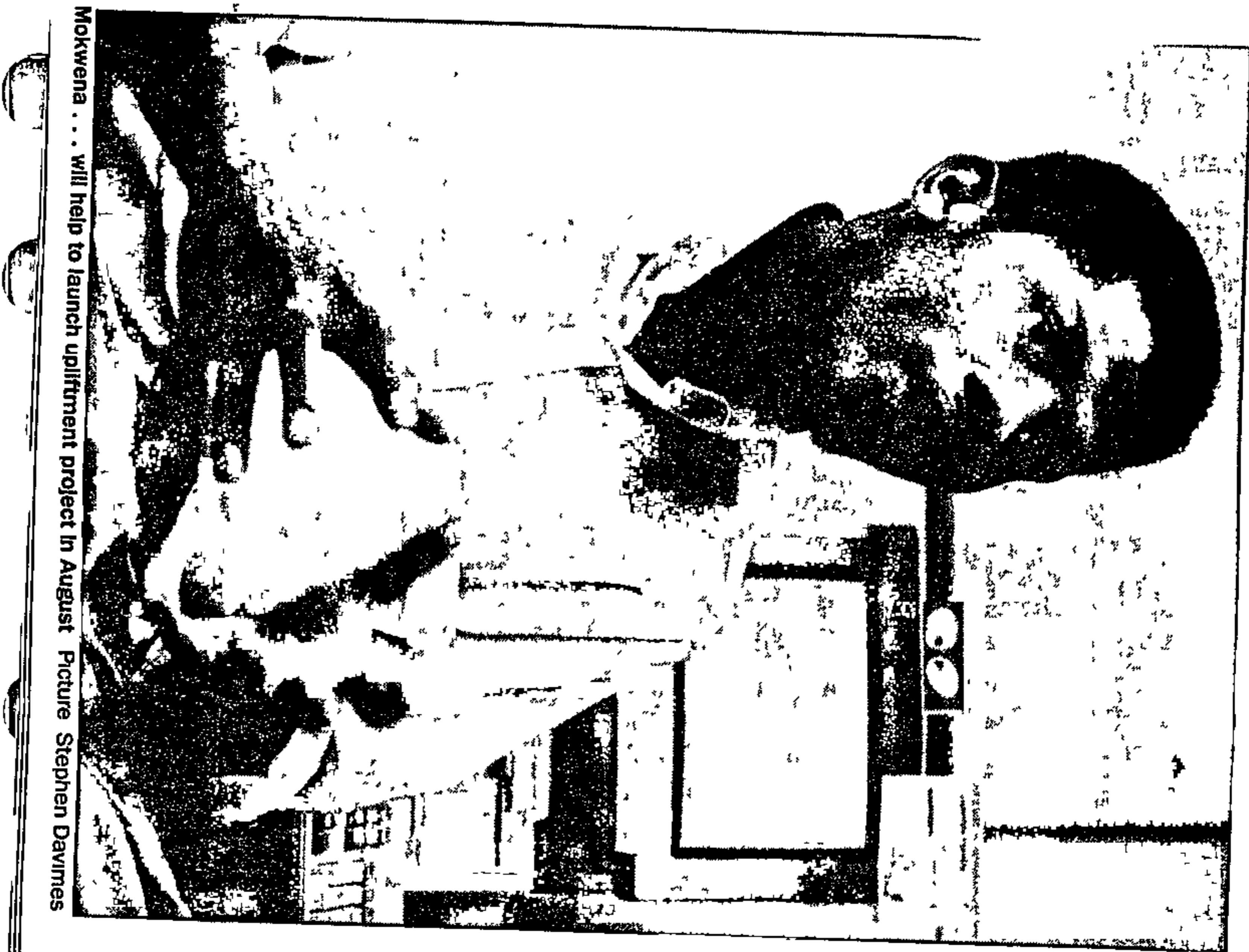
Mokwena's interest in the marginalised sector grew out of a personal understanding of the background of township youths and a university education which led him to join the Wits Centre for the Study of Violence for a short while before starting at the JEP in 1991.

Challenge

"These issues are personal to me. Quite often, the people I am dealing with are close to me — a cousin, a neighbour's child. It goes beyond the numbers and you realise these are real lives.

"There are about three million youths out there who need urgent attention. Where do you start? Somebody, somewhere has got to begin to give.

"It will be a challenge to the new government as well as the private sector. "I believe the problem can and must be tackled and resolved" □



Mokwena . . . will help to launch upliftment project in August. Picture: Stephen Davines

R2m work programme

THE Peninsula Technikon has introduced a R2m work study programme which will create employment and training opportunities for students on the campus *B/day 22/6/93*

A spokesman said the technikon had a shortage of in-service training positions for its students and the project would assist the technikon in this regard *(179)*

Beefing up people's development

By Mzimkulu Malunga

BECAUSE of the lack of academic institutions which teach catering, Fedics operates a training centre to beef up its people's development programmes

This is a follow up to the training centre which used to be at Jan Smuts Airport and its establishment was in line with the growing need for human development programmes. The centre is now housed at the Protea Hotel in Berea

The training centre is called the Institute for Hospitality Studies. Formalised last year, the institution has opened its doors to other companies in the catering and tourism industries to upgrade their employee skills

Basic literacy training

The IHS is accredited by the Hospitality Industry Training Board and runs courses ranging from basic literacy training to advanced programmes for middle managers

According to IHS director Mr Jack

Ferreira the increasing technological advance demands a knowledge of computers, hence the inclusion of computer skills as part of the package.

The training is divided into three categories: specialist courses, leadership programmes and management training.

The IHS has four full time trainers and at times hires the services of three consultants on a part-time basis.

Various Fedics operations hold their respective performance development reviews annually, then each region submits its training requirements to the

school, says Ferreira. Most of the tuition is on a part-time basis

Major areas of focus in future will be customer services, hygiene and safety as well as industrial relations, says Ferreira, adding that most Fedics employees undergo training at the IHS at one point or the other.

The realisation of the black advancement dream keeps the centre busy. On average the IHS offers courses to 250 people a month.

With affirmative action gaining mo-

The realisation of the black advancement dream keeps the centre busy

mentum in Fedics' circles, Ferreira is convinced that anybody who does not share that sentiment does not have a place in the company.

... with ...



JOBS

Early lessons for Junior *STINES CRUSS* 2161qs on how to make a living

OPPORTUNITIES in the formal job market will diminish so much that Midge Hilton-Green, headmaster of Kingswood College Junior School, Granthamtown, is teaching pupils how to go about earning a living.

Mr Hilton-Green introduced courses nurturing entrepreneurial skills three years ago, all the activity being on paper. This year, pupils in standard five of the independent school were told they had to execute their business proposals.

Idea

Mr Hilton-Green says, "The idea came to me when my children were entering the job market. Statistics show that only 7% of matriculants entered the formal employment sector two years ago, as did only 40% of those receiving tertiary education in all disciplines.

"As the number of job-seekers grows, more and more people will need to make their own opportunities in small businesses. It seems to me that schools teaching only the three Rs are not equipping

By JULIE WALKER

their students for the future." All pupils from standards two to five are taught basic parliamentary procedure, so are familiar with the concepts of holding a meeting, taking minutes and so on.

The standard five pupils organise themselves in groups of at least five, decide on a business, work out the costs, write it up in theory, register the company, appoint a managing director, a secretary and directors of finance, advertising and marketing.

As in life, costs are incurred along the way. The companies have to pay to register with the school, advice from the headmaster costs 50c a session (they would have to pay an attorney), 2% of turnover goes for the use of school premises and extensive market research has to be conducted before they open.

Mr Hilton-Green admits that the rules changed and the pupils ran ahead of him as the concept developed.

His first mistake was to limit the number of businesses each company could run. "One pupil, Ricky, made

R14 in a week selling doughnuts, then started to sell Coke by decanting from a large bottle. Then Devyesh from a rival company also wanted to sell Coke. This was initially not allowed.

"I told the managing directors of each company to form a chamber of commerce and decide for themselves whether two companies could sell the same product. After a week of savage undercutting by Ricky, Devyesh closed his Coke enterprise.

179 Credit

"The next week, I was asked to attend the chamber's meeting. There was a proposal that customers should be able to buy on credit. I agreed, but advised some form of debt acknowledgement.

"One boy bought on credit from all the sellers then declared himself bankrupt. Court action followed with the appointment of a judge and two attorneys, with attendant costs of R1 and 50c respectively."

Mr Hilton-Green says all the companies were in the fast-food business. To encourage manufacturing, he has decided to tax retailers out of

sight. The next round of the business game will carry a punitive tax rate of 20% (donated to school funds) on retailers, 10% on service businesses and only 5% on manufacturers.

The companies are financed through a sale of shares. Each member must buy at least one and the others can be sold outside. At the end of the six weeks the company is wound up and the proceeds distributed to shareholders.

Mr Hilton-Green awards prizes in several categories, including most successful company in each field, businessman-woman of the year, entrepreneur of the year and the best in advertising and marketing.

A computer boffin in standard four had an unexpected spinoff — he was subcontracted to do the books of some companies.

Mr Hilton-Green says primary-school pupils are ideal for this kind of learning. Not only are the academic pressures lower than for high-school pupils, but the children are keen and are far more able than adults give them credit for, and the whole exercise is fun.

"If something's worth



MIDGE HILTON-GREEN. Schoolboy enterprise

teaching, why wait until high school? Academic standards remain paramount, but conventional wisdom that if you work hard at school you'll get a good job no longer applies.

"It is better to learn to make a living than to be taught about, say, wheat fields in North America — they can read all about that later."

SI Times 27/6/98
Training centre

A R7-MILLION communications centre for the training of journalists and communications personnel of southern African countries is to be established at the University of Swaziland.

The centre will provide training for journalists and managers in communication strategies (179)

Natal leads in teacher training

9 29/6/93
179
Political Correspondent

THE Cape receives less than half of what Natal does in per capita expenditure on in-service training of teachers. The figures released still apply mainly to white teachers.

The Minister of Education and Culture in the House of Assembly, Mr Piet Marais, said yesterday that in Natal — during the last 12 months — R5 539 had been spent per teacher and the amount included programmes to upgrade teachers' qualifications.

The per capita expenditure was R2 582 in the Cape, R1 000 in the Free State and ranged in the Transvaal from R3 635 (College of Education of SA), to R767 (other colleges).

In a written reply in Parliament to a question from Democratic Party education spokesman Mr Roger Burrows, Mr Marais said that no figures were available on how much was spent on in-service enrichment programmes for teachers in the various provinces.

Afrikaans in public 'declining'

Staff Reporter

AFRIKAANS as the language of public life is on the decline as most African, Indian and immigrant parents, and even white Afrikaners, want their children to be educated in English.

This was disclosed yesterday by Vista University's Professor Elwyn Jenkins at the 105th conference of the South African Teachers' Association (Sata), which is being held in Cape Town.

Professor Jenkins said the diminishing use of Afrikaans "as the language of power" was evident in its infrequent use at World Trade Centre negotiations and at the SABC board interviews.

"For the past 40 years Afrikaners have been the language of power. If teachers are to have access to power, and if parents are to be involved in the running of their schools and education department, official language use will have to be

brought closer to what the ordinary person feels at home with."

He said it was almost certain that parents would be able to choose a medium of instruction under a new dispensation, and English would be favoured, even among a proportion of white Afrikaners. Sata, which represents 4 400 English-speaking white teachers, decided yesterday to adopt "reasonable mass action" in disputes with the government.

UN forces clash with Somalis — three die

MOGADISHU. — United Nations forces clashed with Somali gunmen here throughout yesterday afternoon in a firefight which first official reports said killed at least one Pakistani soldier and two Somalis.

UN military spokesman Mr David Stockwell said as dusk fell that two other Pakistanis were seriously wounded and exchanges of fire were continuing in the stronghold of fugitive warlord Mohamed Farrah Aidid.

Local people at the scene of the fighting said by mid-afternoon

four Somalis and a second Pakistani soldier had been killed.

An American soldier said he was with a Pakistani unit carrying out a search for weapons at a garage belonging to Aidid lieutenant Osman Ato when they were fired on.

"The fire was intense and we took three casualties and had to pull out under covering fire from Cobra helicopters," said the soldier.

He said three Pakistanis had been wounded in the fighting and evacuated to hospital. — Sapa-AFP

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FM 2/7/93

CURRENT AFFAIRS

THE YOUTH

Not all lost

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A nationwide youth survey in December finds that there are 3,5m youngsters who have been marginalised or entirely "ejected" by society. About 515 000 (of whom 465 000 are African) have been entirely ejected, with no hope for the future and no regard for social, political or legal processes.

Roughly 2,9m (2,5m African) are already marginalised from such processes and urgently need systematic help. About 4,7m (3,2m African) are at risk of marginalisation and must be reached. Only 2,7m (1,6m African) are functioning well.

Their circumstances are depressing. For example, 4m young Africans have no electricity at home and more than 5m have no running water, 3m youth of all races are jobless, 100 000 African teenagers have no schooling at all and more than 1m have only primary education. However, their attitudes indicate that they can be engaged. For this reason the term "lost generation" may often be inappropriate.

"With carefully planned, well-resourced and urgent intervention, millions of young people can be drawn into educational, economic and legal life," the survey says.

Among myths identified in the Community Agency for Social Inquiry survey is the

perception that youths are political and interested only in military involvement. On the contrary, the survey finds that only 12% of youngsters (15% among Africans) belong to political organisations and many more are involved in churches and choirs (38%) and sports organisations (32%).

Nor is it correct that they are not interested in education, only 12% of all African youth had studied as far as they planned, with the figure for coloureds 18%, Indians 30% and whites 58%. In all 69% want to study further and only 2% cited politics as the reason for not doing it. Nearly two-thirds of African youth (51% coloured, 53% Indian and 43% white) dropped out of school because they had no money.

Three million people between 16 and 30 are unemployed with most (79%) looking for work. The idea of a youth corps could well be part of the solution. Concern at the plight of the lost generation has given rise to the idea of establishing a National Youth Service & Peace Corps by the end of the year.

The proposal arises from of a recent workshop on youth initiatives under the auspices of the fledgling national youth development forum, which aims to ensure that the needs of young people remain firmly on the national agenda. (A similar proposal was made by the negotiations technical committee on violence at Kempton Park recently.) It is hoped that a technical commission to in-

contd

CURRENT AFFAIRS

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investigate the creation of a youth corps will report within eight weeks of being appointed.

Behind the initiative is the Joint Enrichment Project backed by the SA Council of Churches and the SA Catholic Bishops' Conference. After two years of research and consultation, the project reported to a conference in March attended by 120 organisations. It was here that the formation of a national youth forum was proposed as part of the plan to implement a national youth development strategy.

The idea of a youth forum, say organisers, led by the project's Sheila Sisulu, represents the emergence of consensus on how this should be done. A two-pronged strategy is

suggested to deal with youth marginalisation and development.

□ Programmes to tackle problems youth face in employment, education, health and so on, and

□ Long-term policies and lobbying to create the right environment for youth development.

A working group is envisaged, including the national forums on housing, the economy and education (when it's set up), relevant government departments, the technical committee on violence, the peace accord and other interested parties. This group will appoint the youth corps investigating commission.

Among the commission's objectives will be to examine the feasibility of a programme run largely through the State Budget, the availability of national administrative and physical infrastructure, and mobilising support from local and international commerce and industry. It will also look into ways of combating violence by involving a youth corps.

Among suggestions made in discussions leading up to the formation of a youth forum was joint ventures between youth and business to create jobs through community ventures, public works schemes, training programmes and short-term internships offered by the private sector.

Engineering course offered

A FULL-TIME 15-week mechanical engineering course which can take about 50 people at a nominal fee has been introduced by Peninsula Technikon

The practical hands-on course which will impart a low level of engineering skills will, among other things, include basic training in areas such as welding, cutting, marking, assembling and other basic workshop skills

The Peninsula Technikon-Caltex Community Empowerment Project will introduce participants to business skills required to run a small

business in the informal sector.

"This is a unique community empowerment project which will create an opportunity for marginalised youths and adults to acquire basic mechanical engineering skills which will assist them and their communities in the area of self-employment, job placement and career path planning," said Armen Nieftagodien, senior lecturer in the School of Electrical and Mechanical Engineering and Computer Data Processing.

The course, funded by Caltex Oil (SA) is being offered by the Mechanical Engineering Depart-

ment in association with the Centre for Continuing Education (CCE)

The CCE is involved in a broad range of community empowerment projects designed to help communities become self-reliant.

No formal qualifications are required. People with business aspirations in the field but who require the skills can also apply

Closing date for applications is Friday July 16, 1993. The course is expected to start towards the end of the month. The nominal fee will cover materials and protective clothing. For more information telephone (021) 959 6412.

SOUTH 10/7 - 14/7/93

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Southbousiness 19

SBDCC package gets NBF support

The Small Business Development Corporation is launching a new "Pioneer Project" aimed at black businesspeople to address past inequalities. WOLFGANG THOMAS explains:

WITH unemployment assuming frightening proportions all over the country and formal sector job vacancies showing no signs of rapid increase, more attention has fallen on the ability of people to "create" their own jobs through self-employment.

The Small Business Development Corporation (SBDCC) has in the past been criticised for neglecting black micro-enterprises — and allegedly channeling too big a share of its funds towards viable, white-controlled small and medium enterprises.

The corporation has now embarked on a major initiative aimed at black businesspeople.

The bulk of the funds allocated to the SBDCC in this year's budget have been earmarked for a comprehensive support package destined to

reach thousands of micro-enterprises.

In fact, the new "Pioneer Project" has also received the nod of the National Economic Forum, where unions are particularly concerned about creating new jobs.

Experience overseas and in the country has helped shape the SBDCC's new support strategy.

Rather than just waiting for loan applicants to approach the SBDCC — with applications which are often poorly thought out or barely viable in a business sense — two dimensions characterise the new initiative.

● Firstly, there is an emphasis on co-operation and interaction with other NGOs and community-based organisations already active in the sphere of self-employment, entrepreneurship stimulation and micro-enterprise support.

The SBDCC does not want to "go it alone" or work in competition with other bodies in this field, since

the self-employment challenge is too vast to waste financial or managerial energy.

● Secondly, the provision of a micro loans is just one element of a broad support package — in many cases it may not even be the critical factor; far more emphasis will in future fall on the training of people with entrepreneurial potential and business initiative, with the training often started long before financial support is considered.

In the past, the SBDCC has been criticised for either turning down loan applications (because of poor prospects and lack of business expertise) or acting too strictly against loan defaulters.

In both cases, the lack of business education, appropriate training and other support networks were usually the real underlying problems which now have to be addressed on a broader basis.

The SBDCC has the following new plans:

● Micro loans for viable enterprises, with amounts ranging from R200 to R5 000, and interest rates at 30 percent gross a year and 20

percent net, in the case of timely payment.

The latter scheme of a 10 percent interest discount has recently been introduced to encourage prompt payment of loans over six to 24 months, as initially arranged. If the loan is repaid promptly, the client receives the interest payment as a lump sum in cash.

● Comprehensive Assistance loans for the more experienced business person, with amounts ranging between R2 000 and R50 000 (or more) and interest levels between 12,5 and 17 percent

Other assistance will be in the areas of marketing, providing advice in the form of mentors, and the formation of industrial hives located near high density townships

The SBDCC hopes to trigger off a

whole movement of grassroots business able to give micro enterprises in this country the vital big push it needs

WOLFGANG THOMAS



ENGINEER graduates this year encountered the tightest job market in the past five years, but most found employment.

There is a strong demand for black engineering graduates and their numbers are "increasing steadily".

The tough job market caused several graduate engineers to emigrate — but not all got jobs and some returned to SA.

Jan Reynnders, deputy dean of the Wits University engineering faculty, says "Five years ago there were five jobs chasing every graduate. Now we find that a number of companies which sponsored students are releasing them from their work obligation."

"These graduates had to hunt for

Engineer graduates find job market tight

By ADRIAN HERSCH

a job, which is indicative of the tight market."

But "as far as we can ascertain, virtually all graduates found work".

University of Cape Town engineering faculty dean John Martin says that in spite of tough conditions the "overwhelming majority of graduates found jobs".

Professor Reynnders says demand

for mining and civil engineers has slackened.

Professor Martin says the demand for electrical, mechanical and chemical engineers appears to be "fairly strong".

He says there has accordingly been a reduction in the number of those studying civil engineering.

Professional Assignments Group (PAG) consultant Sheila Moran says many engineering graduates "had to shift their job expectations some-

what — not so much with regard to salary, but in terms of their specific areas of preference in job content."

Other changes are also evident.

She says "Because students are now competing for companies, whereas in the past companies competed for students, there is a heightened awareness to get good grades."

"Engineering students are also using their initiative to protect themselves by seeking out jobs months before they finish their studies."

Mrs Moran says that engineering graduates who emigrated to Europe found it was not so easy to get jobs, particularly in Britain.

"We are approached by a number of those who have returned and we managed to find jobs for them in SA."

Publishing courses

^{SOUTH 197-147193}
COURSES aimed at the skills crisis in disadvantaged communities in South Africa will be run in Cape Town and Johannesburg in September.

The Independent Publishers Association of South Africa (IPASA) are inviting two lecturers to run the courses (179)

The Basic Copy Editing Skills course will run in Johannesburg from September 6 to 9 and in Cape Town from September 13 to 16.

The Financial Management of Book Production will run in Johannesburg from September 13 to 17 and in Cape Town from 20 to 24.

They are held in conjunction with the African Literature Department

at Wits University and with the Centre For African Studies at the University of Cape Town.

The fees are R400 for Basic Copy Editing and R500 for Financial Management of Book Production. Candidates unable to meet the full costs can apply to IPASA for bursaries. (25)

Closing date is July 15, but late applications will be considered.

For application forms contact Monica Seeber (011) 403 3925 or Steve Kromberg at (011) 716 4078.

IPASA is a member of the African Publishers Network, committed to establish a a coordinated training programme aimed at disadvantaged communities.

Training for teachers

By STAN MHLONGO

CIPress 18/7/93

IN an effort to halt the crisis in black schools, education association Read, Educate and Develop (Read), has selected 38 teachers who will be put through an intensive training programme enabling them to teach other teachers (179) ~~(179)~~

Starting tomorrow, the group will be trained for a week on the use of Read equipment and teaching aids

Read trainer Jo-Anne Chazen says her association developed the leader-teacher programme to train teachers to help other teachers in their communities.

Chazen says teachers learn easier and faster when taught by other teachers

Read member Lesley Emmanuel said keen teachers will soon be selected from 13 regions countrywide for the leader-teacher programme For more information contact Read at (011) 339-5949

Star 5/2/93

Builders short of skills

Property Editor

About 30 percent of building contractors feel they are handicapped by a shortage of skilled artisans and foremen, despite the chronic work shortage in the industry.

Figures from the Bureau for Economic Research show that sub-contractors are also feeling the lack of skills.

The figures have resulted in an appeal from the Building Industries Federation (Bifsa) for all contractors, especially those with large labour forces, to boost training programmes.

Bifsa's general manag-

er, education and training, Derek Weston, says the figures are disturbing because "at a time when work is in such short supply, we would expect to see no shortage of skilled or supervisory men at all".

(179)

"We are worried that, when an upswing comes, demand for skilled workers will far exceed supply — and foresee a situation similar to that in the early 1970s, when contractors battled to find skilled men, productivity dropped, the wages of artisans rose unnaturally fast and the industry resorted to recruiting overseas"

B/Day 23/8/93

Foodcorp to support black farmers

Business Day Reporter

FOODCORP has joined forces with the Free State University in a long-term programme aimed at providing appropriate education, guidance and planning support to small-scale black farmers. (179)

Foodcorp will initially contribute more than R500 000 to the programme. A portion of the sponsorship will be used to establish a bursary fund to help educate black agriculturalists in the field of agricultural development processes.

The programme, which will be steered by a committee consisting of representatives from the university, Foodcorp and the agricultural community, will contribute to job creation in rural areas related to food

production, education for farming entrepreneurs, environmental protection and research and system development around the realities of SA's soil and climate. (179)

Foodcorp CE Dirk Jacobs said "Protection of the soil for continued and improved food production is a national priority and of special importance to the Foodcorp group."

In a statement he expressed his confidence in the diverse yields for Foodcorp's stakeholders from this investment. He believed empowering the black farmer would save SA from "the fate of famine and unemployed masses in urban ghettos".

In pursuit of diplomacy

Ferial Haffajee

WM 24-30/9/93 (179)

IT'S going to be a real test of diplomatic skills: aspirant diplomats from the African National Congress and Inkatha Freedom Party thrown together for a 10-week course in Europe.

Tomorrow 25 aspirant diplomats drawn from the ANC, the IFP, non-political organisations and universities will jet off to England and Europe where they will be trained in protocol, statesmanship and discretion. Most of the group are ANC members, while two or three are IFP members.

Their trip is being sponsored by the European Community and the British government and is being co-ordinated by the British Council in South Africa.

Their training will last 10 weeks, with eight weeks' study at Birmingham University's Department of Political Science and International Studies. They will spend the rest of the time in Belgium, Germany and France and will visit the North Atlantic Treaty Organisation, the Council of Europe and the European Community in Brussels.

According to the British Council, the course aims to "introduce the group to the practical skills required for the successful pursuit of diplomacy and brief them on major issues of contemporary international affairs"

Course members were nominated by their organisations, while the British Council did the final selection

During the final selection, the diplomats-in-waiting traded ideas with representatives of the IFP, the Department of Foreign Affairs and various other international relations institutions.

ANC man stabbed

A NEWLY-ELECTED African National Congress local executive committee member has been murdered outside his home in Komga. WM 24-30/9/93

Liaison officer Lieutenant-Colonel Christo Louw said Mbulelo Archie Mbelekane was stabbed and stoned to death at about 4am on Sunday after answering a knock on his door.

Mbelekane was a member of the financial executive committee of the Komga ANC branch.

The Border police are also investigating an apparently motiveless killing on Saturday night near Kidd's Beach outside East London. Ncedise Snyman (26) and a 24-year-old companion were walking on the Kwane-King William's Town road at about 9.30pm when they were attacked by three men. — Ecna

Management urged to move swiftly on training

CT 1/10/93 By ARI JACOBSON (179)

MANAGEMENT must enhance its training and human resource development to ensure that "everyone gets a fair shake" in the future, said the Graduate School of Business's (GSB) director Kate Jowell yesterday.

Speaking at GSB Association luncheon Jowell said that "we must move fast" in this direction pointing out that although dialogue between management and organised labour had moved rapidly, "this process must be pushed".

She pointed out that SA ranked bottom even among underdeveloped countries when it came to "training, motivation and management depth".

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Ribbon Project

ANC plans
science park
development

By ANDRE KOOPMAN

A PLAN to develop a R1-billion science and technology research and training park near Muizenberg was announced by ANC president Mr Nelson Mandela in London yesterday.

The area would have all the facilities of a small town and most of the 40 000 workers would live on site in 13 000 housing units. Mr Keegan said "research-based" enterprises would be established on 32 sites of between four to six hectares each.

Mr Keegan said what was envisaged was a high technology "clean industry" park that would also concentrate on training facilities. The project would be on land in Muizenberg East between Prince George Drive and Mitchell's Plain. Revealing the plan, Mr Mandela said yesterday "We are pleased to note that an announcement is due within the week about the establishment



BIRTHDAY BOY Dr Chureen Sollei, who works at Groote Schuur Hospital and regularly buys her newspaper from Mr Trout, says he is the best newspaper seller around

Picture: STEWART COLUMAN

It's news to smile about . . .

WANT to win friends and influence people? Look no further than the example of Groote Schuur Hospital's newspaper seller who has made such a difference to the lives of senior hospital staff that they walked down to his corner beat to wish him happy birthday yesterday.

Mr Abdullah Trout, 38, has turned newspaper selling into an art form. His antics have doubled his newspaper sales on the corner of Groote Schuur Drive and Main Road and earn him over R10 a day in tips.

Mrs Pixi-Lee Gillow says she buys a paper every day from the inimitable seller. "You can come to work feeling tired and he really brightens up your day."

The retrenched father of three from Manenberg sings and dances among the cars, bowing and saluting to his regular customers whom he knows by nicknames like "Moustache," "Green Taxi" and "Papa".

A punctual Ms Patricia Jacobs, who works at the nearby hardware store, is greeted every day with shouts of "Here comes a quarter to nine."

THE
UNIVERSITY
FAVOUR

UK cop trains ANC, IFP

Own Correspondent

LONDON — A top British policewoman has quietly completed training 20 ANC members in Johannesburg in march planning and crowd control — and began training 20 of their IFP counterparts at the weekend

Chief Inspector Louisa Elliston, of the Public Order branch of Scotland Yard has been training marshals as part of the Commonwealth's post-sanctions aid package to South Africa.

It is the first time a non-member of the Commonwealth has received help

from the organisation's Fund for Technical Co-operation

Mr Jon Syson of the Commonwealth's Political Affairs Division said here yesterday that Inspector Elliston would also train local authorities, political parties and the SAP in planning mass events.

Inspector Elliston, 42, holds an MA in Public Order and spent two years in London overseeing the rapid deployment of police to two notoriously violent football stadiums.

The initiatives fall under the National Peace Secretariat

SA regime 'still killing opponents'

□ 10 000 have died since 1990 — Amnesty

GARNER THOMSON
The Argus Foreign Service

LONDON. — The South African regime continues to imprison, torture and kill its opponents despite moves toward a political settlement, the human rights group Amnesty International claims

But it says "the opposition ANC was itself found responsible for torture, ill-treatment and executions in its detention camps over a 12-year period in the late 1970s and 1980s"

The organisation had since accepted full responsibility for the abuses.

Political killings and "disappearances" worldwide now pose the greatest threat to human rights this decade — and the international community is failing to stop them, Amnesty reports. Even in countries struggling to achieve political reform, such as South Africa or Cambodia, the 1990s have seen "horrific levels" of killing and cruelty

"While military dictatorships

and authoritarian regimes were once the main culprits, increasingly governments supposedly committed to human rights are gunning down or abducting their opponents as deliberate policies of repression," the organisation reports

Since 1990, when the process to end apartheid began in South Africa, about 10 000 people have been killed as a consequence of the actions of the security forces or, more frequently, as a consequence of the actions of armed groups acting with their acquiescence, the report says. Added to this, is "a growing body of evidence" linking hit squads responsible for political killings with covert police and military operations

"Dozens of leading opponents of the apartheid system have been gunned down in their homes or on the streets. Middle and high ranking members of the ANC, the SACP and the trade unions, members of the ANC's military wing and other returned exiles have been, and are still being, assassinated by

hit squads composed of elements within the security forces or killers acting with their acquiescence."

Amnesty alleges security force involvement in two well-reported killings — that of trade union organiser and former political detainee Hlanathi Sibankulu and human rights activist David Webster.

It remarks "Human rights activists in many parts of the world risk death and deprivation of liberty for standing up for what they believe to be right. It is often only because of their courage that human rights crimes become public knowledge — the very reason why they become victims of the violations they are trying to stop"

Amnesty blames political killings and disappearances on governments reacting to their authority being challenged, and calls for immediate international action to end the abuses

Amnesty is also asking armed political groups to uphold their obligation to respect basic human rights standards

Don't wait until April, Mbeki tells investors

JAMES TOMLINS
The Argus Foreign Service

PARIS. — ANC No 2 Thabo Mbeki has urged foreign businessmen to invest in South Africa without waiting for the April 27 elections.

Interviewed by Figaro-Eco, he was asked whether, in view of the violence in the country, investors would be better advised to wait for the outcome of the elections

He replied: "It is untrue to say that the whole country is ravaged by violence, for 85 percent of the people are not touched by it. So investors need not hold back on this account.

"What is certain is that after April the police force will be at the command of a much more representative government. This will enable it to act with greater legitimacy, which is not the case at present."

Asked whether the ANC planned to break up large pri-

vate enterprises, Mr Mbeki said: "It is important for South Africa's economy to be so organised that it is competitive. At present, it is dominated by four or five large conglomerates, and this might harm the competitive drive. We are therefore planning to adopt an anti-trust and anti-monopoly law.

"Privatisation is an instrument of policy, and not a policy in itself. Certain public enterprises like Eskom will not be privatised so that they can continue to provide inexpensive services

"Basically we have no problems over privatisation. But we do not want it to buttress the power of the big conglomerates. They have the funds to buy shares in the newly formed companies, which would give them a measure of control. Eventually, when wealth is spread out more, privatisation can take place."

US to urge training of civil servants

PETER FABRICIUS
The Argus Foreign Service

WASHINGTON — A United States Congress sub-committee has approved legislation which would urge international financial institutions such as the World Bank and IMF to fund programmes to train government officials for the new South Africa

The proposed legislation was introduced yesterday by black Illinois congressman Bobby Rush as an amendment to the South African Democratic Transition Support Bill which will lift remaining federal sanctions against South Africa and empower US agencies to assist the transition to a new government.

The bill with the Rush amendment was approved by the sub-committee on international development, finance, trade and monetary policy

UK gives R250 000 to train marshals

(179) 25/20/10/93
JOHANNESBURG — The British government has donated R250 000 to teach local "chief marshals" how to manage demonstrations and rallies.

Run by the Wits-Vaal Peace Secretariat, the initial four training courses will be held during October and November and provide training to potential chief marshals from the African National Congress, the Inkatha Freedom Party and the National Party.

The British Information Services said yesterday the training project was part of a programme to assist South Africa's Peace Accord initiatives and would be in line with the Goldstone Commission's recommendations. If the first four courses proved successful, the National Peace Secretariat would consider a cross-country training programme, the British Information Services said — Sapa

Old foes get together to train for the future

(179)

Wm 1-7/10/93

One company's social responsibility programme — a training centre — is paying for returning exiles, unemployed people and soldiers, reports **Ferial Haffajee**

THE Reef Training Centre near Johannesburg must be the only institution in the country that trains both African National Congress returned exiles and Bophuthatswana Defence Force (BDF) soldiers

General manager Johan Swanepoel met the ANC's former head of human resources, Mzwali Pillso, and invited him to the centre — which trains semi-skilled tradesmen Pillso was so impressed that the organisation immediately dispatched a group of exiles for training.

Other groups have been coming for training regularly since then, and the ANC also provides bursaries for unemployed applicants selected by the centre

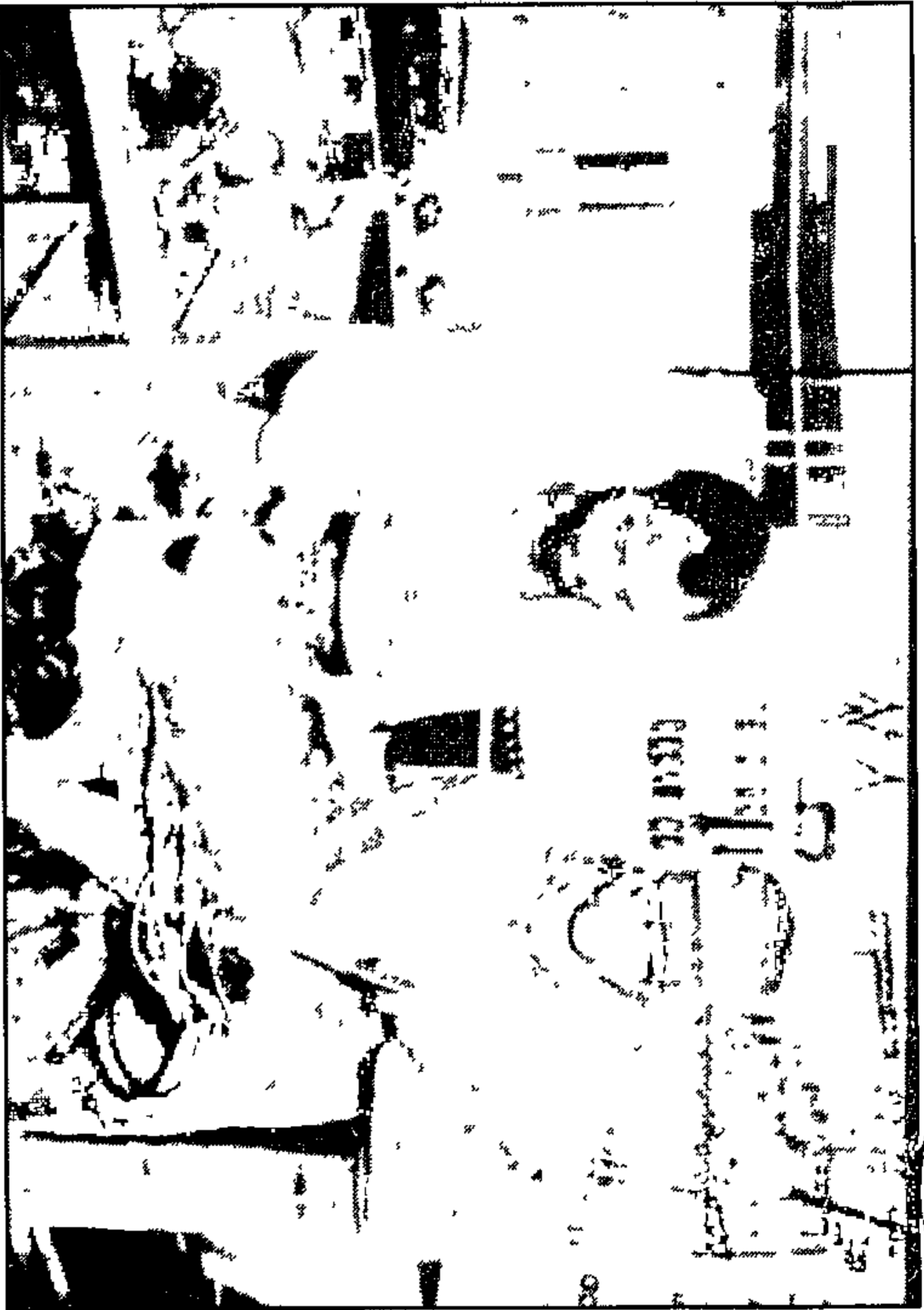
And next week, 25 BDF members will start various courses at the centre — probably to find alternative jobs for soldiers of an army which is likely to be disbanded soon. The centre also trains young people from children's shelters like Streetwise, Twilight and Boys Town as well as from other homelands.

The centre was established by the Palabora Mining Company as part of its social responsibility programme. Through the Palabora Foundation, the mining company channels three percent of its profits — a minimum of R3-million a year — into a variety of social programmes

Since its establishment, the company has spent some R36-million on social responsibility programmes mostly in and around Phalaborwa, but it decided to work in other areas.

"We identified a need for semi-skilled technical training and in 1990 the company bought this property and established the centre," says Hugh Rix, the centre's managing director

The foundation found that "South Africa has a huge pool of unskilled and unemployed people while, at the same time, experiencing a crit-



Learning vital skills ... Trainees get to grips with fixing car engines

ical shortage of skilled and semi-skilled workers".

The centre now trains semi-skilled workers for the building and motor industries and plans to branch into small business development training. So on any day of the week you will see young people in blue overalls earnestly working out the intricacies of car engines, replacing an exhaust or figuring the wonders of the cam shaft and gear box

Or would-be builders laying brick walls — some in intricate designs — breaking them down and starting again until they get it just right or tomorrow's electricians conducting and wiring a mock house. They are even taught to stake out a plot and then place a house within that plot, taking care to check that every door opens the right way and that no walls crash

The building industry courses are accredited by the relevant training boards but the centre is still trying to secure accreditation for its

motor courses. All graduates get certificates when they leave

While this may sound like boys' stuff and while the trainers generally speak about "guys, men and chaps" there are many women on the courses. They prefer the electrical, glazing, plumbing and painting course, says Swanepoel

The centre teaches in modules comprising theoretical and practical training, and standards are high. Trainees must score 80 percent passes in theory before they graduate to the practical modules and they must show 100 percent proficiency in the practicals before they are let loose on the real thing

Flexibility is a key element of the centre's training. "They all start at different times and can learn at their own pace," says a trainer. This assists those unemployed trainees who can go out and work when casual jobs come their way

Entrants generally need a Standard Six or

Seven certificate and must prove literacy to come on the courses. They attend a bridging course of literacy lessons for two weeks before classes start

One unfortunate aspect of the training is that only 30 percent of graduates have managed to find jobs. But many have started their own businesses and one of the trainers proudly tells of the trainee who used to come on his course in a beaten up old Kombi. "Last week he came here in a new Uno and gave me his business card. He's already employed four or five guys from our courses"

To increase employment opportunities, the centre will start running small business courses from next year. "We will identify those trainees with potential and teach them basic business skills," says Rix

A number of trainees, like apprentice mechanic Eric Kudzinga, have been kept on as assistant trainers. Kudzinga started his course in February this year. He says "They looked at my progress and said 'this guy knows his work'"

The centre has established partnerships with other companies which sponsor some projects and send their trainees to the centre. Control will sponsor the motor mechanics course, Nestlé built an environmental field and study centre, while PG Glass has established the first glazing workshop in the country at the centre

The fee structure operates on a sliding scale, taking into account students' means. Trainees sent by companies are charged full fees which are used to supplement those of students on grants

The Department of Manpower seconds unemployed people to the centre and it pays the full fee.

Most students commute to the centre from Reef townships, although a few stay in hostels in the premises. Rix says those who live in the hostels generally do better than those who commute because of the peaceful learning environment

The centre also bought a nature reserve adjacent to the centre and it is now used as an environmental education project for trainees, schools and scouts who want to bring groups out to the farm to look for frogs, spot 15 species of game and build mini-ecosystems.

Sweet success for cane-cutting king

LINDIWE NGAKANE

Weekend Argus Correspondent

DURBAN — Sugarcane cutting trainer Shadrack Mchunu went to Mauritius with the simple aim of improving techniques — but instead he cut such a slashing figure that he ended up a television star and a guest of the South Africa Consul-General

The secret to his sweet taste of fame and hero-worship by plantation workers was the samurai skill with which he wielded the longer, hooked pang-a and took the backache out of hacking cane

Shadrack's long blade allows the worker cut the cane at the stump without bending and reduces fatigue

The course was an instant success with cutters, increasing their productivity from an average of three tons to seven tons each a day

Shadrack, 57, began working with the South African Sugar Association in 1964 and by 1975 was running 25 courses, including cane-cutting

"When I arrived in Mauritius the workers asked me if I came to teach them cutting

but, of course, I could not do that because they could already cut I told them 'I have come to put you on the right track', Shadrack said

Part of the success of his training sessions was due to the support of employers and unions

"If there is no co-operation from management the training may flop In Mauritius there was support from management which gave the workers motivation"

The union officials, who were at first sceptical, became enthusiastic when they saw that workers were increasing their output and therefore their wages And the work became easier

Apart from appearing on television, radio and in the newspapers, Shadrack was visited by the South African Consul-General, Mr J H van Wyk

Back in South Africa his success netted him the Extra Mile Award from Sasa Although he visited only four of the 19 mills on the island, Shadrack hopes to return to train other cutters

"They want me to go back. If I'm still alive, I'll go," he chuckled

File 30/10/93

179

New course in 'diplomacy'

(179) Political Staff (258)

CT 16/11/93
A TRAINING programme for future South African diplomats was launched yesterday at the University of the Western Cape to address the exclusion of black people from South Africa's foreign service.

The three-week course is being attended by 34 aspirants from various professions, and 15 will be chosen for eight weeks of formal training in the United States.

Co-ordinator Ms. Minnie Venter said the programme was funded by the US Agency for International Development.

'Crony capitalism' axed

JOHANNESBURG — South African business is a form of "crony capitalism" and a more enlightened and creative corporate leadership is crucial to building new, mutually advantageous relations between industry and emerging black leadership

Mr Eugene Nyati of the Centre for African Studies director added in a Johannesburg address this week that South Africa could never be a world player if it continued to have low training budgets

"The narrow Anglo Saxon bias that tends to look at business purely as return on capital to investors needs a philosophical revision," he said

Mr Nyati added that South Africans will have to learn to do more for less "Both blue and white collar workers will have to dramatically increase productivity and accept reduced average remuneration to build a firmer medium to long-term" — Sapa

(173) (179) ARCT 20/11/93



'Marshals in need of training'

Staff Reporter

TOP New Scotland Yard inspector Ms Louisa Elliston, who is in Cape Town to train ANC chief marshals in crowd control, says lack of training and communication were the biggest problems for effective policing of unruly mobs

"There is a big lack of communication between the police, the internal stability units, the traffic police and the peace monitors when there is a major rally, because they all operate on different radio wavelengths"

Since training began three months ago the chief marshals had become far more professional, she said

"They realise that the safety of the public is paramount while accepting that people have the right to protest," Inspector Elliston added

PEACE TRAINING . . . Scotland Yard Chief Inspector Louisa Elliston, who has been in South Africa for three months to train chief marshals in mob control, puts ANC marshals through their paces at the University of the Western Cape yesterday.

picture CLIVE SMITH

Training needed to get Cape going

South 26/11 - 35/11/93

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From page 12

The fishing industries were also the backbone of the region. *South 26/11-30/11/93*

"Rural development and expansion of these industries and the fact that they are all labour intensive means that they must receive high priority," Mientges added.

Mr Dave Gretton, interim convener of the Western Cape Economic Development Forum's co-ordination of tourism development work group, said tourism had the greatest potential of all sectors in the Western Cape.

"We need education and training to make the public aware of the benefits of tourism and we must also spread the benefits of to the public," he said.

"There is a need to train airport staff, traffic police, hotel staff, and others who have contact with tourists because they are presently poorly managed.

"Training programmes for people involved in tourism at the moment is not very good. We need to get better programmes in place and lift the standard of service offered by waiters, hotel staff, and others.

"Local people need to see the benefits and effects of tourism and share directly or indirectly in, for example, employment and the small business sector.

"We also need to make organisations like Captour and Satour, which were set up during the apartheid era, more legitimate."

Gretton said tourism employed high numbers of relatively low-skilled people.

If the Western Cape's potential was to be exploited, services should be provided to tourists which would make them come back and tell their friends to come here.

The African community could become involved in tourism if they were provided with opportunities to gain qualifications

"There are greater opportunities for people to participate in the tourism sector," Gretton said.

"We can create a market specifically to attract tourists, in the production of curios and employment in hotels and restaurants, and we must look to small businesspeople to do this

"For example, tourists may want to sample the local cuisine such as Malay cooking."

Mr Gordon Oliver, chief executive officer of Captour, said Capetonians were not well disposed to tourism — they should become far more receptive and friendly to tourists.

The industry was the Cape's number one earner, with the potential to bring in an excess of R1 billion a year.

"The new political set up will require a regional tourism authority to co-ordinate marketing, planning and development efforts," Oliver said

Idasa trained party agents

MORE than 800 political party agents were trained as trainers this year in 21 multi-party workshops, the Institute for a Democratic Alternative for South Africa (Idasa) said yesterday

A second phase of the programme, starting next month, would integrate the training into participating parties' own training programmes, an Idasa statement said

Political tolerance was being built through the programme

Participating parties included The ANC, African Democratic Movement, Azapo, DP, Dikwanketla, IFP, Inyandza National Movement, Labour Party, Natal Indian Congress, NP, PAC and Solidarity

Millions spent on jobs and training (17)

JOHANNESBURG — The National Economic Forum said yesterday it had allocated almost R50 million towards job-creation projects and worker training from its total budget of R254 million

In a statement, the NEF said it approved the initial R45 million this week for 195 job-creation projects out of over 900 applications received, and allocated R2,4 million for the training part of these schemes

This represented a total of nearly 127 000 man-months of employment in over 200 communities spread throughout the country, it said

The purpose of the Job Creation Programme is to allocate funds to projects which provide and maintain urban and rural infrastructure

The programme has an initial budget of R225 million for employment-generating projects and

R29 million for training linked to those schemes

ARC 11/12/93
The NEF said it intended to allocate all the funds before March next year, and applications for job-creation projects would be received up until December 15

All applications were subject to a detailed appraisal process, which included consultation with individual applicants, site visits and discussions with regional interest groups — Sapa

R254-m earmarked for job creation and training

ALIDE DASNOIS
Business Staff

179
ARLT 11/12/93

THE National Economic Forum has allocated R45 million to job-creation projects and R2,4 million to training in more than 200 communities

So far the Forum has received more than 900 applications for funds from its job-creation programme, which is to make available a total of R225 million for job creation and R29 million for training

Applications close on December 15 and the NEF intends to have allocated all its funds by March next year

After site visits and discussions with applicants and with regional interest groups, the NEF decided on a first set of allocations, which include

■ R31 297 828 for assistance to rural community-based projects

for creches, community centres, classrooms, water supply, road provision and conservation in Natal Kwazulu, the Transvaal, the OFS and the Northern Cape, including the Karoo Agricultural School

■ R460 000 for the rehabilitation of the Moshana Community Dam in the Western Transvaal.

■ R340 000 for the Boichoko Pre-school and Community Resource and Training Centre near Postmasburg in the Northern Cape

■ R385 000 for the Lima Rural Development Foundation in the upper Tugela region of Kwazulu

■ R512 000 for the Muchinson/Bhoybhoyi Water Supply Programme on the Natal South Coast

■ R218 000 for the labour-intensive construction of a bridge linking Limehill and Egalipi in Natal

■ R100 000 for the construction

of water piping for the Bell Village in the Border-Kei region

■ R49 157 for a sewerage project in New Bethesda in the Cape, involving the emptying of 138 pit toilets which are a serious health risk to the community

■ R1 650 560 for the construction of 47 kilometres of access road in North Pondoland in the North-Eastern Transkei

■ R789 000 for the upgrading of community facilities, roads and historical buildings in Genadendal in the Western Cape

■ R4 488 321 for the rehabilitation of rural roads and the provision of water for communities in the Fort Beaufort area

■ R275 000 for the Port Elizabeth Job Creation Centre, a joint initiative by more than 50 organisations

■ R1 404 000 for the Sunflower Project's Small Builder Programme in the PWV region

Business as usual at illegal casinos

BIDAN 28/12/93

JOHN DLUDLU

THREE KwaNdebele casinos found to be operating illegally in the homeland continued operating last week despite renewed threats of a legal crackdown.

The Parsons commission of inquiry into the homeland reported last week that the Admiral casinos — in Siyabuswa, Kwaggafontein and Ekangala — were operating illegally under both SA and KwaNdebele law.

The commission recommended that further investigation into the casinos be conducted by the Transvaal attorney-general's office.

The final report of the commission quoted KwaNdebele National Development Corporation CE CP du Toit as saying that another corporation director, Joe Morgan, who is also a director of Admiral, was granted licences in 1991 to operate food distribution and entertainment businesses in three corporation buildings.

Du Toit subsequently discovered Morgan was running casinos, which were reported to the police.

He said he did not know if the police had taken action.

KwaNdebele's cabinet last year temporarily approved a gambling licence until such time "as the law is in place".

However, last week it was business as usual at the casinos, which closed only on Saturday and Sunday.

Morgan could not be reached for comment yesterday and attempts to contact the Siyabuswa casino were unsuccessful.

Parliament last week passed the General Law Sixth Amendment Bill, effectively closing the legal loophole which had led to the resurfacing of casinos countrywide following a government clampdown earlier in the year.

Meanwhile, the six-month pay dispute between Admiral casinos staff and management looks set to take an ugly turn if it is not resolved by next week.

Striking workers have threatened to consider other ways to voice their "anger" if next week's last-ditch attempts to resolve the dispute fails.

The KwaNdebele government has arranged a meeting between the workers and the casino management in KwaMhlanga on Monday.

If no resolution is reached, it is understood that strikers will ask the office of the ANC's secretary-general to intervene.

"If all this fails, we'll have no option but to use other means to voice our anger at management reluctance to resolve the issue," a spokesman for the striking workers said.

Although management had agreed to discuss the strike with workers, other people had been employed in their place.

"We understand that these people are not locals, contrary to management's professed policy of appointing locals," the spokesman said.

The strike started early this year when workers asked for increases, which management promised to consider after probation and as soon as income had picked up, but never did. "A source said workers had taken voluntary salary cuts to avoid retrenchment when management complained of falling income.

"This occurred in spite of the opening of two casinos in Ekangala and Nelspruit."

Workers then downed tools, and were subsequently locked out while the two casinos closed down.

According to the source, management was reluctant to resolve the issue and had refused to meet the staff.



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Goniwe's brainchild comes of age at last

Own Correspondent

PORT ELIZABETH — After 12 years and much hardship, Cradock has finally got its Skills and Training Development Centre thanks to Masizame (Let Us Try) and assassinated former UDF leader Matthew Goniwe.

Masizame spokesman Wilson Soci said the idea had originated in 1981 among a group of Cradock people working in Cape Town. They had initially worked on a "burial society" and an old-age home but in 1988 had settled on building a creche. BIDAN

The creche was Goniwe's brainchild. Seven teachers were sent for training at the Early Learning and Training Resources Unit in Cape Town. 28/12/93

During 1988 Masizame trained 18 electricians by raising funds for them to study at Peninsula Technikon, with some of them going on to work for Mossgas. Soci said the electricians had contracted to use their skills as required in the community and most had helped build the community's library in 1991. (179)

Masizame employed two trained consultants who ran skills workshops in fields such as bricklaying, sowing, welding, knitting, weaving and pottery, he said.

The community centre was also running voter education workshops and would be running winter schools.

Soci said talks had recently been held with the Cape Provincial Administration and the Regional Services Council regarding the possibility of building a clinic which would provide a 24-hour service to the Cradock community.

He said the project was surviving on funds received from Swedish and Nowergian church organisations but these were quickly drying up.

Soci said he hoped Cradock's community centre would show other communities that "blacks can rise above their marginalised position and do things on their own".

The centre would also highlight the importance of skills empowerment, which was "crucial for the development of the new SA and will help bring the economy back to our townships", he said.

CLIVE SAWYER
Political Correspondent

LEARNING in the "university of life" should be taken into account in building a new national training strategy, says Trade and Industry Minister Trevor Manuel.

Speaking in Sea Point last night, he said that assessment of skills a person had learnt outside school or university was essential in saving time and money by not forcing people to learn what they already knew.

"We need immediate improvements in productivity to support a rising living standard for the majority of South Africans

"We cannot afford simply to wait for the next generation to emerge from an improved schooling system."

Young people who had jobs already had to be given opportunities to get qualifications which would enhance their productivity. This included general and applied learning.

He said the economy had to be managed to create permanent formal sector employment

To do this, South Africa would have to concentrate on sectors neglected until now, including manufacturing for export and the domestic market, tourism, and small-scale farming

Global studies had shown that a good general education helped people get jobs and keep them, and improved their chances of getting additional training at work.

Even if a person did not get a job, a good general education helped them work well in the informal sector, producing high-value goods and services and responding to the market

International evidence showed that an integrated approach to education and training on one hand, and productivity-enhancing initiatives on the other, helped development

Labour market measures such as public works programmes should include funding for learning.

This learning should include both general education and job skills, Mr Manuel said

'The university of life has a place in national training'
□ Manuel: Essential to assess skills learnt outside school

179

AR 28/94

CAPE

EDWARD WEST

SA's lack of skills training 'shameful'

CAPE TOWN — SA's repeatedly low rating in comparison with other countries on human development and skills was shameful and government wanted to rectify the situation as quickly as possible, said Deputy President Thabo Mbeki yesterday.

He opened the International Donors Conference on Human Resource Development with an appeal that the discussions focus on policies, strategies and mechanisms that would ensure the success of the reconstruction and development programme (RDP).

Mbeki said the strategy to provide a decent quality of life for all in the context of rapid economic growth depended on the priority given towards human resource development.

Commonwealth Secretary General Chief Emeka Anyaoku said that in a continent often regarded as the receptacle for outsiders' policy prescriptions, SA's development strategy was innovative and novel, which boded well for the broader

issue of economic integration, particularly in Africa

With the ending of apartheid the prospect of an economically integrated Africa had become realisable, he said.

Anyaoku said that since the Commonwealth mandated him to prepare a report on human resources development in a new SA in 1990, there had been no structural change.

He said 98% of the managerial, professional and technical positions in SA were still white. (179)

The concept of an international donor conference to assist the new government to address this challenge was included in a report to Commonwealth heads of government and the proposal was endorsed by the UN General Assembly and supported by bodies such as the World Bank and the European Commission.

The RDP and its format

were "firsts" in the international development system. SA had an abundance of talent and resources, but its isolation over the years from modern policy and practice made provision of external resources and advice a vital addition to success, he said.

UN Development Programme assistant secretary-general Ellen Johnson-Sirleaf said the outcome of discussions at the conference would receive the highest attention in the UN's systems.

She said on June 8 the programme welcomed SA as a recipient country and it planned to work across the country with government on training for institutions which worked for liberation and constitutional change in SA.

She said an oversized government which tried to provide all goods and services to its people would not succeed.

By Day

27/10/1994

Industry embarking on 'workplace renewal'

Unions, Seifsa launch joint training project

BY JOVIAL RANTAO
LABOUR CORRESPONDENT

The Steel and Engineering Industries Federation of South Africa (Seifsa) and the major metal industry trade unions have joined forces to back supervisory training in local industry.

The Supervisory Development Programme (SDP) is a co-operative effort between major employer and employee organisations and an independent management development agency.

Clive Acton, MD of Clive Acton Associates which manages the programme, says: "The SDP is a working exam-

ple to South African industry, which is often wracked by labour and management disputes, of how a joint approach in spheres such as education and training can benefit all parties involved."

Acton said that as South Africa faces increasing pressures of international competition, there was a critical demand for a highly skilled, productive and flexible workforce.

The Metal and Electrical Workers' Union of South Africa supports the programme.

Tommy Oliphant, the union's general secretary, said: "The improvement of people's skills in the new

South Africa is fundamental to workplace renewal and modernisation, issues which local companies face as they gear up for competition on world markets."

Oliphant was positive about the role the SDP has to play.

"The SDP's emphasis on on-the-job training as well as providing skills such as interpersonal communication and conflict resolution, provides a much needed balance in our industry's training initiatives," he said.

His words were echoed by Brian Angus, Executive Director of Seifsa.

"The SDP has been specifically developed to meet the

needs of the South African manufacturing industry. Companies that wish to meet the new productivity and quality goals will certainly benefit materially by sending supervisors on the Supervisory Development Programme" (179)

The SDP is a 24-day development programme. Supervisors attend six four-day workshops over a period of a year to ensure that the learning that takes place is put into practice in the workplace.

"Those taking part receive considerable benefit from this integrated approach to the learning process," said Angus.

(179) CT 8/11/94

Parliament staff to train abroad

NINE Parliamentary staffers will be attached to the British House of Commons and the German Bundestag as part of a training programme

Under-secretaries Mr Robbie Karreman and Mr Jannie Uys and table assistant Ms Alice Makua will be at the Palace of Westminster in London from November 28 to December 16

Under-secretaries Mr Pieter Pretorius and Mr Sandiso Mfenyana and four table assistants will spend two weeks at the Bundestag

Plan urged to stem shopfloor drain

COMPANIES should release re-
sources for shop steward training to
halt the flow of key personnel away
from the shopfloor into management,
National Union of Metalworkers of SA
negotiations co-ordinator Gavin Hart-
ford said yesterday. (179)

Speaking at a conference on human re-
source policy, Hartford said business must
appreciate the role shop stewards played
in the management-labour interface.

The loss of strong shopfloor leadership
usually meant agreements with manage-
ment were not well negotiated and union
members were reluctant to adhere to their
terms. But there was a fine line between
enhancing the career paths of shop ste-
wards and co-opting them, Hartford
warned.

Unfortunately, shop stewards had not
been given the opportunity to improve
their skills and develop careers, but this
could be rectified, Hartford suggested.

Unions were exploring the possibility of
developing career paths within the labour
movement and were developing proposals
for management participation.

Wits University's industrial strategy
project co-ordinator Avril Joffe urged em-

ployers to build union capacity to ensure
bargaining agreements were honoured.

Joffe said it was essential for govern-
ment to create an institutional framework
within which co-determinist policies could
be developed. Although she did not want to
pre-empt the contents of the redrafted La-
bour Relations Act — due to be released
within the next few weeks — she believed
the new law would provide for some form
of workplace forums.

Hartford said Numsa was negotiating
agreements with motor manufacturers
which incorporated co-determination
practices linked to a skills development
programme and adult basic education.

In terms of the latest wage agreement
with the motor industry, Numsa and manu-
facturers agreed to establish a national
wage grid in terms of which artisan pay
rates became the benchmark from which
all workers' wages were calculated, Hart-
ford said.

When negotiations began, the lowest-
paid category of workers earned about
45% of an average artisan's pay rate. This
year it improved to an average 60%.

ERICA JANKOWITZ

B/Dey 16/11/94

'Govt should do more to raise worker skills'

DURBAN. — The government should involve itself more in accelerating the skills of black workers, Black Management Forum president Professor Wiseman Nkhulu said here yesterday.

Prof Nkhulu said there was a great need to train people in disciplines such as engineering and management and a greater effort should be made to improve skills

(179) ET 19/11/94
Addressing a conference on the Reconstruction and Development Programme, he said his organisation's goal of black empowerment met those of the RDP — Sapa



Instant training for entrepreneurs

ADRIENNE GILIOMEE

HUNDREDS of potential entrepreneurs were bused into central Johannesburg from surrounding townships yesterday to receive free job training at the Library Gardens

The Quick Skill project, organised by the Johannesburg Jamboree, would run every day this week and next week, the organisers said

The skills-building course proved to be the most popular at yesterday's event. After a quick explanatory lesson, participants erected their own brick walls. Other courses offered were wire sculpting, sketching, drawing, needlework and the making of elementary wooden toys

Jamboree organising committee member Marius du Plooy said the project was aimed at teaching people very basic, but practical, skills

"It must teach something which people can continue with on their own," he said

SBDC senior manager (training services) Gary Bonner also stipulated guidelines for product marketing. The SBDC was also providing training

Participants were impressed by the usefulness of the courses. "Now I can start my own business and sell needlework from home. Previously I was knitting jerseys for someone who would pay me very little and then sell it for R400 to boutiques," said Yeoville resident Letti Molo

Dorothy Marupting, from Meadowlands, learnt about printing and said she wanted to make Christmas cards. "I picked up so many new ideas today. At least it will give me some form of income," said Dorothy, who is unemployed

Teachers from the Esselenpark Centre of Excellence and art students of the Technikon Witwatersrand helped with the training courses

Samson Gija from Klipspruit was one of the participants at yesterday's Johannesburg Jamboree Quick Skill project at the Library Gardens.

Picture NICKY DE BLOIS

Call for 'partnership' to train youth

Staff Reporter

UNEMPLOYMENT in the Western Cape, which tops 42%, cannot be beaten unless all interest groups form a broad-based partnership to bring skills and opportunities to the region's 250 000 unemployed youth.

This was the message to both formal businesses and community organisations which attended the Careers Research and Information Centre's (Cric) seminar on youth, work and reconstruction in Athlone yesterday.

Unless all sectors pulled together and extra

efforts were made to provide opportunities for the so-called lost generation, "we are all going to sink together," said Mr Herbert Hirsch, co-chairman of the Western Cape Economic Development Forum.

Cric manager Mr Greg Erasmus urged local firms to conduct work preparation programmes as the first step to providing seemingly unemployed and unschooled youth with the skills required in their fields of interest.

Regional Economic Affairs Minister Mr Chris Nissen, of the ANC, said a "massive increase" in

human-resource development was needed to create economic growth and employment for the region's 668 000 unemployed.

Public works programmes would provide thousands of temporary jobs and basic skills training to the youth.

However, the Reconstruction and Development Programme relied on the creation of partnerships between business, labour, community, youth and civic organisations to tackle long-term job creation, he said.

the expanded bus
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"URGENT" YOU TRY
ELECTIONS

Cosatu plans training centre

(179) BD 12/12/94

EMCA JAKSONITZ

COSATU planned to convert one floor of its head office in Johannesburg to accommodate a state-funded trade union training institution, but details of its curriculum were still sketchy, Cosatu education secretary Mapete Leeuw said yesterday.

The federation hoped to admit its first intake in March for a pilot training project. Included in the first semester would be a foundation course for organisers, a labour law module, principles of collective bargaining and organisational management.

Cosatu also planned to develop courses to cover new areas such as workplace democratisation, training and grading and macroeconomic policy.

He said discussions with the Federation of SA Labour Unions and the National Congress of Trade Unions had only raised issues in principle as legislation concerning the institution had yet to be passed.

Labour Minister Tito Mboweni made a commitment to establishing a state-funded trade union school earlier this year. Details had not been finalised, but the federations had discussed the issue extensively over the past few months, Leeuw said.

One outstanding issue was that of paid education and training leave, which Cosatu believed should be legislated.

Workers should be allowed paid time off to attend the school, especially as government committed itself to tripartism and the establishment of the National Economic, Development and Labour Council in which organised labour would be expected to play an active role.

Although the institution would be based in Johannesburg, it would be supplemented by regional training centres.

agents: Mercantile Registrars Limited

SAA training controversy

BD 12/12/94
STERHANE BOTHA

THE local aviation training industry plans to take SAA to task over a decision to send cadet pilots to Australia for training while facilities of a high standard are available in SA. SAA would be sending 12 cadet pilots to Australia next year — a move the industry believed was not only taking money away from it, but also cast doubt on training facilities and standards in SA.

Aerospace Industry Training Board executive director Gayle Newby said the industry planned to take the issue to the Transport and Labour Ministers.

SAA spokesman Leon Els said at the weekend certain aspects of training could not be done locally.

The airline said cadet pilots would undergo a rigorous 18-month training programme at Australian Aviation College.

Local flying schools were unable to offer the "same holistic airline specific training" as Australian Aviation College.

Furthermore, if a local school had been used the programme would have been delayed by about 12 months, "while the serious deficiencies were either first removed or the course duration extended".

Sanco to urge banks to scrap bond arrears

BD 12/12/94

THE SA National Civic Organisation wants banks to scrap arrears resulting from bond boycotts, saying this would go a long way towards easing tensions between itself and the financial sector.

Sanco PWW secretary-general Linda Mngomezulu said at the weekend it would convene a summit next month to discuss mechanisms to normalise society. Financial institutions would be invited.

The summit would be attended by communities which had boycotted bond repayments. These would include people living in Sebokeng, Palm Springs, Etwatwa, and Chawelo.

People who were boycotting bonds were — to a large extent — those who took part in the SA Housing Trust's projects.

Tension between Sanco and banks rose when no agreement could be reached on how to deal with arrears accumulated as a result of bond boycotts.

Banks wanted an arrangement whereby people would pay off their arrears, but Sanco was opposed to this, saying it would perpetuate mistrust between banks and township residents.

WILSON ZWANE

"The scrapping of arrears will remove tensions between the banks and communities," Mngomezulu said.

Sanco would — in return for banks' commitment to scrapping bond arrears — embark on a campaign to persuade residents to honour their bond repayments.

The summit would also look into banks' tendency to get prospective home buyers to commit their pension funds as collateral. "What we have seen is that when people who have signed away their pensions as collateral get retrenched, they lose everything — jobs, houses and pension benefits."

The campaign to get people to honour their bond repayment obligations would complement the one aimed at restoring the culture of paying for services in townships.

This campaign to restore the culture of services payment would be driven by Constitutional Development Deputy Director-General Thozamile Botha.

It has been dubbed Operation Self-Reliance and is expected to be launched early next month.

Tractor sales likely to stay at new highs

TRACTOR sales had hit new highs this year and were likely to remain at their current levels during 1995, SA Agricultural Machinery Association chairman Jim Rankin said at the weekend.

Sales this year could be up by as much as 60% on last year, but December sales figures would only come through by mid-January. "On a year-to-date basis tractor sales are almost 58% up on last year."

It was likely that 4 800 tractors could be

LOUISE COOK

sold this year — 60% up on the 3 122 units sold last year.

Sales of combine harvesters in November outstripped those of tractors by 72%. Only three units were sold during November 1994, but last month 17 were sold.

Baler sales were lagging 14% behind 1994 sales at 335 units. The reason for this was sporadic and late rains.

Entrepreneurs trained for international business

(179)
30/13/12/94

THE National African Federated Chamber of Commerce (Nafcoc) mission to equip blacks with skills to enable them to hold their own in the international business world began with the training of 25 leaders in Johannesburg last week.

This was said yesterday by Nafcoc assistant general secretary Elizabeth Maklein, who was part of a team that underwent a six-day business skills course conducted by the US-based Centre for International Private Enterprise.

Nafcoc president Joe Hlongwane, who took office earlier this year, has made the acquisition of business skills the foremost requirement in his chamber's pursuit of economic emancipation.

Maklein said participants were trained in business skills so that they

could pass them on to regional and sectoral chambers. It would be part of the overall campaign by the business organisation to train as many blacks as possible.

Ten businessmen from other organisations had joined the Nafcoc members to bring the number of participants in the course to 35, Maklein said.

Participants came from the Nafcoc regional chambers and sectoral chambers for hawkers, farmers, builders, tavern-keepers and industrialists.

Sapa reports that National African Federated Building Industries coordinator Frank Mabitle said SA's readmission to world markets made it important to prepare emerging entrepreneurs.

THEO RAWANA

✓



Dikgang Moseneke

Firm's huge grant to train blacks

By Isaac Moledi

BLACKS are to benefit from a R525 000 contribution made by the distillers of Oude Meester brandy to a new Unisa management course aimed at developing black managers.

The African Management Programme, a one-year course designed to complement affirmative action programmes, was developed by Unisa's Centre for Business Economics to reduce the country's critical shortage of managers.

According to Professor Gerhard Cronjé of Unisa, fewer than six percent of South Africa's managers are black and this racial imbalance in managerial positions exerts further pressure on management development.

"We have to work towards the international norm of one manager for every 10 workers instead of the current ratio of one to 100," he said.

Cronjé said an additional 100 000 managers a year were required for the remainder of the 1990s to meet an estimated 2,7 percent annual real growth rate in the economy.

Oude Meester's contribution will enable the training of 90 black managers over the next three years.

The company will also present an Excellence Award of R10 000 to the best overall student every year for three years.

The programme, which begins in the middle of next month, is supported by the Black Management Forum and other pro-affirmative action groups.

Telkom chairman Mr Dikgang Moseneke heads the advisory board which administers the scheme.

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MANPOWER - TRAINING

1995



The South African Tourism Board has developed a multifaceted strategy to encourage tourism, both as an economic stimulus and as a generator of employment, writes Winnie Graham. It is starting by giving jobs to unemployed youth to protect visitors.

Satour has plans for SA

Satour has targeted South Africa's unemployed youth between the ages of 18 and 25 for training as 'tourist protection officers' in the country's main tourist centres

In addition, it hopes that at least 50 young people will be operating as tourist guides in a pilot project masterminded by government-based institutions and private tour operations by the end of this year

Information on these schemes is contained in a consultative document prepared by Satour detailing its "reconstruction and development strategy until 1999"

The document contains an

array of preliminary proposals in various fields where tourist development projects could have spinoffs in meeting basic needs, developing human potential and building the economy

South Africa's current earnings from tourism are relatively low. Satour estimates that they contribute somewhere between 1.5 and 2 percent to the gross national product. The average world figure is 6 percent.

"Foreign exchange earnings from tourism are estimated at about R7 billion, but they could expand to R9 billion within the next three years," the document states.

Although the challenge of achieving tourism growth by 1996 is seen as vital, Satour's determination to develop the

"human facet" of tourism is greater. It lists, as a top priority, the need to ensure that South Africans embrace a culture of hospitality, friendliness and service.

Because a large section of the population was for long excluded from participating in tourism, research has indicated that many do not appreciate the potential benefits and responsibility of a growing tourist industry.

At the same time, Satour recognises the need for training to provide equal opportunities for all to effectively participate in the industry. By the beginning of 1996 it plans to have an integrated and co-ordinated tourism training strategy in place and, a year later, hopes that tourism will be a component in the primary and junior secondary

schools' national geography curriculum.

In a bid to draw attention to South Africa's wide variety of cultural and sports experiences, Satour is compiling a comprehensive inventory of cultural attractions, museums, monuments and socio-political landmarks for inclusion in the 1997 tourism theme year of sports and cultural experiences.

It wants South Africans to travel in their own country before considering trips abroad.

The document states "The largest section of the South African population has been prohibited through past policies from being tourists. This trend should be reversed to ensure that South Africans develop a pride in their beautiful country."

It plans to ensure that all

forms of racial discrimination are eradicated from the tourist industry this year and will proactively penalise discriminatory facilities or establishments.

The new political dispensation has opened many new tourist markets to South Africa. Growth in international tourism, Satour stresses, is at the core of the potential economic contribution of tourism.

The document makes these points:

■ By the middle of 1995, a tourism development fund should be operative which will cater strongly for the needs of the emerging tourism entrepreneur, particularly in the development of tourist attractions, accommodation facilities and tour operations in and around townships and rural villages.

■ An investment incentive package for the development projects in rural areas operative from the start of this year.

■ A structured programme for small development in tourism of educational film and video material, is now operative.

■ A programme marketing opportunities for emerging entrepreneurs soon to be operative.

The problem of safety is addressed.

Research indicates 40 percent of tourists regard safety as "good." This trend should be reversed substantially to grow tourism. Satour is working

179 Star



“
 The largest section of the South African population has been prohibited through past policies from being tourists. This trend should be reversed to ensure that South Africans develop a pride in their beautiful country.
 ”

Bringing home the bacon
 foreign exchange earnings from tourism (including the popular trips down Gold Reef City's mine shaft) are estimated at about R7 billion, but they could expand to R9 billion within the next three years, says a Satour document detailing its reconstruction and development strategy until 1999

rd has developed a multifaceted
 as an economic stimulus and as
 Winnie Graham. It is starting by
 youth to protect visitors.

Plans for SA youth

179 star 16/1/95

schools national geography curriculum

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The documents makes these points

■ By the middle of 1995, a tourism development fund should be operative which will cater strongly for the needs of the emerging tourist entrepreneur, particularly in the development of tourist attractions, accommodation facilities and tour operations in and around townships and rural villages

■ An investment and funding incentive package to encourage the development of tourist projects in rural areas will be operative from the beginning of this year

■ A structured advisory programme for small business development in tourism, consisting of educational literature and video material, is now available

■ A programme to facilitate marketing opportunities for emerging entrepreneurs should soon be operative

The problem of crime is also addressed

Research indicates that only 40 percent of tourists to South Africa regard safety and security as "good". This trend needs to be reversed substantially if tourism is to grow

Satour is working to ensure

that by the end of 1996 a substantial tourist protection force will be operating in all major tourist centres

All tourist areas with a high crime rate are to be identified and a comprehensive tourist information service, comprising information brochures and toll-free emergency numbers, made available. The police, public, business community and vendors will be involved

There are plans, too, to provide tourists with improved road signage at every tourist facility in South Africa by 1997. A new electronic tourist information and reservation system will be functioning by 1996 and a series of 50 tourist information maps should be located at strategic points along the South African road network within a year

'Training professionals the key'

THE single most limiting factor in SA's development was the country's ability to train black professionals, an American professor said yesterday (179)

Peter Zimmerman, associate dean for teaching programmes at the John F Kennedy School of Government and co-author of a report on black advancement needs in SA, was speaking at an Institute of Race Relations briefing BD 19/1/95

He said studies showed that of the 500 000 high-grade professionals in SA's economy, about 85% were white

Development of black professionals needed to be the centrepiece of the country's human resources strategies

"The policies adopted by government

and business towards black employment, particularly with regard to the development of professional leadership in the black community, are going to be the major determining factors of demand for black professionals," he said

Government policy on tertiary education, a subject which was not dealt with by the reconstruction and development programme, would shape the supply of black professionals

However, he warned government and business against implementing an over-aggressive affirmative action programme

If SA hoped for moderate economic growth, the supply of black professionals would have to be doubled — Reuter

SDU members poised for new roles in society

(179)

■ BY GLENDA DANIELS

An education and training programme for Gauteng self-defence unit (SDU) members offering literacy and civic studies is in the pipeline

Centre for Violence and Reconciliation researcher Sylvester Rakgoadi said this week that education and training of SDU members would enable them to gain skills and to be employable, and that it would create roles for them in society now that the need to bear arms no longer existed.

The training project is expected to start next month

A decision to get the training project up and running came after a pilot study was done of SDUs late last year by Gauteng MEC for Safety and Security Jessie Duarte

She found that many SDUs were being trained as police reservists. Some members

were being paid for this job and others were not

SDU members had complained that regions such as the Vaal were being neglected. They were aware that training led to employment.

Rakgoadi said: "We are at present in the process of researching how many SDUs there are, what their needs and expectations are, what their qualifications are and what kind of training they would like"

He said the training would focus on technical subjects such as carpentry.

"Our main challenge is to liaise with the Reconstruction and Development Programme to look at opportunities to get them jobs. We will also talk to local business people and see if we can place our trainees," Rakgoadi said

A problem the programme faced was the prospect of non-SDU members jumping on the bandwagon

Star 19/1/95

Harvard to train leaders (179)

JOHANNESBURG. — Harvard University has launched a trust fund to train future leaders in South Africa

CT 20/1/95

ASPIRATIONS *The time has come for South Africa to invest in its people*

'Training people is key'

Stella Sigcau

By **Sizakele Koona**

ECONOMIC development does not start with foreign investment, it starts with human resources development. This is the message from Minister of Public Enterprises Ms Stella Sigcau.

Addressing a group of career women and business entrepreneurs at a Johannesburg hotel, Sigcau said most countries had succeeded by investing in their people.

'Education institutions must produce an effective workforce and companies must make training their priority,' said Sigcau.

She said companies could start by adopting schools and training children

with potential and slowly integrating them into the corporate world.

Sigcau also warned of the dangers of forming joint ventures with foreign companies only.

She said 'Joint ventures can go wrong if people think only of forming partnerships with foreign companies. Local companies are also keen on commissioning people to do jobs for them, especially on the secondary level.'

Parastatals, she said, control assets of over R30 billion and most of them are working on restructuring programmes that will eventually ensure that the public benefits from their assets, either through the selling of stocks, partnerships or community development programmes.

Since her appointment Sigcau has also done some restructuring of her own by reshuffling the boards of three major parastatals and appointing more people of colour and and more women.

'We have been visiting other countries trying to get the best we can for South Africa. This, however, does not mean we will adapt any particular country's economic model as our own. We will handle the economy the same way we handled our political dispensation. We will sit around the table and come up with a plan that will suit South Africans,' she said.

RIGHT: Ms Stella Sigcau, former Transkel minister of posts and telecommunications, minister of interior and prime minister.



Training hour 'a great success'

ET 30/1/95 (179)

Staff Reporters

SOME city businesses have been opening an hour later than usual on Wednesday mornings to facilitate staff training in service

Standard Bank strategic development manager Mr John Mutti yesterday said several city businesses were opening an hour late on Wednesdays to

train staff in customer service and to familiarise them with new and changing products

Bank staffers could not be expected to come into work early or to leave late, as most were women with responsibilities to their children and homes

Western Cape regional director of OK Bazaars, Mr John Fletcher, said his organisation also starting an hour later on

Wednesdays for staff training, but this had been done for the past three years

"It started with the branch stores, but proved so successful we are doing it in most stores"

The training hour was mainly an opportunity for staff to communicate with management, instead of the other way around

"It's not a griping session, it's

about opportunities to grow the business and improve the lot of the workers. It's an opportunity to cement relationships within the firm, up and down, and gives managers an opportunity to tell staff how we are doing each week."

A senior Clicks manager said although this method of training was under discussion, it had not been put into practice

Church in UK to train black youths

LONDON. — The Methodist Churches of Britain and South Africa are to collaborate on a project to train volunteers in community work.

Twenty young black South Africans will spend four months in Britain from May to October and will be placed in a voluntary community service scheme.

As a follow-up, British volunteers will work alongside youth in South Africa for four months from October to transmit their experience.

The Methodist Relief and Development Fund is to provide a grant of R280 000 to cover the costs of administering the first stage of the project.

Grants

The Methodist Association of Youth Clubs, which involves 60 000 young people aged 13 to 25 years, will make the project one of its main fundraising projects for 1995.

The aim is to create an organisation in South Africa along the lines of Community Service Volunteers, and grants from trusts and British companies will be sought to finance this.

"The new South Africa needs to help itself," Methodist Church press officer Ms Geraldine Ranson said. "Many of the institutions that forge the bonds that form the relationships that bind a community together are missing.

"Where these networks exist they come mainly through churches and political groups.

"However, for many young South Africans, the concept of volunteering to work unpaid for their community remains unknown.

"It is for this experience that they will come to Britain."

JOB OPPORTUNITIES

Foundation gets R140 000 grant

Handwritten notes:
179
Sowetan 31/1/95

By Isaac Moledi

THE GET AHEAD FOUNDATION has secured more than R140 000 from the Japanese government for the building of a training centre for black entrepreneurs

The grant, signed by Japanese Ambassador to South Africa Mr Kasumi Sozaki and Get Ahead Foundation chairman Dr Nthato Motlana, will also be used for the training of entrepreneurs

The foundation's small business clients will be trained in financial management, marketing, business administration and technical skills. Loans will then be offered to them to start their own businesses.

Get Ahead Foundation managing director Mr Don MacRobert says the grant will help in training more than

JAPANESE AID Entrepreneurs

to be trained in technical skills:

300 entrepreneurs in technical skills such as welding

"What is more important is that an estimated 3 500 people operating small businesses will be trained in basic business skills over the next three years," says MacRobert

Successful individuals will also receive specialised training in Japan. MacRobert says a Mamelodi businessman, Mr Lucas Mokoena, is one such successful person and is undergoing a three-month training course in welding through the Japanese sponsorship

Mokoena will use his skills after the training to teach at the newly established

centre.

"Mr Mokoena's continued success as a small business person over the past year in his backyard welding operation resulted in his selection for this training opportunity overseas," says MacRobert

Mokoena has been elected chairman of the Mamelodi Metal Workers' Association, which was formed by the foundation to enable business people to market their wares at local trade exhibitions and fairs

Meanwhile, Japan has put aside about R2 million this year to be distributed to grassroots development organisations in their educational, medical and developmental projects

Taiwan to aid SA's unemployed

CF 1/2/95 (179)

TOS WENTZEL
Diplomatic Correspondent

A VOCATIONAL training centre for former members of the South African armed forces and township youths is being sponsored by the Republic of China

A grant of R141 million for this has been approved, and about 100 South African instructors and administrators will go to Taiwan for training courses of up to three months, the Chinese embassy has announced

A statement said Taiwan had a series of projects to help the reconstruction and development

programme (RDP)

Several loans had been granted, including R105,9 million to Eskom for rural electrification and a R54,65 million concessional loan to the Development Bank of Southern Africa for small farms projects. Many other projects were in the pipeline

The latest grant was timed to coincide with the start of a service corps for the National Defence Force

The statement said the South African government intended reducing the armed forces by about 35 000, making sure they became useful members of society

Another problem the government faced was that many youths in townships were unemployed and unemployable. Taiwan had experience over the past 40 years in resettling hundreds of thousands of retired servicemen and in job placement for its own young people

It had agreed to establish a large, well-equipped vocational training centre next to the Dunnotar military base in Gauteng

The training centre, capable of accommodating 5 000 to 6 000 a year, should begin operating within a year

Skills training for ex-SANDF members launched

BY MICHAEL SPARKS

The SANDF's service corps — to provide skills training for former soldiers — was officially launched at Dunnottar, east of Johannesburg, by Defence Minister Joe Modise yesterday.

The ambitious programme's lift-off has been boosted by a R141 million pledge by Taiwan for the building of a vocational training centre.

The corps will have an initial intake of 400 demobilised SANDF members but is expected to grow to 3 000 a year.

It will offer voluntary re-training to SANDF members who lost their service through rationalisation.

Modise described the creation of the corps as one of the largest contributions the military could make towards the Reconstruction and Development Programme.

He said it was not easy for people trained for war to return to civilian life, but providing them with life skills was very important to the future stability of the country.



In training . . . Defence Minister Joe Modise in discussion with service corps recruits. PICTURE PETER MOGAKI

Besides its financial assistance, Taiwan will train 100 trainers and administrators in that country and send a team of 20 Taiwanese to South Africa to assist in the planning of

the training centre.

Modise also called on all sectors of South Africa, in particular the business community, to make a contribution towards this training.

(254) (179)
The centre will offer three to six-month training courses in building skills, the service industry and other types of artisan training.

Next year all army commands in the nine provinces are expected to launch their own service corps centres.

It is expected that 35 000 former soldiers could be out of jobs over the next three years, increasing the demand for further training, Modise said.

RDP Minister Jay Naidoo — who pointed out that his attendance of the launch marked the first time he had entered a military base — said his office was working towards a national strategy to standardise training qualifications so that skills earned at such centres would be recognised and used elsewhere.

Deputy Defence Minister Ronnie Kasrils strongly denied that the corps would become a dumping ground for those who could not be soldiers, saying the country would need the valuable skills the trainees would possess.

Taiwan boosts RDP with training centre

179

Sowetan
2/2/95

Sowetan Correspondent

A VOCATIONAL training centre for former members of the South African armed forces and disadvantaged township youths is being sponsored by the Republic of China

A grant of R141 million for this has been approved, and about 100 South African instructors and administrators will go to Taiwan for training courses of up to three months, the Chinese embassy has announced

Embassy statement

An embassy statement said Taiwan had a series of projects to assist the Reconstruction and Development Programme

Several loans had been granted, including R105,9 million to Eskom for rural electrification and a R54,65 mil-

lion concessional loan to the Development Bank of Southern Africa for small farms projects

Many other projects were in the pipeline

The latest grant was timed to coincide with the start of a service corps for the SA National Defence Force

The statement said that, with peace and stability a reality, the South African Government intended reducing the armed forces by some 35 000, making sure they became useful members of society

Another problem the South African government faced was that of a large number of marginalised youth in the townships who were presently unemployed and unemployable

The well-equipped training centre will be established next to the Dunnotar

Military Base in Gauteng

Taiwanese assistance would include overall planning, design and construction of various workshops, supply of machinery and equipment and their installation, design of curricula and preparation of manuals and teaching material

Advisory teams

An advisory team of about 20 instructors will travel from Taiwan to advise on operations in the first year

The training centre, capable of accommodating 5 000 to 6 000 a year, should begin operating within a year

Emphasis will be placed on trades in demand for the RDP

Basic service and precision industrial trades ranging from bricklaying and electronics repair to industrial electronics would be included

Bottlenecks as training plans crash

ARLT 4/2/95

COLIN DOUGLAS

Business Staff

A SEVERE shortage of apprentices threatens to derail economic growth in the Western Cape — but businesses and politicians in the province are scrambling to solve the problem.

The number of apprentices in the metal industry in the Western Cape has halved from 972 in 1990 to 497 late last year, said Ewald Wessels, chairman of Cape Manufacturing Engineers and a panelist at this week's meeting of the Cape of Good Hope Bank/ Wesgro Business Development Panel.

"Instead of three artisans to every technician, there is only one — there is a massive shortage, which is causing bottlenecks in industry."

Dr Wessels called for the establishment of a regional training centre by Western Cape business and government, to be funded by a levy on all employers of artisans.

Provincial Economics Minister Chris Nissen, who attended the panel's meeting, has instructed his staff to conduct a full and urgent investigation

into the matter, ministry official Tonia Botha said.

The problem lay with the State-regulated training system, which left apprentice training to the private sector but lumped each individual company with massive disincentives to engage recruits, Dr Wessels said.

No company was obliged to train apprentices, but those that did were required to engage them for a three or four year period, during which they were permitted to perform only about R10 000 worth of revenue-earning work.

It costs a manufacturer between R90 000 and R120 000 to train the apprentice, excluding capital costs, and only R10 000 is refunded to the firm if the trainee passes State examinations.

But newly qualified artisans are regularly "poached" by companies which have no training programmes of their own.

"Companies typically train for less than their own needs, and never for new entrants," Dr Wessels told the panel.

"Even though there are plenty of suitable applicants, the

system has created a built-in shortage of apprentices."

Atlantis Diesel Engines MD Fritz Korte, also a panel participant, warned he would be forced to close his training centre if a solution was not found.

Cape Chamber of Commerce and Industry deputy director Colin Boyes said: "If the economy takes off and demand for skilled labour increases, we could face a crisis because you can't just turn out artisans overnight."

The industrial council system could help fund a regional training initiative by spreading the cost of apprentice training across all manufacturers, "not just a few noble companies", Mr Boyes said.

■ Focussing attention on the apprentice shortage could be a first direct hit for the Business Development Panel, which aims to make Cape business leaders more active in regional economic policy formation.

The Panel, composed of 16 business leaders and economists, would not be a mere talkshop, said Cape of Good Hope Bank MD Mike Thompson, who chaired this week's meeting.

Trust will train local leaders

BD 13/2/95
779
THEO RAWANA

THE Community Development Trust is offering a comprehensive training programme to enable community leaders in Gauteng to implement the reconstruction and development programme in their areas.

A non-governmental organisation, the trust provides training, advice and consultancy services to community organisations with the aim of helping leaders of community groups to develop management skills needed to better serve their people, says the trust's national RDP training co-ordinator Lennox Garane.

He says the programme, which comes in seven two-day residential workshops, introduces the trainees to the RDP and its structures, and teaches them how to create a community development forum.

"The trainees will be taught how to prioritise community needs, focusing on areas such as health, housing, education, job creation and their requirements," Garane says.

More information can be obtained by faxing (011) 783-8387.

□ Sapa reports that UK Overseas Development Minister Baroness Lynda Chalker said it was important to get into the "real" SA to see how provincial structures and development could be implemented when she presented about R6,3m to Free State premier Patrick Lekota in Bloemfontein on Friday.

The money will provide funds for the implementation of Free State rural reform and development.

Labour market probe coming

THE cabinet yesterday approved the appointment of a labour market policy commission headed by UCT academic Mr David Lewis

"The Minister of Labour was given approval for a commission to develop a comprehensive labour market policy," cabinet secretary Professor Jakes Gerwel said.

Labour ministry official Ms

Shareen Singh said the commission would have a wide mandate to investigate all aspects of labour market policy and to draft a white paper that could be published next year.

"It's a broad commission that will look at the consequences of industrial restructuring and globalisation and how they affect labour."

She said the commission was

planned in the light of international experience of labour market shifts associated with industrial restructuring and development.

The probe would include training, retraining and job creation and the Trade and Industry Ministry and the RDP would also be involved.

"It's an enormous task they are taking on. We have not set

a time frame but hopefully they will be able to report sometime next year," she said.

Ms Singh said the Labour Ministry would release full details, including the names of the commissioners today.

She confirmed Mr Lewis, coordinator of the Industrial Strategy Research Project at UCT, would chair the commission.

Reuter

(179)

(179)

(179)

CT 16/2/95

SA firms must invest in training — Sanlam

By PETER DENNEHY

SANLAM chairman Marinus Daling said the private sector should do more to develop human resources in South Africa.

Successful companies worldwide spent 5% of their salary bills on staff training and development. In the past year, Sanlam had spent 4% (R40m) while in the rest of South Africa the figure was "probably not more than 1%."

Daling presented the annual report at the company's 75th agm yesterday, disclosing that the value of company assets (R72bn) had risen by over 20% in the past year.

Asset values had doubled in the past four years, he said.

Eight billion rands had been paid out in policy benefits in the past year, which was 43% more than in the previous year. This amounted to a payout of about R34m every working day.

Yet premium income had been close to R13bn, up 23% from the previous year. This was an outstanding achievement under difficult circumstances, he said.

Daling said he was worried about statements that assurers could be compelled again to invest in certain state-prescribed assets.

Johann Rupert, who seconded the chairman's report, said a prescribed asset requirement was nothing more than a hidden form of tax.

He said politicians had not grasped the mobility of skills and capital. Sometimes they tried to use laws to keep skills and capital in the country, when the opposite approach — "an opening up" — was needed.

Sanlam is South Africa's largest life assurer in terms of premium income. In reaching this position, it had made a real contribution to personal savings, which in turn provide the capital for investment.

Nothing was more destructive to the economy and to society than continuous violence, Daling said. The disturbing outflow of capital over the past year, despite the lifting of sanctions and the prospect of democracy, was attributable to uncertainty and instability related to unrest and lawlessness.

CT17/2/94 (179)

X

'Much' for SA in German vocational training

BIDAY 18/2/94
KATHRYN STRACHAN

SA HAD much to gain from Germany's unique vocational education system, the SA German Chamber of Commerce said yesterday, adding that the system was the key to Germany's sustained economic growth.

At a briefing for senior ANC officials and the private sector, the chamber, together with the German embassy, said the concept held much promise for redressing SA's staggering unemployment rate, but needed the support of government and the private sector.

Legislative changes would be needed to establish the system and to compel companies to take on a certain quota of trainees. German com-

panies are penalised by law if they do not contribute to training.

Known as the commercial advancement training scheme, the German system makes both company and vocational school responsible for training.

From the age of 14, an apprentice's training at a vocational school is sponsored by a company, which also provides training in the workplace.

Companies benefit too, from trainees' work and from having a properly trained workforce. (179)

Trainees are also given a fully rounded education which gives them

the choice of returning to the mainstream schooling system after vocational training.

The chamber stressed that the system did not limit its apprentices to being workers, and noted that in Germany many bank managers, engineers and company directors had gone this route.

ANC spokesman Sheila Sisulu said the German concept fitted in with the recently released ANC education document which recommended that the state provide free education to the age of 14.

The German model provided a solution to the training of young people after this age, she said.

Training shake-up for Cape

COLIN DOUGLAS
Business Staff

A MAJOR new training centre, probably in Muizenberg's Capricorn Science Park, is to be built by the private sector as part of a bid by business and government to overcome a drastic skills shortage in the Western Cape.

Western Cape Economic Affairs Minister Chris Nissen, who is piloting the project, said a region-wide campaign to promote technical awareness, particularly among young people, would form a second leg of the initiative.

Mr Nissen is to depart for Germany next week, where he will observe that country's business-run technical school system first hand.

The developments come as industrialists express concern that economic recovery is being hampered by shortages of skilled labour brought on by five downsizing recession years.

"The skills shortage is particularly acute — we need to be imaginative about speeding up training," said Colin Boyes, deputy director of the Cape Chamber of Commerce and Industry.

Mr Nissen said the initiative would focus on job creation by the private sector, with the support of the government.

"My philosophy is that government must have minimal intervention and a lot of interaction — we will give business all the support we can."

The awareness campaign would be aimed at redressing the "one-track academic approach of our education system", giving ordinary people access to technical and entrepreneurial education at schools and elsewhere.

The purpose would be to speed up economic growth by helping to create a workforce with an in-built technical mindset.

"Business people know it now takes a lot of money to train an employee from scratch, to give them basic technical awareness," Mr Nissen said.

The Cape Technikon's Dean of Engineering, Nico Beute, welcomed the initiative, saying the Western Cape's technikons and universities were eager to participate in the Capricorn venture.

Capricorn, a 280 hectare site near the False Bay coast, is planned as a R1 billion technology centre attracting multinational investors.

The availability of top quali-

(179)
ARG 4/3/95
ty technical workers would be a key factor in its success, and the proposed training centre, if it is established at Capricorn, could be a major drawcard for investors in the site.

But small and medium sized businesses would also benefit from the training centre, Mr Nissen said.

Mr Nissen's staff is also investigating specific solutions to the shortage of artisans in Western Cape industry, following calls by industrialists for government assistance in shaking up the ossified apprenticeship system.

Current regulations leave artisan training to the private sector, but lump individual firms with massive disincentives to engage apprentices.

Companies which do elect to run training programmes must spend about R100 000 per apprentice and comply with bureaucratic rules, but on completing their final tests apprentices are regularly "poached" by rival companies with no training programmes of their own.

As a result, the number of apprentices in the Cape metal industry has halved over the past four years, causing bottlenecks as the economy begins to recover.

CT(BR)8/3/95 (174) (S)

Training for entrepreneurs: The One-Up Business

Training Programme, a locally developed training course for emerging entrepreneurs, has attracted tremendous interest at home and in Africa. Also called Township MBA and developed by the non-profit institute Trident Institute, the course is used by 67 training organisations in South Africa, Zimbabwe, Lesotho and Swaziland. Already, 20 000 emerging entrepreneurs have benefited from the modular, competency-based course. The institute has also set up a micro-lending scheme which gives emerging entrepreneurs modest amounts of working capital to set up businesses. The fund was recently awarded R3,5 million by the Development Bank of Southern Africa.

Computer skills

(179) *seweta 16/3/95*
tion in the RDP

By Isaac Moledi

INTERNATIONAL audit company Coopers and Lybrand has come up with a project to help the disadvantaged communities increase their computer skills and literacy levels

Coopers and Lybrand Microcomputer Service devised a project called Headstart to help the communities increase their computer skills and uplift their literacy levels with the aim of creating their own jobs

Says Microcomputer Services managing director Annette van der Laan "Our research has shown us that computer technology is developing at a far faster rate than people are able to keep up with. That is why we have introduced this project"

Van der Laan says by training disadvantaged people in computerised accounting and secretarial, numerical training and basic business skills, the company will be able to significantly improve the people's employment prospect and add their contribu-

The programme also includes a five-day module focusing on empowerment to motivate and improve self-esteem of participating students. It will also focus on improving self-enhancement skills among the students.

Headstart accepts people for in-service training. Unemployed people who can be sponsored by big business are also being accepted for training.

Those who are unemployed but graduate from the programme will be placed in gainful employment through Microcomputer Services Personnel Placement Division.

"We have already run two successful pilot courses, with 25 students in each. We hope to eventually enlarge the scope of Headstart to include Adult Basic Education and senior and middle management training courses," Van der Laan says.

She described the business involvement in the project as a key to the success of the project.

Direct your inquiries to Natalie Spiro at (011) 802-2182

Pick'n Pay in Saccawu deal

~~179~~ (179)
BRUCE CAMERON
Business Editor

ARG 26/3/94

PICK'N PAY, after years of dispute and negotiations, has finally won trade union approval for a proposal to "multi-skill" and use staff more effectively

Pick'n Pay chairman Raymond Ackerman said over time the agreement would result in substantial savings while avoiding the a resultant need to retrench staff

The agreement will allow greater flexibility in altering shift times in order to deal with peak trading-hours as well as with extended shopping hours in the evenings and at weekends

In terms of the agreement staff can be changed from one outlet to another within the same locality and can be used in different capacities depending on where pressure was building up For example, storemen could be used as shelf packers

The issue has been of concern to all the major retailers The agreement is directly between Pick'n Pay and the SA Commercial, Catering and Allied Workers Union

CT(BR) 28/3/95

(179)

Afrox to spend R2m on training: Afrox has committed R2 million over five years to establish a welding training facility, targeted at the unemployed and disadvantaged, to provide them with the skills needed to find jobs or start their own businesses

More money available for job creation

THE National Economic Forum has secured additional funds of R130m from non-government sources for job creation projects, the NEF said at the weekend.

The NEF also announced it had allocated a further R20,5m to 34 job-creation projects in the third allocation of its kind. About R1,2m had also been allocated to the training component of these projects.

The funding represented more than 36 000 man-months of employment, bringing the total to 205 000 months in more than 260 communities. ~~(179)~~ (179)

The projects to which funds were allocated this month included a school, creche and community centre in the PWV area,

GRETA STEYN

water purification in the northern Cape, stormwater drainage in the western Cape and upgrading of roads in Natal/KwaZulu.

The NEF originally received R49m from government for job creation, but the amount was later raised to R225m with a further R29m available for training linked to job creation. The NEF received applications for projects worth about R1,8bn.

A detailed process of project appraisal was drawn up by a technical committee, which included consultation with individual applicants, site visits and discussions with regional interest groups. 28 B194

By ARI JACOBSON

SOUTH Africa can be competitive in manufacturing on a worldwide scale — but improved worker training programmes must be implemented, according to UCT Professor David Kaplan and David Lewis of UCT's Development Policy Research Unit

They presented their paper on SA's current industrial policy and prospects for the future to the inaugural Manufacturing Workshop held yesterday at the Graduate School's Breakwater campus

Those represented at the workshop included SA Breweries, Nampak, Sappi and Plessey Tellemat — the idea being to debate on strategies to improve the country's manufacturing performance

Kaplan and Lewis argued that SA had become uncompetitive in "beneficiation" or value-added production because of "inattention to developing human resource skills", poor trade policies and failure to compete on price because of the regulated nature of the economy

Training key to manufacturing competitiveness

179
29/3/94

They said that for these reasons "all SA's manufacturing advantages are being soaked up downstream"

They pointed out that SA was "fortunate" in that it had a broad and diversified base for industrial development

They singled out manufacturing potential for household appliances

Later, co-ordinator of the manufacturing workshop Professor Norman Fauli said that local manufacturers were not flexible in production and were not competitive on price.

He said that in surveys conducted SA had the lowest manufacturing cost as a percentage of turnover.

"That figure says we are high cost manufacturers and earn a high margin," he said

Basic skills training

TWEET
GAINSBOROUGH-WARING

A PROJECT that will provide training in basic skills — at a centre where people can also market their products — is under way in Hout Bay

It is spearheaded by the Hout Bay Christian Community Association (HBCCA)

A site has already been levelled at Imizamo Yethu informal settlement, and the go-ahead has been given for the foundations to be laid. But a further R233,000 is needed to complete the project. Although pledges have been

received, funding has been delayed until donors are satisfied that the project will go ahead successfully

"To achieve this we need to raise the shortfall as soon as possible," said HBCCA committee member Mariette Pretorius

The planned new adult training centre and church for Imizamo Yethu will comprise a hall seating 190, along with 14 containers donated by Safmarine

Smaller training areas and facilities — including a creche, a kitchen, a library and an administrative office — will be

provided in containers positioned around the main structure

Construction is planned in phases as funds become available

The second phase, made possible by a R10 000 donation from PPC, will be the laying of the foundations and is due to commence soon

Other major sponsors are the Lombardy Trust, SA Breweries, the German Embassy and the Constantia Ned Geref Kerk.

Donations and support have also been received from churches outside Hout Bay. Imizamo Yethu is home to

more than 4 000 people of whom half are under 24 years

"Training and job creation is of the utmost importance if these people are to become competent earners and respected providers for their families," said HBCCA committee member Hennie Jacobs

The association has already implemented a community development programme training people in basic skills like sewing, ironing and knitting.

The courses are run in various church halls in Hout Bay. Secretary of the association Marion Franke said "In addition to the courses and work-

shops, we have schemes which generate income for the residents of Imizamo Yethu, like an ironing service for residents of Hout Bay and other areas"

Marion also runs a resource centre, which provides recommendations and references for employment for those involved in the course

"This service has become recognised in the community," she said

"People don't hesitate to approach us if they are looking for an employee"

"Jobs are sometimes brought to the centre — for example, cars needing to be washed"

Project

Top brains to head training

TYRONE SEALE
Political Staff

179

HIGH-PROFILE scholars in public administration have been appointed to develop the management and vision of the Public Service Training Institute

ARG 6/4/95
The appointments were made by Zola Skweyiya, Minister for the Public Service and Administration, and the Public Service Commission

"After critical discussions on establishing an institute which is a centre of excellence, it was agreed that the leadership must be reconstituted," said a statement from the Ministry

With immediate effect, the institute will be headed by Aggrey Mbere, with Itumeleng Mokate and Mpumelelo Sikhosana

Dr Mbere, formerly a development specialist for the Tertiary Education

Linkages Project, has extensive experience in management of tertiary education and the evaluation, monitoring and implementation of projects

He held various academic positions including Dean of Roxbury Community College in Boston, Massachusetts

Itumeleng Mokate studied in Botswana and the United States prior to her return to South Africa. She worked for the World University Service in Geneva, Switzerland, as a programme officer, and also co-ordinated the Executive Management Training Programme at the University of the Witwatersrand.

A qualified industrial psychologist, Mpumelelo Sikhosana is a graduate of the universities of Zululand and Natal. He also studied at Oxford and published extensively in the area of public administration and politics

'Kaizen' has dramatic effect on Nissan suppliers

(179)

~~178~~

ET(BR)12/4/95

By ROY COKAYNE

PRETORIA BUSINESS EDITOR

A training partnership between Nissan South Africa and its suppliers is achieving dramatic results. The programme is intended to improve the productivity of suppliers, reduce Nissan's manufacturing costs, and improve product quality.

Called the Nissan South Africa Supplier Development Programme, the scheme is based on a Japanese model and Nissan's worldwide "Kaizen" philosophy of small, continuous improvement.

Charles Wiggill, managing director of Nissan South Africa Manufacturing, said yesterday many suppliers had achieved dramatic improvements in the programme's first 12 months. Among other things, it had helped them to improve quality and lower costs.

Under the programme, suppliers are initially assessed by Japanese-trained Nissan technicians and graded in 10 areas.

These are quality, delivery control mechanisms, productivity, equipment maintenance, stock control, production process control, housekeeping, management, safety and morale.

Once they have been assessed and graded, their weaknesses are highlighted and training and educational programmes are put in place to achieve predetermined levels of improvement over six months.

The training programmes are developed and run by Nissan at no cost to the supplier.

All existing suppliers are part of the programme, and it is a condition of future suppliers' contracts that they become part of the assessment and improvement process.

Project to empower leaders

By Isaac Moledi (179)

THE Institute for African Alternatives has launched a community empowerment programme to help community leaders with essential skills to manage projects related to the reconstruction and development programmes

The Community Empowerment Training Programme, the first of its kind in South Africa, will equip the participants with the organisational skills important for the establishment of community-based structures for the RDP

The three-month part-time programme, funded by the United States Agency for International Development, European Union and Swiss Labour as-

sistance, will begin in Soweto and spread to East Rand, Vaal Triangle and other townships

Each sub-region will train 50 community leaders

Preference for the selection of participants will be given to applicants with proven practical experience in community projects, conflict resolution, training and communication skills

IFAA director Darlene Miller said at the launch in Soweto yesterday that the programme will be unique to South Africa, as its design was inspired by the basic principles behind the RDP White Paper

She described the programme as a "travelling show" that would move from one place to the other empowering

South Africans with participatory, administrative and management skills

Miller said the establishment of the empowerment programme has been influenced by the successes of the Soweto Training Programme and Skills for Development and a Training Programme for the PWV Communities

This was ran by IFAA between 1993 and 1994

RDP commissioner in Gauteng Mr Ben Turok, who is also a members of IFAA, said he was impressed that the programme has been established to suit the conditions of South Africa

He said this would enable South Africans to understand that RDP would only succeed if it involved the community in reconstruction

Labour department provides job training for 125 000

CT(BR)19/4/95 (179)

By THABO LESHILO

STAFF REPORTER

The department of labour spent R85,8 million last year teaching 125 000 unemployed people basic job skills, the department's head of public relations, Francois de Villiers, said at the weekend.

Of those, 17,5 percent had become self-employed or found jobs in the formal sector, he said.

The employment statistics had been supplied by training contractors used by the department's Scheme for the Training of Unemployed People.

The scheme seeks to equip the jobless and people with disabilities with the minimum skills needed to either find work in the formal sector or to earn a living in the informal sector. It covers fields ranging from computing to motor repairs. Courses vary in length from 10 to 120 days.

The average cost of training a



NEW SKILLS The labour department spent R85,8 million in 1994 on skills training for the unemployed and the disabled.

person is R687. Each trainee gets a daily allowance of R8 to cover transport and food.

The scheme has been criticised for putting too much emphasis on theory. But De Villiers said on-the-job training courses had been

approved since 1993 and training contractors were strictly evaluated.

"The aim of the department is to ensure that all training presented under the scheme is accredited. In this regard, liaison takes place with industry training boards," he said.

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approved since 1993 and training contractors were strictly evaluated.

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(179)
Plastics makes the grade: Employees in the plastics industry can now obtain a qualification equivalent to that of an artisan, Chris Vorwerk, a spokesman for the Plastics Industry Training Board, announced yesterday N2 Plastics Technology will be offered by a number of technical colleges around the country from May onwards

CT 25/4/95

Public service training

THE Public Service Training Institute will be relaunched tomorrow as the SA Development and Management Institute (179)

The new institute would focus on the development of public servants through a hands-on approach and would function in a constitutional and statutory framework. Three critical training activities identified were executive management development, middle management development and professional sectoral

REPORTS, Business Day Reporter Saps

BD 261495

German clothing expert offers help

BY AUDREY D'ANGELO

CAPE BUSINESS EDITOR

Most German children choose their careers at the age of 14 or 15 and start vocational training while still at school, says Marlies Temme, secretary-general of the German Clothing Association

At a meeting of clothing and textile manufacturers in Sea Point yesterday, she offered to help her South African counterparts set up a similar system which, she said, would result in higher skills and improved productivity

Temme said the German clothing industry had shrunk by a third in the past five years because manufacturers were relocating to countries where labour was cheaper. The industry was expected to shrink by another third by the turn of the century, she said

However, Temme added, Ger-

mans with the necessary skills had continued to work in management and supervisory positions in factories outside their home country

Bernard Richards, the chairman of the South African Clothing Manufacturers' Federation, said he did not expect local manufacturers to move to countries where labour was cheaper

South African retailers expected quick service and manufacturers needed to be near them to supply this

"Our customers and infrastructure are here," he said

But, said Richards, it was possible that factories making mass-produced garments — such as T-shirts, which were not produced in South Africa as it was not economic to do so — might be opened in neighbouring countries, such as Mozambique, where wages were lower

ET(BR) 27/4/95 (179)

Squabbling sectors plan joint training

BY AUDREY D'ANGELO

CT(AR) 27/4/95
CAPE BUSINESS EDITOR
South Africa's textile and clothing industries — still squabbling over tariff protection — held their first combined conference to discuss training yesterday.

Mervyn King, the president of the South African Textile Manufacturers' Federation, said the development of a joint human resources strategy would improve quality and productivity and make exports more competitive.

Bernard Richards, the president of the Clothing Manufacturers' Federation, said the industries had to "make up for lost time" after failing to keep up with international developments during the apartheid era.

Richards said developing the clothing industry was a quick way to create jobs. But, he added, the efficiency of workers and management would have to increase.

The two industries were moving out of conflict, he said, and were now working together with the South African Clothing and Textile Workers Union to "develop the people of our country".

Warring industries agree on training

(179) (183) (184)
EDWARD WEST

CAPE TOWN — The Clothing Federation and the Textile Federation, which have been at loggerheads with each other over tariffs, agreed on Wednesday to formulate a joint strategy on training. **BOZ8/498**

Textile Federation president Mervyn King said co-operation between the two industries was essential to enable them to become internationally competitive.

He said co-operation was needed not only in the human resources field, but along the entire production and export pipeline. Duplication of training and overlapping of resources between the clothing and textile industries had to be avoided.

King said incentives should be offered to

large corporations to make their training facilities available to small- and medium-sized businesses.

Clothing Federation vice president Bernard Richards said the clothing industry offered the potential of speedy employment growth in SA, but needed to increase the efficiency of its labour and management and had to obtain materials at world-competitive prices.

Richards added that the Clothing Federation planned to invite the Textile Federation to join the proposed Clothing Export Council.

Training is critical to on-going success

THE outlook for the management consultancy profession in SA is more promising than a year ago.

National Productivity Institute (NPI) head of consultancy services Jan-Henk Boer says political uncertainty obscured economic and business realities during 1994, but organisation leaders in both the public and private sectors are now getting to grips with the numerous challenges facing them.

He says three major issues face business leaders.

"The first is the reduced protection levels which are part and parcel of the Gatt package.

"The second issue is the scaling down of export and other state subsidies.

"The third, and perhaps most important, issue is the introduction of pro-



JAN-HENK BOER

ductive affirmative action strategies in the transformation of business leadership

"Business leaders probably realise that many of our companies are not yet able to compete head-on with foreign competitors, as few SA companies have prepared themselves adequately to meet

competition without the shields of protection and subsidies.

"However, management consultants such as employed by the NPI can work hand in hand with company management to transform their organisations. (179)

"State-of-the-art techniques, processes and systems are available to benchmark performance, to identify the core problems or constraints and to implement innovative solutions." BD2/5/95

He says the easy way out for many organisations is to apply reductionist techniques such as cost cutting, staff reduction and downsizing.

These practices often damage long-term visibility and destroy the credibility of the management consultancy profession in the eyes of employees.

International union workshop kicks off

(179)
BD 2/5/95

A FOUR-week workshop to build leadership and organisational and educational skills among women trade unionists from the agricultural and forestry sectors in six African countries began in Johannesburg at the weekend.

The workshop was part of a long-term project initiated in 1988 with assistance from the International Labour Organisation (ILO) and the International Union of Food and Agricultural Workers.

More than 1 500 women have been trained through the project since 1988.

The 43 delegates at the workshop represent unions from Zambia, Zimbabwe, Ghana, Uganda, Kenya and SA.

Many of the unions in these countries did not until recently allow women to hold senior union positions.

General Agricultural

RENEE GRAWITZKY

Workers' Union of Ghana women's co-ordinator Adwaa Sakyi said mobilisation of workers in the agricultural sector could be undermined by a number of unions operating in the same sector.

Dickson Motha, general secretary of the newly formed SA Plantation and Agricultural Workers' Union, said he hoped to learn from other African countries how they achieved unity among agricultural workers.

Beth Goodson of the ILO said solidarity among unions was necessary.

The course involves a study of rural workers' organisations, ILO standards for rural workers, collective bargaining, industrial relations, environment, pesticides, and occupational health and safety.

Teacher training in disarray

SA's teacher training is inefficient, costly, inequitable and poor in quality, according to an Urban Foundation survey released yesterday. **BD 3/5/95**

Almost all SA's 360 000 teachers needed in-service education, said the report, compiled for the Gauteng education department. Teacher education curriculums in most colleges were loaded with irrelevant subject matter and in dire need of revision, while students had little exposure to meaningful practical teaching.

State bursary and loan systems had been abused, did not relate to financial need and did not direct students into areas with the greatest educational need.

A number of colleges were not racially integrated, and former education depart-

ments in Gauteng had poorly managed the matching of teacher supply and demand.

"The production of teachers has been a costly and wasteful exercise because of the inefficiency of most colleges and loss of trained teachers," the survey said.

About a quarter of Gauteng teachers were advancing their qualifications to get promotion or higher salaries, but were not becoming better teachers. This "qualification inflation" had serious implications for the province's budget. **(179)**

Gauteng had a net oversupply of teachers, badly distributed. However, there were shortages of English, mathematics, science and technical-subject teachers.

The province's 48 000 teachers were the

□ To Page 2

Teachers **(179)**

BD 3/5/95
best qualified in SA. Black teachers accounted for 52% of the total, while 65% of pupils were black. Women made up 70% of teachers in Gauteng, typically as well qualified as men but underrepresented in senior posts. Only 4,5% of Gauteng's teachers were unqualified or underqualified, compared with a national average of 47%.

Promotion took good teachers out of the classroom, making them administrators.

The ease with which state loans and bursaries were acquired had led to counterproductive incentives for teacher training. Many students never taught but used their training as "a social mobility route" to other jobs.

Teacher training was the most expensive form of tertiary education because of

low student-lecturer ratios. Many black colleges were too small to be cost-effective. The quality of teaching was poor, with many educators underqualified and lacking classroom experience.

Working conditions in former black schools were poor. Many teachers worked double shifts. A quarter of all schools in Gauteng had no electricity; about 200 were in need of major repairs.

There was an overproduction of white, especially Afrikaans, teachers, few of whom were able to get permanent posts. This surplus was expected to grow as pupil-teacher ratios were increased in formerly white schools. Redistribution of teachers would be difficult as many would not be accepted by other schools. — Sapa

□ From Page 1

NEWS Labour Ministry to rectify ra

Plans afoot for financial growth

(179)
same team
3/5/95

■ TRAINING SCHEMES Creation of jobs envisaged in the short-term:

By Vuyo Bavuma
Political Reporter

THE MINISTRY OF Labour yesterday unveiled a radical five-year programme that is aimed at boosting the country's economic growth and further democratising the labour sector in line with the current political environment. Officials from the ministry yesterday also announced plans to create employment through elaborate short-term programmes and strengthening and refocusing vocational counselling projects in the government and the non-governmental sector. Addressing a Press conference in Cape Town, they also said they would mandate a comprehensive labour market commission to examine the role of the national policy and institutions in the determination of wages and incomes of the workers

The ministry was committed to rectifying the racial and gender imbalances and promoting equity at levels in the workplace.

It would also create a national training and human resources development policy which had been recommended by the National Training Strategy Initiative.

This policy included restructuring the Industry Training Boards and National Training Board and developing a National Qualifications Framework and South African Qualifications Authority in conjunction with the national Department of Education

Regarding a new vocational counselling policy, the ministry was considering recommendations from the National Training Initiative.

These included establishing highly visible career guidance placement centres to develop their own databases reflecting employment vacancies, education and training courses.

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...MINISTER OF LABOUR ...

Few black engineers

(179) Political Staff

CT 11/8/94
graduates had been white.

AS 93% of engineering graduates between 1985 to 1991 were white, there were restraints on affirmative action on technical staff for Armscor, its senior manager of human resources, Mr Jackie Kgare, said yesterday.

Only 6,83% of the 8 208 engineering graduates were black.

In the natural sciences, 85% of degree graduates and 1,8% of diploma

In future Armscor would hire staff on a 70% black, 30% white basis

At present, 87% of Armscor's 1 118 staff were white, eight percent were black, four percent coloured and one percent Indian

Armscor chief Mr Tielman de Waal said the company's record on gender was considerably better

"On the gender level, we are better than most"

Sigcau calls on New York for aid

John Dlodlu 2 (177)
BO 19/5/95
PUBLIC Enterprises Minister Stella Sigcau last night called on the Port Authority of New York and New Jersey to assist in developing SA's human resources.

Addressing the official launch of SA Business Development — a joint operation of the port authority and the State of New York — Sigcau said the government's reconstruction and development programme put a lot of emphasis on the development of human resources.

"One of the ways in which companies like yours can help SA is by

helping us invest in our people," she said.

The port authority — among the first US companies to disinvest from SA in the 1980s — had already trained South Africans in transportation, Sigcau told her audience.

She hoped that the SA office, in Johannesburg's Carlton office towers, would be able to expose disadvantaged managers to global markets and systems.

The SA office, managed by William Chapman, is aimed at promoting two-way trade, investment and tourism between SA and the New York/New Jersey region.

Decline in global demand for gold 179

LONDON — Gold demand fell in the first quarter of 1994, according to figures issued by the World Gold Council (WGC)

But demand in Asia and the Middle East was firm despite higher prices and a fall in stocks, it said in a quarterly review of gold demand trends

Total demand in developing countries in the first quarter was 345,8 tonnes, compared with 370,5 the previous quarter and 514,5 a year earlier

Demand in developed countries was 168,4 tonnes, against 254 in the fourth quarter last year and 178,7 a year earlier

WGC said the firmness in Asia and the Middle East indicated underlying consumer demand remained resilient and that gold continued to attract a significant share of the growing disposable income in the two regions

Demand in India, at 82,5 tonnes in the first quarter, is down from the past two years when purchases were accelerated by large trade purchases as retailers have whittled down stocks

CT 21/5/94
"Since the middle of 1993 into the first quarter of 1994, a more realistic and representative demand level has been established reflecting grass-roots consumer demand," it said
Indian demand was 105,3 tonnes in the fourth quarter last year

Demand is up in China, Hong Kong and Taiwan, at 103,3 tonnes compared to 93,3 in the previous quarter

Chinese demand has adjusted to higher prices and to the government's attempts to cool down the economy, the WGC added

It said strong demand had continued in both South Korea and Indonesia helped by more favourable tax treatment

Demand in the Gulf is at more realistic levels following the boom in 1992 and 1993. First quarter demand was 49,6 tonnes compared to 64,7 the previous quarter

In developed countries, there are signs of an upturn in jewellery demand across Europe, with the exception of Italy

Dire need to train women

By Betsy Spratt

WHETHER they work in rural areas, suburban kitchens or city offices, the work lives of many South African women could be summed up in one word: bleak. *Sowetan*

Whatever the venue or occupation, they often lack technical skills, are poorly paid and face sexual harassment. The South African Non-governmental Planning Committee intends raising the

matter at the fourth United Nations Conference on Women in Beijing.

The conference will be held from August 30 to September 15. To offset the cost of attending, the group will hold a fund raiser on May 24 at the Carlton International Trade Centre in Johannesburg. *22/5/95*

Businesses can purchase sites to display goods or services at the conference in Beijing, said Sibongile Bongwe, a member of the employment themal and Congress of South African Trade Un-

ions. Employment is only one of the issues that will be addressed at the conference. Other themes will be equality, peace and development as well as the sub-themes of health and education.

"These are issues we have to address as part of the Reconstruction and Development Programme," says employment theme coordinator Sibongile Nene.

During a recent meeting at the National Women's Resource & Service Centre in Braamfontain, the group discussed plans to present at the conference a project to increase the technical capacity of women as a way of improving their economic situation.

"Women continue to dominate the lower rungs of occupations," Nene said.

"It seems women just don't have the skills — social or occupational," she said.

In addition to a lack of technical skills, women's economic advancement is often hindered by repeated pregnancies and the triple pressures of work, family and community activities, Nene said. These responsibilities leave little time for the development of skills.

For rural women, economic advancement is further hindered by migration as they arrive in the city with few marketable skills, Nene said.

Domestic service is often the only work available, an occupation in which sexual harassment and low wages abound, said Nana Moabi, a member of the planning group and National Council of Trade Unions.

Although some women have Standard 8 certificates, they often lack the self-confidence to demand more for themselves, she said.

"Some of these women are quite literate," Moabi said. "But they are from the rural areas and that was the only job they could get. They quietly go into domestic work. We have to find a way to help them improve their English and self-development."

The Technical Capacity Building Project should address this need by improving women's technological skills and by making community work and women's experiences part of standard education, Nene said.

The project's goals are to steer female drop-outs onto business paths and to establish a National Women's Technology and Business Institute to look into policies and curriculums that will empower women, Nene said.

Special project to help the 'lost generation'

Kathryn Strachan

SA's "lost generation" has been given a second chance to become economically independent through the introduction of a special project which, if successful, will be adopted by government for implementation at schools throughout the country. ~~27/5/95~~ 179

The matric and skills training project is being run under the auspices of the ORT-Step Institute, the world's biggest educational non-governmental organisation. Its aim is to give students of all ages the skills which are necessary to become part of the employable workforce. BO 24/5/95

Project co-ordinator Mike Malle said 35 unemployed youths from underprivileged areas had already signed up for the pilot project.

This project, which is being funded by a R600 000 grant from the National Economic Education Trust, the education arm of National Sorghum Breweries, would be restricted to a total of 35 students initially because of cost and space constraints.

"The project came about because, during the course of our community outreach programmes, we were being approached by many people who asked us to help them get education and training," Malle said.

The course is open to students who have a minimum Standard 8. They will attend classes at the ORT college of technology and write the National Certificate Board Examination at the end of the course.

Core subjects will include maths, science, technology, business economics, English and biology. They will be given lessons in life skills, too, and taught problem-solving skills.

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~~BD 24/5/95~~ 179

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Differences in disease profiles of provinces

Kathryn Strachan

~~BD 24/5/95~~

THERE are vast differences emerging in the disease profiles of the various provinces — reflecting varying levels of regional development, a new study by the Medical Research Council has found.

While the Western Cape and Gauteng, for example, have cause-of-death profiles similar to countries such as Brazil and Thailand, the Northern and Eastern Transvaal, Free State and Eastern Cape have mortality profiles resembling those of several African countries.

Council spokesman Derek Yach says the regional diversity of mortality profiles highlights the need for a health plan which is nationally coherent yet sensitive to provincial variations.

The study, conducted by council researcher Debbie Bradshaw, shows that people in the Western Cape are more likely than any other South Africans to die of heart disease and strokes, while residents of Gauteng and KwaZulu/Natal are more likely to die as a result of violence.

Ischemic heart disease ranked first in the Western Cape with 11,8% of deaths, while cerebrovascular disease accounted for 10,5% of deaths.

In KwaZulu/Natal murders and other violent deaths accounted for almost 14% of the total, and in Gauteng almost 7,7% of deaths were attributed to violence.

In the Northwest intestinal infections (18%) and respiratory diseases other than TB and lung cancer (12%) were the biggest killers. The Eastern Cape had the highest proportion of TB deaths (7,6%) and perinatal deaths (8%). The Free State had the highest percentage of deaths caused by intestinal infections (21%).

Bradshaw said the research, based on an analysis of all reported deaths in 1990, showed South Africans were dying from preventable diseases such as TB. The data did not reflect the impact of AIDS.

She said the overall mortality profile reflected a combination of poverty-related diseases, chronic diseases related to a Western lifestyle and the effects of trauma. Poverty- and lifestyle-related diseases needed to be fought through an extended primary health care network.

It was a matter of concern that "ill-defined cause of death" accounted for 23% of all deaths in SA. This reflected poor access to health services and the fact that medical certificates stating cause of death had not been issued.

July 31.

Broadcasters' training centre for Johannesburg

Ingrid Salgado ¹⁷⁹
~~260~~ ~~277~~
ABSAs subsidiary African Growth Network (AGN) would launch a radio broadcast learning centre in Johannesburg before the year-end to provide managerial and operational skills to both emerging and existing broadcasters, AGN consultant Carel van der Merwe said yesterday.

The centre would target primarily black media workers to enable them to be owners and partners in electronic media enterprises, and "not journalists and deejays only", he said.

AGN was enlisting the support of Posts, Telecommunications and Broadcasting Minister Pallo Jordan, the provincial governments, broadcasters, trade unions and broadcasting associations.

It hoped to get sponsorship from suppliers of electronic equipment. Suppliers

^{BD 26/5/98}
were prepared to assist in such enterprises but not in the "backyard training efforts" which existed in the past, Van der Merwe said.

The project hoped to obtain endorsement from the Independent Broadcasting Authority (IBA).

The centre would give participants "hands-on experience" in radio broadcasting and management. "You can't start a business by putting people in a lecture room," he said.

Van der Merwe said a number of the community radio stations which had received licences from the IBA were unable to start broadcasting because of a lack of skills.

The centre would target these stations.

AGN broadcasts via satellite for four hours a day to several companies, and also provides an educational service to tertiary institutions across SA.

Technikon investigates four senior officials

Farouk Chothia

^{BD 26/5/95}
DURBAN — The ML Sultan Technikon would investigate allegations of mismanagement, incompetence and negligence made against four senior management officials, staff representative Ujen Purmasir said yesterday.

Speaking at the same press conference as Purmasir, rector Prof Ramanlal Soni said a committee of inquiry would investigate the allegations by June 23.

The students' representative council (SRC) has claimed that vice-rector Prof Antony Arkin, vice-rector Hussain Abram, registrar Johnson Naidoo and finance director Ashok Valjee were "out of touch" with campus events.

The SRC claimed funds, computers and vehicles had gone missing. It warned that the safety of the four could not be guaranteed. The technikon has leased offices for the four off campus.

SRC president Mathutho Motumi said yesterday the four would be allowed to return to the campus, to prepare and appear before the inquiry.

Soni said agreement had been reached after the Independent Mediation Services of SA brokered talks between the various stakeholders. Motumi said all the stakeholders had recommitted themselves to the establishment of a Broad Transformation Forum.

Spa reports technikon spokesman Rumilla Naran said students and lecturers had agreed to return to classes today.

Council labourers gain certificates

(179)
ET 30/5/95
LISA TEMPLETON

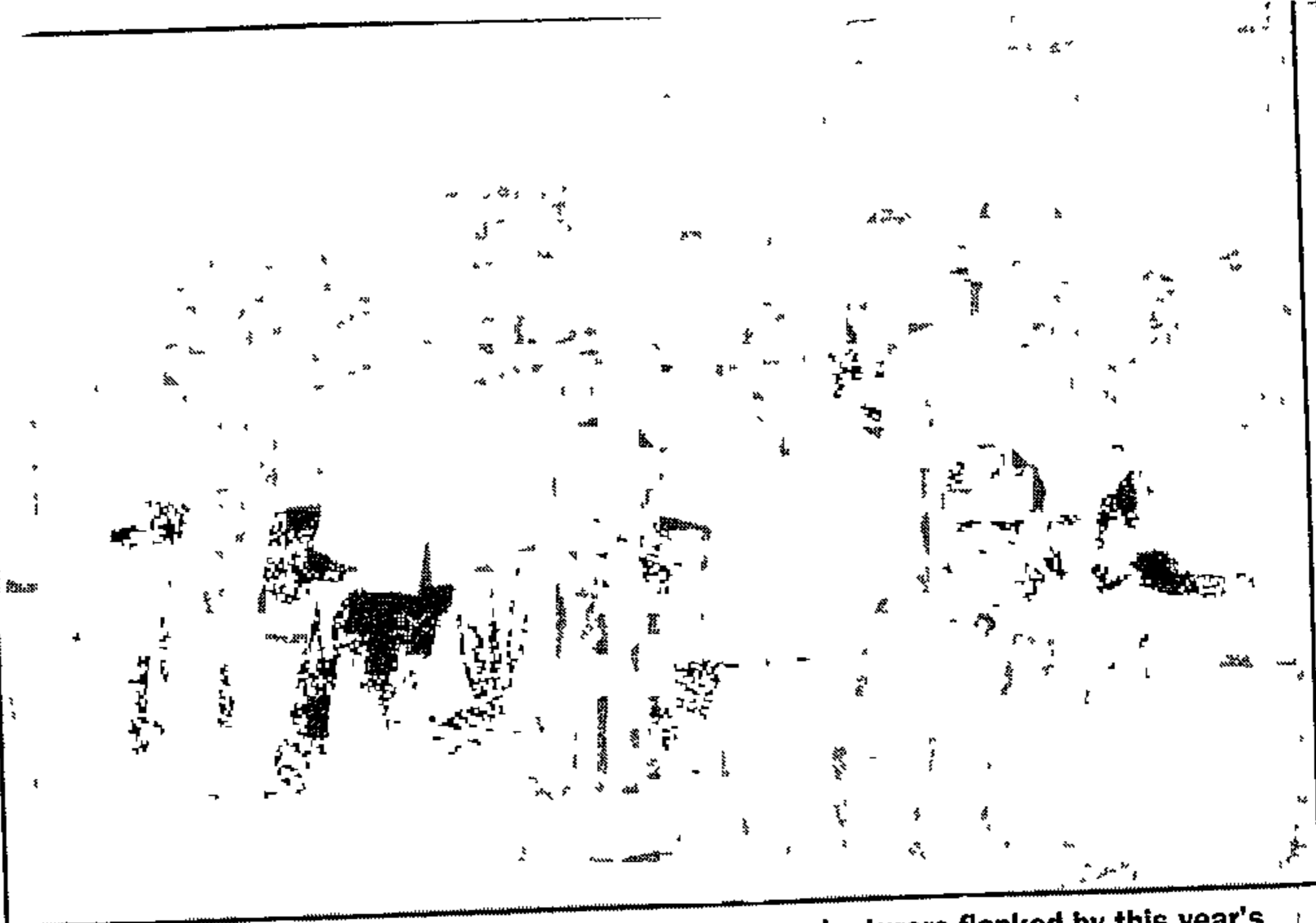
ALTOGETHER 98 City Council labourers received certificates from the Mayor, the Rev William Bantom, yesterday after completing an adult education course.

The labourers, from the cleansing, forestry and waterworks departments, attended the Adult Basic Education course — run by the council — once a week for 15 months.

A council spokeswoman said the labourers — many of them elderly and illiterate — learnt conversational and written English and Afrikaans.

The council plans to present a second course soon which will be open to labourers from other departments as well. The participants attend voluntarily.

JOB MARKET



Three of the Vaal Triangle Business Training Programme lecturers flanked by this year's programme graduates

Training linked to economic needs

(179) Sowetan 30/5/95

By Isaac Moledi

THE Department of Labour is to develop a skills audit to ensure that entrepreneurial training for those disadvantaged by apartheid is linked to the skills needed to transform the economy

Speaking at the entrepreneurial training programme graduation ceremony at the Vaal Triangle Training Centre at the weekend, the department's director general, Mr Sipho Pityana, said his department would ensure that people, especially disadvantaged groups, would be trained according to the requirements of the economy

He said the Government would make money available to training institutions to educate entrepreneurs in the technical skills necessary for managing economic growth

Pityana said the audit's other objective was to facilitate a relationship between training and employment, as well as to facilitate the active participation of those left behind in the economy during the years of apartheid

He cautioned training institutions to take the legacies of apartheid into account in their institutions

"The training institutions should not only give trainees fishing skills, but they should also give them the fishing rods they need to catch the fish

"These institutions must be accommodating and

give entrepreneurs financial assistance so that they can run their businesses effectively," he said

The six-month training programme, named the Reutlwile RDP Project, was initiated in January this year by Divpac, which is owned by paper processor Nampak, in partnership with the Vaal Triangle Technikon, Vaal Community Training Centre and the Riverside Rotary Club

The programme is aimed at identifying suitable small business persons and potential entrepreneurs from the disadvantaged local communities for training in business skills through formal lectures and practical workshops

The programme is free and is aimed at identifying viable business opportunities within Nampak operations for selected entrepreneurs from the programme

It is also to help graduates with the preparation of business plans and to introduce them to the relevant small business development agencies for start-up capital and, if required, further counselling. The programme is ongoing and an average intake comprises 30 candidates. Thirty-four students graduated on Saturday. The next intake is scheduled for July

It is anticipated that this programme will be of a national nature and a similar programme will begin in April in Port Elizabeth. Two other programmes are to start in KwaZulu-Natal next month and another two in Cape Town

Call for education to keep needs of business in mind

Renee Grawitzky (179)

THE success of Asian countries was based on co-operation between government, education and industry, Asian-Pacific Human Resource Development Centre president Les Pickett said yesterday. **BD 3115195**

Addressing the seventh national conference of the Institute of Personnel Management, Pickett said training and development should cater for the needs of business.

He said that in terms of vocational training and a national qualifications framework being developed in SA, there were both strengths and weaknesses in the system.

National standards were important guidelines for people across all industries in terms of vocational training and education, he said.

Pickett said two weaknesses could be the inflexibility created in the framework, and if government and academics were allowed to direct the process. He said the process should be industry-based and guided by the needs of industry.

However, at the same time he acknowledged that managers to a large degree lacked vision and strategic perspective as well as being rigid and inflexible, and they tended to focus on quick-fix training programmes which did not address proper training needs.

He found that union demands in Australia had revolved around the payment for skills acquired and not skills used, which had created some problems. However, some industries had acknowledged skills acquired while others had not.

Pickett said that it was essential not to ignore skills acquired, especially when planning for future skills needs.

Ultimately SA needed a "skilled flexible workforce that can adapt to meet changing needs, supported by a sound, practical vocational education and training system that is not hidebound in bureaucracy and is workforce- and industry-driven in collaboration with government and educators and training providers, still meeting the needs of people already in the workforce or preparing to enter the workforce."

Adrienne Bird of the Metal and Engineering Industries' Education and Training Board said that the national qualifications framework was an attempt to address real quality and quantity problems found in education and training in SA.

She said it was not a solution on its own, as a number of strategies were needed in alleviating the problems.

R600 000 injection for 'lost generation' project

Mduduzi ka Harvey

^{BO 31/5/95}
(179) (298)
THE National Economic Education Trust has injected R600 000 into the Ort-Step Matric and Skills Training project, aimed at giving the "lost generation" a new lease on life.

The pilot project will target 36 unemployed youths from underprivileged areas. The aim will be to give them a second chance at becoming economically independent and, if successful, will be adopted by government for implementation in schools nationally. Discussions have already begun with the Education Ministry in this regard.

Catering for students of all ages, the project was instituted when people approached the Ort-Step Institute asking for assistance in education and training.

It is open to students with a Standard 8 minimum education. The course lasts 18 months. It ends with the writing of a National Certificate Board Examination.

Core subjects will include maths, science, technology, business economics, English and biology. Life

skills will also be taught.

If successful it will meet the reconstruction and development programme's human resource development requirements, as stated by Education Minister Sibusiso Bengu. He wants to make the unemployed employable by providing skills training and opportunities to improve people's basic education levels.

200 to learn business skills

By Isaac Moledi *Soultan*

1/6/95

ABOUT 200 young entrepreneurs in the Gauteng region have been selected to undergo the Shell Livewire business skills training programme to begin in June

These budding entrepreneurs were selected from the company's seven workshops, which have been running since the beginning of the year. The coordinators of the programme say they are amazed by the standard of innovative thinking shown by the young trainees during the workshops.

To be selected for the training, candidates had to present good business ideas that had to go with the market research they had done on the idea. Four training programmes are to be held from the beginning of this month. A five-day intensive training course has already started in the Vaal Triangle with more than 50 participants taking part.

Candidates are taught subjects such as entrepreneurial thinking, people management, financial management, legal aspects of business, marketing and production.

Entrepreneurs who succeed will be presented with "Young Business Awards" certificates at the end of the programme in September. Another award, "Young Business Plan Award" will be presented to participants who come with brilliant business ideas. The overall winner will be given R15 000, the first runner-up R7 000 and the third prize winner will be awarded R3 000.

Helping impart new skills and broadening horizons

span 5/6/98 (179)

LOOKING TO THE FUTURE

A new training centre in Soweto is all set to teach skills to unemployed people which will integrate them more fully into South African society
GLENDADANIELS reports

Donkeys mill about lazily amid abandoned rubbish heaps, while nearby unemployed people attend the Thupelo One training centre in Klipspruit, Soweto, to learn new skills to enable them to find work

The centre draws women from remote rural areas, as well as the nearby Chris Ham squatter camp. It has proved so successful that the Alliance Francaise, which has several branches in South Africa and hundreds of branches worldwide, has now opened a second centre in Soweto, Thupelo Two.

Thupelo One buzzes with activities such as welding, sewing and knitting. Mostly illiterate women, ranging in age from 20 to 60, diligently sew their samples of material. On the walls hang beautifully coloured African print garments. Men are busy learning how to weld.

A few metres away, the squatter camp, one of Soweto's shabbiest settlements, looks desolate and bleak.

Integrated

In happy contrast, the training centre is made of brick and has a neatly manicured garden with a hedge around it, surrounded by a few trees.

But the new centre, Thupelo Two, has a barbed wire fence to protect equipment from thieves.

The centre will go even further than sewing and knitting. There will be typing, basic book-keeping, computer and management skills to make people employable and more fully integrated into South African society, says Alliance Francaise director Reynaud Fessaguet.

He says that normally the Alliance teaches only French culture and language but, because the needs in Soweto were different from those in other parts of the world, they decided to set up a training skills centre which would help people get jobs.

Thupelo One trains about 200 people a year but, with the opening of the second and bigger centre, there will be more than twice this number trained.

"In fact, there has been such an interest that there are no more places. We did not advertise. People heard by word of mouth and when the training starts next month we will be full to capacity," Fessaguet says.

Thupelo Two will also have carpentry, electricity, plumbing and bricklaying. The trainees will build a sample house on the premises to practise new skills.

Fessaguet says that after the two-month training the Alliance tries to buy sewing machines for people so that they can continue



Moving ahead . . . Isabella Makhoba from Soweto learns new sewing skills at Thupelo One which she hopes will lead to self-employment. PICTURE: MOTLHALEFI MAHLABE

TOMORROW:

Car owners who are exposed daily to the harsh impact of the crime wave are now also victims of alleged crooked policemen who run car theft rackets from storage depots.

their newly acquired art at home. The women often contribute to this by saving money from the start of their training.

"The women learn new skills so quickly they go into self-employment easily and are successful. Some of them have started training schools of their own,"

Fessaguet says.

"The expectations are high and we cannot disappoint the people of Soweto," he says.

The French presence in South Africa is not about imperialism or patronage, but rather about helping to broaden horizons as well as maintaining a relation-

ship with the country.

"For the French, South Africa is an unbelievable country, prisoners and jailers sitting down together in the Government of National Unity. I'm very excited about our work in Soweto and so are the local people," he says.

Trainings centre is down in the dumps about jobs

Source from 6/6/95 (1979)

LIKE EVERY BUILDER, Mahlomola Kekana wakes up each morning, picks up his trowel and *waterpas* and heads for work.

But Kekana is not really a builder. He trains unemployed youths in bricklaying and plastering at the Shaft 17 training centre at Crown Mines.

Shaft 17's artisan programme was the brainchild of former Umkhonto WeSizwe commander and director of the centre Mr Steve Corrie, who bought an old mine hostel for use by banned political organisations in 1988.

Shaft 17, situated between mine dumps at the end of an isolated and winding road at Crown Mines, has become a vibrant business and community training centre and a haven for aspiring entrepreneurs and scores of unemployed youths.

Marginalised youths

Kekana says the "earn-while-you-learn" programme is aimed at creating jobs and addressing the issue of marginalised youths.

"We train people but when they complete the course, they have no jobs. We would like to expand the programme to include the actual building of houses, so that the people we train can have jobs," says Kekana.

He adds that the centre plans to manufacture bricks and cement blocks in the near future, which would be used in the housing project.

Abdul Milazi reports on a skills training centre that was initiated by a former MK commander

"Projects like ours and small community-based construction companies are being sidelined by the government in their reconstruction and development programme in favour of big companies which have always enjoyed a monopoly during the apartheid era," alleges Kekana.

Kekana says the programme produces more than 100 qualified bricklayers and plasterers a month. The programme is feeding on the centre's other business projects and affecting the growth of Shaft 17 as a business venture.

"For our project to succeed we need funding and more space. Although we would like to run the whole centre as a business, we believe we have a social responsibility."

In another bid to create jobs, the centre recently launched a security training project, run by former South African Police Services and SA Defence Force instructor Mike Mosebi.

The centre trains about 60 people in its three-week course, which includes unarmed combat, basic security, the use of firearms and conflict resolution skills.

"Many business people know me and the quality of training I give, so I have companies sending their

Projects like ours are being sidelined by the government in favour of big companies which have always enjoyed a monopoly during the apartheid era

security personnel to be trained here. Others request me to send them people that I have trained," says Mosebi.

The department of manpower also commends the centre to train people as part of its free job skill training programme. Corrie said more business and social projects were in the pipeline.

"We also have an adult education programme which is conducted in conjunction with the department of education and Wits University," said Corrie.

Training project for pupils

Education Reporter

(179)
PUPILS from disadvantaged backgrounds are being given a boost towards economic independence through the introduction of a special project which could be implemented at schools throughout South Africa

The Matric and Skills Training Project is being run under the auspices of the Ort-Step Institute, a branch of the World Ort Union, the world's biggest non-governmental, educational organisation

ARG 7/6/95
It aims to give pupils of all ages the skills necessary to become part of the workforce, according to project co-ordinator Mike Maile

Thirty-six pupils from underprivileged areas have signed up for the pilot project, which will be funded by a R600 000 grant from the National Economic Education Trust, the education arm of National Sorghum Breweries

The project is open to pupils who have a minimum of Standard 8

They will attend classes at the Ort College of Technology daily from this

month to November next year

At the end of their course, they will write the National Certificate Board Exam. Core subjects will include maths, science, technology, business economics, English and biology

In addition, they will be given lessons in life skills, be encouraged to acquire drivers' licences and be taught problem-solving skills

Eli Eisenberg, national executive director of the Ort-Step Institute, said discussions had already begun with the Ministry of Education to implement the project throughout the country if the pilot project was successful

"If successful — and all indications are that it will be — the programme will go a long way to achieving the goals of the reconstruction and development programme in relation to human resource development

"It will also support the education minister's objectives of making the unemployed people of South Africa employable by giving them skills training and a chance to improve their basic education levels"

R2-m for training

ARU 8/6/95

MORE than R2 million has been allocated in the current financial year for the training of nominated transitional councillors. Valli Moosa, Deputy Minister for Provincial Affairs and Constitutional Development, said during question time in the national assembly that by the middle of May 4 059 councillors had been trained by the structures of the Training Board for Local Government Bodies. (179) (250)

Training drive to save lives, as well as money

Weekend Argus Reporter

(179)

ARC 11/6/94

TRAINING is not only crucial for safety, it is also a powerful means to bring real economic advantages to companies — particularly those in the transport industry, says Operator Training Centre (OTC) marketing manager Peter Diesel-Reynolds.

The benefits of committing to an ongoing programme of professional training are, however, easily clouded by the issue of cost, especially in times of economic adversity.

Now that stringent new safety regulations make certain training obligatory, companies are easily tempted to take the least expensive courses on offer, just to comply with legislation.

This is not the right attitude, says Mr Diesel-Reynolds.

“Training should rather be seen as a partnership between training centre and company, and given good guidance by professionals in the field, should be a very real investment.”

Apart from the immediate benefits of improved safety, with the consequent reduction in down time and compensation claims, there are also other benefits to be had from training investment.

“Natal fleet owners Alex/Hultrans Carriers signed a phased contract with us for driver training recently,” says Mr Diesel-Reynolds.

“We calculate that once training of the first 102 Alex Carriers drivers is complete, the company will save an impressive R194 651 on fuel bills alone, to which must be added further reductions in maintenance, wear and tear, and replacement costs.

“Their training bill for March 1994 to February 1995 will amount to just over R100 000. A simple subtraction shows that the difference between cost and savings on fuel alone is projected to keep a comfortable R93 000 in the company coffers.”

Mr Diesel-Reynolds says that, in addition to very real economic benefits, training creates a positive surge of motivation and commitment in personnel, lifting morale to give them a fresh incentive to do their work well.

Turning to the issue of the far-reaching new laws relating to all who own and run transport, OTC managing director Des Fell says employers feel bombarded by reams of new legislation affecting their business operations, their employees and their vehicles.

“While the scope and intention of more stringent laws are welcomed as necessary and overdue, the number of queries OTC receives regarding implementation dates and compliance indicates widespread uncertainty.”

“Although we were one of the first training centres to be accredited in terms of new legislation, official recognition has not affected our defensive and economy driver courses, because we have always trained to those standards.”

Mr Fell says that, while they have a knowledgeable team of consultants who can advise transport owners on legislation in the Cape, Natal and Transvaal, they avoid placing heavy emphasis on the musts and by whens of new legislation to sell training packages.

“Our intention is to rather build a permanent client relationship based on the proven, long-term merits of specialist training tailored to the needs of individual companies.”

OTC have also introduced an innovative system called Pro Drive, which turns Tachograph readings into powerful tools to promote better vehicle/driver performance and greater savings.

The readings are analysed in order to identify weak driver techniques and poor vehicle handling.

'Government training isn't working'

By ADRIAN HERSCH

GOVERNMENT employment training programmes do not adequately meet business needs. Those trained do not necessarily find work, or become successful independent entrepreneurs.

These are some of the findings of a task team working under the auspices of the National Training Board (NTB).

The findings and recommendations form part of the latest draft of a national training strategy.

The strategy covers a wide range of issues including development of the micro-enterprise sector, adult basic education (ABE), career guidance and a national qualification framework (NQF).

Government bodies responsible for training include the Manpower Department, the NTB, nine regional training centres with 62 satellite campuses and 65 mobile centres, 1 417 employer training centres and 26 industry training boards.

The report says: "There is little articulation between these components of the training system and there is no single certification body."

"This means that much of the training which occurs, other than artisan training, is not recognised outside the workplace in which it is received and much training is therefore not portable."

A national qualification framework (NQF) should be established to overcome this. Such a framework

would be based on a system of credits for "learning outcomes achieved"

"Qualifications might be achieved by full-time, part-time or distance learning, by work-based learning or by a combination of these together with the assessment of prior learning and experience," says the task team. 1216194

Levels one to four qualifications would be pre-tertiary qualifications and levels five to eight tertiary.

Less than 2% of adults who may need adult basic education classes are currently taking them.

The private sector currently provides about 100 000 adults with such classes, non-government organisations about 10 000 and the state about 110 000.

The task team recommends the establishment of a co-ordinating body "to facilitate linkage between formal and micro-enterprise sectors, to act as an organised voice for the micro-enterprise sector and to facilitate the obtaining of seed capital." (179)

The report says career guidance officers "should network closely with the formal and micro-enterprise sectors".

The task team envisages a single Ministry of Education and Training with the establishment of a National Council for Learning, representative of the key stakeholders, to formulate policy for submission to the Minister

Now it's a haven for opportunities

Star 16/6/94

■ BY ABDUL MILAZI

Not so long ago, as recently as 1993, the Shaft 17 mine hostel lay abandoned, almost deserted, after the mine was closed down.

Today it is a bustling, vibrant community centre and a haven for scores of unemployed youths and returned members of the ANC's military wing Umkhonto we Sizwe (MK).

Hemmed between mine dumps at the end of an isolated potholed road in Crown Mines, the mine complex was purchased by a group of concerned individuals early last year to provide a safe meeting place for extra-parliamentary groups during days of political turmoil.

Nearly 15 months since its opening, the Shaft 17 Centre has hosted more than 20 000 delegates from various political organisations and achieved a turnover of more than R5 million.

Shaft 17 Centre managing director Steve Corry says the complex was bought because of a strong need for a complex that catered for extra-parliamentary groups, trade unions and broad-based community organisations.

"Since the 1980s, centres where these groups could hold conferences or workshops were either inconveniently located, unavailable or beyond their financial reach," says Corry.

The opening of Shaft 17 as a community centre has also resulted in the formation of a successful security company called Trans-Sizwe, which employed



Laying foundations . . . ex-MK cadres work at the Shaft 17 training centre in Crown Mines. PICTURE RUVAN BOSHOFF

former members of MK and the PAC's military wing, Apla.

A total of 75 full-time and 25 part-time jobs have been created, with more than R500 000 in wages paid out to date.

Corry says he was bowled over by the success of the venture and hopes the centre will help alleviate the country's unemployment problem.

He says the profits generated

by both Shaft 17 and Trans-Sizwe now fund a new artisans' training project aimed at providing job-skill training to South Africa's marginalised youths and former liberation movement soldiers.

Corry adds. "A concrete-block and brick-manufacturing facility may soon be put up, which will enable trainees to earn while they learn."

Developing skills for an industrialised future

B/Bay 12/16/94

MORE than two-thirds of Switzerland's school children choose vocational training as opposed to a purely academic matric-equivalent qualification after nine years of compulsory schooling.

At age 15 these children have three choices open to them: vocational training, academic schooling or joining the labour force as unskilled workers. Of the remaining 33%, about 17% immediately join the labour market — a high proportion for a highly industrialised First World country.

These details were shared, with part of the SA delegation to the International Labour Organisation conference in Geneva who were invited to spend a day in Berne attending a seminar on social partnership, labour and social insurance, and education and training.

The delegation wanted to explore Swiss vocational education with an eye to incorporating some of its features into a restructured SA educational system. Motor Industry Staff Association assistant general secretary Hernan Breed estimated that

only about 5% of SA's labour force is apprenticed, with a handful of others receiving appropriate and continual on-the-job training.

Skills development has been identified as one of the major issues to be tackled with a technical assistance programme to be jointly developed between the ILO and the SA delegation. However, it became apparent that SA is so far behind the Swiss model that, without a complete overhaul, success could not be achieved within a short space of time.

The Swiss were unable to give an indication of how much the system cost the state, but said about 100 000 students were trained every year and the federal government, as well as the cantons, subsidised the training institutions to the tune of more than R3.9bn a year.

The Swiss are naturally proud of their educational system and its reputation for producing a highly trained and efficient labour force. Those who attend vocational school have more than 300 accredited courses from which to choose a career — ranging from shop assist-

ERICA JANKOWITZ

(179)

ant to engineer. The courses run for between two and four years.

For three-and-a-half days a week students gain on-the-job training and work experience and are paid the rate for the job. The remaining days are spent at one of the numerous vocational schools situated throughout the country where students receive theoretical training pertaining to their chosen career as well as basic education.

In some sectors it has been difficult for the Swiss federal government to find companies prepared to apprentice young people in certain categories. In such cases, students may be relocated to other areas to complete their education.

However, the swing away from vocational training in jobs considered to be of lower status — such as banking and those in the hotel industry — has changed recently with Switzerland in recession. Delegates were

told the unemployment rate in the country is 5% — unheard of in previous years when Switzerland boasted full employment.

Up to a few years ago, about three-quarters of all schoolchildren picked the vocational route, but there is increasing emphasis on following a profession rather than a trade.

Swiss Federal Office of Industry and Labour professional training division head, Jean-Etienne Berset, says most teachers at vocational schools and fellow members of his department insist their children follow the academic training option.

This allows these scholars to attend a university or technician, an option their vocationally trained counterparts may not pursue. But the Swiss government is considering changing this rigid approach to give those who decide later in life that they want to attend university the freedom to do so.

Berset says he is concerned that his colleagues have so little faith in vocational training, and push their children to acquire professional training in such disciplines as medi-

cine or law. These skills are well-rewarded as most professionals are self-employed.

However, there is not a great differential between the average salaries of trained secretaries and skilled engineers, with the former earning the equivalent of about R9 100 a month and the latter R11 800.

One aspect which struck the SA delegation is that trade unions play a minimal role in defining courses and being party to their accreditation, mainly because the union movement is very weak in Switzerland. Employers and government officials are solely in charge of designing training modules, monitoring course content and examining students.

In SA this is unlikely to be the case with trade unions already represented on industry training boards and pushing employers to consult more widely on in-company programmes. Perhaps with the co-operation of employers, government and trade unions, SA apprentice and vocational training could receive the shot in the arm it so desperately needs.

Affirmative action blow

THE United States supreme court has struck a damaging blow to government affirmative action programmes, restricting their use so narrowly that many observers believe they will become impossible to implement.

The close, 5-4 judgement of America's highest court this week was hailed by conservatives as the beginning of the end for government race-preference policies

Black and other pro-affirmative action groups admitted it had been a set-back, although they took comfort from the fact that the court had not ruled out affirmative action altogether

The court's ruling has been received as a landmark decision in the furious debate here about affirmative action. It was given banner treatment in the US media

Although the judgement did not strike down affirmative action completely, it imposed such narrow restrictions on it that many commentators said it would be hard to imagine what sort of programme would pass the new test

The court ruled that classifying people by race rather than as individuals must be presumed to be unconstitutional, even when it was done for the "benign" purpose of expanding opportunities for minority groups

IN spite of a landmark US supreme court decision on race-based affirmative action, the issue still threatens to dominate next year's presidential election and it has triggered a major review of government employment policies, reports **PETER FABRICIUS** of The Argus Foreign Service in Washington

AR 4 21/6 1995

(179)

such as blacks

Affirmative action programmes for this purpose could only be acceptable if they served a "compelling government purpose" and were "narrowly tailored" to achieve that purpose

The court did not offer examples of the kind of programme which would pass the new test it laid down but suggested that the only acceptable policies were those which specifically addressed past or present discrimination

It suggested the government should consider "race-neutral" means to increase black and other minority group participation or should ensure that affirmative action programmes were limited in time so that they did not last longer than the discriminatory effects they were designed to eliminate

The case which the court ruled on was brought by a white businessman who complained that he had been discriminated against because he lost a contract to build highway guardrails to a minority-owned company which won it because of an affirmative action policy

He said the policy infringed the equal protection component of the fifth amendment to the constitution which guarantees citizens due process of the law

The supreme court did not strike down the specific affirmative action policy involved but ordered the lower courts which had ruled against the white contractor to reconsider the case using the new stricter guidelines it had now spelt out

The case is being seen as having substantial political implications for an issue which is shaping up to be one of the most important in the 1996 presidential elections

Several Republican presidential candidates have already declared their intention to scrap affirmative action and a proposition to that effect will be on the ballot of at least one state, California, in that election

The issue presents a major dilemma to President Clinton, threatening to drive a wedge between core constituencies of the Democratic Party, dividing white males on the one side from blacks, other minorities and women (who also benefit from

affirmative action) on the other

He has ordered a major review of government affirmative action policies as a result, in an attempt to separate acceptable policies from unacceptable policies

It is not clear whether the court's ruling would harm or help Clinton

Some of his advisers suggested it would help since the court had provided cover for him by ruling that the more general affirmative action policies were unacceptable while not ruling out the principle altogether

That is the kind of fine distinction he is trying to make, although it is by no means clear that it is possible in practice

Mr Quint Bohack, litigation director for the Institute for Justice, who has written legislation for the Republican Party to scrap federal affirmative action, said the court's judgement was the "beginning of the end for race-preference policies"

Other commentators agreed that the court had effectively stifled affirmative action policies

by placing them in such a narrow straightjacket

But in the opinion she wrote for the majority, Justice Sandra Day O'Connor insisted that the judgement was not a fatal blow to affirmative action

"Government is not disqualified from acting in response to the unhappy persistence of both the practice and the lingering effects of racial discrimination against minority groups in this country," she said

"When race-based action is necessary to further a compelling interest, such action is within constitutional constraints if it satisfies the 'narrow-tailoring' test set out in this court's previous cases"

The two most conservative judges — Antonin Scalia and Clarence Thomas — wrote a separate opinion in which they argued that there could never be a "compelling government interest" in pursuing race-based policies and so affirmative action policies should be scrapped altogether

The four liberal judges issued a dissenting opinion, criticising the majority for putting affirmative action in the same category as racial prejudice

They argued that race-preference for the purposes of remedying past racial discrimination should be treated differently

Drug workers to get training

Kathryn Strachan

(17A) 23/6/95

THE SA National Council Against Alcoholism and Drug Dependence (Sanca) announced the establishment this week of an institute to train workers in this field.

Sanca executive director Chris van der Burgh said there was a dire need for specific training in this complex area, and all levels of education from community organisers with a Std 8 qualification to teachers, doctors and psychologists would be accepted.

The health training and development institute would be based in Johannesburg, but its courses would also be available to universities and training centres. As Sanca lacked resources to meet the growing need, people within communities were to be empowered to take forward knowledge and skills.

Van der Burgh also announced that President Nelson Mandela had accepted patronage of Sanca, signalling government's concern for the increase in alcohol and drug problems.

About 10% of the population was addicted to alcohol or drugs, and another 30% to 40% had alcohol-related problems, like drunken driving. Alcohol abuse also cost SA's economy an estimated R5bn in lost productivity.

Since SA was being targeted by international drug syndicates, Van der Burgh said Sanca had had to reorganise its structure to meet the escalating drug problem — especially among the youth. LSD in particular was rife in schools.

Sanca week will be marked next week with a variety of events including a No Sniffing Day and a "sober walk" to raise awareness of the destructiveness of drugs and alcohol.

Hazyview's casino resort hopes dashed

NELSPRUIT — Plans for a glitzy casino resort in the Eastern Transvaal town of Hazyview have fizzled.

Local property developers, who were expecting to cash in on the resort, were told the population lacked sufficient disposable income to support a casino and that it might threaten the region's ecotourism.

The decision contradicted previous plans made by the Eastern Transvaal government, who promised at least

one major tourist resort.

Hazyview's property market, according to estate agent Tienie Snyman, boomed by 500% in anticipation of the proposed development.

Auditors said in a report the only towns in the province that could support a major casino were Nelspruit and Witbank.

Prior announcements of a casino in Nelspruit panicked Swaziland's gaming industry. — Sapa.

Tax breaks needed back to revive local training

BY AUDREY D'ANGELO

CT(BR) 28/6/95

An "alarming" drop in the number of apprentices across a broad spectrum of industries will put a damper on future growth and push up the wages of skilled artisans, warned Colin Boyes, deputy director of the Cape Chamber of Commerce and Industries.

He told Business Report yesterday that training an apprentice could cost as much as R100 000 and, following the removal of tax rebate incentives, many companies had stopped taking them on.

The number of new apprenticeship contracts registered dropped from 9 054 in 1990 to 5 000 last year. The number of training contracts completed had dropped over the same period from 7 132 to 3 960.

Demand

"The situation is potentially very serious," he said.

"In past years we were able to recruit skilled artisans from overseas in boom periods when skills were in short supply.

"But now the rand is so weak against European currencies such as the Deutschmark and the pound that we shall be unable to attract them.

"That means the laws of supply and demand will push up the level of wages which skilled South African artisans will be able to demand, increasing the costs of production."

Boyes said research carried out by the chamber indicated the solution would be to reintroduce tax rebates as an incentive for training apprentices.

"To prevent abuse the scheme could be monitored by the training boards set up by each industry.

"He said the drop in apprentice numbers had started during the recession, but the removal of incentives given in the past had made the situation worse.

"Even companies now training apprentices were reconsidering this policy and the apprentice system is the backbone of the manufacturing industry."

Call for 'apartheid' firms to boost RDP

BD 3/7/95

Nicola Janvey (247)

DURBAN — Businesses which benefited from apartheid should be called on through legislation to donate a percentage of their profits towards the reconstruction and development programme and every government department should set aside a percentage of its budget to further RDP needs, the Umtambo Centre conference on the RDP stated yesterday.

Conference co-ordinator Strini Moodley said it was vital for business "to cough up profits" towards the RDP and it was government's duty to entrench the support from "those who benefited under apartheid".

There was also a prohibition of private enterprises offering their own definitions of the RDP and gaining funding for projects which only furthered personal aims and not those of the community.

"The government must look into those projects proposed by private enterprises which claim to be RDP in nature but are really only further entrenching the apartheid system," he said.

Referring to government departments, Moodley said the RDP was a holistic and multi-disciplinary pro-

gramme, which could not be separated from education, health, housing, water, employment chances and rural electrification programmes.

"If each ministry allocated a percentage of its budget to the RDP, it would become possible to develop an infrastructure for a healthy society. There must be more communication between Jay Naidoo and other cabinet ministers," he said.

Government would also have to evaluate current and future programmes under way with RDP funding and increase the budgets for successful ones, while dropping those not achieving essential RDP goals.

Moodley said SA could learn from the past by looking at those projects which had survived under apartheid. These could be used as case studies and replicated elsewhere.

The conference also called for a simplification of red tape surrounding access to RDP funding. This would ensure RDP effects and benefits reached the communities faster than at present.

Moodley said the RDP was a continuation of the liberation struggle, but it should not become a party-political weapon. There had to be set structures which exposed and eradicated exploitation.

New approach to young offenders

BD 3/7/95

Bonnie Nqoyaza (153)

ALTERNATIVE disciplinary methods for young offenders should be considered, since institutionalising alienated children from families and made their return to their communities difficult, Deputy Welfare Minister Geraldine Fraser-Moleketi said.

Speaking at Randfontein's Meritum Youth Centre at the weekend, Fraser-Moleketi said: "Some of our residential institutions are not pleasant and I sometimes think it would have been better if those kids had been left in prison."

However, children with a tendency towards crime or who had committed serious offences, needed to be in residential care for their own safety, and more importantly, be made to take full responsibility for their acts.

Staff taking care of such children needed to have "adequate, correct training" to be able to deal effectively with those children and ensure smooth community reintegration.

The Meritum centre, meanwhile, faces a fund crisis, with about R20m needed for annual maintenance.

About 250 children have been accommodated in various detention units in Gauteng since the promulgation of the Correctional Services Amendment Act in May. The Act prohibits the detention of children under the age of 18 years in police cells for longer than 48 hours.



Private sector played role in training

BD 3/7/95

CAPE TOWN — The private sector had readily accepted responsibility for improving employees' education and training, says the department of education.

According to the 1994 annual report of the department of education and training tabled in Parliament on Friday, the number of learners in centres for adult education had increased from 85 822 in 1993 to almost 115 000 in 1994.

The rising number of new centres — 21 were established during 1994 — and higher levels of enrolment were directly attributable to private sector involvement in employee education and training.

The greatest need had been for literacy training for which almost 16 000 learners had attended classes, compared with 13 363 in 1993.

The report said 234 adult education centres were in operation during the year as well as 171 satellite campuses.

Textbooks costing R131m and stationery worth R26m had been purchased.

The report also noted an 8,9% growth in the number of secondary school pupils from 882 410 in 1993 to 974 199 in 1994.

It indicated that 83 new public primary schools, 291 additional instruction rooms for existing primary schools, 61 new public secondary schools and 294 extra rooms had been built during the year, accommodating about 182 000 pupils.

179

MD may be allowed

Pointers to making a success of SA's youth training schemes

Graeme Bloch

(179) 20/18/7/95
YOUTH Day this June should have reminded us of a major problem — millions of school drop-outs, unskilled and demotivated, for whom few education programmes offer routes to employment or income

For the past three years the Joint Education Trust has been funding non-government organisations involved in youth job-skills programmes. The trust has committed more than R44m to 45 youth projects. Its priority is a focused attempt to provide skills that lead to employment or income generation for young people who have fallen out of the school system.

We have learned enormous lessons. We can point to several factors that make programmes succeed. It is important to avoid formulae as local conditions, particular personalities, or specific histories, can be important influences.

Aspects that make for professional and effective delivery include:

- Focus — Job-skills training cannot be subsidiary to other programmes but must be the primary focus;
- Planned growth — Effective NGOs have shown planned growth, eschewing overambitious options,
- Leadership and staffing — Committed and experienced project leadership has been essential, and
- Localised markets — All NGOs are fairly localised, basing training on particular niche markets

Examples of successful programmes include

- Bergzicht in rural Stellenbosch trains semiliterate young women for the hospitality industry and in frail care. The curriculum provides "hard skills" and confidence building "soft skills". An in-house employment bureau researches job opportunities and places about 80% of graduates;
- Keyboards in urban Johannesburg provides training in secretarial and office skills. A highly professional course sees more than 80% placements as Keyboards training has developed a solid reputation. Its curriculum includes communication skills, exposure to business and cultural outings,
- SLOT in rural Natal adjusts its courses to suit local conditions. A general "survival" course leads to intensive residential skills training with 30% and 40% of candidates finding employment. SLOT uses local facilities but courses are often accredited with other training institutions,
- The Centre for Opportunity Development offers a three-week entrepreneurial training programme with follow-up support,
- Bertrams Brigades have organised street-children in building and construction brigades, contributing to urban development in inner-city slums at the same time as providing accredited training.

Everybody in development in SA knows the stories of generations of unemployed welders or hosts of unprofitable candle-making schemes. Successful programmes provide options that are realistic and practical without being demeaning.

Training methodologies are targeted at those largely alienated from traditional schooling and work disciplines. Courses need to be varied. The best are demanding and require discipline, and are sympathetic but firm in their expectations.

Curricula need to be holistic. Youth have been buffeted from all sides. Interventions need a range of dimensions and, while a particular supplier may not service all areas, co-ordination, intergration and networking are crucial.

Literacy, or "academic" catch-up, improves confidence and ability to handle issues, and opens routes to training. Life skills nurture social and cultural resources. Language and communication skills, leadership development, time management, and other practical skills are appropriate. Adult mentoring, peer support and a firm moral universe help youths recovery from the traumas of daily township life.

"Hard" skills must be appropriate and flexible. Skills should fit the local economy, or the reconstruction and development programme, and local government priorities such as roads or construction. Training should be accredited within a national system.

Many skills will find only occasional use in the formal economy. Entrepreneurship training will assist youths in finding ways to generate income.

Proper course follow-up is required with concerted efforts to secure job placement, access to loans and markets. Mentorship by local business and internship from large companies can assist.

Many NGOs cannot say whether the life prospects of their graduates have in fact improved. Proper statistics need to replace argument by superlative example or individual case studies.

Only the state can provide the co-ordination and extensive structures to ensure delivery on a scale appropriate to the problem. The lesson has been that large, privately driven processes cannot marshal the resources on a sustainable scale.

A system of state youth development officers could generalise approaches. Formal training institutions need to be redirected to the skills required. In its planning for small business the Trade and Industry Department should develop a specific youth component. The one-stop shops envisaged provide a useful model for the co-ordinated provision of services.

The state's involvement is no guarantee of effective, quality delivery. Control, bureaucracy, lack of vision and the stifling of initiative are possible.

□ Bloch is Joint Education Trust project officer.

JOB MARKET

The Greatest Response to

Programme aims to boost the economy

(179)

Sowetan 18/7/95

For every student trained, a new job is created, writes Isaac Moledi

FOR EVERY STUDENT that Business Skills South Africa Foundation trains, a job is created, says Greater Johannesburg Transitional Metropolitan Council deputy chairman Mr Koos Roets

Roets was speaking at the BSSA graduation ceremony in Johannesburg last week when 45 entrepreneurs received their business skills certificates. The BSSA programme, based on a skills transfer process developed by the British government, was adapted to South African conditions by auditing and accounting firm Coopers and Lybrand.

The two-week programme, conducted after normal working hours, was launched in collaboration with Nafcoc's National Industrial Chamber (NIC) in Johannesburg in 1992.

Since its inception, BSSA has provided business skills training to more than 2 600 entrepreneurs. The skills training course has also been introduced in two centres in Soweto.

The programme teaches participants practical business skills that can be applied in their businesses and it incorporates practical marketing, personal selling skills, customer care, debt recovery, pricing policies and effective management. Roets says the adaptation of the BSSA



Smiles all around ... some BSSA graduates proudly brandish their business skills certificates.

PIC LEN KUMALO

programme to suit South African conditions where millions are unemployed and unskilled, contributes directly to the development of the country's human resources and the building of the economy.

"We are happy that one job is being created by every student that goes through the BSSA programme. This is a major contribution to the Reconstruction and Development Programme," says Roets.

Industrial relations masters degree holder Thandi Kubheka, who is also the owner of the life skills training organisation and office cleaning company, praised the two-week programme

as an eye opener. "I wish I had been on this course before starting my skills training company, because it has made me realise the number of mistakes I have made," she says.

BSSA executive director Mr Hein van der Merwe says the programme has been launched to "kickstart" the South African economy through the development of the emerging black sector.

"Coopers and Lybrand recognised that emerging black business could contribute to a stable economy provided it was given access to sustained sources of finance and appropriate business skills," says Van der Merwe.

Business training focuses on youth

By Isaac Moledi

THE Informal Business Training Trust has begun redirecting its training activities to youth entrepreneurial development, to ease the massive problem of unemployment.

IBTT management board director Mr Stephen Umlaw says although funds are running for non-governmental organisations like his, the trust will not abandon its commitment of micro-enterprise development of thousands of emerging and aspiring micro-entrepreneurs from marginalised sectors, who continue to come to the organisation for help.

He says high levels of unemployment among the youth necessitates his organisation redirect-

ing its activities to concentrate on youth entrepreneurial development, to help alleviate unemployment among them.

He estimates that about eight million people cannot get employment within the mainstream economy. These include 95 percent of school leavers.

According to him, this figure is increasing by about 500 000 people a year.

"Thousands of entrepreneurs who continue coming to us for any assistance are putting a burden on our resources.

"The problem will however not discourage us from our work of redirecting our activities to concentrate on the youths," says Umlaw.

IBTT, a non-profit organisation formed more than five years ago by private companies, local

and international development bodies, is aimed at targeting disadvantaged emerging entrepreneurs by giving them appropriate assistance.

Its activities include basic business skills training through its One-Up Basic Training Programme, giving access to micro-finance facilities using the innovative systems of the Start-Up Fund and the ongoing counselling and mentoring, including the accessing of growth opportunities and related assistance.

"The vast majority of unemployed people are not work-shy. They are eager to work and, if they are provided with a suitable ladder of opportunity, large numbers of them are willing and able to become self-employed in micro-business activities," explains Umlaw.

Livewires turn dreams into cash

By JEFFERSON LENGANE

(179)
A COURSE in business idea formulation and management by the Shell SA Livewire programme has paid off handsomely for one of the young trainees – who finally managed to draw up a business plan he had been struggling with for two years.

The trainee, Fortune Zungu, told City Press at the end of the training programme that after “completing the course everything started getting together – just like building a house”

Zungu also led a five-member team of trainees to beat 10 other teams in a business ideas quizz.

Since the programme was launched in Johannesburg in February, 200 young trainees have undergone the course. They were trained in the Vaal, Pretoria and Johannesburg

Some of them have already started small business ventures to put into practice ideas learnt on the course

An added advantage of the course is that those who have completed it can mention it in their applications for loans to start businesses. Shell has entered into agreements with certain banks to recognise the training

Shell SA public affairs advisor John “J R” Baloyi said certain services were also available to those who had com-

CP 23/7/95
pleted the course

“The support does not end there – there will be free consultancy and guidance by Shell and those banks we have made contacts with to ensure that the trainees’ new ventures do not just collapse”

Trainee Joyce Bhembhe said: “The course gives an inspiration to us, the youth, that someone cares for and recognises our potential. The course has also taught us that women can get into business”

Next year Shell SA will launch a nation-wide Livewire programme to include all provinces

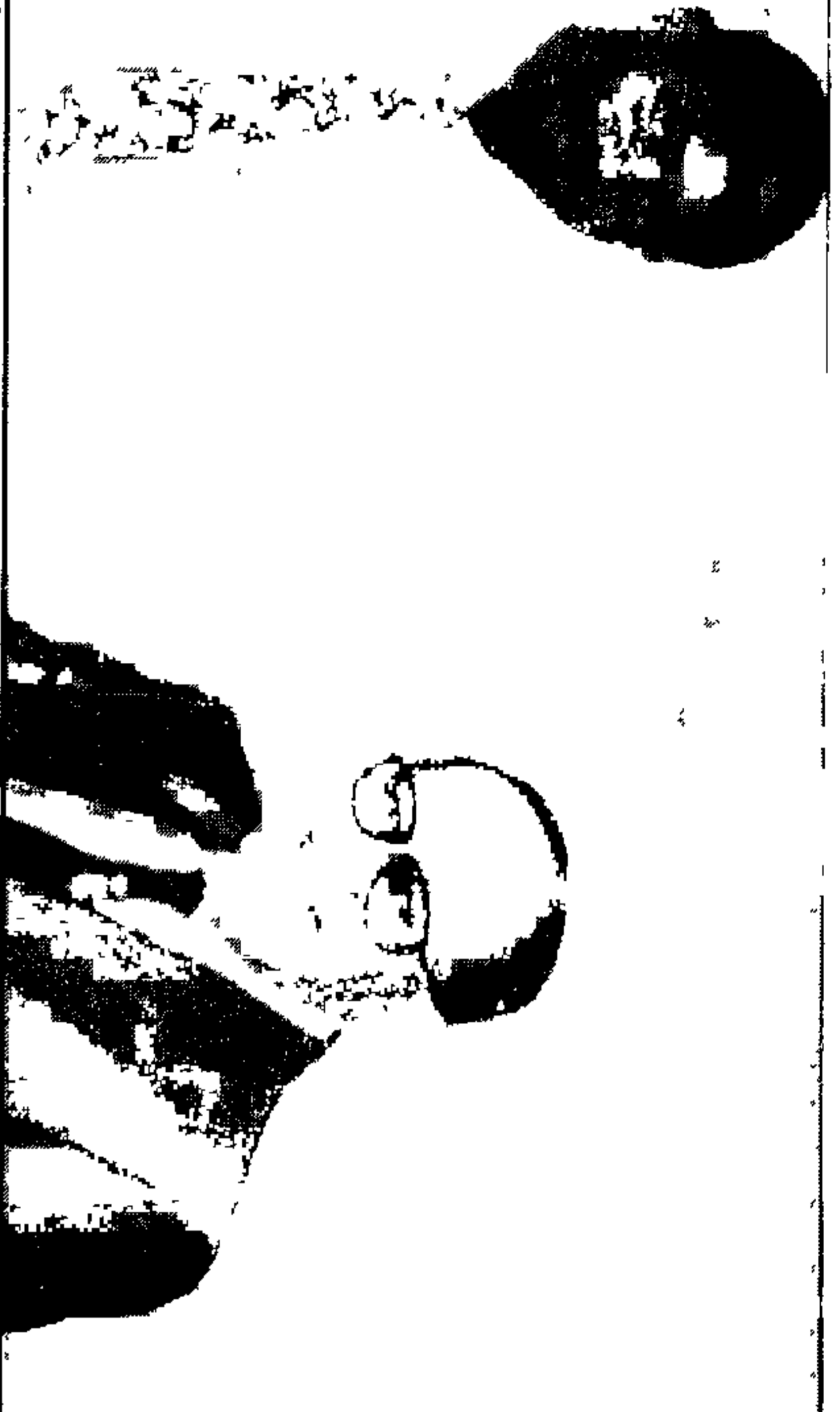
■ To encourage trainees to stay motivated, Shell regional public affairs manager Maurice Radebe has announced two competitions – one for trainees who have not yet started their own businesses and the other for trainees who are already entrepreneurs

In the competition for “amateurs” trainees must submit a business plan they have formulated

In the competition for entrepreneurs, their business ventures will be evaluated to choose the most successful one.

The deadline for both competitions is August 15

The prizes in the both competition categories are a first prize of R15 000 cash; a second prize of R7 000 cash and a third prize of R3 000 cash



Technician Thabo Sekha shakes hands with Ken Andre, chairman of South African-based British engineering company Knight Plesold Group. He is among those who will benefit from the scheme.

Sowetans to benefit from British help

(179)
Sowetan 25/7/95

THE British Government and the Soweto Chamber of Commerce and Industries are jointly running a programme that opens doors for some young Soweto business and professional people to be trained in Britain.

The British-Soweto Skills Initiative was officially launched by British Prime Minister Mr John Major during his South African visit last year.

The scheme is designed to send selected people between the ages 23 and 40 who live or work in Soweto to large companies in Britain for training in various skills.

On their return, successful candidates may be given opportunities to set up agencies, act as representatives to their host companies or to pass on their skills and experience in their communities.

Black agents 'squander goodwill': In spite of "an abundance of goodwill" by leading real estate companies to promote affirmative action, the response from black agents to join the industry in the former white areas has been "woefully weak", says Bryan Biehler, the joint managing director of De Huizemark. He has received numerous applications, but generally candidates have been unwilling to work for commission only and unable to survive financially until commissions flow in

~~(178)~~ CT(OR) 26/9/95

'R200m a year needed for building industry training'

~~(178)~~ (179) CT(OR) 26/9/95

An estimated R200 million a year — against the R25 million presently being spent — would have to be invested in training by the building industry to meet the country's need for housing, job creation and adult basic education, according to Ian Robinson, the executive director of the Building Industries Federation of South Africa

Robinson said foreign aid was not required to fund more training centres and courses, but to provide more instructors and to make existing training more accessible

"This is the message our organisation has taken to several international conferences as part of our drive to secure foreign aid for a training campaign which will benefit stakeholders in the construction industry."

He said that although many donor organisations and foreign governments were keen to help South Africa achieve the objectives of the reconstruction and development programme, they were uninformed about the areas in which their resources could be used.

He said a variety of excellent programmes, geared to local conditions and tailored to meet specific needs of the industry for semi-skilled, skilled and managerial trainees, already existed

The limiting factor, however, was the lack of sufficient funding to put the required numbers of people through the courses.

He said the federation, with the Kagiso Trust, had secured more than R3 million of European Union funding for the training component of the Johannesburg Housing Association's multimillion rental accommodation scheme. — Staff Writer

Sacob wants a say in education and training spending

CT(BE) 2/8/95 (179)

By JOHN SHERROCKS

KWAZULU NATAL BUSINESS EDITOR

Organised business, claiming a "legitimate" interest in how the country's educational budget is proportioned and allocated, is calling for a stakeholders body to be established to monitor the

implementation of policy

Rudi Heine, deputy president of Sacob, speaking at a Damelin graduation ceremony in Durban last night, said education and training could contribute to a balance in growth and redistribution in the economy and that Sacob would encourage its members at provin-

cial level to play a role in determining how the new education and training system was implemented

He said business could play a role in ensuring that educational and training systems in South Africa were more flexible in meeting changing needs

He said Sacob believed the nec-

essary changes could best be achieved by the decentralisation of the delivery of education and training to local level

Business would consider playing a greater role in an integrated education and training system if a negotiated package of government incentives was on offer, Heine said

Clothing skills academy opens

(179) CT (BR) 4/8/95

By SHIRLEY JONES

STAFF WRITER

Funded by the Irish government, Durban entrepreneurs Jenny Micklewood and Kristina Dunlevy have established an Academy of Clothing Skills to cater to the needs of emerging entrepreneurs

As past lecturers at the Natal Technikon, the two recognised a need for a practical training programme to replace the sophisticated and expensive courses offered by tertiary institutions

Dunlevy roped in her husband to look for a co-financier. He came up with the Irish ambassador who was looking for RDP associated projects to help finance

The forthcoming funding was used to buy sewing machines and other equipment such as a fusing press and cutting tables allowing the academy to offer hands on practical courses

According to Dunlevy, the academy offers two-year-long, full-time courses and can accommodate 30 full-time students in each. There are also part time courses

The courses are aimed primarily at emerging township entrepreneurs and will be Afrocentric, concentrating on basic skills and designing according to the needs of students' existing or potential clients

A business management course, which is built in to the course, includes instruction on costing garments, determining profit, opening a bank account and keeping books will also be included in the course

In the long term, Dunlevy and Micklewood hope to get sponsorships for students and will appeal to textile companies to donate oddments and shortlengths to help students cut costs further



BUSINESSLIKE DESIGN Cynthia Ngcobo (seated), Jenny Micklewood, Eunice Mhlongo, centre, and Kristina Dunlevy, right, at the academy's first lesson

PHOTO: PATRICK MTOLO

Skills training for businessmen

CT (BR) 4/8/95 (179) (68)

STAFF WRITER

The National African Federated Chamber of Commerce and Industries and RAU have jointly developed a skills training programme aimed at developing small and medium businesses

The programme is the brain child of Mashudu Ramano, the chamber's Gauteng president, and Deon Gouws, chairman of the accountancy department at RAU

Ramano said the programme, starting mid-month, consisted of three certificate courses. The only requirements are a working knowledge of English and a standard 8 education. Graduates will be awarded a diploma in business development. Subjects covered are personal development, business sector development and management development. For more information, contact Nafcoc-Gauteng at (011) 836-5685/6/7/8.

Nicro offers skills

SHANNON NEILL

Southeastern (Suppl. to South)

AN ARTISAN training centre is opening up in a renovated shipping container in Mitchells Plain at the end of August.

There will be courses in brick-laying, how to be an electrician, welding, plumbing and a leather work course where people will learn to make belts, jewellery and shoes.

The courses will run for two months and will cost between R80 and R100. This pays for materials used during the course. Participants can sell the things they

produce to pay for tuition.

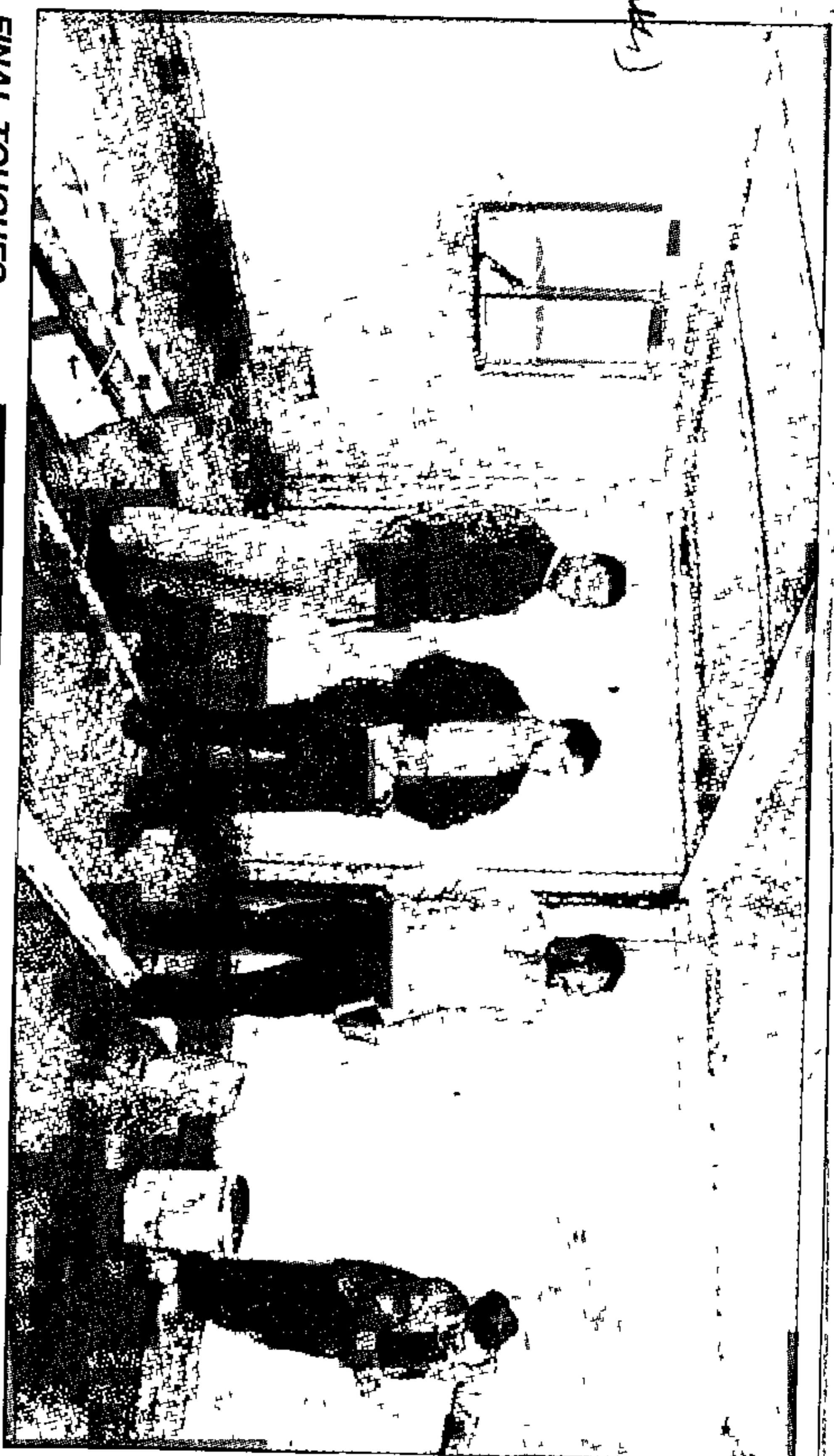
Applicants need to read and write to qualify for the courses

They will receive certificates at the end of the course **518-918194**

The courses include a business management section and once people have completed a course they can apply to Nicro for a mini-loan of about R300 to set up their own businesses

The project is funded and run by Nicro, Caltex and the Small Business Development Corporation

For more information about the courses phone Waleed George at Nicro at 397-6060.



FINAL TOUCHES:
Richard Julius of Caltex, Waleed George of Nicro and legshaam Arledien of the SBDC in the training centre
Photo: Roger Sedres

R220-m needed for training

By Joshua Raboroko

THE Government of National Unity would have to spend about R220 million a year on skills training in the housing industry to meet the objectives of the Reconstruction and Development Pro-

Sowetan
gramme Building Industries Federation of SA executive director Mr Ian Robinson said this week spending on training had to increase tenfold

He was responding to Housing Minister Mr Joe Slovo's proposals that the construction industry should raise its

labour capacity to meet the housing objectives of the RDP

Robinson said the industry, which employs 1,25 million people in the formal and informal sectors, would have to employ and train 600 000 more people in the next six years (179)

Blacks must be trained for the top

CT#14/8/95

(176) (179)

AUDREY D'ANGELO

SOUTH AFRICA needs more skilled and competent people at high levels and funds must be provided to increase the number of professionally qualified blacks as soon as possible, says Mr Wiseman Nkuhlu, head of the Development Bank of Southern Africa.

This was among the requirements if the RDP was to succeed, he told a meeting of the Seeff-Cape Times Executive Breakfast Club at the Cape Sun on Friday.

Others included direct investment by business in providing such services as electricity and water.

The economy had to grow to reduce unemployment

and the deficit before borrowing had to be reduced to less than 2% to encourage foreign investment.

The RDP was still a broad framework with no delivery taking place, but there were encouraging developments that would enable services to be provided with private sector funds.

Prospective investors were discouraged by the deficit and this had serious implications for South Africa, where little development was being funded from the Budget.

Mr Nkuhlu said it was not enough to promote the present numbers of professionally qualified black people. It was vital that funds be provided for training to increase "high-level person-power".

Training a new generation in top skills

Mduduzi ka Harvey

(179)

BP 18/8/98

A NEW set of programmes to develop research expertise in line with national needs and priorities will be launched by the Foundation for Research and Development in January 1996.

Foundation president Reinhard Arndt said the new programmes were aimed at enabling the science community within higher education to address SA's needs through imaginative research.

He said that while conducting the research in these programmes, experts would train a new generation in science,

engineering and technology, which would ensure an improved quality of life for all South Africans.

The country's top researchers would involve more young scientists, engineers and technologists, previously excluded.

In the funding of research, the foundation would strive to integrate competitiveness, top quality, relevance and corrective actions. Local and international co-operation would be encouraged between higher education institutions, industry and science councils.

The programmes had resulted from wide consultation.

Technology management catching on in SA

CT(PR)18/8/95

179

By ROY COKAYNE

PRETORIA BUSINESS EDITOR

A training programme on the management of technology is increasingly being supported by South African industry

Called the Technology Leadership Programme, it started in 1990 as an in-house course for Eskom but has since expanded to cater for students from across the country and from a variety of companies.

Kelvin Kemm, the technology strategist and director of Stratek, who runs the course, said there was an international move towards managing technology, which was previously typically seen as the domain of the chief engineer. But he said the rate of change of technology

today was so rapid that more technical people needed to be sent higher up the strategic planning level of companies

Kemm said the year-long course provided an alternative to an MBA, which was not technology based, but which engineers believed was the only way for them to move into management

The increased focus on managing technology is reflected in the fact that this year Stratek will be presenting a second course to cater for surplus applicants from its course starting in February

Kemm said that, unlike university courses, the programme was industry-led and in the course of a year the class was exposed to more than 100 lecturers and commercial and industry leaders

He said the course was aimed at experiential learning, not teaching in the classical sense

The programme has three patrons — Allen Morgan, the chief executive at Eskom, Aidan Edwards, the president of Mintek and Martin Creamer, the publisher of Engineering News

Kemm said negotiations with a university about recognition for the programme were "quite far advanced" The Engineering Council of South Africa has also invited the programme to submit a request for formal recognition

If recognition is granted, the course would count towards professional engineers and professional technologist status, but the recognition process took about nine months, Kemm said

Forum to discuss training for entrepreneurship

ET (BR) 18/8/95. (179)

By THABO LESHILO

The issue of including entrepreneurship education in southern Africa's school curricula would be the main focus of the third entrepreneurship education forum in Johannesburg next week.

Organised by the Richards Bay Minerals Business Advice Centre, the forum would be held at the Sandton Sun on August 24 and 25.

Peter Morrison, the director of

the centre and the convener of the seminar, said the region's secondary school and tertiary education systems had to include entrepreneurship education in order to alleviate the problems of youth alienation, poverty and unemployment.

"The education system is designed to equip people to work in established business. Hundreds of thousands of hopeful matriculants are churned out every year, but less than 7 percent are absorbed by the

formal sector," said Morrison.

The need for entrepreneurship training was even more urgent considering that 50 percent of the population of southern Africa was under the age of 18.

"The only viable solution is to equip pupils with entrepreneurial skills from an early age so that they can become self-employed on leaving school," said Morrison.

For further details contact Dorothy Blacklaws on (0351) 21291.

Skills training offered in Alex

(79) 21/8/95
Mduduzi ka Harvey

ALEXANDRA youth who come from the 350 000-strong low income population group with unemployment levels of 70%, are to be given a chance to learn basic electrical skills which should help open employment opportunities.

The Khanyisa Training Centre programme is run by a non-profit organisation. It has been established as a joint venture by ABB Sub-Sahara and the local Alexandra civic organisation to train students to contribute to the realisation of the reconstruction and development programme's promise of electrifying 500 000 homes a year.

It aims to educate people selected by the community to be competent house-wiring electricians and to encourage them to open their own electrical installation businesses.

Prior to the selection process, preferable entrance requirements to the course include Std 8 maths and science, or an N2 certificate, a minimum age of 21 years, English proficiency, self-motivation and keenness to start a business.

Students attend a six-month course which covers theoretical and practical training, safety, accounting and business management.

Job skills for hostel dwellers

By Joshua Raboroko

A MASSIVE training programme aimed at creating jobs in the construction industry, has been started by Portland Cement Institute

The programme, which will address the critical shortage of skills, is to focus on the training of jobless Soweto hostel dwellers in bricklaying and other construction related skills

Manager of PCI education and training Mr Rob du Preez, says the scheme is aimed to empower jobless

hostel residents so that they can play a role in the upgrading of Gauteng-based hostels

"The training will enable hostel residents to carry out the construction work in the upgrading programme themselves, as well as provide them with a means to future earnings potential," he argues

The plan is to be put in place after consulting with the National Hostel Residents Association in the wake of the growing rate of unemployment among the hostel folks

They have already trained 10 residents from Soweto and another 40 would be trained in other building disciplines such as painting, plumbing and bricklaying

The training will afford job opportunities for hostel residents in line with the Reconstruction and Development Programme

The initial impetus for hostel upgrading programme was started by deputy President F W de Klerk after he visited Nancefield Hostel, Soweto, in

1990
(179) Soweto 22/8/95

Illiterates 'left out of change'

BY FRANÇOISE BOTHA

STAFF WRITER

A large segment of South Africa's working population was being excluded from the democratisation process taking place in business because of inappropriate training which was hampering productivity, effectiveness and competitiveness, said Anastasia More, a training consultant for FSA-Contact, the management consultants.

While the concept of an empowered workforce was becoming popular within local companies, problems had been encountered in trying to empower people who could not read or write in the language of the organisation in which they were employed, and those that had no formal education at all, she said.

"Conventional training programmes do not meet the needs of these employees and as a result they are often left out of the empowerment process," said More.

Literacy programmes, which had been undertaken by many organisations, tended to be long-term projects and therefore did not show instantaneous results.

She said there was a need for projects that would provide workers with skills that could be used in the workplace immediately.

The main contributor to low productivity and morale in the workplace was a lack of communication skills, she said.

"Training programmes should help employees contribute more fully to the success of the organisation, giving them the communication skills required to participate more effectively in individual and group interactions.

"These programmes should also be aimed at developing their confidence and ability to take personal initiative in their jobs," she said.

Training programmes would only be effective if they took into account the needs of illiterate or semi-literate employees along with those that have had a more formal education.

Re-educating workers

THE SOUTHERN AFRICAN Clothing and Textile Workers Union's National Coordinating Committee met on August 17 and considered the Government decision on the restructuring of the clothing and textile industry

We are in broad agreement with the proposals for an eight year phase down period of tariffs to the end rates suggested in the Swart Panel report. The eight-year period is substantially shorter than the 12 years South Africa is bound to under the General Agreement on Tariffs and Trade.

We have two substantial concerns: the lack of consideration given to adequate supply side measures, and the complete absence of a social adjustment programme.

The Swart Report, which our union helped to formulate, recognises these two issues as critical to a coherent industrial restructuring programme.

In our view, restructuring should not commence in an *ad hoc* fashion. In order to promote competitiveness, it is not sufficient to only reduce trade tariffs.

It is vital to have active supply side measures, such as investment in training and technological upgrading, new forms of work organisation, training and the range of other tools set out in the Swart report. Critically, these supply side measures need to be introduced in conjunction with tariff liberalisation.

Even the trade policy section in the RDP White Paper recognises this. International experience shows that trade liberalisation in the absence of supply side policies does not lead to increased competitiveness, but rather to job losses and the destruction of large parts of the industry.

For a society characterised by levels of unemployment which are higher than most possibly all, industrialising economies, we cannot afford the further job losses in which a programme lacking adequate supply side measures will result.

Our view therefore is that tariff reductions should only commence once adequate supply side measures are finalised.

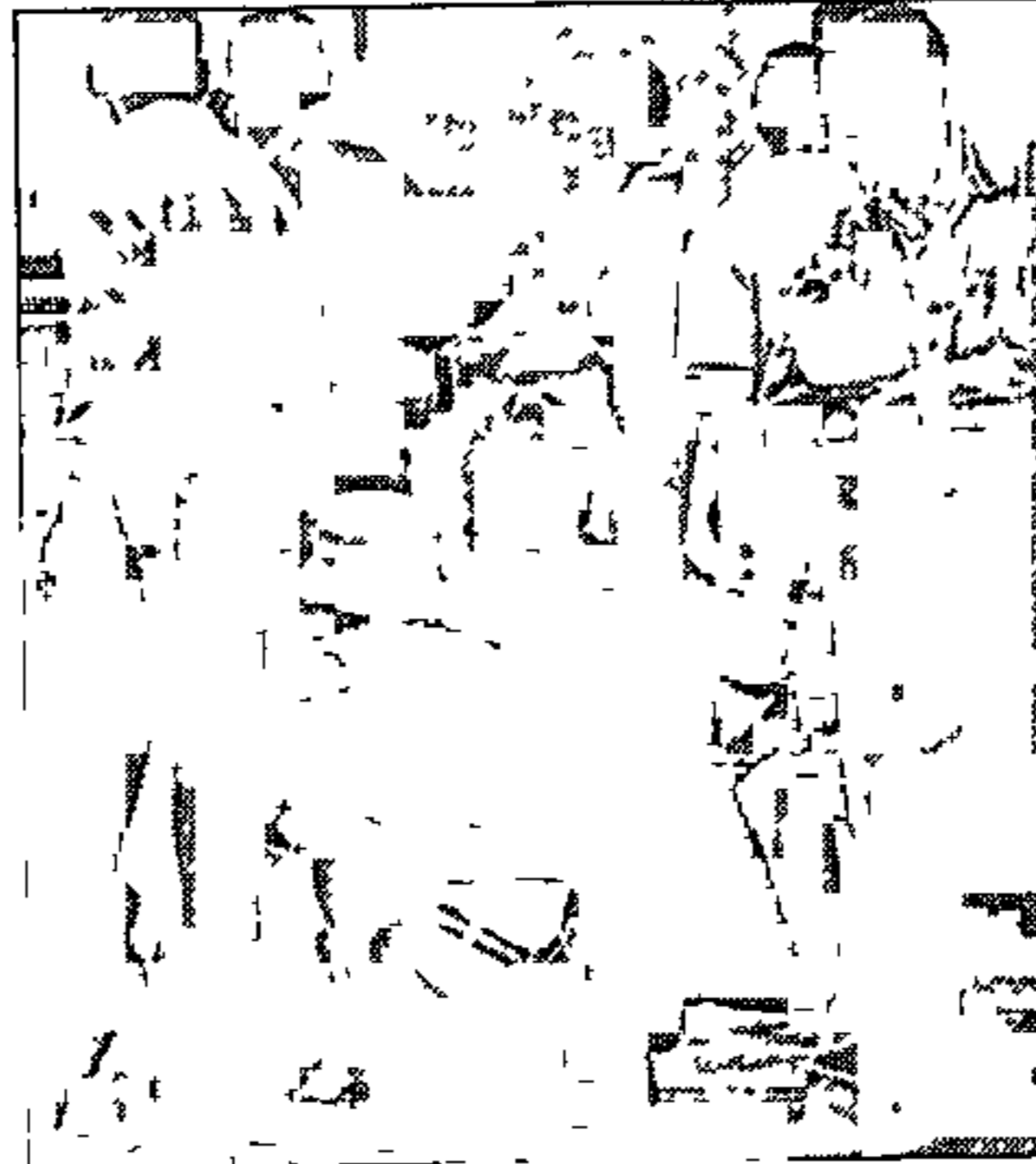
We are concerned at the complete absence of a social adjustment programme, which contains measures to assist workers who will be adversely affected by industrial restructuring.

The original Swart report contains a comprehensive social adjustment programme, which includes retraining programmes, incentives to reabsorb displaced workers, commitments to reduce job losses, assistance to workers to negotiate the terms of restructuring at workplace level, and regional support arrangements.

We do not believe that a programme of trade

Trade tariff liberalisation should go hand in hand with retraining and re-education of workers in textiles, says

Andre Kriel, national education officer of Sactwu



Without the necessary precautions, restructuring of the clothing and textile industry will add to the number of unemployed people in South Africa

liberalisation will be justifiable if there are no measures in place to assist workers who will be without jobs through no fault of their own.

In view of the shorter period of trade liberalisation agreed to than required under GATT, the sensitivity on trade policy for the clothing and textile industry internationally, and the devastating consequences if large numbers of jobs are lost in the domestic economy, we believe that there is adequate time available to finalise, on an urgent basis, the supply side and social adjustment measures.

We will therefore continue engaging with Government in an attempt to dissuade them from proceeding with an *ad hoc* approach to achieving international competitiveness.

We will seek to impress on Government the need for a restructuring plan which will build competitiveness rather than destroying industry.

Our support for tariff liberalisation and Government's proposed plan therefore depends on whether clear supply side measures and a social adjustment programme is in place.

The results of these ongoing discussions with Government will be reported at Sactwu's biennial national congress on September 21-23. Our congress will then take a final decision on the restructuring process and Government's response thereto.

It is important to set out Sactwu policy on protection: our union's opposition to tariff lib-

eralisation in the absence of adequate supply side measures and a social adjustment programme has often been incorrectly confused as protectionism against international competition.

Further, manufacturers hiding behind the guaranteed profits of protection are able to keep prices high and quality low. In this way, our members and other consumers receive poor-quality, high-priced goods.

In short, protection will lead to an industry which becomes more backward, producing shoddy articles, and with a world applying pressure on us to open our economy. When we do open the economy, most factories will then be forced to shut down, since they are so inefficient compared to the rest of the world.

That leaves the option of improved efficiency. Efficiency can only be improved through major restructuring of industries and factories.

In the short term, this may have negative effects on workers with the painful process of adjusting to the needs of efficient production. It may involve changes to work practices, new technology and a decision not to compete on certain product lines.

In the medium to long term, efficiency is the best guarantee of job security, and the best provider of high wages and quality goods at affordable prices. Efficient enterprises require less protection than inefficient ones, and accordingly, less tariff protection is necessary.

At the same time, we argue that lower levels of tariff protection without a preceding programme to address inefficiency, will not lead to greater efficiency — only to fewer factories and fewer jobs.

This needs to be done in conjunction with adequate social adjustment programmes to assist workers displaced as a consequence of industrial restructuring.

The 'big bang' approach to trade liberalisation (the immediate freeing of markets which would allow capital, labour and other resources to flow to the areas where they can be most productively used) is in practice not so clear, nor so simple. It has in practice not necessarily resulted in faster and more sustainable economic growth. We prefer the alternative route: a coherent development plan based on market realities, seeking to marshal resources towards building an efficient, dynamic industry — not *ad hoc* decision-making.

(179) ~~177~~ ~~177~~

Sowetan 23/8/95

42 train to be burger makers

179

Sowetan
24/8/95

By Mzimkulu Malunga

FORTY TWO South African business people are undergoing training in various parts of the world to become good franchisees when burgers giant MacDonalds comes to this country later in the year

Big Mac, as MacDonalds is known, is in the process of finalising franchise deals with a number of South African business people as part of its entrance into the South African market.

The prospective franchisees are currently attending courses in various parts of the world – mainly in New Zealand – to learn about the burger business.

Company tightlipped

Although the company's representatives in South Africa have until now been tightlipped about who is likely to be awarded the franchises, *Sowetan* learns that an East Rand-based black businessman is one of those in the running

The businessman concerned is said to be currently undergoing six months' training in New Zealand

His name has also come up in another deal which is unrelated to the burger business.

It is not clear how many franchises will be awarded or whether some of the people concerned will run the franchises on joint venture basis

The the key franchises will be in South Africa's key commercial cities, Cape Town, Johannesburg and Durban

Factory cleaners graduate with computer honours

Johnson & Johnson and Sagewood Education Centre in Midrand have pooled their resources and expertise to provide a computer-literacy course to their employees

Recently 18 of the company's employees, including cleaners and fac-

tory hands, graduated with Word Perfect skills

John de Jager, the director of Sagewood, said "Business and educational institutions are ideally positioned to identify skills which can be used in the workplace and then set up the rele-

CT(BN)25/8/95(179)
vant courses which will ensure we meet the goals of the RDP"

He said his college kept its campus open 24-hours for community projects offering maths and adult literacy courses to the communities of Ivory Park and Tembisa — Staff writer

Sullivan unveils new plan for SA

(179)

Own Correspondent

JOHANNESBURG — Mr Leon Sullivan, who led US sanctions against South Africa, unveiled a major plan yesterday to train disadvantaged South Africans and build new schools

At a press conference here he said his International Foundation for Education and Self-help would give \$10 million (about R35m) to launch his plan early next year

ET 26/8/94

In February 400 American teachers would be brought to train local teachers

A training centre and 300 schools would be built over six years

Other plans included selecting 200 bankers for further training in the US and training local lawyers in international and commercial law.

Public servants, especially at the provincial level, would also be targeted for further training

The foundation's self-help programme would develop the skills of school-leavers and dropouts and help them start businesses

Mr Sullivan said he would return to the US today with renewed resolve to press companies to reinvest

NYK...
Company sets out to upgrade skills

Theo Rawana

PHARMACEUTICAL company Johnson & Johnson had embarked on an employee-upgrading programme that had seen even cleaners in their 1 500-strong workforce become computer literate, the company said last week.

Acton Khambule, head of the company's social programmes, said the programme was run at weekends by the Sagewood Educational Centre and was the route other companies should follow to upgrade their employees.

Sagewood director John de Jager said 18 employees, including cleaners and factory hands, had already graduated with WordPerfect skills. Another

course was planned to give them skills in the Lotus 123 spreadsheet.

"As a result of SA's apartheid-driven education, many workers do not have basic workplace skills. Business and educational institutions are ideally positioned to fight the skills crisis by working closely together to identify skills which can be used in the workplace and then setting up the relevant courses," said De Jager.

The computer literacy course was developed after a meeting between management and shop stewards. "This partnership has produced a practically useful, relevant, quick education which will ensure that we meet the goals of the RDP."

 Power Range Financial



Women at work . . . Hilda Mathane and Mildred Masondo are two of the students being taught electrical work at the new training centre in Alexandra.

PICTURE ANNA COX

Alex centre will train electricians

■ BY ANNA COX

A new community training centre for electricians has opened in Alexandra at the Oliver Tambo Centre.

The Khanyisa Training Centre is a non-profit company owned by a Swedish-Swiss electrical engineering company and the Alexandra Civic Organisation

It aims at teaching students basic electrical and business skills to start their own companies.

About 72 students, male and female, will be trained free of

charge

Said project manager Hassan Jorgensen "We want Alexandra residents to become self-sufficient entrepreneurs as well as helping the community to get the full benefits of electricity"

Trainees will be taught house-wiring and on completion of the course will be encouraged to either find employment on housing projects or to tender and subcontract for the sponsoring company Those wishing to study further will be assisted

"But the ultimate aim is to encourage students to open their

own installation companies which will be supported by a special management company created to offer financial and legal advice, cost estimates, bulk purchases and secretarial and accounting services," Jorgensen said

Students will be chosen from the community by the Black Management Forum

Student Steven Makhubela said it had always been his dream to own his own business

"I worked for an electrical company but now I have the chance to learn about electricity

and make my dream come true. When I have finished the course I will start a small business in Alexandra," he said

Mildred Masondo said she always wanted to do something different

"I want to become a qualified electrician — I can do the job just as well as any man and I think people will start to trust women too," she said

Ben Moloantoa said he wanted to go to a technical college to further his studies after completing the course

Star 29/8/95

(179)

MEC in 'last-ditch bid' to resolve dispute

Farouk Chothia

DURBAN — KwaZulu-Natal local government MEC Peter Miller said yesterday he would refer all boundary disputes in the province to the special electoral court for a ruling if attempts to find common ground with the demarcation board and the provincial local government committee failed.

Miller said he would make a "last-ditch" attempt to find agreement with the board at a meeting today. A new round of meetings with the committee would start tomorrow.

"If we cannot get concurrence, the whole lot will have to go to the court," Miller said.

There is still no agreement over the outer and inner boundaries of the Durban metropolis.

Outer boundaries of 12 transitional local councils have not been finalised either. Dispute is still raging over where tribal areas should be incorporated into local authorities. Affected towns include Port Shepstone and Empangeni.

Miller is pushing for a province-wide postponement of local government elections, but central govern-

ment has not acquiesced.

Constitutional affairs ministry spokesman Izak Retief said Miller's request was being considered, but central government's "underlying philosophy" was that local authorities should be left to make decisions that affected them.

Senior ANC councillors in the Durban transitional metropolitan council broke ranks with the ANC provincial and national leadership this week to agree with the IFP and PAC that provinces should be given the option of having a blanket postponement. **80 31/8/95**

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Spy row erupts on campus

Farouk Chothia **80 31/8/95**

DURBAN — A spy row has erupted at Durban-Westville University with claims that National Intelligence Agency operatives were spotted on the campus, and the office of Combined Staff Association president Prof Dhuru Soni was bugged.

Agency spokesman Willem Theron yesterday refused to confirm or deny that agency operatives had investigated the continuing conflict at the campus.

The association claimed two "apartheid apparatchiks" were seen on campus, claiming "investigations" were being done for the education ministry.

Ministry spokesman Lincoln Mali said the ministry had not initiated any investigation into the university crisis. It was waiting to be briefed by rector Marcus Balintulo before taking action on the "sensitive matter".

After a resolution by the university council, management agreed to call in counter-intelligence experts to do a "sweep" of offices on campus.

This led to a "highly sophisticated monitoring device" found in Soni's office at the weekend.

The university has been racked by conflict since last year with the Students' Representative Council and certain academics at loggerheads with the staff association.

Levy slapped on bills of entry

Business Day Reporter **179** **80 31/8/95**

EVERY bill of entry for imports or exports has to now carry a R2 stamp as a training levy for the forwarding and clearing sector of the maritime industry.

The money will go into a trust established by proclamation in the Government Gazette by Labour Minister Tito Mboweni on August 11, to be known as the Maritime Industry Education, Training and Development Trust. Forwarding and Clearing Sector.

The levy became effective on Monday. The stamps are being sold by chambers of commerce in the major cities.

SA Association of Freight Forwarders executive director Alan Cowell said yesterday that the scheme had been widely publicised in the trade press.

Money would be used for all kinds of training in the sector. The plan was to establish courses at institutions such as technikons. If the institution could provide the training required, it would be accredited.

A Cape Town export agent estimated that between 500 and 2 000 bills of entry were used daily at Cape Town Airport alone.

BENGUELA

**Abridged Aud
for the year**

CONSOLIDATED BALANCE SHEET

	Notes	31 May 1995	31 M
Capital employed		R 000	
Ordinary share capital	1	607	
Share premium account	1	74 313	
Non-distributable reserves		9 445	
Accumulated Loss		(5 794)	
Ordinary shareholders' interest		78 571	
Long-term liabilities		215	
		78 786	
Employment of capital			
Fixed assets		5 803	
Investment in joint venture		44 828	
Current assets		30 562	
Stock		974	
Accounts receivable		699	
Cash resources		28 889	
Total assets		81 193	
Less Current liabilities		(2 407)	
		78 786	
Net asset value per share - cents		129	

NOTES:

- On 25 November 1994 15.9 million shares were issued at 200 cents per share to the existing share option holders.
- Sales value of production represents the selling value of all di...

Pinetown centre aims to fill technician training gap (S)

CT (Mr) 5/9/95 (179)

By JON BEVERLEY

The first phase of a R3 million expansion of the Natal Training Centre (NTC) at Pinetown is nearing completion

There will be a roof-wetting of two new workshops next month

which should be ready for full use next year. Each workshop has five units and the plan is to divide the two buildings to accommodate a training facility for each of the plastics, printing and motor industries.

Gerry Kemp, the director of the NTC, said the training centre was

started to provide training for people who would not be able to get it at technikons. The concept of the centre is to provide facilities. There are staff to administer the centre but each industry provides its own trainers and plays a role in determining the type of training offered.

INVESTMENT AND JOBS TO FLOW FROM AGREEMENT

ST (BT) 10/9/95

THE visit to South Africa by Helmut Kohl sees a new landmark in relations between South Africa and Germany.

German Chancellor Helmut Kohl's visit to South Africa is a sign to investors that South Africa is a country worth taking seriously, writes DAVID JACKSON

Uwe Kaestner, Germany's ambassador to South Africa says the visit by a high-profile delegation is not one of mere protocol.

On October 3, Germany will celebrate the fifth anniversary of its unification. In this period it has had to reorganise and integrate many of its institutions in order to become one integrated country.

He says the agreement is primarily aimed at protecting new investors. "What we are looking for is a new strata of investors, namely the small and medium-sized industries."

South Africa's ambassador to Germany is Lindwe Mabusa.

An agreement initiated in Bonn between South Africa and Germany in June this year to promote and protect German investment here will be formally signed during Chancellor Kohl's visit.

The agreement guarantees German businessmen the right to withdraw profits and capital from South Africa and protects them

against nationalisation without compensation. "In the wider context, the mere fact that our governments have such an agreement in place also contains a political message — that they are determined to make it succeed both in the spirit and the letter," says Dr Kaestner.

Dr Kaestner says Germany is not seeking short-term portfolio-type investment with speedy returns. "We want our economic relations to be built on a stable foundation, based on long-term investment that will create jobs."

Dr Kaestner says Germany is providing a Dm50-million (about R120-million) package for rural housing projects — as well as technical assistance in areas such as a co-operative savings bank, to enable people to invest in housing.

"We want to provide the initial start-up which could possibly assist in setting up a new system of financing for housing," says Dr Kaestner.



LANDMARK VISITOR Helmut Kohl, the first German chancellor to visit South Africa

Development aid programme targets housing, training

ST (BT) 10/9/95

A FRAMEWORK agreement on German technical assistance for South Africa is to be signed by the two governments tomorrow.

Chancellor Kohl is being accompanied in South Africa by Carl-Dieter Spranger, the Federal Minister of Economic Co-operation and Development.

Previously, during the sanctions years Germany worked through NGOs (non-governmental organisations) and other bodies (such as Operation Hunger) to provide development assistance. But the way has now been cleared to establish the official development instruments.

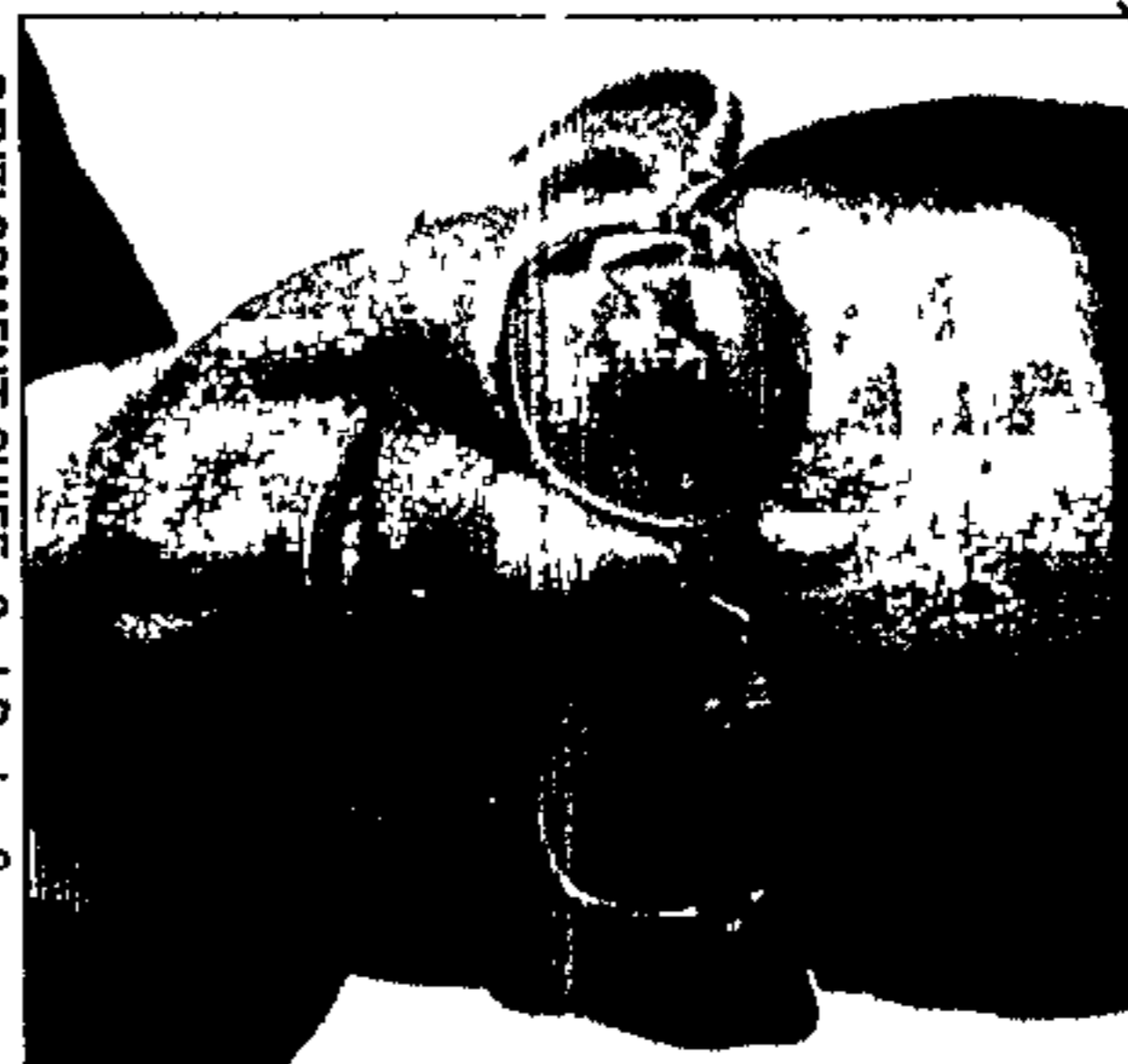
The agreement will regulate the status of German experts in this country.

In addition, a protocol has been in place since June which identifies concrete development projects to be carried out.

Uwe Kaestner, Germany's ambassador to South Africa, says there are two main points of emphasis in the programme both of which fall within the ambit of the RDP.

Housing: Germany is providing a Dm50-million (about R120-million) package for rural housing projects — as well as technical assistance in areas such as a co-operative savings bank, to enable people to invest in housing.

Professional training: "Germany invented a system of apprenticeship where people have part time schooling in the classroom and training on the job and this could well provide help in finding a so-



DEVELOPMENT CHIEF, Carl-Dieter Spranger

lution to some of the unemployment problems among your young people," says Dr Kaestner.

Germany contributes 28% of the EU's budget out of which a number of projects are financed, including the special programme for South Africa.

On the question of opening international doors for SA exporters, Dr Kaestner says Germany can help SA companies seeking trade access to European markets, through the EU.

Negotiations are currently under way between the EU and South Africa on a framework agreement on trade and co-operation.

Dr Kaestner emphasises that in terms of the economic integration philosophy of the EU, "there can be no bilateral trade deals between South Africa and Germany."

He adds however, that "what we can and will do, is advocate a greater access for South Africa to EU

markets".

Dr Kaestner says that while South Africa will enjoy certain benefits of the Lomé Convention, which regulates trade between the EU and African Caribbean and Pacific countries, SA trade will be regulated within the framework of the World Trade Organisation.

This would provide trade preference zones among economically integrated organisations, such as the Southern African Development Community.

The EU is also proposing to look at a closer partnership with the SADC. This is the essence of the so-called Berlin initiative taken year ago under the German EU presidency.

This has important implications for German investors, says Dr Kaestner, in terms of whether there will be a market of a million in South Africa more than double that southern Africa

Aviation training body

Stephané Bothma

(179) ~~179~~
20 11 9/95

STAKEHOLDERS in SA's aviation industry have established a training and development foundation to provide an opportunity for disadvantaged people to pursue careers in the aviation industry.

SA's aviation industry employs an estimated 50 000 people in more than 400 companies and has an annual turnover of about R8bn

Representatives from aviation, airlines, air traffic navigation, airports, unions, aircraft maintenance and air tourism last week launched the Aviation Training and Development Foundation, chaired by former SAA CE Gert van der Veer

The foundation was established on the initiative of SAA and was aimed at generating financial resources for the education and training of disadvantaged current and future employees in the industry.

"This is a highly technical industry where safety standards cannot be compromised and therefore requires a high level of competence from its human resources," a foundation spokesman said

The foundation would not provide training, but would act as trustees responsible for generating financial resources

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Big indaba on youth job training

179
Sowetan 11/9/95
A YOUTH job-skills training conference will be held in Johannesburg tomorrow to look at developing policy and strengthening the provision of marketable skills

The conference is organised by the Joint Education Trust (JET), which has committed more than R44 million to 45 youth projects since 1992, many of which are successful

The conference aims to extend the lessons of these successful projects in localised communities around the country, particularly after the recent demise of the National Youth Development Forum and the National Youth Service Initiative.

"The conference will look at ways of strengthening the provision of skills training and improving curricula in education and training projects for young people who have dropped out of the formal schooling system and are unable to find work," said JET director Dr Nick Taylor

Labour Minister Tito Mboweni will deliver the keynote address and representatives of JET projects will present their experience.

JET project officer Mr Graeme Bloch said the Government was starting to think about policy and the conference offered a chance to build on past experience.

"More than 200 delegates from government departments, funders, youth groups and training organisations will attend the conference. It is a chance for them to develop a closer partnership," he said

"The conference will look at the quality of life youth can expect and what contribution they can make to society," Bloch said.

The conference will allow those concerned about youth issues to plan effectively and discuss how to share resources

At present, a youth commission is based in the office of Deputy President Thabo Mbeki, but the issue of "youth" has not been upfront in political discussion

Taylor said. "However, involvement of the State is not a guarantee of effective quality delivery

"Non-government organisations remain a crucial delivery vehicle"

Kohl promises training to be priority for funding

BD 14/9/95

(179)

Kevin O'Grady

THERE could be no social or political stability in SA without first rate training and sufficient apprenticeship places and jobs, German Chancellor Helmut Kohl said yesterday.

Kohl told a Johannesburg news conference, at the end of his official visit, that education and vocational training in SA would become a priority area of German assistance.

He had held "open conversations" with President Nelson Mandela, vice-presidents Thabo Mbeki and FW de Klerk, and Home Affairs Minister Mangosuthu Buthelezi during his visit and a lot of expectations were voiced about co-operation between the two countries. Kohl said that he saw SA as a "priority country" for German policy on Africa and looked forward to good co-operation between them.

Germany was ready to support regional co-operation and the Berlin Agreement on co-operation between the EU and the Southern African Development Community should "be

filled with life and have flesh put on its bones", Kohl said.

It was important that "now the EU is being enlarged it should not be constructed as a fortress and isolate itself against the rest of the world".

Mandela, Mbeki and De Klerk had asked for information about Germany's federal system of government and had agreed to send a team to Germany to "learn from our experience in this field".

Kohl said he had no intention of interfering in the internal affairs of this country but had told leaders, including IFP leader Buthelezi, that "a peaceful solution must be found and that (it) was only possible if opposing forces learned to come together".

German Economic Co-operation and Development Minister Carl-Dieter Spranger said German investment in SA this year totalled about R471m.

Sapa reports Kohl spent yesterday morning touring the plant of German car maker BMW in Rosslyn, north of Pretoria. BMW plans to boost its investment in SA by R500m by 1998.

First phase of Natal Training centre nears completion

By ION BEVERLEY

SPECIAL WRITER

The first phase of a R3 million expansion of the Natal Training Centre at Pinetown is nearing completion. The workshops should be ready for full use next year.

Each workshop has five units and the plan is to divide the two buildings to accommodate a training facility each for the plastics, printing and motor industries.

Gerry Kemp, the director of the centre, said it was started to provide training for people who would not be able to get it at technicals and, while it had been for black students initially, it had since been opened to everyone.

The current phase has expanded the site to just over 8 hectares with further buildings planned, in later stages.

Twenty years ago the govern-

ment was not willing to come to the training party, nor was it particularly willing to recognise that the way forward for the economy was through training.

Durban's business people, especially those in the building contracting industry, saw a gap that needed filling — training for black workers at a level different to technical colleges.

Leo Fish and Bob Throssel took the lead, but all they could get out of the government was an undertaking from the Department of Education and Training of loan to put up buildings.

Pinetown's municipality was eager to help and allocated a 2,4ha portion of ground on leasehold near the freeway.

That was the start of the centre which runs on the unusual basis of purely being a facilitator.

The civil engineering building

and motor industries needed the building and the machinery to teach their people and that is what was provided.

The lecturers and trainers are appointed by the Industry Training Council which oversees the facility for each sector. The industries helped with providing equipment, or making loans which were later turned into gifts.

The centre's 10th anniversary saw a site with buildings worth R1 million and a move by Pinetown municipality to donate the land to the centre.

In 1979 the centre went non-racial. The Department of Education and Training agreed to this step which followed a change to providing tax concessions for all races. The structure of the centre is such that each industry making use of the centre has a voice in the governing board. Each industry runs its

own facility, provides trainers, encourages its members to participate and makes changes to fulfil different needs. Usage has stretched to presentations, to courses run by other bodies using the lecture rooms and facilities — in other words the facility is for the use of commerce and industry.

One of the more practical facilities is a Red Cross centre to train workers to cope with accidents, and there is a facility for training people who have become handicapped as a result of accident or illness.

Two of the areas are dedicated to particular activities. Volkswagen has a training centre focused on providing for the introduction of new car models and McCarthy Motors also has a dedicated workshop.

Trainees in the motor industry can take their trade tests at the centre and they are introduced to matters which are no longer

CF (MR) 14/9/95
(179)

handled at garage workshops

There are 11 bodies, each under an Industry Training Board using the site and the satellites at Maitzberg, Ladysmith and Empangeni. Kemp says there is one important principle and that is that none of the trainees will work while they are being trained. This means that they are freed from production restraints and can concentrate on the training.

However, once the course is over many have been harnessed to put their new skills to use in the community.

One of the jobs was to build 20 homes at a cost of R200 000 for SOS Children's Homes.

At Inanda, one of the groups, with the help of the British Consul and Hippo Quarries, is building 77 homes and the another group is busy up-grading the Inanda police station.

ATC opens College for Bridging Education at Brits factory

By Staff Reporter

In a move to overcome the legacy of poor educational standards in former Department of Education and Training (DET) schools in the Brits area, ATC — a manufacturer of communication cable — has opened the College for Bridging Education at its Brits factory.

Fifteen students enrolled for the year-long course which concentrates on improving their knowledge and understanding of maths and science to enable them to cope with technically orientated courses at tertiary level. They are also given an opportunity to broaden their life skills to enable them to adjust more readily and function more successfully in a business environment.

The new college is based on similar successful colleges within the Reunert Group.

According to Rainmond Loubser, former president of the SA Institute of Engineers, South Africa has long experienced a shortage of manpower with a high level of engineering and technical expertise.

"South Africa will not be able to compete effectively in the international marketplace — or meet its own development requirements — unless the number of engineering students as a percentage of all students, is greatly increased.

Comparisons made with other countries show that South Africa lags behind by a factor of five to 10



HIGHER GRADES A teacher at ATC's College for Bridging Education lectures students on study methods

in technical manpower production," he says.

Leon Liebenberg of the Rand Afrikaans University's Technolab has attributed this shortage of engineers and technologists to the crisis in science and technology education at all levels.

However, Loubser says that an abundance of engineers will not in itself lead to economic growth — the former Soviet Union is evidence of this — but a shortage of engi-

neers will prevent meaningful and sustained economic growth.

"Any growth rate in the South African economy will lead to an immediate increase in demand for sophisticated manpower — far in excess of the increase in growth rate.

For example, should the growth rate rise from 2 to 6 percent, the immediate demand for engineering employees would increase by 17 percent and that of engineers by 33," he explains.

In an interview, Liebenberg said that for human resources to fill the demand in high-level science, more engineering and technical personnel would have to come from the black community.

Yet, for every 10 000 black children who enter primary school, only 113 pass matric, and only one obtains exemption in maths and science.

Steve de Vos of the department of chemistry at the Technikon Northern Transvaal, says research

undertaken by the technikon's psychological services into the profile of successful students, found a correlation between the maths, science and English results and the student's overall success.

A spokesman for ATC says that students successfully completing the course at the college are not compelled to enter a technical field as their newly acquired knowledge and better grades for maths and science will enable them to enter a broad field of studies.

The opening of the ATC College brings the number of similar colleges within the Reunert Group to four, each designed to provide a service to the community in which they are located. One of these, Reutech College — the first private company project of this kind to obtain registration with the former TED — opened in February 1993.

Situated in the Alnode Industrial area on the Fuchs Electronics premises, conveniently close to students in the Tokoza, Kaitleng, Natalspruit and Edenpark areas, the college has been extremely successful with the majority of "graduates" obtaining bursaries to continue their studies at tertiary level, and the rest successfully being placed within the job market.

Results from former Reutech College "graduates" studying at Technikon Witwatersrand have shown that most obtain distinctions in maths.

Charity a credit to small business

ST(BT) 17/9/95
179

WORLD Vision of South Africa plans to launch within six months a R1-million credit and training scheme for micro-enterprises and farmers in the Cape, writes **THABO KOBOKOANE**

Ben Hoskins, the coordinator of the programme, says that, because the public and private sectors cannot absorb the unemployed, the charity group felt it was important to have them create their own businesses

However, Mr Hoskins says WWSA research has shown that lack of credit for the small farmholder and entrepreneur have posed serious problems

To this end, WWSA will make 1 000 loans, ranging from R600 to R5 000, available to small farmers and rural entrepreneurs

The loan scheme is based on one developed by World Vision International, WWSA's parent organisation Mr Hoskins says experience in six Latin American countries has shown that, with a minimum loan of R1-million at market interest rates, a repayment rate of 90-95% and assuming a low inflation rate, the programme will become self-reliant in four years

Employees benefit from life skills course

BY FRANÇOISE BOTHA

STAFF WRITER

Human development plays just as important a role in reconstruction and development as housing and other employee benefits

This is the belief of a number of organisations that have introduced training programmes aimed at the lowest level of employees, who are

often illiterate and suffer from a lack of self esteem

The programme called "Free to Grow Life Skills" has been implemented by Telkom, Pep Retail, KWV and Anglo American among others, and has met with success in boosting morale and productivity

Hanlie Diedericks, the senior manager of management services at Telkom, said the introduction of the

programme had built bridges between employees and management that were previously considered impossible

She said the programme was first introduced to a group of employees who were on a go-slow because they were demanding more training opportunities

"The feedback has been very positive," she said

(179) CT(BR) 22/9/95

SASOL

Sasol Limited

(Registration number 79/03231/06)
("the company")

Terms of the capitalisation share award of ordinary shares

Fleming Martin Inc. is authorised to announce that, further to the results of the company published on 13 September 1995, the directors of the company have determined that the capitalisation share award will take place to ordinary shareholders of the company registered as such at the close of business on Friday, 29 September 1995 ("the record date"), in the ratio of 1,9 new ordinary shares for every 100 ordinary shares held at the record date, on the basis of an issue price of R29,21 per new ordinary share ("issue price"). Eligible shareholders will be entitled, in respect of all or part of a shareholding, to elect to decline the capitalisation share award and to instead receive a cash dividend of 55,5 cents per ordinary share, on account of the year ended 25 June 1995, declared only on those ordinary shares in respect of which capitalisation award shares

BUSINESS

Vaal 600 trained for business

(179) Sowetan 5/10/95

By Joshua Raboroko

THE Vaal Economic and Development Forum has trained about 600 people to become entrepreneurs

VEDF chairman George Thabe says the people have been trained in computer and business skills such as manufacturing and management so that they can be empowered to create their own jobs

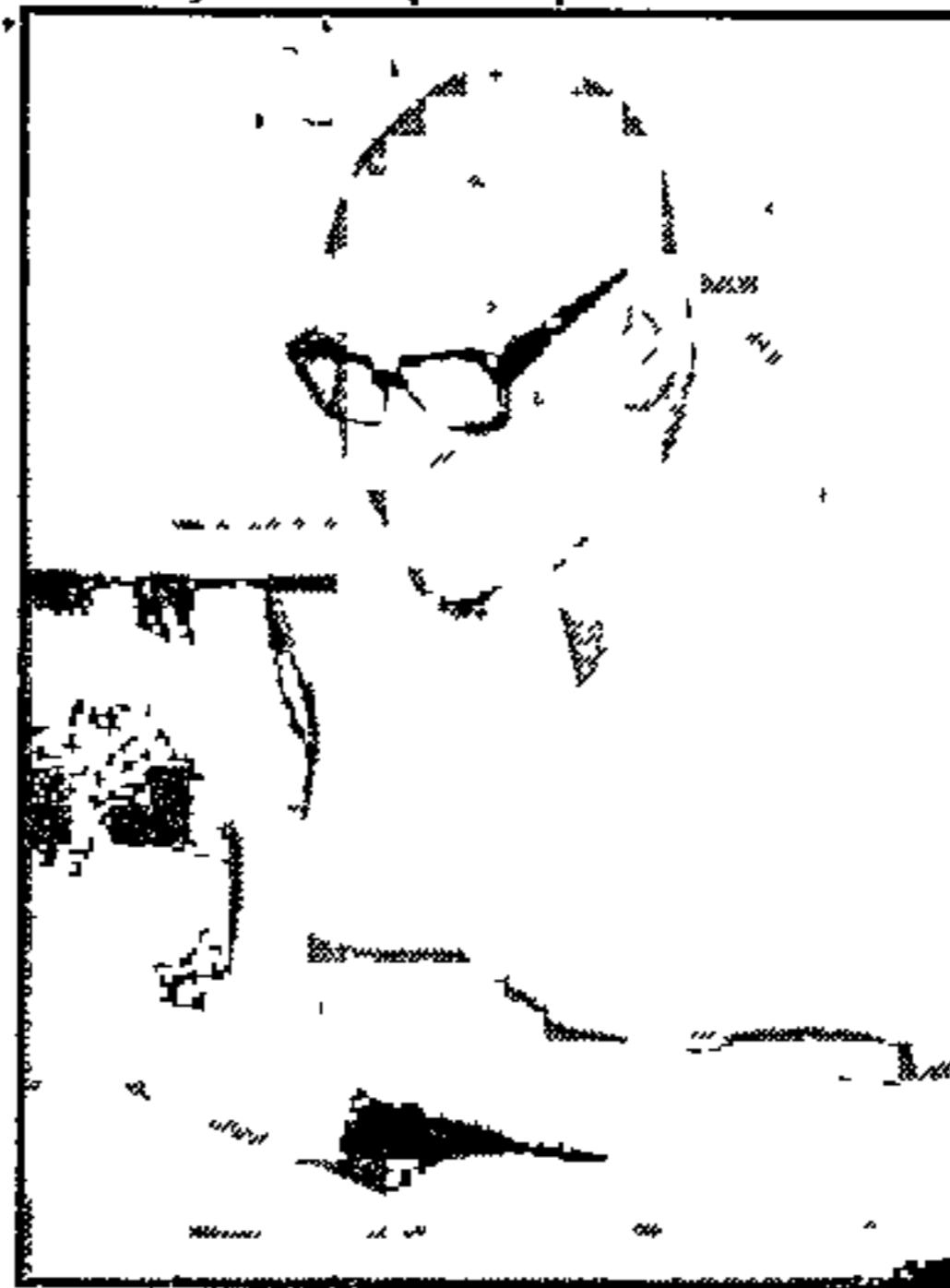
After training, the entrepreneurs were offered miniloans for their own businesses which were monitored by the forum's consultants, Thabe says. The loans range from as little as R240 to R6 000.

Many of the candidates likely to participate in the forthcoming local elections have benefited from the programme which the forum sees as empowering societies, while some have been trained to monitor votes during elections.

The VEFDF has also embarked on various projects in housing, education, health and social upliftment.

Regarding housing, Thabe says the forum has submitted proposals to the housing board with the aim of curbing housing shortage in the area.

"We also want to train more blacks



George Thabe...seeking to make the Vaal a better place.

in fields such as bricklaying, plumbing, roofing, window and door manufacturing so that they can help build more homes for their communities." The people who benefit from the training, says Thabe, will also assist in the building of schools and health services such as clinics.

A Vaal Community Radio has been started with the help of the forum. It can be reached on the 90,6 stereo.

Courses build business skills

(179) (179) CT(BR) 6/10/95

STAFF WRITER

When Claes Malmnas came to South Africa in 1972 to study for a MBA degree at the University of Cape Town, he realised there was an urgent need for business training in the country

"Training has always been the Cinderella. The culture of business did not exist for disadvantaged communities

"In the old South Africa people were not brought up in households where they heard their parents discuss things like profit and loss," he said

The Swedish entrepreneur em-

barked on a crusade to spread business skills. With aid from the Swedish government he began running business training programmes through the National African Federated Chamber of Commerce and Industry

Courses offered include one for top executives and managers and concentrates on improving skills in strategy, policy, distribution, market research and development. Another is a basic, half-day course covering health care, services, manufacturing and retailing

Further information can be obtained from Malmnas on (021) 683-4904.

EDUCATION EXPERTS ON COMMITTEE

Panel to help plan skills certificates

ET 9/10/95 *(179)*
JOHANNESBURG: A committee has been appointed to propose ways in which work experience and skills can be assessed for national qualification certificates.

EDUCATION MINISTER Dr Sibusiso Bengu has announced the appointment of a committee to prepare proposals for an integrated approach to education and training.

Members of the committee include Peninsula Technikon's Mr Sam Isaacs, Ms Beverley Malan of Vista University, Ms Meg Pahad of the Independent Examinations Board, and Mr Jonathan Gunthorp of the kwaZulu/Natal Association

of Tertiary Institutions

The committee is to report to the National Qualifications Framework. Its appointment follows the enactment of the South African Qualifications Authority Bill in Parliament.

Experience

Dr Bengu said the committee's proposals would help thousands of people who had not had a formal

education to be credited for their work experience and the contribution they had made.

The National Qualifications Framework would link one level of learning to another. This would enable successful learners to progress to higher levels without being restricted by their educational qualifications.

Knowledge and skills acquired through experience and on-site training or self-education could be assessed and credited towards certificates so people could qualify for further education or training.

Registered accrediting bodies would ensure quality was maintained. — Sapa

Cape firm uses Japanese idea

BD 12/10/95

(179)

Theo Rawana

A JAPANESE business concept, which switches emphasis from acquiring massive modern machinery to developing shop-floor technical skills to take full responsibility for machines, has paid off handsomely for a Western Cape company

The World Class Manufacturing Process, with its "discipline through training" philosophy, had produced a 50% performance improvement within two weeks from a previously low-performing line at the Cape Oil Products division of Tiger Foods, said Tiger Foods MD Nassos Martalas.

Grant Wareham, MD of consultancy Wareham & Associates, which facilitated the programme, said the consultants had used the foundations of close communication and joint decision-making between unions and management, and "an African approach to overcoming uniquely SA obstacles" in

developing the programme.

"The process involved developing shop floor personnel confidence in their own abilities and providing them with the practical skills and techniques to enable them to take decisions and make meaningful changes in the workplace," he said.

Wareham said many companies in EU countries shunned massive technology investment in favour of employee technical skills development — an approach that SA companies should consider carefully.

Operations director Mark Phillip said that Cape Oil Products had set up a team of shopfloor workers, management and supervisors to audit factory operations and identify units with low performance.

"Out of this initiative emerged a removal of the traditional hierarchical system of management, and a focus on teams capable of carrying out an entire production operation," he said

Gambling industry to get its own 'university'

BY ROY COKAYNE

The establishment of an institute to monitor and research South Africa's gambling industry and provide appropriate training to the management and employees of casinos has been announced in Pretoria.

Called the South African Institute for Gambling Training and Research, it combines expertise from the business

and academic sectors. It has been founded in response to a recommendation from the Lotteries and Gambling Board which called for the formal training of gambling personnel with appropriate accreditation.

Included among its executive officers is Hans Wiehahn, a lawyer and management labour consultant who is the institute's operations director.

Wiehahn's father, Nic Wiehahn, was previously chairman of the Lotteries and Gambling Board.

Wiehahn senior, also a former head of the School of Business Leadership at Unisa, will be the institute's chief consultant and head its research activities.

The institute's other executive officers will be Paul West, director of the Centre for Life-

long Learning at Technikon South Africa; Johan Kruger, business and studies manager at the centre, and Grant Kaplan, a practising attorney and gambling consultant.

The appointment of more people to the executive board will be announced in due course.

Wiehahn said the institute would immediately begin to implement management train-

ing while its personnel training and research activities will commence early next year.

Technikon South Africa's centre in Roodepoort would initially provide training and accommodation facilities until the institute's own facilities in Midrand had been completed.

The institute aims to provide a comprehensive turnkey service backed by national and international accreditation

Nov 18/10/95

STB

Gambling industry to get its own 'university'

By Roy Cokayne

PRETORIA BUSINESS EDITOR

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The institute aims to provide existing and new entrants into the gambling industry with a comprehensive turnkey service backed by national and international accreditation, with the objective of being operational by the time the draft bill on lotteries and gambling becomes law

"An estimated 45 000 operators in various categories have begun gearing up for the new gambling dispensation. They range from

established casino operators to thousands of bingo and small-machine operators and lottery ticket retailers. Altogether they will employ some 70 000 people directly in the lotteries and gambling side of their business," said Wiehahn

Leading academic and gambling research institutions in the United States, Britain and Australia would provide input into the training syllabi and ongoing assistance with the development of training and consulting services. These would also include rehabilitation programmes for compulsive gamblers

^{12/21}
Theo Rawana

Eskom launches master artisan programme

A MASTER artisan school, designed to provide SA artisans with extended training based on the principles of the German Master Artisan Programme, was launched at Eskom's Training Centre at the weekend.

The school, the first of its kind in Africa, would provide a qualification which was internationally recognised, enabling

holders to work as master artisans, managers and trainers

SA programme co-ordinator Dame van Wyk said the newly opened school, run by master artisans employed by Eskom and trained in Nuremberg, was open to all South Africans

A pilot programme with 20 students would

start on October 30, and the first group of trainees would include people from several organisations in the public and private sectors

Instruction would be given at Eskom's training college in Midrand, the Unisa School of Business Leadership, technical institutions and various industrial sites.

Master artisan Sean Cook said Eskom had provided funds for the programme, but the European Union had been approached to fund black candidates with no income. The course would consist of seven to nine months' full-time training, followed by two to five years' part-time training.

EBD 23/10/95 (179) (179) (179)

Council trainers outline problems

Nomavenda Mathiane

BD 23/10/95
LACK of a national framework for local government, funding and capacity building for councillors were some of the problems highlighted by local councillor trainers who gathered in Johannesburg yesterday.

Meeting under the auspices of the National Business Initiative and the UN Development Fund, trainers from government and non-governmental organisations said if local government was to succeed as a strong tier of government, a national framework to guide the process ought to be put in place.

National Business Initiative co-ordinator Ray Russon said the

(179) ~~179~~
people at the meeting resolved to form a steering committee to take up with government the issue of local government training.

Delegates noted the lack of resources to facilitate local government training. Areas that needed attention were training councillors to handle matters such as budgetary processes, management, delivery of services, the reconstruction and development programme and motivating residents to pay for services.

Government and donors were asked to give financial assistance to training projects which would enable councillors to meet the challenges of their positions, as problems were being experienced in rural areas.



JCI MD Bill Nairn, left, NUM branch educator Ariah Molokwane and NUM education unit head Gino Govender, right, at yesterday's signing of the Adult Basic Education and Training agreement. Picture: CATHY PINNOCK

BD 24/10/95
Miners have education role

Renee Grawitzky
 (179)

WORKER participation in the structuring and implementation of Adult Basic Education and Training (Abet) on mines would be achieved after the signing of an agreement by the NUM and JCI yesterday.

The deal, which relates to the actual implementation of the programme on four mines employing 15 000 workers, stems from an industry framework agreement signed at industry level by the Chamber of Mines and the NUM in July this year.

JCI MD Bill Nairn said it was clear the education base of employees was too low and had to be addressed. He said if Abet was properly constructed and implemented it could "enhance employee capability to be found in competitive mining industries around the world".

NUM education co-ordinator Gino Govender said the Abet programmes would be decided on jointly by JCI and the union.

It would be aligned with the National Qualifications Framework, he said.

BD 24/10/95 (252)
Law Commission to deal with security laws

Stephané Bothma

THE issue of security legislation would be referred to the SA Law Commission for a "thorough investigation and recommendations", Safety and Security Minister Sydney Mufamadi said yesterday.

The Internal Security Act, Act 74 of 1982, has been amended twice since 1991 to remove objectionable provisions of the past, Mufamadi said.

The most recent amendment became effective on April 29 last year after the Transitional Executive Council scrapped Section 29, providing for detention without trial.

Four security-related Acts applicable in the former TBVC states remained in force. These should be replaced by one Act which applied to the country as a whole, Mufamadi said.

Meanwhile, the SA Law Commission has recommended draft legislation providing for class action and actions in the public interest.

The commission said yesterday class and public-interest actions were part of a worldwide movement to make access to justice a reality.

A class action is instituted on behalf of a class, or group, in respect of whom the relief claimed and the issues involved similarly affect all members.

"A class action is ideal in those circumstances where joinder of parties is impracticable and it is especially suited to claims for damages and specific

performance," the commission said.

SA courts traditionally required that the plaintiff or defendant has a direct, personal and sufficient interest in a court action. Legislation providing for class action will change this.

The commission's draft Bill provides for, among others, that:

Any person, whether or not he claims the relief sought in his own interest, may institute action as a public interest action as long as such person identifies the action as a public interest action;

A class action must be certified as such by the court;

The court shall have a wide discretion as to the appropriate procedure to be followed in the conduct of a class action; and

Judgment in a class action shall be binding on the members of the class.

"Prospective litigants are often hesitant to institute or defend actions as they lack the financial means to pay legal costs. This is especially true in the case of public interest actions and class actions," the commission said.

To address the problem, the commission suggested a court-appointed commissioner collate evidence and make determinations relating to individual issues, the creation of a fund to assist members of the public and contingency fees, where a lawyer is paid only if the action is successful.

The commission invited comment on the draft legislation.

Black business backs social plan

John Dlugly

SD 31/10/95 (179)
THE two black business federations have thrown their weight behind plans for a business-financed fund to help retrain retrenched workers

The National African Federated Chamber of Commerce (Nafcoc) and the Foundation for African Business and Consumer Services (Fabcos) said yesterday they supported the plan, though adding that the finer details had to be carefully examined

The proposal for a social plan — which also calls for better severance packages for retrenched workers — was recently tabled by the labour constituency at the National Economic, Development and Labour Council (Nedlac). It is to be debated by Nedlac's tripartite subcommittee next month.

Fabcos and Nafcoc are represented at Nedlac. Nedlac's business caucus, made up of Business SA and Nafcoc, is to respond shortly, though sources said there were fears about the plan's compulsory nature and national focus.

Nafcoc executive director Benjamin Wauchope said Nafcoc would like to see a programme that would be affordable to small entrepreneurs. "Labour has always made provision for small business," he said. "We need to ensure that small business can live with the plan"

Students need private sector

(179)

(54)

By Joshua Raboroko

BIG corporations have been asked to support the National Centre for Self-Knowledge which will empower adults and youths with education and skills to enable them to create their own jobs.

Given the tragic history of education in South Africa, the centre believes the private sector must play a role in increasing competitiveness by helping to raise the overall level of skills and education in the country.

The plans for the project were announced by director Ms Charmaine Modjadji at a thanksgiving party on Saturday. It was in honour of Dr Tham-sanqa Kambule, the mathematics wizard who taught, nourished and developed many generations of South Africans, some of whom are now doctors, school teachers, journalists, business personalities, just to mention a few.

Modjadji said there were now two centres operating in Soweto and Johannesburg where technical education courses were given to various communities in line with the Reconstruction and Development Programme.

The centre offers programmes in mathematics and science, computer skills training, career guidance, matric rewrite programmes and information required for community advancement geared towards affirmative action programmes.

"We want to address the education crisis. Our objective is to establish a nationwide system of technology driven learning centres linked to the local communities in support of education structures," Modjadji said.

Created jobs

More than 300 youths have gone through the process in Soweto, while about 350 were now receiving tuition in Johannesburg. Those who have qualified have either been employed or have created jobs for themselves in various sectors.

Modjadji called on other sectors of the South African community to take up the challenge to bridge the education gap.

The government could not provide the resources without private sector involvement and the corporations should help, she said.

31/10/95

Germans offer Portnet training, consultancy

CT(MR) 8/11/95 (179)

BY FIONA LENEY

Johannesburg — Help may be at hand for Portnet, the beleaguered South African port authority, in the unlikely shape of a trade delegation from the free port of Bremen, Germany.

The high-powered delegation is expected to clinch a training and consultancy deal with Portnet today, under which South African ports will benefit from Bremen's expertise in running a large and complex port operation.

Hans-Heinrich Poehl, chairman of the Executive Board of Bremen's Bremerhaven Port Operating Company, said talks between the ports' consulting subsidiary and representatives of the South African government had been going on for several days. Poehl, who met Transport Minister Mac Maharaj yesterday morning, said the government was very interested in the plan.

Details of the scheme will only be available after today's meeting with Portnet officials in Durban, but

the Bremen model is to take unskilled or semi-skilled port workers and put them through an educational and vocational training programme aimed at producing highly qualified staff for areas of specific need in the port's operations.

"We have had exchanges with port managers from other countries already," Poehl said.

Bremen's Bremerhaven Container Terminal is Europe's largest — placing it in a good position to help Durban and Cape Town managers sort out horrendous bottlenecks in their container traffic.

A shortage of skilled personnel, poor planning and the failure to implement capex programmes has caused expensive delays and administrative chaos, leading to increasingly strident calls for Portnet to be privatised and made more efficient. Funding of the training programme should not be a problem.

Despite its troubles, Portnet made a net profit of R1.1 billion on turnover of R2.5 billion in the last financial year.

Good workers need specialised training

(179) (276) Sowetan 8/11/95

By Abdul Milazi
Labour Reporter

COMPANIES that spend large sums on general training as part of affirmative action, are wasting their time and money, says Charter Corporate Training managing director Ms Jenny Huggett

Huggett told *Sowetan* that unless companies adopted a holistic approach to training and made funds available to follow this through, South Africa would not become globally competitive

"What we lack is a competent, productive workforce. The solution is to create conditions in which training enables employees to accomplish their own professional and the organisation's objectives

effectively," Huggett says

Huggett said training large groups of employees with the same off-the-shelf course material in an attempt to upgrade their organisational and professional skills did not work

"No two people in an organisation have the same level of knowledge, skills and experience. For training to be effective, each individual must be assessed to determine the gaps in their abilities and then placed on a training programme which meets their career, educational and personal development needs. Unless training is linked to the work environment and the individual is encouraged to implement the skills learnt, it will not lead to improved performance," said Huggett

Orlando West to get R73-m centre

(179) ~~(200)~~

BY PATRICK WADULA

Star 14/11/95

Plans to build a R73-million training and community centre in Soweto have finally been approved with the help of the Albertina Sisulu Foundation.

Interline Construction's Zack Braamin said plans to build the centre had germinated from a simple request by Albertina Sisulu for the building of a creche.

The recreation and education centre in Orlando West will also house clothing and knitting industries and a can-recycling plant.

"We want the project to be self-sufficient after two years through the generation of income from the clothing and knitting factories," Braamin said.

The centre will be called the Albertina Sisulu Training and Community Centre. Funds will be raised by the foundation.

The foundation's public relations officer, Christine Henley, said they were depending on major corporations, small businesses and the community for donations in the form of equipment, bursaries or money.

Construction starts in February next year

MANY OBSTACLES TO FOREIGN INVESTMENT

Germans offer to aid in training

CF 14/11/95

(179)

THE WESTERN CAPE is ideal for high-tech industry, which would have minimal impact on the environment, thus maintaining tourism, says a visiting German industrialist. **CHRIS BATEMAN** reports.

COSTLY local labour, expensive steel, a high crime rate and varying productivity levels were yesterday singled out as the greatest obstacles to foreign investment by top German industrialists visiting the country with Bavarian Premier Dr Edmund Stoiber.

However, speaking in the city at the end of a 10-day visit to South Africa, Dr Stoiber and Dr Dieter Soltmann, president of the Munich and Upper Bavaria Chamber of Industry and Commerce, offered direct aid in education and training — but

under strict conditions

Dr Soltmann said legislation governing professional training and company/worker adherence to strict guidelines were prerequisites to educational aid from Bavaria

Throughout Germany such a system had proved a "Godsend" with 130 trades and occupations taking part and putting the country at the pinnacle of European quality production

"We'll help you with law-making as long as you tackle the enormous safety problem which creates such a headache,"

Dr Soltmann said.

Western Cape Premier Mr Hennis Kriel repeated his call for specialisation at school level and said the province "within months" would be looking at a system that put vocational training at an earlier age for a longer period to increase competence

Tourism

He said the province had the constitutional powers to introduce the suggested legislation

Dr Stoiber said that in Bavaria, vocational training began in the child's ninth year of junior-high school and continued for another four years, resulting in a large

pool of qualified workers who could then study further. Dr Soltmann said the Western Cape was ideal for high-tech industry which would have minimal impact on the "beautiful" environment, thus maintaining tourism.

Mr Hubert Starker, president of the Confederation of Employers Association of Bavaria, said South Africa needed to probe the cost of its raw materials, especially steel, which sometimes cost as much as it did in Europe, making it cheaper to import for local manufacture

Their tour had revealed vastly differing levels of efficiency and productivity, partly due to years of isolation which the country needed to catch up on quickly

Bonile Ngqiyaza

THE RDP office has approved R5m to train and support government-employed child and youth care personnel in state-run facilities.

The move was announced yesterday at a news conference in Pretoria addressed by Minister without Portfolio Jay Naidoo and Deputy Welfare Minister Geraldine Fraser-Moleketi.

Fraser-Moleketi, who is also chairman of the interministerial committee on young people at risk, said the training would focus on self-awareness and self-de-

R5m to train child-care staff

velopment, conflict management, advanced behaviour management practice and assault response training. "Initial training has already begun, with about 700 child and youth care workers about to complete a basic course."

The release of children awaiting trial to places of safety had placed additional strain on personnel and resources, she said.

The money would be used to finance a nationwide capacity building

programme for probation officers, social workers, correctional service personnel and child-care administrators in basic child and youth care practice, among others.

This, Fraser-Moleketi said, would be followed by a more intense training programme to enable personnel to work effectively with abused, traumatised and imprisoned children and youth.

Naidoo said RDP funds would be provided also for the training of non-governmental or-

ganisations and development workers involved in pilot projects, testing procedures and programmes within the new framework of services to children and families.

He said R200m — to be administered jointly by the departments of justice, correctional services, safety and security, welfare and the RDP office — had already been set aside in the 1996/97 budget for an integrated strategy that would address the plight of young people at risk.

(179) (223) BD 17/11/95

'Tax holidays' mooted

Govt unveils

package to boost industry

John Dlodlu

GOVERNMENT unveiled its long-awaited package of supply-side measures yesterday, calling for the introduction of tax-based incentives for investment and training to replace the current grant-based system.

The measure, aimed at bolstering SA's industrial competitiveness, were tabled for discussion at the National Economic, Development and Labour Council's trade and industry chamber.

The document covers incentives for training, work organisation, investment incentives, industrial development finance, technology enhancement, productivity improvement and small business development.

One of the key proposals is that tax holiday systems are seen as preferable for creating job opportunities.

"Tax holidays tend to favour more labour-intensive investments with relatively short lead times. But they may also have value for more capital-intensive schemes with longer gestation periods if they can be carried forward into future tax years," the paper says.

It notes that terminated 37% schemes — accelerated depreciation programmes — tended to be effective in encouraging investment in projects with long construction periods and lead times.

These projects had often led to huge

increases in exports and foreign exchange earnings, alleviating the country's balance of payments constraints on growth.

The document, which has been welcomed by business at the chamber meeting, says the best option for SA could be to have both schemes — accelerated depreciation programmes and tax incentive schemes — with firms being given a choice.

It says the Katz commission into SA's tax system was against tax incentives, but acknowledged their use in SA was inevitable in the medium term.

A key concern seems to be that no special provision has been made for SA's troubled primary sectors such as the declining mining industry and the agricultural sector. This move is expected to cause unhappiness in the labour constituency. "I anticipate a rough ride," a Nedlac source said.

The document does not include costing details of the proposed measures, a fact attributed to the haste with which it was drafted. But the envisaged savings of hundreds of millions of rands from the general export incentive scheme which will end in 1997.

The intention is not to increase budgetary allocation for trade and industrial development, but rather to make proposals which ensure the pre-

Continued on Page 2

Package

Continued from Page 1
BD 17/11/95
sent contribution by the fiscus to such measures does not decline in real terms.

The intended supply-side measures form part of a shift from the present demand-side incentives which have been abolished by GATF.

In the part that deals with small business development, the government's flagship programme, the docu-

ment says the export marketing assistance scheme has been modified to provide better assistance to small firms.

Changes now include granting more funds for smaller firms to assist with trade mission and exhibition costs.

Government's package follows last month's launch of low-interest rate loans by the Industrial Development Corporation to boost competitiveness.

Government has been under pressure from its labour and business partners in Nedlac for the delays in tabling the measures or at least a discussion document.

'Developing communities need skilled well-trained people'

ARG 20/11/95

Staff Reporter (179)

ACQUIRING the knowledge and skills to make a meaningful contribution to the implementation of the reconstruction and development programme in their areas was the driving force behind 15 sub-contractors who successfully completed an elementary building management course.

The group spent the past six weeks working during the day and sacrificing their evenings to attend specialised construction courses at the Peninsula Technikon to equip them to play a positive role in their communities.

They reaped the fruits of their hard work recently when the Technikon handed them certificates in recognition of their progress.

The budding contractors, all from disadvantaged communities in the Western Cape, are

lessons we have learnt, so all can benefit from the knowledge and work together to ensure a better life for all."

At the awards ceremony Frank Wright, managing director of Group Five Building, told the contractors they had taken the first step by acquiring the necessary training to run their own businesses.

"But this is only the starting point... there is so much we can and must do to build better communities and you have the skills to lead the way."

Pentech's vice-rector Johan Tromp said he believed that everything we did should focus on the development of people.

"Whether we are in the classrooms or on site, the only way we can uplift our communities is if we develop and build people's capacity to do things. This is the idea behind this successful project."

presently employed as sub-contractors on a Group Five Building/Pentech project to provide additional residences for students

They were given the opportunity of securing the building contracts while at the same time undergoing extensive training as part of a special community initiative by the Technikon

Leader of the group, Patrick Mbikwana, said they were very proud to be afforded the opportunity to learn skills which would be very useful in building up their communities

"The country expects of all of us to do our bit so the RDP can be successful. By undergoing this training session we are now faced with a challenge of providing employment while implementing the skills we were taught

"We can now go back to our communities and impart the



COMMUNITY BUILDERS: Johan Tromp, Peninsula Technikon's vice-rector, and Frank Wright of Group Five Building, back right, congratulate some of the community sub-contractors. Picture JACK LESTRADE.

German programme to train managers for SA

B0 20/11/95 (179) ~~179~~

Theo Rawana

A GROUP of junior and middle managers who left for Germany recently would return with international experience and know-how in business management after a year's training in that country, the Black Management Forum (BMF) said last week.

BMF Gauteng regional manager Joseph Claassen said the 14 participants had been selected from SA companies under the "International Business — International Management" programme — a joint venture between the BMF and the German organisation Carl Duisberg Gessellschaft

The cost of the training, living expenses and travel expenses, as well as health insurance, for the participants were being paid by the German government, while expenses for the trip to and from Germany would be borne by employers, said Claassen.

"Lack of competition, being excluded from technical developments, and a lack of exposure to new international concepts of quality have set back innovativeness, productivity and com-

petitiveness. At the same time, professional qualifications in many areas do not meet international standards."

There was a need for managers who knew international business, had been exposed to world markets and had witnessed the application of modern concepts of quality and productivity.

"Increasing the participation of formerly disadvantaged population groups in running the economy, as expressed in the concept of affirmative action, is a precondition for the success of the political and economical transformation process," said Claassen.

The programme aimed to strengthen management capacities in SA-enterprises, support affirmative action in the management of the economy and provide a chance for junior and middle managers to gain experience in an international environment.

Since the training programme was being conducted in German, the participants would undergo a comprehensive German language course after a short familiarisation with the culture and living conditions of the host country, Claassen said

Training for the footwear industry

Renee Grawitzky

179

~~179~~ ~~(179)~~ ~~179~~
THE Footwear Manufacturers' Federation of SA has launched an education and training strategy aimed at developing a trained and skilled workforce to help the industry survive in the highly competitive environment.

The federation said the initiative was launched in conjunction with the Footwear Industry Training Board (FITB) and the Rhodes University Leather Industries Research Institute.

FITB chairman Tony Carnecky said this was as a result of "efforts by em-

ployers and labour over the past 12 months to bring about improved training and education development for the industry."

The federation has developed courses ranging from basic literacy and numeracy, operative education and training, and technician and supervisor studies, to a university diploma in technology and management.

The programmes are being backed by the National Qualifications Framework, making the qualifications be transferable and nationally recognised. They start in January

BD 20/11/95

Russia offers to train SA astronauts

(179)

ARG 28/11/95

PRETORIA — South Africa will be the first African country to have a man in space following a Russian offer to train a group of South Africans as astronauts, said Deputy President Thabo Mbeki.

"We are very moved, for us to send a group of young people to Moscow so they can join the programme and participate in space flights," said Mr Mbeki at a banquet in honour of Russian First Deputy Prime Minister Oleg Soskovets, the most senior Russian to visit South Africa.

"South Africa will be the first African country to have an astronaut in space," Mr Mbeki told about 200 guests at the Presidential Guest House in Pretoria.

Mr Soskovets, who arrived on Sunday for a four-day visit, said he already had experienced "the depth of transformation" in post-apartheid South Africa.

He said Russia had a high re-

gard for South Africa's constructive foreign policy. "We are thankful for South Africa's support for changes in our own country — we see in your government a reliable and durable partner in the international arena," said Mr Soskovets.

Earlier yesterday, President Mandela praised Moscow for its support of the African National Congress during its years as a liberation movement.

"Relations between South Africa and the government of the people of Russia have been very strong, starting from the time we launched the armed struggle," Mr Mandela said at an appearance with Mr Soskovets in Pretoria.

Mr Soskovets, speaking through an interpreter, told reporters his visit would focus on the military-industrial area, policies in the diamond industry, foreign trade and economic co-operation — Reuter.

Attorneys' body backs training plan for judges

~~BO~~ (179)
Susan Russell

BO 28/11/95
THE Association of Law Societies has offered to make its facilities available to a proposed judicial training programme initiated by the Judicial Service Commission.

An editorial in the December issue of the attorney's professional journal *De Rebus* commended the commission's decision to institute a training programme for new judges aimed at overcoming the lack of experience of many candidates from historically disadvantaged communities.

De Rebus said efforts to make the composition of the judiciary more representative in terms of race and gender were being hampered by small numbers of suitably qualified candidates. While the pool of available and qualified judicial candidates had been widened by the inclusion of attorneys, who may now be appointed to the bench, it remained a very small group of suitable candidates and natural growth was likely to be fairly slow, *De Rebus* said.

The editorial said that in the circumstances the commission could have followed the path of least resistance, thrown up its hands in despair and retreated into recommending appointments which would only serve to entrench the present unrepresentative composition of the bench.

Instead, the commission had decided on a more difficult route by intervening in the situation and instituting a judicial training programme aimed at overcoming the lack of experience of many candidates who had not had the opportunity to obtain the range of experience of their white, male counterparts. *De Rebus* praised the commission for its realistic and progressive attitude, but said the enthusiastic collaboration of the justice department, the bench and other sections of the legal profession was necessary if the programme was to succeed.

Training stressed

(179) ~~SW~~
Michael Urquhart

29/11/95

RANDGOLD would concentrate on worker education in the belief that worker capacity was limited more by a long history of disadvantage than by lack of a work ethic, Randgold chairman Peter Flack said in his annual review.

He said that given the proper training, management and motivation, labour was capable of achieving "exceptional" results.

"For Randgold to prosper it was necessary for management and workers on the mines to have a common cause. Group net earnings had improved 371% to R23m for the year to end-September

Applied science experts vital to SA

(179) (183) ARG 13/12/95

Staff Reporter

TRAINING in new fields of applied sciences is vital for manufacturing and industrial growth in South Africa

Only about three percent of technikon students are studying courses in the field which puts South Africa way out of line internationally in terms of training technologists versus professional engineers, said Teboho Moja, executive director of the National Commission of Higher Education, at the Cape Technikon Diploma ceremony

Dr Moja said South Korea had

an estimated ratio of 20 to 1 technologists to professional engineers as compared to 0,8 to 1 in South Africa.

Between 1988 and 1991 there had been a relative shift away from science and technology fields of study towards diplomas in commerce and management

Women, and both male and female African students, were not strongly oriented towards science and technology fields which were dominated by white men

Peter Thomson, chairman of engineers Ninham Shand, speak-

ing at a different diploma ceremony, said pressure would build up to produce technologically educated people in much larger numbers than at present.

He said that to meet the future needs of society, adequate numbers of people with higher education skills in the applied sciences would be needed

While numbers had increased at the Cape Technikon from about 6 000 to 7 500 over the last four years, this growth rate was too low, and in engineering, five or six times as many graduates would be needed in 10 to 15 years

Care-worker diplomas may be 'worthless'

□ Watch-dog body to set standards

Staff Reporter

PROTEA Technical College divisional head Christa Hans has sounded a warning against expensive training sessions for lay care-workers that leave people with nothing but worthless diplomas.

Ms Hans was speaking at a Provincial Department of Labour workshop, where it was decided that a new Western Cape watch-dog body would be founded to address problems associated with lay care-workers.

Ms Hans said people had paid up to R3 000 for 3-month training sessions that left them with "worthless" diplomas.

"They call themselves private institutions and give very bad training. These malpractices need to be addressed," Ms Hans said at the workshop, which was attended by role-players in the field of lay care-work.

The new body would supervise diplomas and provide protection against fraudsters who offered care training without having the proper education themselves.

Ms Hans said the lack of registration and supervision in health-care training made it easy for fraudsters to conduct their business.

Hjalmar Enderstein, chief training adviser at the Department of Labour, said "There is a big gap. Nobody is supervising training standards for lay care-workers, whereas other industries do have their own training boards. The Western Cape, urgently needs its own watch-dog body."

St John's Ambulance, Protea Technical College and the Provincial Department of Labour have, together with a wide range of related organisations, said they recognise the urgent need to co-ordinate their training activities in the fields of

- Care of the aged;
- Child care and youth development;
- Care of the handicapped; and
- Care of the sick at home

The new training board — its official name is not yet known — will accredit training institutes and set standards.

Mr Enderstein said: "Trainers should come to us to get their courses accredited with the board and in return we would put a stamp of approval on their diplomas. In this way we can regulate the proliferation of diplomas."

Another advantage was that a certificate recognised by the board would make it easier for the holder to get the diploma recognised nationally and internationally.

Ms Hans said: "At present, a diploma might not be worth anything to another employer and employees have to start from scratch. We need to ensure the portability of qualification."

The new board would also have the task to remove barriers between different care professions.

"If lay care-workers want to change from child care to elderly care in the present system, they have to complete full training without any regard to the knowledge and experience they gathered in their child-care work."

"The legacy of the past is a very fragmented training situation. We need to assess what people already know and give them the credit for it."

The new lay-care body is part of the National Qualifications Framework, which was created as a key element of the Reconstruction and Development Programme.

The framework aims to

- Enable successful learners to progress to higher levels without restrictions;
- Assure training quality by registered accrediting bodies, and
- Assess and credit on-site experience

Education Foundation statistics showed the necessity of improving training. About 44 percent of the adults in the Western Cape were functionally illiterate.

'Graduates must repay communities'

Staff Reporter

GRADUATES of the Skills Training for Employment Centre have a responsibility "to put something back into their communities"

This was the message from ANC Education spokeswoman Lynne Brown, who addressed the graduates at a ceremony yesterday

The training centre in Salt River was founded in 1990 to provide school-leavers who had inadequate formal qualifications with office

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skills training.
Thirty-eight students, most of them from the townships, graduated yesterday.

Ms Brown told the graduates that, as a group of people who have more skills than others in the community, they should put something back to bring change in society.

The five-month course will be expanded to a one-year course from next year, and will provide practical work experience.